

Passport
Photo



No.....

NJALA UNIVERSITY
Private Mail Bag, Freetown, Sierra Leone

RE/ST. 116

**APPLICATION FOR ADMISSION
(UNDERGRADUATE/CERTIFICATE)**

For Office use only

This form should be completed in the candidate's own handwriting and sent with:-
1. Photocopy of birth certificate or sworn declaration of age
2. Photocopies of certificate(s) of all examinations passed
3. Photocopy of Testimonial(s)

Received by
Date

State here Degree or Certificate sought

.....
Category of Applicant (see guide notes for definition). Regular Candidate
Mature Candidate

SECTION A – APPLICANT'S BACKGROUND

1. Name.....
(Print) Surname First Name Other Names
2. Sex..... Nationality.....
3. Date of Birth.....
Day Month Year
4. Place of Birth..... Town
Dist./Province Country
5. Marital Status: Married/Single, Divorced/Widowed (delete if not applicable)
6. Correspondence Address * (a) Telephone No..... Contact Address.....
.....
(b) Permanent Address if different from above
- (c) Where would you like to be interviewed, if successful? FREETOWN; BO; MAKENI; KENEMA (Underline one)

SECTION B – EDUCATIONAL BACKGROUND

7. (a) School(s) attended

Name of School	Date		Class or Form Attained
	From	To	

*Please ensure that you give your telephone number as requested above

SECTION C

8. Examinations taken

(a) GCE 'O' Level/School Certificate or WASSCE subjects passed in order of dates taken. State even where you failed the subject(s)

Date	Subject	Examining Body	Centre/Exam No.	Grade earned

(b) GCE 'A' Level subjects passed in order of dates taken. (State even where you failed the subject(s))

Date	Subject	Examining Body	Centre/Exam No.	Grade earned

9. Employment since leaving school:

Name of Employer	Date	
	From	To

SECTION D

10 (a) Proposed degree/certificate programme sought. If you have more than one choice please state in order of preference

1.
2.
3.

(b) In the case of B. A. Education and B. SC. Education programme, please state in order of preference the subjects you intend to take

1st Preference: Major..... Minor.....
 2nd Preference: Major..... Minor.....

SECTION E

11. (a) Have you applied to this University on a previous occasion?

Yes No

(b) If yes, what was the result?

.....

12. (a) Have you applied or do you intend to apply to any other University/College for admission?

Yes No

(b) If yes, give the name or names of the Universities/Colleges applied to

1.

2.

3.

13. What extra-curricular activities do you participate in?

.....

SECTION F - SPONSORSHIP

14. Please give the name and address of the person, organization or institution that will be responsible for your fees here

.....
.....
.....

(attach evidence if available)

SECTION G - DECLARATION

15. I.....hereby declare that I wish to enter Njala University and that the information given in this form is to the best of my knowledge and belief true and correct.

.....
Signature of Applicant

.....
Date

IMPORTANT NOTE

1. check to see that every question is fully answered
2. Any applicant discovered to have given false information will be disqualified
3. Notify the Registrar immediately of any change of your address

SECTION H

16. (a)

Major Subject Depart	
FROM: Head of Department.....	
TO: Dean, School of.....	
Candidate is Acceptable/Not Acceptable (delete as required)	
Signature.....	Date.....

(b)

Minor Subject Department

FROM: Head, Dept. of.....

TO: The Dean, School of.....

Candidate is Acceptable/Not Acceptable (delete as required)

Signature..... Date.....

(c)

Dean of School

FROM: The Dean, School of.....

TO: Office of Academic Affairs

(1) Candidate is accepted/ placed on waiting list/ rejected.....

(2) Comments if any.....

Signature..... Date.....

(d)

Office of Academic Affairs

Letter of Offer/ Rejection/ Request to take Matriculation sent on

.....

Comments.....

Signature..... Date.....

NOTE; Candidates must find out from the Liaison Office Freetown/ Njala or Bo Campus where programmes can be accessed