



AKIM STATE COLLEGE (UNIVERSITY COLLEGE)

AFFILIATED TO KWAME NKRUMAH UNIVERSITY OF
SCIENCE AND TECHNOLOGY (KNUST)

Affix
Picture
here

Form No:

COMPLETED FORM SHOULD BE RETURNED TO:
THE REGISTRAR,
AKIM STATE COLLEGE
P.O. BOX DA 908, AKIM ODA

Please fill this form using **BLOCK LETTERS** and preferably black ink. Names must correspond exactly with those appearing on your certificates and any other personal documents you may attach.

A. PERSONAL PARTICULARS OF APPLICANT:

1	Surname (Mr/ Mrs/ Miss):							
2	Other Name(s):							
3	Title (Tick as appropriate):			4	Gender		Male	Female
	Mr.	Miss	Mrs.					
5	Date of Birth			6	Marital Status		Single	Married
	Day	Month	Year					
7	Town/ Country of Birth							
8	Nationality		Hometown		Region			
9	Religion							
10	E- mail Address				Telephone Number			
					Cell Phone			
11	Are you physically challenged?		Yes []	If Yes, specify:		Blind	Deaf	Other:
			No []					
12	Residential Address (not P.O. Box)				Permanent Postal Address			
13	Correspondence Address:							
14	Name and Address of Parent/ Guardian / Next of Kin				Relationship to applicant			
					Occupation			
					E-mail			
					Phone			

							Code
15	Degree Programme Preference (Select from list on page 6) OR Non-Tertiary Programme Preference	1 st Choice					
		2 nd Choice					
		3 rd Choice					

16	Mode of Admission	Regular	Evening *	Weekends			Preliminary

17	Qualification	SSSCE/WASSCE/ABEC	'O' Level	'A' Level	HND	Mature	Other (specify)

*Evening Session is not available now.

B. EDUCATIONAL BACKGROUND:

1. List in chronological order all academic institutions attended and the type of certificates awarded. Attach photocopies of all certificates to this application.

	Name of Institution	Location	From (Month/Year)	Certificate awarded
1.				
2.				
3.				
4.				

2. Examinations passed or taken (Attach all certificates where applicable)

i. SHS Certificate (SSSCE/WASSCE/ABEC):

(ATTACH ALL CERTIFICATES)

		1 st SITTING	2 nd SITTING	3 rd SITTING
1	Month/Year			
2	Exam Index Number			
3	Centre of Exam			
4	Type of Exam Board			

TITLE OF SUBJECTS		EXAMINATION RESULTS (GRADES)		
		1 st SITTING	2 nd SITTING	3 rd SITTING
Core Subjects				
1	English			
2	Mathematics			
3	Integrated Science			
4	Social Studies			
Elective Subjects				
1				
2				
3				
4				

FOREIGN STUDENTS

TITLE OF SUBJECTS		EXAMINATION RESULTS (GRADES)		
		1 st SITTING	2 nd SITTING	3 rd SITTING
Core Subjects				
1	English			
2	Mathematics			
3	Agricultural Science			
Other Subjects				
1				
2				
3				
4				
5				
6				

ii. POLYTECHNICS OR UNIVERSITY ATTENDED

INSTITUTION	YEAR	BASIC QUALIFICATION	CLASS

PROFESSIONAL QUALIFICATION AND YEAR OBTAINED (IF ANY)

(ATTACH ALL CERTIFICATES)

INSTITUTION	YEAR	PROFESSIONAL QUALIFICATION AND YEAR OBTAINED

iii. GCE (ADVANCED LEVEL) EXAMINATION/HIGHER SCHOOL CERTIFICATE (ATTACH ALL CERTIFICATES)

		1 st SITTING	2 nd SITTING	3 rd SITTING
1	Month/Year			
2	Exam Index Number			
3	Centre of Exam			
4	Type of Exam Board			

TITLE OF SUBJECT		EXAMINATION RESULTS (GRADES)		
		1 st SITTING	2 nd SITTING	3 rd SITTING
1				
2				
3				
4				

iv. NON-DEGREE PROFESSIONAL CERTIFICATE(3) HND, TEACHER’S CERTIFICATES- A:

- 1) Type of Certificate.....
- 2) Awarding Board/Institution 3) Date obtained
- 4) Professional Registration No. (Where applicable)

NO.	TITLE OF SUBJECTS	EXAMINATION RESULTS (GRADES)		
		1 st SITTING	2 nd SITTING	3 rd SITTING
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

C. FOREIGN STUDENTS

(Foreign students should provide all necessary certificates and documents on the examination taken).

D. EMPLOYMENT/ NATIONAL SERVICE:

- i. Name of Organisation.....
- ii. Position held (with dates).....

E. BOND:

- i. Are you bonded? NO [] YES []
- ii. If YES indicate name of organization to which you are bonded:

.....

Date of Expiration of bond.....

F. PREVIOUS ATTENDANCE AT A UNIVERSITY:

- i. Have you ever enrolled in a University? YES [] NO [] If YES answer the following:
- ii. Name of the University.....
- iii. The name you used in the University.....
- iv. Year of Admission.....v. Hall of Residence (if applicable).....
- vi. Programme of Study.....vii. Last year of study.....
- viii. Reason(s) for leaving the University.....

G. DECLARATION BY APPLICANT

I hereby declare that all the above information provided by me is true and correct, and that I could be denied admission, or be withdrawn from the College after admission, if any information on this form proves to be false.

SIGNATURE OF APPLICANT..... DATE.....

PROGRAMMES AVAILABLE: TERTIARY

Code	Bachelor of Science (Administration) – Option	Code	Bachelor of Science (Engineering)
001	BSc. Accounting	005	BSc. Electrical/Electronics Engineering
002	BSc. Banking and Finance	006	BSc. Computer Science
003	BSc. Marketing	007	BSc. Computer Engineering
004	BSc. Human Resource Management		

NON-TERTIARY PROGRAMMES:

Code Programme

- NTP1- Diploma in Accounting Studies
- NTP2- Diploma in Marketing Studies
- NTP3- Diploma in Human Resource Studies
- NTP4- Diploma in Computer Studies
- NTP5- Diploma in Business Studies-General
- NTP6- Diploma in Micro-Finance Studies

H. Corroborative Declaration (Please read instructions carefully before you endorse)

i. This declaration should be signed by a person of high integrity and honour, who must also endorse at least one of the candidate's passport-size photographs on the reverse side and also satisfy himself/herself that the examination grades indicated on the form by the applicant is genuine.

ii. the applicant will not be valid if the declaration below is not signed

iii. If the declaration proves to be false, the application shall be rejected; if the falsity is detected after admission, the student shall be dismissed.

I hereby declare that the photograph endorsed by me is the true likeness of the applicant

Mr./Mrs./Miss.....who is personally known to me. I have inspected his/ her certificates against the results indicated on the form and I am satisfied that they are genuine and the name that appears on them is the same as that which he/she is officially personally known to me.

NAME (BLOCK LETTERS) :..... (Name of the person who signed your photograph)

OCCUPATION :..... POSITION :.....

ADDRESS :.....

SIGNATURE :..... DATE :.....

ADMISSION OFFICE USE ONLY

FORM SOLD BY				
RECEIPT NO.:		INDEX NUMBER		
APPLICATION STATUS	ADMITTED	NOT ADMITTED	ADMISSION OFFICER	DATE
REMARKS			SIGNATURE	

Guidelines to fill this form

1. All relevant documents supporting the application must be attached.
2. Supply all documentation in English. If your transcripts and/ or reference are not in English, official and independent translations which bear the signature/ stamp of the translator must be sent.
3. Attach two endorsed passport photographs to your application.
4. Check that all relevant portions of the form have been filled.
5. Please retain a copy of your entire application.

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FEES STRUCTURE

The following are the current tuition fees for Akim State College for the 2019/2020 academic year :

S/N	Description	Amount Payable Per Semester GHC	
		Local Students	Foreign Students
1	Business Level 100 and 200	GHC1100.00	GHC1750.00
2	Business Level 300 and 400	GHC1200.00	GHC1750.00
3	Computer Science Level 100 and 200	GHC1300.00	GHC1850.00
4	Computer Science Level 300 and 400	GHC1400.00	GHC1850.00
5	Electrical/ Electronics Engineering Level 100 and 200	GHC1750.00	GHC2250.00
6	Electrical/ Electronics Engineering Level 300 and 400	GHC1850.00	GHC2250.00