



## Regional Maritime University

Post Office Box GP 1115, Accra, Ghana

Tel: (+233 302) 712775 /712343 /718225. Fax: (+233 302) 712047. Registrar Tel/Fax: (+233 302) 714070

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MY REF: RMU/2024/001

March 3, 2025

YOUR REF: RMU-12345514

Samuel Kumah  
Accra - Greater Accra  
C/o Philomina Kumah  
Ghana

### **OFFER OF ADMISSION TO 4-YEAR B.SC. INFORMATION TECHNOLOGY [2024-2025]**

I write on behalf of the Academic Council to offer you admission to the Regional Maritime University to pursue a 4-YEAR (8 semesters), full time, regular Degree programme leading to the award of B.Sc Information Technology .

The programme will begin on **Tuesday January 23, 2024.**

Please take note of the following conditions relating your admission:

1. The schedule of tuition and other auxiliary fees for the semester is Four Hundred and  $\text{\$}\{\text{Actual\_Fees\_in\_Words}\}$   **$\text{\$}\{\text{Actual\_Fees\_in\_Figures}\}$** . Payment arrangements of the semester's tuition fee are as follows:
  - a. Payment of an initial non-refundable fee of **Two Hundred US Dollars [US\$200]** or its cedi equivalent to guarantee your admission. However, you can negotiate flexible payment terms of the remaining fees by calling telephone numbers **02444568441/0243654920** or e-mail **admission@rmu.edu.gh**.
  - b. Payment of the remaining fees should be made two weeks prior to the commencement of the end of semester examinations.
  - c. The University has limited Financial Aid to assist needy students to defray part of their tuition fees. Interested applicants are to apply for this facility and addressed their application to the Deputy Registrar (Academic), RMU, Accra-Ghana for consideration.

2. The above fees should be paid into any of the under-listed Regional Maritime University's Bank Account:

#### **University Bank Details**

##### **a. Local Dollar Payment Only**

Regional Maritime University  
Account No. **220106573220**  
GT bank Ghana Limited  
**Spintex Road Branch**  
PMB 19 Seventh Avenue Ride West, Accra  
Republic of Ghana, West Africa  
Swift Code: ECOGHCAC

##### **b. Cedi Payment Only**

Regional Maritime University  
Account No. **220106573110**  
GT bank Ghana Limited  
**Tema-Branch**

##### **c. Money Transfer - Foreign Currency Only**

Regional Maritime University

Account No. **2441000717754**  
Ecobank [Ghana] Limited  
**Spintex Road Branch**  
PMB 19 Seventh Avenue Ride West, Accra  
Republic of Ghana, West Africa  
Swift Code: ECOCGHAC  
**d. Cedi Payment Only**  
Regional Maritime University  
Account No.1441000717755  
Ecobank [Ghana] Limited  
**Spintex Road Branch**

**The University's current exchange rate is US\$1.00 to \${Current\_Dollar\_Rate}.** However, with effect from \${Dollar\_Rate\_Change\_Date}, the exchange rate would be pegged at **US\$1.00 to \${New\_Dollar\_Rate}** Fees and other charges are subject to review without prior notice.

3. Thereafter, report at the Registry from **Tuesday January 23, 2024** between the hours of **0800 hours** and **1400 hours**. You are required to present the original and photocopy of each of the following to Registry for screening and mandatory medical examination.
  - Letter of admission.
  - Receipt of payment obtained from the University
  - Birth Certificate
  - Duly completed Acceptance Form
  - Original copies of all relevant documents (result slips; certificates etc.) cited in the admission application form.
  - **Chest X-ray will be taken upon arrival on campus for registration at a cost of One Hundred and Fifty Ghana Cedis (GH¢150.00).**
4. The University will arrange for all students to acquire the National Health Insurance Identity Card.
5. Limited accommodation is available and reserved for the 1<sup>st</sup> & 2<sup>nd</sup> year Marine Engineering and Nautical Science students who are required to undergo mandatory cadetship training. Those granted accommodation shall be required to vacate their rooms during Christmas and inter-semester breaks or whenever the University is on recess.
6. Non-Ghanaian students should note that residence permits are required for the confirmation of their admission and as such, affected students are strongly advised on arrival to contact the Public Relations Unit immediately for assistance.
7. You are also required to attend a mandatory orientation programme for all freshers from **\${Orientation\_Date\_From}** to **\${Orientation\_Date\_To}** as partial fulfilment of your registration/studentship of the University.
8. **Please note that the offer will be withdrawn and your place given to another applicant on the waiting list if you do not pay and submit the Acceptance form with evidence of payment to the Registry by Friday March 1, 2024.**
9. Please also note that, it is the policy of the Government of Ghana that all international students living in Ghana for a period exceeding ninety [90] days would be required to obtain a Non-Citizen Ghana Card. The registration fee for the card is **One Hundred and Twenty Us dollars [US\$120]**.

You are thus required to make adequate financial provision for the purpose of obtaining the cards.

10. Any further clarification regarding this offer of admission should be directed to the undersigned.

Congratulations and Best wishes.

**Dr. Baboucarr Njie**  
**University Registrar**

**Note:** i. Your admission is provisional and could be revoked unless your credentials have been successfully screened and you have been declared medically fit.

***ii. As a policy, the University does not accept change of name and therefore applicant would be graduated with names as appeared on Results Slip and/or Academic Certificate used in support of application for admission.***

**ENC.** i. Acceptance Form (To be filled and submitted with originals and photocopy of University receipts)

Member States: Cameroon, The Gambia, Ghana, Liberia, Sierra Leone

Email: [university.registrar@rmu.edu.gh](mailto:university.registrar@rmu.edu.gh) Website: [www.rmu.edu.gh](http://www.rmu.edu.gh)