

# SPONSOR MY EDUCATION

## APPLICATION FOR UNDERGRADUATE ADMISSION

*(All fields must be completed for your application to be considered; where not applicable please state N/A)*

**ANSWER ALL QUESTIONS ON THE FORM WHERE NECESSARY**

**USE BLOCK LETTERS AND TICK CHECK BOXES WHERE REQUIRED**

**NO LIABILITY FOR REIMBURSEMENT/REFUND AT ALL TIME**

**TELEPHONE: 0302937684**

### PERSONAL INFORMATION

**PLEASE NOTE: All fields marked with \* are mandatory**

TITLE FIRST NAME MIDDLE SURNAME \*

GENDER\*

DATE OF BIRTH\*

NATIONALITY\*

EMAIL ADDRESS\*

MARITAL STATUS\*

ACTIVE CONTACT NUMBER\*

WHATSAPP NUMBER\* *(If different from previous)*

LOCATION / DIGITAL ADDRESS\*

RELATION OFFICER' NAME.....

www.sponsormyeducation.org Loc: 19 Aviation Rd., Kofi Annan St., Airport Residential Area, Accra. E: info.sponsormy.edu@gmail.com

## **PROGRAM OF CHOICE**

This field is compulsory from **1<sup>st</sup> choice, 2<sup>nd</sup> choice and 3<sup>rd</sup> choice**. All spaces must be completed. Failure to do so will render the form invalid.  
**DO NOT** select a program more than once.

### **1<sup>st</sup> Programme of Choice \***

*Refer to the list of the Programs available*

### **2<sup>nd</sup> Programme of Choice\***

*Refer to the list of the Programs available*

### **3<sup>rd</sup> Programme of Choice\***

*Refer to the list of the Programs available*

## **LEVEL/PROGRAM (Please TICK preferred choice)**

### **DIPLOMA**

☐ 3months — ☐ 6 months

### **HND**

☐ 6months — ☐ 12 months

### **DEGREE**

☐ 12 months — ☐ 18 months

## **Course Schedule (Please TICK preferred choice)**

**REGULAR** ☐

**WEEKEND** ☐

**ONLINE** ☐

## **EDUCATIONAL INFORMATION**

*Please submit copies of your official transcripts or report cards and result slips (other language documents translated in English)*

### **SECONDARY/ HIGH SCHOOL ATTENDED**

**Have you ever been to Secondary /High School\***

**YES / NO**

**Region of School Attended\***

**Name of Secondary School\***

**Year From —→ To**

**Qualification Obtained\***

## PAST TERTIARY INSTITUTION ATTENDED

Have you attended any Tertiary Institution?

YES / NO

IF YES, Name of Institution

Qualification Obtained (e.g. Diploma in HND In, BSc in etc.)

Enrollment Period (From/To)

## PARENT / GUARDIAN / SPONSOR DETAILS\*

PARENT / GUARDIAN NAME:

RELATIONSHIP:

EMAIL ID:

PHONE NUMBER:

CURRENT OCCUPATION:

LOCATION:

DIGITAL ADDRESS:

NAME OF SPONSOR (if not parent/guardian):

CONTACT PERSON NAME:

POSITION/RELATIONSHIP:

EMAIL:

PHONE NO.

2. Do you have any disability or learning difficulty that may affect your learning while at SPONSOR MY EDUCATION? YES / NO . If yes, please provide a brief detail:

3. Have you ever been dismissed or suspended from an academic institution? YES / NO

4. YES / NO . If yes,

Institution Name:

Country:

5. ☐ I LIVE BY MYSELF ☐ I LIVE WITH PARENTS/GUARDIAN ☐ I LIVE IN AN ORPHANAGE

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## SHORT ESSAY RESPONSE

Submit this short essay response with your application (max. 400 words).

1. CURRICULUM VITAE (CV)
2. MOTIVATIONAL LETTER

help us get to know you better, so please be open and honest.

## APPLICATION CHECKLIST (please read and tick)

- ☐ Completed and signed application with two passport size photos signed on the back
- ☐ Copy of transcripts or Senior High School terminal reports / final year certificate
- ☐ One admission essay
- ☐ Documents to justify equivalence of qualifications (for candidates from foreign institutions)
- ☐ Passport and/or non-citizen ID card copy for foreign nationals
- ☐ Proof of payment of membership fee

*Candidates awaiting final exam results can apply for admission (admission to be confirmed after final results or after passing an entrance exams)*

## PLEASE NOTE

- Candidates awaiting final exam results can provide all other documents to be reviewed for admission. Final exam results must be submitted as soon as released.
- English translated copies to be submitted for supporting documents (e.g., transcripts) in other languages.)
- Admissions eligibility of foreign candidates will be governed by the equivalency norms set by the National Accreditation Board (NAB) and affiliating university.

## DECLARATION BY APPLICANT

I hereby solemnly affirm and declare that the information provided in this form is correct and the supporting documents submitted are genuine in all respects. In case any information or document is found to have been falsified, then the same shall render the application null and void, and shall result in automatic cancellation of my admission, and liable to disciplinary action by SPONSOR MY EDUCATION. I understand that my admission and continuous enrollment are governed by the regulations of Sponsor My Education. I shall abide by all rules and regulations applicable to Ghanaians.

DATE:

SIGNATURE OF APPLICANT:

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**FOR STUDENTS Sponsored by “Sponsor My Education” Read and Accept the Consent Declaration below**

**CONSENT 1.0**

**I Hereby;**

- **Agree to the Sponsor My Education photographing and/ recording me. I give permission to Sponsor My Education to use the photograph and / or recordings where the copyright or any other rights are owned by me**
- **Confirm that Sponsor My Education shall be entitled to use , free of charge, the photographs and/ or recordings made of me ( without having to identify me by name) in their original format or edited, adapted or altered, for the purposes of Sponsor My Education internal and external promotional and publicity materials and for any programmers, publications, websites, electronic publications and social media services worldwide produced by or on behalf of Sponsor My Education; and**
- **Agree that Sponsor My Education shall be entitled to pass the photographs and/ or recordings of me, and my name, to donors, external press and media agencies, publishers and broadcasters, and to partners and other third parties with which Sponsor My Education works, anywhere in the world, for the purpose set out in this consent form**

**I Agree** ☐

**THE OFFICE OF THE BOARD OF (SPONSOR MY EDUCATION)**

\_\_\_\_\_  
SIGNATURE (DIRECTOR OF sponsormyeducation.org)

\_\_\_\_\_  
Date

APPROVAL STATUS| \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNATURE OF APPLICANT: \_\_\_\_\_