GRADUATE ADMISSION FORM

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IMPORTANT: CANDIDATES ARE REQUESTED TO SEND THE COMPLETED FORM

TO:

The Graduate Admission Office

GCTU, Tesano Accra, and other GCTU Campuses (Ho, Koforidua, Takoradi, Kumasi)

Or mail to

GCTU

Private Mail Bag 100

Accra North, Ghana

Please provide the following information:

i.   Certified True Copies of certificates, academic transcripts, and any other academic record.

ii.   Statement of purpose

iii.   Research and professional experience

iv.   Two **(2)** recent passport-sized photographs, one of which should be affixed to the form.

v.   One **(1)** letter of recommendation.

E-application

Submit scanned copies of the completed admission form together with

all relevant documents to graduateadmissions@gctu.edu.gh

Application will only be processed when a processing fee has been paid at any bank.

Incomplete applications will not be processed.

Personal Data

1. Full Name: Mr. / Mrs. / Ms.: ……………………………………………………………………………………………….
2. Date of Birth ……………………………………………….   Age…………………………………………………….
3. Place of Birth (Town/Region/Country) ……………………………………………………………………………………
4. Nationality…………………………………………….   Marital Status…………………………………………………..
5. Address …….
6. Telephone……………………………………………….   Email………………………………………………………..

7. <u>**Institution Attended / Qualifications**</u>

Name of Institution	Attendance Dates		Degree Received	Major
	From	To		

8. <u>**GRADUATE PROGRAMMES**</u>

In collaboration with Coventry University [14 Months]

1. MSc. Supply Chain Management [ ]
2. MSc. Engineering and Management [ ]
3. MSc. Engineering Project Management [ ]
4. MSc. Management Information Systems [ ]
5. MSc. Oil and Gas Management [ ]
6. MSc. Business Decision Management [ ]
7. MSc. Information Technology for Management [ ]
8. MBA Finance [ ]
9. MBA Logistics [ ]

In collaboration with Anhalt University

10. MBA International Trade [ ]
11. MA Online Communication [ ]
12. MSc. Logistics and Air Transport [ ]

With Ghana Communication Technology University

1. MSc Internet of Things and Big Data (1 yr) [ ]
2. MPhil Internet of Things and Big Data (2yrs) [ ]
3. MSc. Telecommunications Engineering (2yrs) [ ]
4. MSc. Telecommunications Management (2yrs) [ ]
5. MSc. Computer Science (1yr) [ ]
6. MPhil. Computer Science (2yrs) [ ]
7. PhD. Computer Science (4yrs) [ ]
8. MA E-Business And Marketing Strategy [ ]
9. MPhil Digital Marketing [ ]
10. MSc. Digital Marketing [ ]

Evening Sessions at 5:30 pm – 9:00 pm   *Weekend Sessions (Saturdays only) 8:00am – 5:00pm*

Select Preferred Enrolment Periods

[Please Tick as appropriate]

January [   ]   May [   ]   September [   ]

Select Preferred Campus, Durations and Session for Programmes.

[Please Tick as appropriate]

Campus	Duration	Session
Accra [ ]	Full Time [one year] [ ]	
Ho [ ]		Weekend Session [ ]
Koforidua [ ]	Part-Time [2-3 years] [ ]	
Kumasi [ ]		Evening Session [ ]
Takoradi [ ]	Full Time [two years] [ ]	

9. RECORD OF EMPLOYMENT: (STARTING WITH MOST RECENT EMPLOYMENT)

NO	EMPLOYER	POSITION IN EMPLOYMENT	DATE	
			FROM	TO
1				
2				
3				
Total Number of Years Worked				

10. SPONSORSHIP
    (Tick as appropriate)
    Employer [ ]   Self [ ]   If other [Please Specify]…………………………………………………

11. HOW DID YOU HEAR ABOUT GCTU?

 [ ]Website   [ ]Television   [ ]Recommendation   [ ] Radio

 [ ]Friends   [ ]Brochure   [ ]Outreach   [ ]Education Fair

12. LETTERS OF RECOMMENDATION

Name	Position	Institution	Phone Number	Email Address

13. ESSAY

In an effort to better understand your experiences and goals, we would like you to address the following questions in two separate attachments. Please write your full name on each essay and submit them with the application form.

a. Research and Professional Experience
Attach 2-3 typed pages in which you describe your experiences outside of normal class work which is relevant to your proposed field of study. For example, cite professional publications which you have authored and/ or elaborate briefly on one or more of the items listed in the previous employment box.

b. Statement of Purpose
Attach an explanation (approximately two typed pages) in which you tell why you wish to pursue graduate study. Describe your ultimate academic career objectives. To the extent you are able, comment on sub-areas within your general field of proposed study which you hope to explore in depth in your project work.

14. DECLARATION

I hereby acknowledge that the information submitted is true and correct. I grant GCTU permission to forward any pertinent information to authorized offices and agencies. I agree to respect the rules and corporate values of GCTU.

GCTU does not discriminate on the basis of sex, disability, age, race, religion, sexual orientation, national or ethnic, or veteran status in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of any of its educational programmes and activities.

Date:………………………………. Applicant's Signature:……………………………….

FOR OFFICE USE ONLY

Application Number ………………………..

Application Fee Gh ………………………… Address ……………………………………………………………………..

Received and Acknowledged: ……………………………….. Date: ………………………….

Application Admitted   Yes [   ]   No [   ]

Course Admitted to: …………………………………………………………………

Signature of Receiving Officer: ……………………………………….. Date: ……………………………..

ADMISSION REQUIREMENTS

To apply for admission to our Master's programs, applicants must possess:

1. A first degree not below second-class lower division from an accredited university. Applicants with third-class or pass degrees are required to attend a one-month mandatory refresher course and pass an interview to qualify for a program.
2. A minimum of 2 years relevant working /professional experience is required for applicants to MBA programs
3. Be proficient in Microsoft Word, Excel, and PowerPoint.

Visit: gs.gctu.edu.gh   for more information on admission requirements.

ATTACHED DOCUMENT CHECKLIST

Kindly tick the check boxes of items added to the application and ensure they are all attached before presenting the application form.

NB: Applications without the required items will not be received.

CHECKLIST

☐ 2 passport sized pictures

☐ 3 Recommended letters

Academic documents:

☐ Certified true copy of certificate Official

☐ Transcript

☐ Other academic records.

Essays:

☐ Research and Professional Experience

☐ Statement of purpose

Contacts:

0500872419 / 0202698352