SCHOOL OF TECHNOLOGY

Application Form for

Master of Science in Information & Communication Technology
(MSc. ICT)
1. Proposed Entry Date
    (mm/yy)
_______________________

2. About You:
Title: Mr. /Mrs. Etc_______________  Date of Birth (ddmmyy) _____________________
Family Name___________________      Country of Residence ___________________
Given Name(s)___________________      Country of Birth _______________________
Sex: Male_______Female________
Nationality __________________________

3. About contacting you
Address for correspondence
______________________________  Daytime
_________________________________  Telephone Number _______________________________
_________________________________  ______________________________
_________________________________  ______________________________

______________________________
Evening
_________________________________  Telephone number _______________________________
Country
_________________________________  Mobile
_________________________________  (cellular) number _______________________________
Email Address
_________________________________  Contact _______________________________
_________________________________  Fax Number _______________________________

4. About your Educational History

Undergraduate and Postgraduate Qualification(s)

From  To  Name of Institution & Location  Subjects & Grades Qualifications
09/94   07/96 Example School, Someplace  BSc Admin (1st Class)  Marketing

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Professional Qualifications

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<th>Subjects &amp; Grades</th>
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Please include official transcripts of your studies, detailing subjects studied and grades achieved together with a translation into English if appropriate, or indicate if you have arranged for them to be sent directly to GIMPA School of Technology.

5. Language Skills

What is your first language? __________________________________________________

How often do you use English in a business context? __daily__weekly__rarely__never

How often do you use English in a study context? __daily__weekly__rarely__never

Competence in reading, speaking and writing in English is essential if you are to get the most from the GIMPA MSc ICT. We ask that you demonstrate competence in English by one of the following criteria. Please indicate which:

__ English is your native language

__ You have graduated with a degree from an English-speaking university

__ You have worked in an English-speaking environment for at least two years

If English is not your native language, please outline your experience of working or studying in an English-speaking environment and indicate if, when and where you plan to take further English language training before starting the GIMPA MSc ICT.

Please list languages you can use, apart from English, indicating whether your ability is basic, competent or fluent in each:

Language

Level of competence

_____________________________ | __basic__competent__fluent
_____________________________ | __basic__competent__fluent
_____________________________ | __basic__competent__fluent
_____________________________ | __basic__competent__fluent
_____________________________ | __basic__competent__fluent


6. EMPLOYMENT *(include a current CV or Resume)*

(a) About your Current Employment

Job Title/Position Held_________________ Date Employment Started ____________________
Department________________________ Total Experience on Current Job_______________
Name of Organisation________________ Starting Salary (Annual)____________________
Address___________________________ Current Salary (Annual)____________________
Does your Employer know you are applying to the GIMPA MSc ICT?__________
Country___________________________ May we Contact you at Work?_______________

(b) About your Previous Employment (if any)

Particulars of Past Employment (indicate job title, position held, name of organisation, date and address in that order)
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

7. Why You Want to Join the GIMPA MSc Programme (Please type your essay to cover the following:)

(a) Explain your principal reasons for wishing to join the GIMPA MSc ICT.
(b) Describe your career aspirations in the next decade
(c) Describe the contribution you will make to the programme when admitted
(d) State if you will be sponsored and indicate the value you will add to your sponsoring organisation.

8. Funding

Which of the following sources of finance do you propose to use in funding your GIMPA MSc ICT programme?

____ Self funding                        ____ Self-funding with bank loan
____ Self funding with employer contribution  ____ Employer sponsorship
____ Scholarship                           ____ Other (please specify)
9. Choosing an MSc Programme

(a) Please list, in order of preference and including GIMPA, the institutions to which you have made an application for an MSc Programme.

1. ______________________________________
2. ______________________________________
3. ______________________________________
4. ______________________________________

(b) How did you find information about the GIMPA MSc ICT?

__ Former or current GIMPA student ________________________________
__ Web site: ________________________________________________
__ Colleagues/employer _______________________________________
__ Press advertisement _______________________________________
__ Other (Please specify) ______________________________________-

10. Referees

Please choose three referees who have direct knowledge of your intellectual ability and/or your professional skills. If you have left further or higher education within the last five years, you should offer one academic reference and one employment-related reference. Otherwise you should offer two academic references. References from personal friends or relatives are not acceptable.

Each referee should complete one reference form, seal it in an envelope, sign across the seal to ensure confidentiality, and then return it to you before you submit your application.
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<th>First Referee</th>
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<td>Position</td>
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<td>Relationship to you</td>
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Telephone number  ____________________ | _________________ | ___________________ 

Email address  _____________________ | _________________ | ___________________ 

**Checklist**

Please staple your recent passport-sized photograph to your application form. All applicants will be treated on equal grounds irrespective of sex, gender, religion, ethnicity, marital status or physical ability.

Please tick when you have enclosed:

- [ ] one application form with a copy of your essays and CV.
- [ ] two endorsed passport photographs
- [ ] three references sealed in their envelopes
- [ ] one stamped self-addressed envelope
- [ ] sponsorship statement form (for sponsored applicants)
- [ ] application fee receipt; Payment of downloaded form should be made either at Ecobank account number 0041126245701 or Unibank account number 0510110559613 in any of their branches in Ghana.
- [ ] Original academic transcripts and certified true copy of Certificate(s)

Your application cannot be processed until we have received all of these items.

**Declaration**

I sign to confirm that the details I have given in this application are correct, that I have included all the documents required and that I apply for admission to the GIMPA MSc ICT.

Signature _____________________________ Date _______________________

Please contact the Assistant Registrar's office if you have any queries or comments about this form on 0302-405802 or 0302-401681-3 Ext.1076, 1130

The Assistant Registrar, GIMPA School of Technology, P.O. Box AH50, Achimota, Accra.

Email: sot@gimpa.edu.gh  Website: http://sot.gimpa.edu.gh