

Enrolment Form

1. Student Details

Have you studied at Lancaster University before? Yes No

Title (Mr/Ms/Mrs) _____ Surname _____ First name _____

Other name(s) _____ Date of birth (dd/mm/yy) _____ Gender M F

Country of birth: _____ Passport number _____

Nationality (as indicated on passport) _____

Home address _____
_____ Phone number _____

Email address _____

Parent's address (If different from above) _____
_____ Parent's number _____

2. Course Preference

If you are applying to study at foundation level please complete **Section A and B**. Undergraduate level, please complete **Section B**. If you require additional English language training, please go to **Section C**

Section A. Undergraduate pathways (Foundation Programme)

I am applying for admission in October 2018 January 2019 October 2019

For Foundation Year, please select your programme choice*

Business and Management Foundation Programme

(Pathways into the following UG Programmes)

* Accounting and Finance * Business Studies

* Economics and International Relations * Marketing

Law and Social Sciences Foundation Programme

(Pathways into the following UG Programmes)

* Law

* Politics and International Relations

Computing and Science Foundation Programme

(Pathways into the following UG Programmes)

* Computer Science *Engineering

At the point of registration, you will be asked to nominate your progression degree. Providing you achieve the required grades, you will progress to one of your chosen degree programmes, subject to availability.

Section B. Undergraduate

Lancaster University Management School (LUMS)

Accounting and Finance Business Studies Economics and International Relations Marketing

Faculty of Art and Science (FASS)

Law Politics and International Relations

Faculty of Science and Technology (FST)

Computer Science Engineering

Section C. English Language Training

English Language Preparation (ELP) for International Foundation Year:

If you have an IELTS score of 4.0 or equivalent, you will need one term of ELP starting in June or October.

I would like to start my ELP in June 2018 October 2018 June 2019

3. Education - provide details of all secondary/polytechnic/tertiary studies undertaken.

Applications will only be assessed if accompanied by certified copies of academic transcripts for all courses undertaken to date.

Institution, City e.g. Achimota School, Accra	Qualification	Year started e.g. 1992	Year completed e.g. 1995

Are you currently studying: No Yes If yes, provide details below.

Name of course/award

InstitutionCountry Date result expected

4. Work Experience

Please list details of any work experience you have. Also include national service details if appropriate:

Employer.....Period of employmentto.....Position held

Employer.....Period of employmentto.....Position held

5. Medical / Disability / Special needs

If you have a disability which means that you may require additional help at Lancaster University, it is very important that you provide the following information. This information will be kept confidential and will not affect your admission to the university.

Type of Disability: Vision Hearing Mobility Impairment Learning Psychiatric Other

Please provide a brief statement about what your needs will be.

6. How did you hear about us?

- | | |
|---|--|
| <input type="checkbox"/> Radio - Please specify: | <input type="checkbox"/> Exhibition/Fair |
| <input type="checkbox"/> Newspaper/magazine: | <input type="checkbox"/> University representative |
| <input type="checkbox"/> An email from us | <input type="checkbox"/> TV |
| <input type="checkbox"/> Agent - Please specify: | <input type="checkbox"/> Social Media (Facebook, Twitter, Instagram) - Please specify: |
| <input type="checkbox"/> Internet - Please specify: | <input type="checkbox"/> Billboard - Please specify Location: |
| <input type="checkbox"/> Referral - Please specify: | <input type="checkbox"/> Flyer - Please specify where you picked the flyer: |

7. Declaration and Agreement

I declare that the information provided on this form is true and complete in every detail.

I authorise Lancaster University Ghana to obtain further information about me from educational and other institutions which I have attended.

I acknowledge that Lancaster University Ghana reserves the right at any stage to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information.

I understand that my application will only be assessed when it is complete in every detail and includes all required documentation as started on this application form.

I am aware of the conditions relating to my application and admission, and agree to pay all fees for which I am liable.

I understand and agree that Lancaster University Ghana has the right to communicate the details of academic performance, attendance or behaviour related incidents, to my parents or legal guardian.

Signature:.....Date:.....

The details you provided to Lancaster University Ghana on this form will be stored by us, and used to process your application and provision of service to you if your application is successful. It will not be used for any other purpose, unless you provide consent, or it is otherwise in accordance with British privacy laws. To learn more about how Lancaster University protects your privacy, please visit: www.lancaster.edu.gh

8. Non citizenship ID and Residence permit

All Non-Ghanaian citizens students are required by Law to obtain a Non-Citizenship ID and a resident's permit if they are to study in Ghana.

For more information please visit www.ghanaimmigration.org/student_visa.htm

The school can assist prospective students with this requirement. An additional \$200.00 should be paid if this service is required from the school.

Please tick

Yes, I want the university to assist No, I will process it on my own

9. Health Insurance

Do you need insurance cover? (Ghanaian Citizens)

Yes No

*All non - Ghanaian application must carry health Insurance.
Please discuss with us admission staff.*

10. Accommodation

Do you need accommodation?

Yes No

11. Undertaking of Financial Responsibility

This is to confirm that I, _____

in my legal capacity as parent/guardian of my ward: _____

applying to study at Lancaster University Ghana, hereby commit, confirm and undertake to accept full financial responsibility for my ward during the period of his/her studies at Lancaster University Ghana.

I affirm that all tuition, accommodation, medical or other legitimate expenses incurred by my ward during the course of study will borne by me.

Signed _____ on _____ of _____ 20 _____

Relationship: _____

Mobile number: _____

Email address: _____

Address: _____

12. Checklist

Before sending the application form, please check that you have:

- Completed form in full including your email and telephone number and checked for accuracy
- Enclosed full transcripts of all your relevant qualifications, translation into English.
- Enclosed a certificate for a Secure English Language Test such as IELTS, TOEFL ibt or Pearson Test or English or Pre-Arrival English Test.
- Enclosed a copy of relevant pages of your international passport.

Please make all payment to the account details below:

Ghanaian Students

Account Name: Lancaster University Ghana
Bank: Stanbic Bank Ghana
Branch: Accra
Account Number: 9040004238863
Sort Code: 190101
BIC (SWIFT): SBICGHAC
Currency: US Dollars

Account Name: Lancaster University Ghana
Account Number: 9040003078374
Bank: Stanbic Bank Ghana
Branch: Accra
Sort Code: 190101
BIC(SWIFT): SBICGHAC
Currency: GHC - Ghana Cedi

International Students

Account Name: Lancaster University Ghana
Bank: Stanbic Bank Ghana
Branch: Accra
Account Number: 9040003918216
Sort Code: 190101
BIC (SWIFT): SBICGHAC
Currency: US Dollars