INSTRUCTIONS

1. Fill in all particulars on this form as per instructions

2. Attach CERTIFIED PHOTOCOPIES of the following documents

   (a) Grade 12 School Certificate
   (b) Bachelor's Degree plus Transcript
   (c) National Registration Card (NRC) or Passport
   (d) Any other relevant documents

3. **Note** that the Application Form is **Free**.

4. Submit/send the Application Form together with two (2) passport size photos, and the documents in (2) above to:

   THE DIRECTOR  
   DIRECTORATE OF RESEARCH AND POST GRADUATE STUDIES KWAME NKRUMAH UNIVERSITY  
   P.O. BOX 80404  
   KABWE

5. For further enquiries call or send us E-mail:

   Telefax: +260 215 223223   E-mail: postgrad@nkrumah.edu.zm  
   Cell:  +260967507131  
          +260972753727
PART I – PERSONAL DETAILS (To be completed by applicant in capital letters)

1. Surname  

2. Other names  

3. Marital Status  (If you are a married woman, give names by which you would like to be registered)  

4. Nationality  

5. Date of Birth  

6. Sex  

<table>
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<tr>
<th>Male</th>
<th>Female</th>
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</table>

7. Place of Birth  

8. Identity  

9. State whether Physically Challenged (disabled) or not. Mark with (√) appropriately  

Yes  

No  

10. If you answered YES to question 10, mark the challenge (disability) in the appropriate box on the right with (√) below:  

<table>
<thead>
<tr>
<th>Vision</th>
<th>Hearing impairment</th>
<th>Physical (moving, standing)</th>
<th>Speech Impairment</th>
<th>Other (specify)</th>
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</table>

11. Applicant’s Contact  

Address (indicate P.O. BOX and NOT physical address)  

12. E-mail Address (if any)  

13. Applicant’s Tel/Mobile/Cell phone  

+ 2 6  

14. Name of Applicant’s next of Kin (person to be contacted in case of emergency)  

15. Relationship of next of Kin to you  

16. Contact Address of Next of Kin (indicate P.O. BOX and NOT physical address)  

17. Next of Kin’s Tel/Mobile/Cell phone  

+ 2 6
PART II – EDUCATIONAL BACKGROUND (Attach certified copies of certificates and transcripts)

SECONDARY SCHOOL EDUCATION

Last School Attended ........................................................................................................................................
Qualification Obtained ......................................................................................................................................
Date/Year ..........................................................................................................................................................

List in chronological order all colleges and universities attended

UNIVERSITY EDUCATION

<table>
<thead>
<tr>
<th>S/No.</th>
<th>UNIVERSITY</th>
<th>TITLE OF DEGREE OBTAINED</th>
<th>FIELD OF SPECIALIZATION</th>
<th>YEAR</th>
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COLLEGE EDUCATION

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<th>S/No.</th>
<th>COLLEGE</th>
<th>TITLE OF QUALIFICATION OBTAINED</th>
<th>FIELD OF SPECIALIZATION</th>
<th>YEAR</th>
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OTHER ACADEMIC OR PROFESSIONAL QUALIFICATIONS

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<tr>
<th>S/No.</th>
<th>INSTITUTION</th>
<th>QUALIFICATION OBTAINED</th>
<th>YEAR</th>
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Are you currently studying?  Yes ☐  No ☐  (Tick √ appropriately)

If Yes, Please specify ........................................................................................................................................
........................................................................................................................................................................

3
PART III – EMPLOYMENT

Present Employment

Employer

Date of employment

Nature of Employment (give details)

PART IV – REFEREES

Provide recommendation letters from three (3) referees; Two (2) academic (two different lecturers) and (1) One professional (your employer).

Indicate the names and address of each referee in this section and also ensure that references from these people reach the Directorate in good time. Your application is incomplete without supporting references.

1. Academic qualifications referees:

(i) Name:……………………………………………………………………………………………………..
Position Held:…………………………………………………………………………………………………..
Postal Address:……………………………………………………………………………………………………

(ii) Name:……………………………………………………………………………………………………..
Position Held:…………………………………………………………………………………………………..
Postal Address:……………………………………………………………………………………………………

2. Professional work referee:

Name:……………………………………………………………………………………………………..
Position Held:…………………………………………………………………………………………………..
Postal Address:…………………………………………………………………………………………………..
PART V – FINANCES

Name of Sponsor(s) …………………………………………………………………………………………………………………...
…………………………………………………………………………………………………………………………………………………...
…………………………………………………………………………………………………………………………………………………...

Declaration
I certify that all the particulars furnished by me in this application and supporting documents are true, complete and
correct. I understand that any misrepresentation will cause for denial of admission.

Applicant’s signature: ...................................................... Date: ..........................................

PART VI – PROGRAMME CHOICE: The following postgraduate programs are on offer at Kwame Nkrumah University:

Indicate your choice with a tick (√)

<table>
<thead>
<tr>
<th>S/No.</th>
<th>PROGRAMME</th>
<th>CHOICE (tick ✓)</th>
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<tbody>
<tr>
<td>1.</td>
<td>Master of Arts (MA) in Educational Administration and Leadership</td>
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<tr>
<td>2.</td>
<td>Master of Arts (MA) in History</td>
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<td>3.</td>
<td>Master of Arts (MA) in Religious Studies</td>
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<td>4.</td>
<td>Master of Education (MEd) in Special Education</td>
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<td>5.</td>
<td>Masters of Arts (MA) in Civic Education</td>
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<td>6.</td>
<td>Master of Arts (MA) in General Linguistics</td>
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<td>7.</td>
<td>Master of Science (MSc) in Geography</td>
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<td>8.</td>
<td>Master of Business Studies (Accountancy)</td>
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<td>9.</td>
<td>Master of Business Studies (Marketing)</td>
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<tr>
<td>10.</td>
<td>Master of Business Studies (Entrepreneurship)</td>
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<td>11.</td>
<td>Master of Business Studies (Human Resource Management)</td>
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<td>12.</td>
<td>Master of Business Studies (Information Systems)</td>
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<td>13.</td>
<td>Master of Business Administration (Generic)</td>
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<td>14.</td>
<td>Doctor of Philosophy - Management by Research</td>
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<tr>
<td>15.</td>
<td>Doctor of Philosophy – Business Administration by Research</td>
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</tbody>
</table>
Write a brief statement of purpose describing reason(s) for pursuing graduate study. If you wish to give additional information which has a bearing upon your application, please do so on the space provided or on a separate sheet and attach it to your application form.

Signature of Director.................................................................
FOR/VICE CHANCELLOR
KWAME NKRUMAH UNIVERSITY
P.O. BOX 80404
Kabwe

DATE STAMP
OFFICIAL