

UNDERGRADUATE & DIPLOMA APPLICATION FORM



Excellence • Integrity • Service

VALLEY VIEW UNIVERSITY

PASSING ON A PASSION FOR EXCELLENCE, INTEGRITY AND SERVICE



Application for Admission into Undergraduate & Diploma Programmes

Valley View University

Mode of Application: Regular Distance Sandwich Evening Summer

Are you applying as a Mature Student? Yes No (Note: Mature Applicants must be 25 years and above)

SECTION A PERSONAL DETAILS

Surname:		Fix photograph here Please write your name and proposed programme at the back of the photo					
First Name:							
Other Names (if any):							
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female							
Date of Birth: <table style="display: inline-table; border: none;"> <tr> <td style="text-align: center;">Day</td> <td style="text-align: center;">Month</td> <td style="text-align: center;">Year</td> </tr> <tr> <td style="text-align: center;"><input type="text"/><input type="text"/></td> <td style="text-align: center;"><input type="text"/><input type="text"/></td> <td style="text-align: center;"><input type="text"/><input type="text"/></td> </tr> </table>				Day	Month	Year	<input type="text"/> <input type="text"/>
Day	Month	Year					
<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>					
Place of Birth:		Passport No:	Social Security No: (If applicable)	National ID No:			
Nationality:							
Marital Status:							
Permanent Mailing Address:							
Current Mailing Address: (If different from above)							
Fax No:	Tel Phone:	Mobile:	Email:				
Country of current residence:							

SECTION B PROGRAMME OF STUDY

- Degree Programme
 Diploma Programme

Please indicate in order of preference your proposed programme of study (refer to the enclosed list of programmes)

CHOICE	UNDERGRADUATE & DIPLOMA PROGRAMMES
1 st Choice	
2 nd Choice	
3 rd Choice	

When do you intend to enrol?

First Semester (August/September) 20__ Second Semester (January) 20__ Sandwich/Summer 20__

SECTION C

EDUCATION AND QUALIFICATION

Please attach certified copies of result slips and certificates.

School / Institution / College	Dates		Qualification	Date Obtained
	From	To		

SECTION D

DETAILS OF GUARDIAN / SPONSOR/ NEXT OF KIN

Title: Mr./Mrs./Ms./Miss/Pr./Dr./Nana	Permanent Address:	
Name		
Relationship to Applicant:	Tel:	Mobile:
	Fax:	
Occupation:	Email:	

SECTION E**RELIGIOUS AFFILIATION**

Christian Moslem If other, specify _____

If Christian, specify denomination:

Who referred you to Valley View University? -----

Note

1. All fees (Tuition and general charges are due and payable upon registration to the University Bank Account
2. For financial information, contact the student Accounts Office, Valley View University on 0307011877, 0307011878 or e-mail: studentfinance@vvu.edu.gh
3. For further inquiries contact the Admissions Office on 0307051149/0307011867
e-mail: admissions@vvu.edu.gh or info@vvu.edu.gh

SECTION F**DECLARATION**

The information on this form is to the best of my knowledge correct. I understand that any offer of a place to me as an undergraduate or diploma student will be based upon the information given on this form, and that if I am found to have given false information, the offer may be withdrawn. I understand that the information supplied on this form will be retained by the University and will be used for the purpose of processing my application. If my application is accepted the information will form part of my permanent student record. If I am admitted to the University, I promise to abide by all the policies and regulations of the Valley View University.

Name of Applicant _____

Name of Sponsor/Guardian _____

Signature _____

Signature _____

Date _____

Date _____



VALLEY VIEW UNIVERSITY

Statement on Sabbath Services, Vegetarian Meals, Dressing, the Possession and Use of Tobacco, Alcoholic Beverages and Drugs on Campus

MISSION

Valley View University, a Seventh-day Adventist institution, emphasizes spiritual, academic, vocational, and technological excellence for service to God and humanity.

CORE VALUES

Excellence, Integrity, and Service

In pursuit of these mission and core values, the University expects all applicants who choose to enroll at the Valley View University to take note that:

- 1. The Valley View University cafeteria, like cafeterias in other Seventh-day Adventist-operated schools, colleges and universities throughout the world, serves only vegetarian meals. Scientists have found out that one lives a healthier life and possibly longer when on vegetarian diet – the ideal diet originally given to man by God in the Garden of Eden.
2. No coffee or tea is served in the cafeteria because these beverages are known to contain high levels of caffeine which is detrimental to human health.
3. The Valley View University campus is an "alcohol and drug-free campus". All students are expected to abstain from possessing or using drugs and alcoholic beverages on campus. Smoking is also not allowed anywhere on the University campus.
4. The University encourages all students in residence to participate in the worship activities which are conducted during the Sabbath hours (i.e. from sunset Friday to sunset Saturday) as part of the University's spiritual development programme.
5. The Valley View University has a dress code and ALL students, while on campus, are required to comply with the code as detailed in the Student Handbook.

Acceptance:

I,, having read and accepted the practices stated above, promise to abide by them if offered admission to Valley View University.

Applicant's Signature _____

Date: _____

Endorsement by Parent, Guardian or Sponsor:

Name: _____

Signature: _____

Date: _____

All applicants are required to ATTACH CERTIFIED COPIES of the relevant documents to their application package before submission.

NOTE: PLEASE PROVIDE YOUR OFFICIAL NAME IN LINE WITH YOUR DOCUMENT(S) ON THE APPLICATION FORM. THE UNIVERSITY DOES NOT ENCOURAGE CHANGE OF NAME(S) BY STUDENTS ONCE THEY ARE ADMITTED.

BSc (Summer/Evening) Nursing/Midwifery

Application Checklist

- Registered General Nursing Certificate or
- Midwifery Certificate or
- Diploma in Nursing
- Two Recommendation Forms*
- Transcript(s) from Nursing School or College
- Two Passport Pictures
- Birth Certificate
- International Passport*
- Valid PIN/License
- SSSCE/WASSCE

**applicable to International applicants*

BSc (Regular) Nursing/Midwifery

Application Checklist

- Senior Secondary School Certificate/West African Senior Secondary Certificate
- Birth Certificate
- Two Passport Pictures
- Two Recommendation Forms*
- International Passport*
- Junior WAEC/JHS Certificate

**application to International applicants*

BEd (Sandwich) All Options

- Diploma in Basic Education/Teachers' Cert. 'A'
- Transcript from University
- Attestation Letter from College of Education
- Senior Secondary School Certificate/West African Senior Secondary School Certificate
- Two Recommendation Forms*

- International Passport*
- Birth Certificate
- Two Passport Pictures
- Other: HND or University Diploma holder should submit transcripts and Certificates

**applicable to International applicants*

BBA (Top-Ups)

Application Checklist

- Higher National Diploma (HND) or University Diploma
- Senior Secondary School Certificate/West African Senior Secondary Certificate
- Transcript(s) from Polytechnic/University
- Birth Certificate
- Two Passport Pictures

BBA/BSc/BEd/BA (Other Regular Programmes)

Application Checklist

- Senior Secondary School Certificate/West African Senior Secondary School Certificate/Equivalent Certificate e.g. Baccalaureate
- Two Passport Pictures
- Birth Certificate
- Two Recommendation Forms*
- International Passport*
- Junior WAEC/JHS Certificate*

**applicable to International applicant*