



VALLEY VIEW UNIVERSITY

A Seventh-day Adventist Institution of Higher Learning · Chartered by the National Accreditation Board, Ghana

SCHOOL OF GRADUATE STUDIES

P. O. Box DT 595, Adentan – Accra, Ghana

ADMISSIONS AND RECORDS OFFICE

APPLICATION FORM DOCTORAL DEGREE

ATTACH
Recent Picture

SECTION A: PERSONAL INFORMATION

Name: _____ Gender: Male () Female ()
(Surname, First Name, Middle Name)

Permanent Postal Address: _____

Email Address: _____ Telephone/Mobile Number: _____

Skype ID: _____ WhatsApp Number: _____

Date of Birth: _____ Place of Birth: _____ Nationality: _____

Passport No.: _____ Date of Issue: _____ Place of Issue: _____ Expiration Date: _____

Religious Affiliation (Specify Church/Denomination): _____ Mission/Conference (if SDA): _____

ECOWAS ID: _____ Date of Issue: _____ Place of Issue: _____ Expiration Date: _____

Name of Spouse (if applicable): _____ Mobile Number: _____

Emergency Contact (Name: _____ Mobile Number: _____)

SECTION B: EDUCATIONAL INFORMATION

List below all colleges/universities attended, degrees conferred and date degree was granted. Begin with the most recent year.

<i>Name of Institution</i>	<i>Degree/Certificate</i>	<i>Year</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Master's Degree Research Topic: _____

SECTION C: EMPLOYMENT RECORD

List work experience for the last 5 years beginning with the most recent.

<i>Employer</i>	<i>Address/Location</i>	<i>Title/Position</i>	<i>Dates</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

SECTION D: FINANCIAL INFORMATION

Who is responsible for your tuition and other expenses?

Sponsored Self-Sponsored

If sponsored provide details of sponsoring institution:

Name: _____

Address: _____

Telephone number (s): _____

SECTION E: RESIDENCE

International Students only

Accommodation Feeding

SECTION F: PROGRAMME OF STUDY

PhD Computer Science PhD Accounting PhD Management PhD Finance

SECTION G: MODE OF STUDY

When do you intend to start the programme? *Please indicate the year:* _____

Weekend (Sundays) Sandwich: December June

SECTION H: APPLICATION FEE DETAILS

Local Applicants (GH¢400.00)

Cedi Account Details:

Bank: Prudential Bank Limited
Account Name: Graduate School
Account Number: 0362000060047
Branch: Valley View University

International Applicants (US\$150)

Dollar Account Details:

Bank: Prudential Bank Limited
Account Name: Graduate School
Account Number: 0362000060182
Branch: Valley View University

PLEDGE:

If admitted as a PhD student, I agree to uphold the standards and regulations as set forth by the Institution. I also accept the responsibility to settle all financial expenses with regards to the programme schedule.

Applicant's Signature: _____ Date: _____

For Official Use Only

Bank Receipt Number: _____ Attachments: Certificate Transcript
Applicant's Status: Local Applicant International Application Qualified Not Qualified

Date Received: _____ Signature of Registry Staff: _____

Dean's Approval: _____ Decision: _____

REQUIREMENTS FOR ADMISSION:

1) All Applicants

- Complete application form
- Proof of payment of non-refundable application fee
- Certified copies of all certificates and academic transcripts
- International applicants must have their documents endorsed by an Attorney/Lawyer
- Two letters of recommendation from employer/pastor (character) and a former Professor (academic)
- Birth and marriage certificates (documents must be endorsed by an Attorney/Lawyer)
- Pass selection interview

Submit a 5- 9 page Research Proposal on a topic of interest. The proposal should have the following:

- Topic
- Introduction
- Literature review
- Methodology

2) International Applicants

- Copy of Passport (Bio page, endorsed by an Attorney/Lawyer)
- Financial Deposit of USD 1,000 (Refundable)

Completed Application Forms and Attachments must be mailed to:

**Dean
School of Graduate Studies
Valley View University
P. O. Box DT 595
Adentan - Accra
Ghana**

Email Address: dean.sgs@vvu.edu.gh

+233 307051176 

+233 244047879  