

UNDERGRADUATE ADMISSION APPLICATION

Office of Recruitment and Admissions :: Oakes Field Campus

P.O. Box N-4912, Nassau, The Bahamas

Phone: 242-302-4499/4394/4319/4367

Facsimile: 242-302-4586

Email: admissions@ub.edu.bs - Website: <http://www.ub.edu.bs>

Office of Recruitment and Admissions :: UB-North Campus

P.O. Box F-42766, East Grand Bahama, The Bahamas

Phone: 242-688-5911/5926

Facsimile: 242-352-7987

Email: admissionsnb@ub.edu.bs

All applications must be accompanied by a **non-refundable** processing fee of \$50.00. If applications are hand-delivered, the fee may be paid in cash or by money order/bank draft at the Business Office between 9:00 a.m. and 4:00 p.m. weekdays. If using postal services, the fee may be paid by bank draft or money order only and should be mailed to the University of The Bahamas Office of Recruitment and Admissions.

APPLICATION DEADLINES

FALL Semester

(August)

First Friday in February

SPRING Semester

(January)

Last Friday in September

Required Documents

1. Copy of valid certificate of identity or copies of the pages of a valid passport showing the following: date of expiration and personal data, including the applicant's full name and date of birth;
2. Copy of affidavit or marriage certificate if name on passport or certificate of identity differs from that on academic certificates or other documents;
3. Copy of immigration documents (if not a Bahamian citizen); If you have attended junior high school in The Bahamas you will need to submit your official transcript;
4. Essay of no more than two pages outlining future career goals and plans;
5. Official high school transcript if currently enrolled in high school or graduated within the last three years and have not attended college/university. UB reserves the right to request additional transcripts; Official high school transcript must be in the Office of Recruitment & Admissions no later than eight (8) weeks after the application deadline noted above according to the applied semester;
6. Official college/university transcript(s) from all post secondary institutions attended must be mailed from the institution issuing the transcripts to the Office of Recruitment and Admissions. If hand-delivered, the transcript must be in the original stamped and sealed envelope by the forwarding institution and must not have been opened;
7. Course outlines of courses taken while enrolled at any previous college/university. To receive transfer of credits in a timely manner, official transcript(s) and course outline(s) must be in the Office of Recruitment and Admissions no later than eight (8) weeks after the application deadline (see above) for the relevant semester;
8. Copies of diplomas, degrees and academic certificates (BGCSE/GCE, SAT, ACT, CXC's, IGCSE, AP, IB or other).

To be processed for admission, applicants must submit ALL relevant documents outlined in 1 - 8.

Failure to submit all relevant supporting documents could result in the need to reapply.

Section 1: Personal Information *(please type or print in black/blue ink)*

Last Name First Name Middle Name Maiden Name Sr, Jr, II, III

Gender: Female Male Marital Status: Married Single Divorced Separated Widowed

Birth Date (mm/dd/yyyy) Country of Birth Country of Citizenship

Religion If Christian, state the denomination.

Special Needs/Requirements, if any. (Attach an additional information sheet, if necessary.)

Permanent Address

Street City/Settlement Island Country

E-mail Address P.O. Box/Zip Code

Home Phone Work Phone Cell Phone Fax Number

Current Address Same as Above

Street City/Settlement Island Country

E-mail Address P.O. Box/Zip Code

Home Phone Work Phone Cell Phone Fax Number

Name of Emergency Contact Relationship

Home Phone Work Phone Cell Phone Fax Number

New Providence Island Contact (if emergency contact is not resident on New Providence)

Home Phone Work Phone Cell Phone Fax Number

Section 2: Enrolment Information

How did you find out about University of The Bahamas?

- College Fair Media Parent Guidance Counsellor High School Social Media
 Visit Website Other (Specify) _____

I plan to enrol Fall Semester 20 _____ Spring Semester 20 _____

Enrolment status: Full-time Part-time

- New Providence *Grand Bahama *Abaco *Andros *Exuma

Admission status: Freshman Transfer Student

Section 3: Educational Background

Intended Major (see accompanying list of undergraduate programmes)

Name of High School City/Settlement Island or Country

Date Entered (Month/Year) Date Graduated/Expected Graduation Date

Indicate examinations taken/to be taken: BJC BGCSE/GCE SAT Pitman IGCSE AP IB
 ACT Other (Specify) _____

List all BGCSE subjects (e.g. Mathematics, English, etc.) for which you are registered in the upcoming exam period.

Date above examination taken/to be taken: _____

College/University Information

List all post secondary institutions attended. You are required to have sealed official transcripts of each institution forwarded to the University of The Bahamas, Office of Recruitment and Admissions.

From: To:
Name of College/University Location (City, Country) Dates of Attendance (Month/Year) Name of Degree(s) Obtained

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Additional Required Information

Are you the first in your immediate family (e.g. siblings, parents) to attend college/university? Yes No

Have you applied to University of The Bahamas before? Yes No If yes, when _____ (Semester/Year)

Are you a graduate of University of The Bahamas (formerly College of The Bahamas)?

Yes No If yes, state graduation date _____ (Month/Year)

(*Offers limited programmes)

Section 4: Personal Essay *(please type or print in black/blue ink)*

Using a separate sheet of paper, briefly outline why you have chosen the stated major area or study and explain how it relates to your future career goals and plans.

Section 5: Declaration of Applicant

I attest that the information given on the application is complete and correct and acknowledge that **any omission or falsification will result in denial of admission or dismissal from University of The Bahamas as defined by the Fraudulent Admissions Documents Policy**. I understand that all documents filed in support of this application become the property of University of The Bahamas and will not be copied or returned to me. I also understand that the fee submitted with this application is non-refundable. If admitted, I pledge to comply with all requirements and regulations set forth by University of The Bahamas.

Signature of Applicant _____ Date _____

FOR OFFICIAL USE ONLY

Student Number _____

PLSCOREMATH _____

PLSCOREENGLISH _____

PLEVELMATH _____

PLEVELENGGLISH _____

DEF _____

Notes: _____
