

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: \_\_\_\_\_

\_\_\_\_\_

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# 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](mailto: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: [admissionsnbc@ub.edu.bs](mailto:admissionsnbc@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 enroled 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 enroled 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: <input type="checkbox"/> Female <input type="checkbox"/> Male      Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> 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
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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: <input type="checkbox"/> BJC <input type="checkbox"/> BGCSE/GCE <input type="checkbox"/> SAT <input type="checkbox"/> Pitman <input type="checkbox"/> IGCSE <input type="checkbox"/> AP <input type="checkbox"/> IB					
<input type="checkbox"/> ACT <input type="checkbox"/> 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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Name of College/University Location (City, Country)	Dates of Attendance (Month/Year)	Name of Degree(s) Obtained
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Name of College/University Location (City, Country)	Dates of Attendance (Month/Year)	Name of Degree(s) Obtained

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)