

3. SEX Male - M Female - F 4. MARITAL STATUS Married - M Unmarried - U Divorced - D Separated - S Widow(er) - W

5. DATE OF BIRTH 6. NATIONALITY *
**(See instructions for codes)*

7. NATIONAL REGISTRATION CARD NO.
OR

PASSPORT NO. FOR NON ZAMBIANS _____

8. RESIDENTIAL ADDRESS _____

9. LAST SECONDARY SCHOOL/INSTITUTION ATTENDED (Give dates)

10. NAME, ADDRESS AND TELEPHONE NUMBER(S) OF NEXT OF KIN

11. YOUR TELEPHONE NUMBERS (If any): Business Telephone: _____
Residential Telephone _____
Mobile/Cellular Phone: _____
Email Address (if any): _____

12. IF YOU HAVE BEEN PREVIOUSLY ENROLLED AS A STUDENT AT UNZA INDICATE YOUR:

(a) Student/Computer Number: _____ (b) School (at UNZA): _____
(c) Year Last Enrolled: _____

(Please attach a transcript of your last examination results if you have been previously enrolled as a student at UNZA.)

13. ARE YOU CURRENTLY ENGAGED IN ANY STUDIES? Yes/No:

If Yes state the nature and type of studies and qualifications sought, including examining body

14. DO YOU HAVE ANY PHYSICAL OR COMMUNICATION DISABILITIES?
ENCIRCLE THE NUMBER APPLICABLE

- (A) Circle 1. Vision
2. Mobility
3. Speech
4. Hearing
5. Others

(B) If you have any disability, give details _____

15. ARE YOU A MEMBER OF STAFF / SPOUSE OF MEMBER OF STAFF OR CHILD OF MEMBER OF STAFF? (Delete whatever is not applicable).

Please attach the following documents if you are a member of staff/spouse or child of member of staff.

- (a) Photocopy of parent's Registration Card (for Child of member of Staff).
(b) Birth Certificate (for Child of Member of Staff).
(c) Personnel Data Form from University of Zambia.

16. (a) Indicate study programmes for which you wish to be considered, in order of preference (see list of courses in 16 b): School leavers may **ONLY apply for B.A (NQS), BA.LIS, BA.Ed., B.Ed (Special) and B.Ed Adult Education.** Non - school leavers may apply for **any** of the programmes.

(b) **Programmes of study by Distance Learning:**

1. **SCHOOL OF EDUCATION**

Bachelor of Arts with Education.

Bachelor of Education in Primary Education (*Non-School Leavers only*)

Bachelor of Education in Special Education (1st and 3rd year entry)

Bachelor of Arts with Library and Information Studies

Bachelor of Education in Adult Education

Bachelor of Education in Educational Administration and Management

Bachelor of Teacher Education (*For serving Lecturers in Colleges of Education, School Managers, Curriculum Specialists, Teachers and Resource Centre Coordinators*)

Bachelor of Education (Social Sciences)

Bachelor of Education in Zambian Cultures and Ceremonies

Bachelor of Education (Environmental Education)

2. **SCHOOL OF HUMANITIES AND SOCIAL SCIENCES**

Bachelor of Arts (NQS) – For those who want to specialize in any of the following subject areas:

- History
- French
- Sociology
- Economics
- Development Studies
- English Language
- Political Science
- Public Administration
- Linguistics and African Languages
- Psychology
- Philosophy

3. **SCHOOL OF VETERINARY MEDICINE**

Diploma in Bovine Herd Health Management and Production in Tropics

Diploma in Laboratory Diagnostic

4. **SCHOOL OF LAW**

Bachelor of Law

Admission Requirements (Bachelor of Law)

- (a) Five 'O' levels as follows: English Language and any **four** subjects **and**
- (b) Hold a first degree in any field of study from a recognized institution **Or**
- (c) Hold a professional qualification that is equivalent to a first degree
- (d) Hold at least three 'A' Level passes of which one should be English from any recognized institution

5. **BACHELOR OF SCIENCE IN ACCOUNTING AND FINANCE**

Admission Requirements

- a) Full Grade Twelve certificate with five 'O' levels with a minimum of a credit in English and Mathematics; and EITHER
- b) Diploma in accounting and/or finance and any other business related qualifications offered by a reputable institution; OR
- c) Holder of a professional accounting qualification.

EXEMPTION

Exemptions shall be given as per exemption policy i.e. course by course basis.

6. **DIPLOMA IN COMPUTER SCIENCE AND INFORMATION TECHNOLOGY**

Entry Requirements:

A full School Certificate with five (5) 'O' level credits, including English Language and Mathematics.

7. **CERTIFICATE IN COMPUTER APPLICATIONS, REPAIR AND MAINTENANCE**

Entry Requirements:

A full School Certificate with a minimum of credit in Mathematics and English.

17. **STUDY PROGRAMMES FOR WHICH YOU WISH TO BE CONSIDERED IN ORDER OF PREFERENCE**

FIRST _____

SECOND _____

18. (a) **"0" LEVEL OR EQUIVALENT EXAMINATIONS PASSED AND GRADES ATTAINED IN EACH SUBJECT**

SUBJECT	GRADES	NAME OF EXAMINATION BOARD
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____

_____ _____

(b) ENCLOSE COPY(IES) OF STATEMENT(S) OF RESULTS. APPLICATION FORMS WHICH ARE NOT ACCOMPANIED WITH COPIES OF STATEMENTS OF RESULTS WILL NOT BE PROCESSED.

19. **“A” LEVEL EXAMINATIONS PASSED AND GRADES ATTAINED IN EACH SUBJECT**

SUBJECT	GRADES	NAME OF EXAMINATION BOARD
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	_____

20. DEGREE/DIPLOMA/CERTIFICATE OBTAINED	AWARDING INSTITUTION
_____	_____
_____	_____
_____	_____

21. **FILL THIS PART IF YOU ARE PRESENTLY EMPLOYED** _____

- (a) Type of Employment or job: _____
- (b) Name of Employer: _____
- (c) Address of Employer: _____
- (d) Period of Service: _____
- (e) TS/Employee's Reference No.: _____

22. **SIGNATURE OF APPLICANT:** _____ **DATE:** _____

OFFICIAL USE ONLY

SCHOOL'S RECOMMENDATION

Accept/Reject (tick where appropriate)

Reasons for Reject

Deposit a non- refundable application processing fee of K150

BANK NAME - ZANACO

BRANCH - ZANACO CAIRO BUSINESS CENTRE

ACCOUNT NAME: UNZA IDE

ACCOUNT NUMBER: 0382200300177

**PLEASE SEND YOUR DULY COMPLETED APPLICATION FORM TO: DIRECTOR,
INSTITUTE OF DISTANCE EDUCATION, UNIVERSITY OF ZAMBIA, GREAT EAST
ROAD, P O BOX 32379 LUSAKA**