

# UNIVERSITY OF CAPE COAST

## DIRECTORATE OF ACADEMIC AFFAIRS



### APPLICATIONS FOR ADMISSION INTO SANDWICH UNDERGRADUATE/DIPLOMA/CERTIFICATE PROGRAMMES 2017/2018 ACADEMIC YEAR

Applications are invited from suitably qualified persons for admission into SANDWICH Bachelors, Diploma and Certificate programmes of the University of Cape Coast for the 2017/2018 academic year. Scratch cards for online application are up for sale at the Centres listed below:

#### 1.0 SALES CENTRES

- (a) Cash Office, University of Cape Coast.  
(Mode of payment – **CASH**)
- (b) Ghana Post Offices at the Regional Capitals  
(Mode of payment – **POSTAL ORDER**)
- (c) University of Cape Coast Accra Office, Tesano, (Mode of Payment – **CASH**).
- (d) Kumasi Workers' College (Mode of Payment – **CASH**)
- (e) I-J Consult, Kasoa-Nyanyano Road, Near Witty Kids Int. School (**CASH** Payment)

**COST OF SCRATCH CARD - GH¢250.00**

**The deadline for submission of completed application forms is Wednesday, 28<sup>th</sup> February, 2018.**

#### 2.0 ONLINE APPLICATIONS

- a. Online applicants should visit [www.ucc.edu.gh](http://www.ucc.edu.gh) then go to Admissions and click on **Apply Online** for further instructions. Applicants should select The **CERTIFICATE, DIPLOMA and FIRST DEGREE SANDWICH** application type.

All applicants are required to provide the following information at the back of the large EMS envelope: (a) application reference number (b) full name (c) postal address (d) first choice

programme and (e) application category which should be **CERTIFICATE SANDWICH or DIPLOMA SANDWICH or DEGREE SANDWICH (Post Diploma)**.

*Applicants are advised to read application instructions as well as the contents of the admissions brochure very carefully before completing the online application form. Applications on which APPLICATION REFERENCE NUMBERS are not indicated will not be processed.*

**Applicants are advised to select from the programmes listed below only.**

**3.0 COLLEGE OF EDUCATION STUDIES**

**3.1 FACULTY OF EDUCATIONAL FOUNDATIONS  
DEPARTMENT OF BASIC EDUCATION**

**a. CERTIFICATE PROGRAMME IN EARLY CHILDHOOD EDUCATION**

**ADMISSION REQUIREMENTS:**

- i.* Applicants must be teaching/working in a pre-school or primary school
- ii.* Applicants must have sat either SSSCE or WASSCE or equivalent examination and must be at least 25 years old
- iii.* Applicants must pass an entrance examination and an interview conducted by the Department

**TARGET GROUP**

- i.* Teachers and attendants who work in pre-school and in Early Childhood Programmes (Day Care Centres, Nursery Schools and Kindergartens).
- ii.* Teachers in Primary Schools who are interested in specializing in Early Childhood Education
- iii.* Staff of institutions related to child care

**DURATION**

The programme will cover two long vacation periods of eight (8) weeks each (June – July)

**DATE OF EXAMINATION**

**Thursday, 22<sup>nd</sup> March, 2018** to be followed by interview on the same day

**FEES**

**Fresh students - GH¢ 1, 411.00**

**Continuing students - GH¢ 1, 315.00**

**b. DIPLOMA PROGRAMME IN EARLY CHILDHOOD EDUCATION**

**ADMISSION REQUIREMENTS:**

**1. Direct Entry**

- i. Post-Senior High School candidates with credit passes in 5 subjects. Three (3) of the (5) subjects must be in core subjects (including English language, Mathematics and either Integrated Science or Social Science) and two elective subjects with a minimum aggregate of 24 for SSSCE and 36 for WASSCE or ‘O’ Level
- ii. Applicants with Teachers’ Certificate ‘A’ or Certificate in Early Childhood Education from recognized institutions with GPA of 2.5 or better

**2. Entry through Examinations and Interview**

- i. Applicants must be 25 years and above and must have written SSSCE, WASSCE, ‘O’ Level or an equivalent examination with at least three passes
- ii. Applicants with Certificate in Early Childhood Education from recognized institutions with GPA between 2.4 and 1.5

**Note: Candidates in category (2) would be required to pass a selection examination and interview on Wednesday, 21<sup>st</sup> March, 2018**

**TARGET GROUP**

- i. Untrained early childhood teachers
- ii. Teachers in Basic Schools interested in early childhood education
- iii. Staff of NGOs working in child care institutions
- iv. Staff of Ministry of Women and Children Affairs

**DURATION**

The programme will cover three long vacation periods of eight (8) weeks each (June – July)

**FEES**

**Fresh students - GH¢ 1, 599.00**

**Continuing students:**

**Diploma Year Two: - GH¢1,630.00**

**Diploma Year Three:- GH¢1,429.00**

**c. POST-DIPLOMA (B.ED) DEGREE PROGRAMME IN EARLY CHILDHOOD EDUCATION**

**ADMISSION REQUIREMENTS:**

**1. Direct Entry**

- i. Applicants with Diploma in Early Childhood Education from recognized institutions with a GPA of 2.5 or better

## **2. Entry through Exams and Interview**

- i. Applicants with Diploma in Early Childhood Education from recognized institutions with a GPA of 1.5 - 2.4.

**Note: Candidates in category (2) would be required to pass a selection examination and interview on Friday, 23<sup>rd</sup> March, 2018**

### **TARGET GROUP**

1. Teachers in Basic Schools interested in early childhood education
2. Staff of NGOs working in child care institutions
3. Staff of Ministry of Women and Children's Affairs

### **DURATION**

The programme cover two years. A long vacation period of eight (8) weeks (June – July), a short vacation period of four (4) weeks (December – January) and another long vacation period of eight (8) weeks (June – July).

### **FEES**

**Fresh students - GH¢ 2, 090.00**

**Continuing students:**

**Diploma Year Two: - GH¢2,410.00**

All students must pay their full fees into the Department of Basic Education Account (*Account Number 3021130000841*) at any networked branch of Ghana Commercial Bank.

**For further information call 0332133379**

## **d. POST-DIPLOMA (B.ED) DEGREE PROGRAMME IN BASIC EDUCATION**

### **ADMISSION REQUIREMENTS:**

#### **1. Direct Entry**

- j. Applicants with Diploma in Basic Education from recognized institutions with a GPA of 2.5 or better

#### **2. Entry through Exams and Interview**

- i. Applicants with Diploma in Basic Education from recognized institutions with a GPA of 1.5 - 2.4.

**Note: Candidates in category (2) would be required to pass a selection examination and interview on Friday, 23<sup>rd</sup> March, 2018**

## **TARGET GROUP**

4. Teachers in Basic Schools
5. Staff of NGOs working in child care institutions
6. Staff of Ministry of Women and Children's Affairs

## **DURATION**

The programme will cover two years. A long vacation period of eight (8) weeks (June – July), a short vacation period of four (4) weeks (December – January) and another long vacation period of eight (8) weeks (June – July).

## **FEES**

**Fresh students - GH¢ 2, 090.00**

**Continuing students:**

**Diploma Year Two: - GH¢2,410.00**

All students must pay their full fees into the Department of Basic Education Account (*Account Number 3021130000841*) at any networked branch of Ghana Commercial Bank.

**For further information call 0332133379**

## **3.2 FACULTY OF SCIENCE AND TECHNOLOGY EDUCATION DEPARTMENT OF HEALTH SCIENCES EDUCATION**

### **a. BACHELOR OF EDUCATION (HEALTH SCIENCES)**

#### **ADMISSION REQUIREMENTS:**

Applicants must:

- i. possess a Diploma in one of the following areas: General Nursing, Midwifery, Psychiatry/Mental Health Nursing, Community Health Nursing, Nutrition, Disease Control, Environmental Health, or an equivalent qualification from an accredited health training institution.
- ii. possess a Diploma in Health Sciences Education, Environmental Health Education, or an equivalent qualification from an accredited institution.

Applicants should ensure that the following documents are submitted together with their application forms;

- i. A certified academic transcript showing semester by semester GPA and FCGPA
- ii. A certified copy of Licensure certificate
- iii. Licensing Examination Result (Nurses and Midwives)
- iv. First appointment letter

**Note: All applicants would have to pass a selection interview.**

#### **DURATION**

The programme is run over four sandwich semesters and is available for practitioners at the Health Sector who desire to teach in Health Training Institutions.

#### **FEES**

**Fresh students - GH¢ 2, 700.00**  
**Continuing students – GH¢ 2, 300.00**

### **4.0 COLLEGE OF AGRICULTURE AND NATURAL SCIENCES**

#### **4.1 SCHOOL OF PHYSICAL SCIENCES**

##### **a. DEPARTMENT OF LABORATORY TECHNOLOGY**

BSc. (LABORATORY TECHNOLOGY) – POST DIPLOMA

#### **ADMISSION REQUIREMENTS:**

- i. Applicants should possess a good HND/Diploma in Science Laboratory, Laboratory Technology, Chemical Engineering, Medical Laboratory Technology – with, at least a second class (lower division) or its equivalent from a recognized tertiary institution.
- ii. All candidates will be required to pass an interview

#### **DURATION**

Three (3) long vacation periods (8 weeks each). **Next Semester:** June – July, 2018

#### **FEES:**

**New Entrants - GH¢2,850.00**  
**Continuing Students: - GH¢2,800.00**

The fees should be paid into the School of Physical Sciences Account No. **3021130001057** at any Ghana Commercial Bank.

### **5.0 COLLEGE OF HUMANITIES AND LEGAL STUDIES**

#### **5.1 SCHOOL OF BUSINESS**

##### **a. DEPARTMENT OF FINANCE**

BACHELOR OF COMMERCE (FINANCE) – POST DIPLOMA

#### **ADMISSION REQUIREMENTS:**

The programme is available to holders of Higher National Diploma (HND) Accountancy or its equivalent, who obtained Second Class Lower Division or better with two years' working experience.

Applicants should ensure that the following documents are submitted together with the application forms.

1. A certified academic transcript showing semester by semester GPA and FCGPA.
2. A certified copy each of NAPTEX certificate and results slip.

### **DURATION**

The programme is run over four (4) Sandwich Semesters.

### **FEES:**

The fees for the 2017/2018 Sandwich Semester (June -July, 2018) are as follows:

- i. *Fresh Students* - **GH¢2,620.00**
- ii. *Continuing Students* - **GH¢2,350.00**

## **b. DEPARTMENT OF ACCOUNTING**

BACHELOR OF COMMERCE (ACCOUNTING)

### **ADMISSION REQUIREMENTS:**

The programme is available to holders of Higher National Diploma (HND) Accountancy or its equivalent, who obtained Second Class Lower Division or better.

Applicants should ensure that the following documents are submitted together with the application forms.

3. A certified academic transcript showing semester by semester GPA and FCGPA.
4. A certified copy each of NAPTEX certificate and results slip.

### **DURATION**

The programme is run over four (4) Sandwich Semesters.

### **FEES:**

The fees for the 2017/2018 Sandwich Semester (June -July, 2018) are as follows:

- iii. *Fresh Students* - **GH¢2,620.00**
- iv. *Continuing Students* - **GH¢2,350.00**

- c. **DEPARTMENT OF MARKETING AND SUPPLY CHAIN MANAGEMENT**
1. **BACHELOR OF COMMERCE (PROCUREMENT & SUPPLY CHAIN MANAGEMENT) CHARTERED INSTITUTE OF PROCUREMENT AND SUPPLY (UK) ACCREDITED PROGRAMME**
  2. **BACHELOR OF COMMERCE (MARKETING)**

**ADMISSION REQUIREMENTS:**

1. Higher National Diploma (or its equivalent) in Marketing, Purchasing & Supply, Secretaryship and Management Studies as well as other business related areas from any recognized tertiary institution.
2. Any other Diploma from any recognized tertiary institution or professional body and in other fields may be considered

The programme is available to holders of Higher National Diploma (HND) or its equivalent, who obtained Second Class Division or better with two years' working experience.

Applicants should ensure that the following documents are submitted together with their application forms.

1. A certified academic transcript showing semester by semester GPA and FCGPA.
2. A certified copy each of NAPTEX certificate and results slip.

**DURATION**

The programme is run over four (4) Sandwich Semesters

**FEES:**

The fees for the 2017/2018 Sandwich Semester (June –July 2018) are:

- i. **Fresh Students - GH¢2,620.00**
- ii. **Continuing Students - GH¢2,350.00**

**PAYMENT OF FEES:**

All students must pay their full fees into the School of Business Sandwich Programme Account (*Account Number 3021130002464*) at any networked branch of Ghana Commercial Bank.

d. **DEPARTMENT OF HUMAN RESOURCE MANAGEMENT**

1. **BACHELOR OF COMMERCE (HUMAN RESOURCE MANAGEMENT)**

**ADMISSION REQUIREMENTS:**



- a. Higher National Diploma (or its equivalent) in any other business related areas from any recognized tertiary institution
- b. Holders of professional qualification can apply; those with IHRMP level 2 and CIPD level 2 have added advantage
- c. Applicants must have a good pass in the West African Secondary School Certificate Examination (WASSCE) or Senior Secondary School Certificate Examination (SSSCE)

### **TARGET GROUP**

The programme targets the following category of persons:

- a. People working at the Human Resource Management units of their organizations
- b. People working in financial institutions
- c. Administrators

The programme is available to holders of Higher National Diploma (HND) or its equivalent, who obtained Second Class Division or better with two years' working experience.

Applicants should ensure that the following documents are submitted together with their application forms.

1. A certified academic transcript showing semester by semester GPA and FCGPA.
2. A certified copy each of NAPTEX certificate and results slip.

### **DURATION**

The programme is run over four (4) Sandwich Semesters

### **FEES:**

The fees for the 2017/2018 Sandwich Semester (June –July 2018) are:

- iii. **Fresh Students - GH¢2,620.00**
- iv. **Continuing Students - GH¢2,350.00**

### **PAYMENT OF FEES:**

All students must pay their full fees into the School of Business Sandwich Programme Account (*Account Number 3021130002464*) at any networked branch of Ghana Commercial Bank.

## **5.2 FACULTY OF SOCIAL SCIENCES**

### **a. DEPARTMENT OF HOSPITALITY AND TOURISM MANAGEMENT**

1. B.SC. (TOURISM MANAGEMENT)
2. B.SC. (HOSPITALITY MANAGEMENT)

### **ADMISSION REQUIREMENTS:**

Candidates applying for admission into the above programmes should have the relevant requirements, namely:

- a. Diploma in Tourism Management OR Diploma in Hospitality Management, UCC.
- b. Related Diploma Certificate, such as:
  - HND (Tourism)
  - HND (Hotel, Catering and Institutional Management/Hospitality Management)

All candidates should submit certified copies of their transcripts and NAPTEX Certificate with the application. Candidates will be required to pass a selection interview.

**TARGET GROUP**

Middle to senior level employees in the hotel, restaurant, tourism, institutional catering who already hold professional and or diploma certificates

**DURATION**

Two years. This four semester course will be run on two semester mode in a year (June – July and November – December)

**FEES:**

<b>Fresh students</b>	–	<b>GH¢2,700.00</b>
<b>Continuing students</b>	–	<b>GH¢2,500.00</b>

**b. DEPARTMENT OF GEOGRAPHY AND REGIONAL PLANNING**

**DIPLOMA IN TRANSPORT AND ROAD SAFETY MANAGEMENT**

**TARGET GROUPS**

The programme targets drivers in governmental and non-governmental institutions/organizations, transport unions such as the Ghana Private Road Transport Union (GPRTU), Kingdom Transport, Metro Mass Transport Services (MMTS), Progressive Transport Owners Association (PROTOA), Car Rentals as well as educational Institutions in the country.

**ADMISSION REQUIREMENTS:**

The programme is available to people with Certificates in basic road safety or fleet management from the Road Safety Transportation Consultancies (RSTC) Limited or similar training institutions.

**DURATION**

Three (3) long vacation semesters lasting 8 weeks each. The first Semester begins in June, 2018.

## **FEES**

Fresh students	–	<b>GH¢2,500.00</b>
Continuing students	–	<b>GH¢2,200.00</b>

For further information on programmes of the Department of Geography and Regional Planning, visit [www.grp.edu.gh](http://www.grp.edu.gh)

### **c. DEPARTMENT OF SOCIOLOGY AND ANTHROPOLOGY**

#### **i. DIPLOMA IN SOCIAL BEHAVIOUR AND CONFLICT MANAGEMENT**

##### **TARGET GROUPS**

The programme is open to interested persons who have any of the underlisted qualifications. We would however wish to encourage workers in the protection agencies – the Police Service, Prison Service, Customs, Excise and Preventive Service, Fire Service, Immigration and National Disaster Management Organisation, Social Workers and Country Development Officers to apply.

##### **ADMISSION REQUIREMENTS:**

Applicants should possess any of the following:

- Certificate in Social Behaviour and Conflict Management from the University of Cape Coast
- GCE ‘O’ level passes in five subjects including English and Mathematics
- Aggregate 24 or better in SSSCE / WASSCE including English and Mathematics
- Teacher’s Certificate ‘A’ with ‘O’ level credit passes English and Mathematics
- Stenographer Grade Two Certificate.
- GCE ‘A’ level passes in two subjects and ‘O’ level credit passes in English and Mathematics

**Note: Candidates with good passes in the elective subjects but do not have credit in Core Mathematics or Core English would be required to pass a selection examination to be conducted on Friday, 23<sup>rd</sup> March, 2018**

##### **DURATION**

Three (3) long vacation semesters lasting eight (8) weeks each. Each Semester begins in June each year.

<b>FEES:</b>	<b>Fresh Students</b>	<b>-</b>	<b>GH¢ 2,300.00</b>
	<b>Continuing Students</b>	<b>-</b>	<b>GH¢ 1,950.00</b>

#### **ii. POST-DIPLOMA IN SOCIAL BEHAVIOUR AND CONFLICT MANAGEMENT**

##### **TARGET GROUPS**

The programme is open to interested persons who have any of the underlisted qualifications. In particular, workers in the protection agencies – the Police Service,

Prison Service, Customs, Excise and Preventive Service, Fire Service, Immigration Service, National Disaster Management Organisation, Social Workers and Country Development Officers to apply.

**ADMISSION REQUIREMENTS:**

Applicants applying for admission into the programme should have any of the following requirements:

- a. Diploma in Social Behaviour and Conflict Management, University of Cape Coast (UCC).
- b. Related Diploma Certificate, such as:
  - Diploma in Labour Studies – IDS, UCC.
  - Diploma in Labour Studies – GIMPA, Legon.
  - Diploma in Social Work – University of Ghana, Legon
  - Diploma in Adult Education UG Legon

All candidates should have obtained at least Second Class Lower at the Diploma Level.

**DURATION**

Three (3) long vacation semesters lasting 8 weeks each. Each Semester begins in June each year.

<b>FEES:</b>	<b>Fresh Students</b>	-	<b>GH¢ 2,350.00</b>
	<b>Continuing Students</b>	-	<b>GH¢ 2,050.00</b>

**d. INSTITUTE FOR DEVELOPMENT STUDIES  
DIPLOMA IN LABOUR STUDIES**

**TARGET GROUPS**

The programme is open to top level Trade Union personnel, Human Resource Management practitioners and Employers.

**ADMISSION REQUIREMENTS:**

Applicants should possess any of the following:

- Certificate in Labour Studies from the University of Cape Coast
- SSSCE / WASSCE with credit passes in English, Mathematics, and Integrated Science
- GCE ‘A’ level passes in three subjects and ‘O’ level credit passes in English and Mathematics
- GCE ‘O’ level passes in five subjects including English and Mathematics. Such candidates would have to pass a special entrance examination

**DURATION**

Two (2) long vacation semesters lasting eight (8) weeks each. The First Semester begins in June, 2018.

<b>FEES:</b>	<b>Fresh Students</b>	<b>-</b>	<b>GH¢ 3,277.00</b>
	<b>Continuing Students</b>	<b>-</b>	<b>GH¢ 3,100.00</b>

**For further information on Institute for Development Studies (IDS) and its programmes, visit <https://ids.ucc.edu.gh>**

### **5.3 FACULTY OF ARTS**

#### **a. DEPARTMENT OF RELIGION AND HUMAN VALUES**

**DIPLOMA IN RELIGION AND HUMAN VALUES**

##### **ADMISSION REQUIREMENTS/TARGET GROUP:**

Candidates applying for admission into the programme must be holders of any one of the following:

- i. Five (5) credit passes at SSSCE/WASSCE including English and Social Studies
- ii. Training College Certificate
- iii. Certificate in Ministry from a recognized institution
- iv. Certificate A Teacher Training Certificate
- v. Persons who show evidence of involvement in Ministry or teaching over a long period (**special admission**)

All candidates will be required to pass a selection interview.

##### **TARGET GROUPS**

- i. Teachers
- ii. Pastors
- iii. Persons working with para-Church organisations

##### **DURATION**

This is a three-year program spread over three sandwich sessions. The first semester begins in June, 2018.

##### **FEES:**

- i.* **Fresh Students:** - **GH¢2,500.00**
- ii.* **Continuing Students:** - **GH¢2,100.00**

### **6.0 COLLEGE OF HEALTH AND ALLIED SCIENCES**

#### **6.1 SCHOOL OF NURSING**

**a. BACHELOR OF SCIENCE IN NURSING (B.Sc. NURSING)**

**TARGET GROUPS**

Professionals with Nursing Diploma who are currently working in the Health Services on a full or part-time basis.

**ADMISSION REQUIREMENTS:**

Applicants must:

- i. Be Registered General Nurses (RGN) with a minimum working experience of not less than three (3) years. They must have studied at a certificate or a diploma level at a recognized Nursing Training College (NTC)
- ii. Have an active registration with the Nurses and Midwives Council (NMC).
- iii. Pass a selection interview

If offered a place, the candidate must complete a health check and provide satisfactory references.

**DURATION**

Three (3) sandwich semesters each lasting eight (8) weeks (June-July) followed by inter-semester courses during the vacation.

**First Semester:** June-July, 2018

**FEES:**

Fees for the 2017/2018 academic year is as follows:

**Fresh Students - GH¢3,100.00**

**Continuing Students - GH¢3,000.00**

Fees should be paid by direct deposit into the School of Nursing **Account No. 0222900040004** at the Prudential Bank, UCC. Students will be required to produce their pay-in slips at the time of registration. Please **DO NOT USE** bank drafts or payment orders.

*For further enquiries please contact: 02028194964 / 03321-33342*

**b. B.Sc. (MENTAL HEALTH NURSING)**

**TARGET GROUPS**

The programme is targeted at Mental Health Nurses who are currently working in the Health Services on a full or part-time basis.

**ADMISSION REQUIREMENTS:**

Applicants must:

- i. Be Registered Mental Nurse (RMN) with a Certificate or a Diploma from a recognized institution with a minimum working experience of three (3) years.
- ii. Have an active registration with the Nurses and Midwives Council (NMC).

- iii. Pass a selection interview

**If offered a place, the candidate must complete a health check and provide satisfactory references.**

**DURATION**

Three (3) sandwich semesters each lasting eight (8) weeks (June-July) followed by inter-semester courses during the vacation.

**First Semester:** June-July, 2018

**FEES:**

The fee for the 2017/2018 academic year is as follows:

**Fresh Students - GH¢3,400.00**

**Continuing Students - GH¢3,300.00**

Fees should be paid by direct deposit into the School of Nursing **Account No. 0222900040004** at the Prudential Bank, UCC. Students will be required to produce their pay-in slips at the time of registration. Please **DO NOT USE** bank drafts or payment orders.

*For further enquiries please contact: 02028194964 / 03321-33342*

**c. BACHELOR OF SCIENCE (COMMUNITY MENTAL HEALTH NURSING)**

**TARGET GROUPS**

The programme is targeted at Mental Health Nurses who are currently working in the Health Services on a full or part-time basis.

**ADMISSION REQUIREMENTS:**

Applicants must:

- i. Be Registered Mental Health Nurses (RMN) with a Certificate or a Diploma from a recognized Nurses' Training College (NTC) with a minimum working experience of three (3) years.
- ii. Have an active registration with the Nurses and Midwives Council (NMC).
- iii. Pass a selection interview

If offered a place, the candidate must complete a health check and provide satisfactory references.

**DURATION**

Three (3) sandwich semesters each lasting eight (8) weeks (June-July) followed by inter-semester courses during the vacation.

**First Semester:** June-July, 2018

**FEES:**

The fee for the 2017/2018 academic year is as follows:

**Fresh Students - GH¢3,400.00**

**Continuing Students - GH¢3,300.00**

Fees should be paid by direct deposit into the School of Nursing **Account No. 0222900040004** at the Prudential Bank, UCC. Students will be required to produce their pay-in slips at the time of registration. Please **DO NOT USE** bank drafts or payment orders.

## **6.2 SCHOOL OF ALLIED HEALTH SCIENCES**

### **a. DEPARTMENT OF HEALTH INFORMATION MANAGEMENT**

#### **BSc. HEALTH INFORMATION MANAGEMENT (SANDWICH)**

##### **TARGET GROUPS**

The programme is targeted at Health Information Officers and Medical Records Staff

##### **ADMISSION REQUIREMENTS:**

Applicants must:

1. Applicants should possess a good HND or Diploma in either Statistics or Health Information, preferably first class, second class (upper or lower) division or its equivalent from a recognized tertiary institution
2. Applicants with certificate in Medical Records or its equivalent with three (3) years' work experience

##### **DURATION**

Four (4) long vacation periods (8 weeks each)

**All applicants must pass a selection interview**

**First Semester:** June-July, 2017

##### **FEES:**

The fee for the 2016/2017 academic year is as follows:

**Fresh Students - GH¢2,650.00**

**Continuing Students - GH¢2,150.00**

Fees should be paid by direct deposit into the School of Allied Health Sciences **Account No. 3610122616111** at any UniBank Branch, UCC Branch. Students will be required to produce their pay-in slips at the time of registration. Please **DO NOT USE** bank drafts or payment orders.

### **b. DEPARTMENT OF BIOMEDICAL SCIENCES**

#### **CERTIFICATE IN HERBAL MEDICINE**



## TARGET GROUP

Traditional Medicine Practitioners who belong to the Ghana Federation of Traditional Medicine Practitioners' Associations (GHAFTRAM).

## ADMISSION REQUIREMENTS

- Six (6) credit passes at SSSCE/WASSCE including English, Mathematics and Integrated Science/Social Studies
- Mature candidates not below the age of 25 years and must be members of the Ghana Federation of Traditional Medicine Practitioners' Associations (GHAFTRAM).
- \* Mature practicing candidates will have to pass a formal interview for consideration

## Goals and Objectives of the Programme

The programme aims at producing competent and scientifically trained Traditional Herbal Practitioners who

- i. are innovative and can provide exemplary leadership in herbal medicine practice in Ghana
- ii. have the knowledge and skills to be able to provide meaningful solutions to public health related problems in the area of herbal medicine
- iii. have entrepreneurial skills to be able to establish and/or improve upon their own bio-enterprise and create jobs for others.

## Duration of Programme

The programme will be run on sandwich basis and will cover two long vacation periods of eight (8) weeks each (June – July). The first semester will take place at the Department of Biomedical and Forensic Sciences (DBFS), UCC while the second semester will take place at the Centre for Scientific Research into Plant Medicine, Mampong-Akwapim.

## FEES:

*Fresh Students* - **GH¢2,605.00**

*Continuing Students* - **GH¢2,350.00**

The fees are to be paid into the School of Allied Health Sciences **Account No. 3610122616111** at UniBank, UCC Branch. Students will be required to produce their pay-in slips at the time of registration. Please **DO NOT USE** bank drafts or payment orders

## c. DEPARTMENT OF MEDICAL LABORATORY TECHNOLOGY

### BSc. MEDICAL LABORATORY TECHNOLOGY - POST DIPLOMA

## **ADMISSION REQUIREMENTS:**

Applicants must:

- i. Possess a good HND / Diploma in Medical Laboratory Technology, preferably first class, second class (upper or lower) division or its equivalent from a recognized tertiary institution
- ii. Applicants with BSc. in Applied Biology, Biological Sciences, Laboratory Technology or any other with a minimum of two years post qualification experience in the Clinical Laboratory are eligible to apply

**All applicants must pass a selection interview to be considered for admission**

## **DURATION**

- a. Four (4) long vacation periods (8 weeks each)

**First Semester:** June-July, 2018

## **FEES:**

The fee for the 2017/2018 academic year is as follows:

<b>Fresh Students</b>	-	<b>GH¢2,650.00</b>
<b>Continuing Students</b>	-	<b>GH¢2,165.00</b>

Fees should be paid by direct deposit into the School of Allied Health Sciences **Account No. 3610122616111** at UniBank, UCC Branch. Students will be required to produce their pay-in slips at the time of registration. Please **DO NOT USE** bank drafts or payment orders.

## **7.0 ACCOMMODATION**

The sandwich programmes are residential, and students outside Cape Coast will be responsible for securing their own accommodation on campus. There are accommodation options in the halls of residence to choose from.

## **8.0 COMPLETION OF APPLICATION FORMS**

Applicants are advised to read, very carefully, instructions on the admission forms before completing them.

Applicants are required to give the following information at the back of the large EMS envelope: (a) Full name (b) Postal Address (c) Programme.

## **9.0 SUBMISSION OF COPIES OF COMPLETED ONLINE APPLICATION FORMS**

**(a) All completed application forms should be sent by POST and NOT delivered by hand**

**(b) All completed Application Forms should reach THE DIRECTOR, DIRECTORATE OF ACADEMIC AFFAIRS, UNIVERSITY OF CAPE COAST by Wednesday, 28<sup>th</sup> February, 2018.**

**(c) No additional documents will be accepted after submission of application forms**

**REGISTRAR**