



# APPLICATION FOR ADMISSION

OFFICIAL USE ONLY RECEIPT No. \_\_\_\_\_

### INSTRUCTIONS

- Please read through the form carefully before filling it in.
- Provide information where appropriate.
- Enclose an academic reference.
- Attach all supporting documents (i.e Grade 12 results, NRC and or qualifications).
- Applications must be sent to the above address.
- Please write in block letters and mark with an "X" where appropriate e.g. [x]

**Note: All certificates submitted will be re-verified with the Examination Council of Zambia**

PASSPORT  
SIZE  
PHOTO

**UNDERGRADUATE**

**POSTGRADUATE**

### PROGRAMME INFORMATION

Programme Applied for:.....

Second Choice:.....

**INTAKE:** January [ ] June [ ]

**YEAR :** 2021 [ ] 2022 [ ] 2023 [ ]

**MODE OF STUDY:** Full-Time [ ]

Part-time [ ]

Distance [ ]

**APPLICANT CATERGORY:**

School Leaver [ ]

Non-School Leaver [ ]

### PERSONAL INFORMATION

*\*Please fill in your names as they appear on your NRC/Passport*

**Surname:**.....

**Other Names**.....

**SEX:** Male [ ] Female [ ]

**Date of Birth:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Marital Status:** Married [ ] Single [ ]

**Nationality:**.....

**National Registration Card No.(NRC):**.....

**If Non- Zambian, Passport No:**.....

### CONTACT DETAILS

*\*Ensure that the email listed is reliable. All correspondence will be made to the listed email*

**Phone Number:**..... **Alternative Number:**.....

**Email Address:**.....

**Postal Address:**.....

**Residential Address:**.....

### NEXT OF KIN

**Full Names:**.....

**Phone Number:**..... **Alternative Number:**.....

**Email Address:**.....

**Postal Address:**.....

**Residential Address:**.....

## ACADEMIC BACKGROUND

(Attach certified copies of Transcripts and certificates)

Previous Educational Institution Attended (Secondary & University/ College)	From	To	Qualification Obtained
1			
2			

ARE YOU EMPLOYED? **YES** [  ] **NO** [  ]

Details of employment (Attach CV)

Employer:.....

Period:.....

Position held:.....

Nature of Responsibility:.....

### PERSONAL BRIEF

In what ways do you feel the programme of study will affect your personal and career development?

.....

.....

.....

Do you have any permanent injury, illness or disability which may affect your ability to study?

**Yes** [  ] **No** [  ]. If yes, please describe the nature of your injury, illness or disability.

.....

.....

APPLICATION FORM CHECKLIST FOR APPLICANTS <span style="float: right;">[x]</span>	EXEMPTION REQUEST
1. High School Certificate/Statement of results [ <input type="checkbox"/> ]	<b>YES</b> [ <input type="checkbox"/> ] <b>NO</b> [ <input type="checkbox"/> ]  If yes, kindly refer to the exemptions request form on page 3
2. National Registration Card/Passport/Drivers License [ <input type="checkbox"/> ]	
3. Attach two (2) Passport Sized Photo [ <input type="checkbox"/> ]	
4. Application form completely filled out accurately [ <input type="checkbox"/> ]	
5. Payment for application form attached ( <b>Deposit Slip</b> ) [ <input type="checkbox"/> ]	
<b>Postgraduate applicants must also attach the following:</b>	
6. Degree Certificate/Professional Qualification (e.g Full ACCA/CIMA/ZICA)/Statement of results	
7. Two Reference Letters (One Academic & One Professional)	
8. Curriculum Vitae	

*Note: Applicants should ensure that this form is complete and all the required attachments at submitted. Incomplete application forms will not be processed.*

### DECLARATION

I certify that the information given in this application and supporting documents is accurate and complete. I understand that the **University Of Lusaka** reserves the right to reverse any offer of admission made on the basis of inaccurate information.

Signature\_\_\_\_\_

Date\_\_\_\_\_



**EXEMPTIONS REQUEST FORM**

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**Note: All certificates submitted will be re-verified with the Examination Council of Zambia**

**STUDENT INFORMATION**

*\*Please fill in your names as they appear on your NRC/Passport*

**Surname:**.....

**Programme:**.....

**Student Number:**.....

TRANSCRIPT/STATEMENT OF RESULTS ATTACHED: YES [ ] NO [ ]

**CONTACT DETAILS**

**Phone Number:**..... **Alternative Number:**.....

**Email Address:**.....

**Postal Address:**.....

No.	List of Courses to be exempted in
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	

For official use only	
No.	Courses Exempted in
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

**RECEIVED BY:** \_\_\_\_\_

**PROCESSED BY:** \_\_\_\_\_

**APPROVED:** \_\_\_\_\_

**COMMENT:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

GENERAL FEES	ZMW	FREQUENCY
Fee per Course	1,890.00	1st & 2nd Year
	1,995.00	3rd & 4th Year
Public Health & I.T Courses	1,733.00	1st & 2nd Year
	1,890.00	3rd & 4th Year
Exemption Fee per Course	350.00	when awarded exemptions
Application Fee	120.00	At application stage only
Registration Fee	300.00	Per Semester
Maintenance Fee	200.00	Per Semester
Library Fee	150.00	Per Semester
Practical Fee (PH Students Only)	250.00	Per Semester
Late Reg Fees per Week	100.00	When applicable
Transcript	100.00	When requested
Identity Card	50.00	Initial & Replacing
Student Union	20.00	Per Semester
Internet Connectivity	200.00	Each Semester

UNDERGRADUATE PROGRAMMES OFFERED		YEAR		YEAR		YEAR		YEAR		TOTAL ZMW
		1		2		3		4		
		Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	Semester 1	Semester 2	
1.	BACHELOR OF SCIENCE IN ECONOMICS AND FINANCE	10,300	6,520	6,520	8,410	8,830	8,830	10,825	10,825	71,060
2.	BACHELOR OF SCIENCE IN HUMAN RESOURCE MANAGEMENT	10,300	8,410	8,410	8,410	8,830	8,830	8,830	8,830	70,850
3.	BACHELOR OF SCIENCE IN BANKING AND FINANCE	10,300	8,410	8,410	8,410	8,830	8,830	10,825	10,825	74,840
4.	BACHELOR OF BUSINESS ADMINISTRATION	10,300	6,520	6,520	6,520	8,830	8,830	8,830	8,830	65,180
5.	BACHELOR OF ACCOUNTANCY	10,300	6,520	8,410	8,410	8,830	8,830	10,825	10,825	72,950
6.	BACHELOR OF SCIENCE IN PURCHASING AND SUPPLY	10,300	8,410	8,410	8,410	8,830	8,830	8,830	8,830	70,850
7.	BACHELOR OF SCIENCE IN MARKETING	10,300	6,520	8,410	8,410	8,830	8,830	10,825	10,825	72,950
8.	BSC IN POLITICS AND INTERNATIONAL RELATIONS	8,410	8,410	8,410	8,410	8,830	8,830	8,830	10,825	70,955
9.	BSC IN INSURANCE AND PENSION MANAGEMENT	12,190	8,410	8,410	10,300	8,830	10,825	8,830	10,825	78,620
10.	BACHELOR OF SCIENCE IN DEVELOPMENT STUDIES	8,410	8,410	10,300	8,410	10,825	8,830	10,825	10,825	76,835
11.	BACHELOR OF SCIENCE IN PUBLIC ADMINISTRATION	8,410	8,410	8,410	8,410	8,830	8,830	10,825	10,825	72,950
12.	BACHELOR OF ARTS IN ECONOMICS	10,300	6,520	6,520	8,410	8,830	8,830	10,825	12,820	73,055
13.	BACHELOR OF SCIENCE IN REAL ESTATE MANAGEMENT	8,410	8,410	8,410	8,410	8,830	8,830	8,830	8,830	68,960
14.	BACHELOR OF LAWS	8,410	8,410	8,410	8,410	8,830	10,825	10,825	10,825	74,945
15.	BACHELOR OF SCIENCE IN PUBLIC HEALTH	9,765	11,498	9,765	9,765	10,550	10,550	10,550	10,550	82,993
16.	BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY	9,515	11,248	9,515	9,515	10,300	12,190	8,410	6,520	77,213
17.	BSC IN INFORMATION TECHNOLOGY WITH EDUCATION	11,248	12,981	11,248	11,248	10,300	12,190	8,410	6,520	84,145
18.	BACHELOR OF ACTUARIAL SCIENCE	12,190	10,300	10,300	10,300	10,825	10,825	10,825	12,820	88,385
19.	BACHELOR OF EDUCATION IN EDUCATIONAL ADMIN & MGT	8,410	8,410	8,410	8,410	8,830	8,830	10,825	10,825	72,950
20.	BSC IN TRANSPORT AND LOGISTICS MANAGEMENT	10,300	10,300	8,410	8,410	8,830	8,830	8,830	12,820	76,730
21.	HONOURS IN ACCOUNTING AND FINANCE							10,825	10,825	21,650
22.	CERIFICATE OF ENTERPRENUERSHIP & INNOVATION	8,410	10,300							18,710
23.	CERIFICATE OF LAW PRACTISE AND PROCEDURE	5,000								5,000
24.	DIPLOMA IN REGISTERED NURSING	7,100	7,100	7,100	7,100	8,100	6,650			43,150

## BANK DETAILS

### CASH DEPOSITS

Bank: ABSA Bank Zambia  
Branch: Longacres  
Acc Name: University of Lusaka  
Acc Number: 017-1108039  
Swift Code: BARCZMLX

Bank: Indo Zambia Bank  
Branch: Lusaka Main  
Acc Name: University of Lusaka  
Acc Number: 0012030001876  
Sort Code: 0900001  
Swift Code: INZAZMLX

### CHEQUE DEPOSITS

Bank: Access Bank Zambia  
Branch: Cairo Road  
Acc Name: University of Lusaka  
Acc Number: 0010221013161  
Swift Code: AZAMZMLU

### USD ACCOUNT

Bank: ABSA Bank Zambia  
Acc Name: University of Lusaka  
Acc Number: 1071643  
Branch Code: 001  
Branch: Head Office  
Swift Code: BARC-ZM-LX  
Sort Code: 02-00-01

## NOTES

1. These fees are for local students only.
2. Mode of payment: All deposits should be made directly to the Bank (QUOTING YOUR STUDENT NUMBER ONLY)
3. Terms of payment: Full payment before commencing classes.
4. Part payment will only be accepted upon 50% down payment on tuition fees and signing of a credit agreement form with Accounts.
5. If you have not registered, visit [www.unilus.ac.zm](http://www.unilus.ac.zm) 48 hours after making a deposit and follow the online registration procedure.



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Branch: Longacres  
Acc Name: University of Lusaka  
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Branch: Head Office  
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Sort Code: 02-00-01

MASTERS PROGRAMMES OFFERED		TOTAL COST PER STAGE - ZMW				TOTAL ZMW
		1	2	3	4	
1	Master of Arts in Human Resource Management	8,202.00	8,202.00	10,040.00	7,150.00	33,587.50
2	Master of Business Administration in Banking & Finance	10,040.00	8,202.00	10,040.00	7,150.00	35,425.00
3	Master of Business Administration in Education	10,040.00	10,040.00	10,040.00	7,150.00	37,262.50
4	Master of Business Administration in Finance	8,202.00	8,202.00	10,040.00	7,150.00	33,587.50
5	Master of Business Administration General	8,202.00	8,202.00	10,040.00	7,150.00	33,587.50
6	Master of Business Administration in Health Care Management	10,040.00	10,040.00	10,040.00	7,150.00	37,262.50
7	Master of Development Studies	10,040.00	10,040.00	10,526.00	-	32,437.50
8	Master of Arts Educational Administration & Management	10,040.00	10,040.00	10,040.00	7,150.00	37,262.50
9	Master of Arts Public Administration	10,040.00	10,040.00	10,040.00	7,150.00	37,262.50
10	Master of Science in Peace and Security	8,202.00	8,202.00	8,202.00	7,150.00	31,750.00
11	Master of Science in Auditing	8,202.00	10,040.00	10,040.00	7,150.00	35,425.00
12	Master of Science in Accounting and Finance	10,040.00	8,202.00	10,040.00	7,150.00	35,425.00
13	Master of Science in Economics and Finance	10,040.00	8,202.00	10,040.00	7,150.00	35,425.00
14	Master of Science in Marketing	10,040.00	10,040.00	10,040.00	7,150.00	37,262.50
15	Master of Science in Procurement, Logistics & Supply Management	10,040.00	10,040.00	10,040.00	7,150.00	37,262.50
16	Master of Science in Project Management	8,202.00	8,202.00	10,040.00	7,150.00	37,262.50
17	Master of Public Health	12,128.00	8,452.00	10,290.00	7,400.00	33,587.50
18	Master of Science in Environmental Management	10,040.00	8,202.00	10,040.00	7,150.00	40,100.00
19	Master of Science in Risk Management	10,040.00	10,040.00	10,040.00	7,150.00	37,262.50
20	Master of Science in Insurance and Pensions Management	10,040.00	8,202.00	10,040.00	7,150.00	35,425.00
21	Master of Science in Logistics and Transport Management	10,040.00	10,040.00	10,040.00	7,150.00	35,425.00
22	Master of Science in Public Finance and Taxation	10,040.00	10,040.00	10,040.00	7,150.00	33,587.50
23	Postgraduate Diploma- Lecturing/ Teaching Methodology	4,400.00	4,400.00	-	-	
24	Postgraduate Diploma-Quality Management	4,400.00	4,400.00	-	-	
25	Postgraduate Diploma-Supervision and Examination of Student's Research, Dissertation & Theses	4,400.00	4,400.00	-	-	

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