

General Admission Requirements & Procedures

UNDERGRADUATE ADMISSIONS

- i) For the Bachelor of Arts programme, applicants will be expected to select subjects from the bouquet provided and are required to make up to four (4) choices in order of preference.
- ii) Holders of other qualifications including International Baccalaureate (IB), IGCSE, GCSE, American Grade 12 and 13 examinations which hitherto were admitted to Level 200, will be admitted to Level 100.
- iii) With effect from the 2012/2013 academic year, there will be direct admission of applicants into the various Programmes available in the Faculty of Science. Applicants will be expected to select up to four (4) choices in order of preference.
- iv) With effect from the 2012/2013 academic year, there will be **direct admissions** of applicants into **Level 100 of the LLB Programme** at the Faculty of Law.
- v) Holders of Diploma awarded by the University of Ghana will also be admitted to Level 200 of the same subject area as their diploma qualification.
- vi) From the 2012/2013 academic year, **HND holders** may be considered to **Level 200** of similar programmes in the University of Ghana.

THE FOLLOWING PROGRAMMES ARE AVAILABLE FOR THE 2012 – 2013 ACADEMIC YEAR:

A. CERTIFICATE IN ENGLISH PROFICIENCY

Proficiency in English Language (For applicants from non-English speaking countries only)

Prospective applicants who are waiting for the declaration of their baccalaureate results may apply before the deadline otherwise they cannot be considered for admission. They need not wait for the declaration of their results before applying.

B. DIPLOMA PROGRAMMES

The University of Ghana offers Diploma programmes on a full-time basis on both the Legon Campus and at its Accra City Campus.

PROGRAMMES ON FULL-TIME BASIS

Dance Studies	- Department of Dance Studies (Legon Campus)
General Music	- Department of Music (Legon Campus)
Archives Administration	- Department of Information Studies (Accra City Campus)
Librarianship	- Department of Information Studies (Accra City Campus)
Accounting	- Business School (Accra City Campus)
Public Administration	- Business School (Accra City Campus)
Statistics	- Department of Statistics (Accra City Campus)

GENERAL ADMISSION REQUIREMENTS FOR DIPLOMA PROGRAMMES

With the exception of holders of Certificates in Statistics from the University of Ghana, all other applicants to Diploma programmes must satisfy the following minimum requirements besides any other conditions which may be stipulated for a particular programme:

i. WASSSCE/SSSCE Applicants:

At least credits (A1 - C6 in WASSSCE and A - D in SSSCE) in English, Core Mathematics, Integrated Science (for Science applicants) or Social Studies (for non-Science applicants) and two elective subjects in Science for applicants applying to Science or Agriculture related disciplines or two elective subjects in General Arts/Business/Vocational for applicants applying to non-Science related disciplines.

Additionally, Science applicants shall be required to pass Social Studies at least at grade C6 in WASSSCE/D in SSSCE and non-Science applicants shall also be required to pass Integrated Science at least at grade C6 in WASSSCE/D in SSSCE.

ii. Post-Secondary Teachers Certificate.

iii. Competitive Entrance Examination:

All applicants applying to Diploma programmes, in addition to (i) and (ii) above, shall be required to pass a competitive Entrance Examination to be conducted by the University of Ghana on the 28th of April 2012 at 9.00 a.m. Applications for Diploma Programmes must be submitted by Friday April 20, 2012.

Applicants will receive Index Numbers and venues for the examination immediately they successfully submit their applications online. They are expected to print out the information for their reference only. They are not to bring them to the examination centre.

iv. PROGRAMME TO BE OFFERED THROUGH DISTANCE EDUCATION

Diploma in Youth Development Work (CYP) - Institute of Continuing and Distance Education

This programme is a Commonwealth-wide initiative to train people for youth development activities. The University of Ghana in collaboration with the Commonwealth Youth Programme (CYP), Africa Centre, Lusaka, Zambia and the Ministry of Youth and Sports, Ghana runs this programme through the distance teaching and learning mode.

Diploma in Youth Development Work Entry Requirements

- Applicants must satisfy the following minimum requirements:
- Credit passes in Core English, Core Mathematics, Integrated Science and Social Studies/Life Skills and any two elective

subjects at the WASSSCE/SSSCE.

- Mature Students with age 27 and above by January 31, 2012.
- Holders of diploma/degree certificates may also apply to the program

In addition, an entry examination for all applicants will be conducted at University of Ghana, Legon on Saturday April 28, 2012.

Eligibility: Applicants must be persons either employed or engaged in youth development work.

C. BACHELOR'S DEGREE PROGRAMMES

LEGON CAMPUS

- Bachelor of Arts
- Bachelor of Fine Arts
- Bachelor of Laws (LL.B)
- Bachelor of Science in Administration
- Bachelor of Science in Agriculture
- Doctor of Veterinary Medicine
- Bachelor of Science in Engineering

Options Available:

- Computer Engineering
- Biomedical Engineering
- Food Process Engineering
- Agricultural Engineering
- Material Science Engineering

- Bachelor of Science in Family and Consumer Sciences

Options Available:

- Food & Clothing
- Family & Child Studies

- Bachelor of Science in Natural Sciences

Departments/Options Available:

- Animal Biology & Conservation Science
- Biochemistry, Cell and Molecular Biology
- Botany
- Chemistry
- Computer Science
- Earth Science
- Marine & Fisheries Sciences
- Mathematics
- Nutrition & Food Science
- Physics
- Psychology
- Statistics

KORLE BU CAMPUS

- Bachelor of Science in Pharmacy
- Bachelor of Science in Nursing
- Bachelor of Public Health***
- Bachelor of Dental Surgery
- Bachelor of Medicine and Bachelor of Surgery
- School of Allied Health Sciences

Programmes Available:

- o B.Sc. Dietetics
- o B.Sc. Medical Laboratory Sciences
- o B.Sc. Occupational Therapy
- o B.Sc. Physiotherapy
- o B.Sc. Radiography

Applicants should have been recommended by the Ministry of Health (MOH) / Ghana Health Service (GHS) to pursue the Bachelor of Public Health programme.

- Applicants should note that all programmes offered at the College of Health Sciences, Korle Bu Campus, WITH THE EXCEPTION OF PROGRAMMES OFFERED AT THE SCHOOL OF ALLIED HEALTH SCIENCES, are first choice programmes only. For second and third choices, applicants are strongly advised to choose programmes from the Sciences.
- Applicants applying for any of the five (5) programmes offered in the School of Allied Health Sciences can make their second choice also from the School.
- Those applying for programmes in the College of Health Sciences as first choice are allowed to choose any programme in the School of Allied Health Sciences as second choice.

ADMISSION REQUIREMENTS FOR DEGREE PROGRAMMES**WASSSCE/SSSCE APPLICANTS****General Entry Requirements**

To be admitted to any Degree programme, Senior High School graduates must possess:

At least credits (A1 - C6 in WASSSCE and A – D in SSSCE) in English, Core Mathematics and Integrated Science (for Science applicants) or Social Studies (for non-Science applicants) and three elective subjects in Science for applicants applying to Science or Agriculture related disciplines or three elective subjects in General Arts/Business for applicants applying to non-Science related disciplines. In addition, Science applicants should have at least a grade C6 in WASSSCE/D in SSSCE in Social Studies/Life Skills and non-Science applicants should also have at least a grade C6 in WASSSCE/D in SSSCE in Integrated Science/Core Science

The required subjects for specific programmes (in calculating aggregates) are as follows:

1. **Bachelor of Arts/B.Sc. Administration/Bachelor of Laws (LLB)**
Core Mathematics, English & Social Studies
Any Three Electives
For the following subjects, applicants must have at least B2 in Elective Mathematics.
 - Economics
 - Mathematics
2. **Bachelor of Fine Arts**
Core Mathematics, English & Social Studies
Any Three Electives

The programme is open to applicants interested in the Performing Arts with aggregate 24 or better. They will be expected to attend an audition or interview.

3. Bachelor of Science in Engineering

Core Mathematics, English & Integrated Science
Three Electives: Chemistry, Physics & Elective Mathematics (at least B2)

Options available:

- o Agricultural Engineering
- o Biomedical Engineering
- o Computer Engineering
- o Food Process Engineering
- o Material Science Engineering

4. Bachelor of Science in Natural Sciences

Programmes/Departmental Requirements:

- a. **Animal Biology & Conservation Science**
Core Mathematics, English & Integrated Science
Three Electives: Biology, Chemistry, Physics

- b. **Biochemistry, Cell and Molecular Biology**

Core Mathematics, English & Integrated Science
Three Electives: Biology, Chemistry, Physics

- c. **Botany**

Core Mathematics, English & Integrated Science
Three Electives: Biology, Chemistry, Physics

- d. **Chemistry**

Core Mathematics, English & Integrated Science
Three Electives: Chemistry and any two of Biology, Physics and Elective Mathematics

- e. **Computer Science**

Core Mathematics, English & Integrated Science
Three Electives: Elective Mathematics and any two of Biology, Chemistry and Physics

- f. **Earth Science**

Core Mathematics, English & Integrated Science
Three Electives: Any three of Biology, Chemistry, Physics and Elective Mathematics

- g. **Marine & Fisheries Sciences**

Core Mathematics, English & Integrated Science
Three Electives: Any three of Biology, Chemistry, Physics and Elective Mathematics

- h. **Mathematics**

Core Mathematics, English & Integrated Science
Three Electives: Elective Mathematics and any two of Biology, Chemistry and Physics

- i. **Nutrition & Food Science**

Core Mathematics, English & Integrated Science
Three Electives: Biology, Chemistry, Physics

- j. **Psychology**

Core Mathematics, English & Integrated Science
Three Electives: Any three of Biology, Chemistry, Physics and Elective Mathematics

- k. **Physics**

Core Mathematics, English & Integrated Science
Three Electives: Physics, Elective Mathematics and either Biology or Chemistry,

- l. **Statistics**

Core Mathematics, English & Integrated Science
Three Electives: Elective Mathematics and any two of Biology, Chemistry and Physics

5. **Bachelor of Medicine and Bachelor of Surgery/ Bachelor of Dental Surgery**

Core Mathematics, English and Integrated Science
Three Electives: Chemistry and Physics & either Biology or Elective Mathematics

6. **Bachelor of Science in Pharmacy**

Core Mathematics, English and Integrated Science
Three Electives: Chemistry and Biology & either Physics or Elective Mathematics

7. **Allied Health Sciences**

Programmes Available:

- B.Sc. Dietetics
- B.Sc. Medical Laboratory Sciences
- B.Sc. Occupational Therapy
- B.Sc. Physiotherapy
- B.Sc. Radiography

- i. **WASSSCE Applicants:**

Core Mathematics, English and Integrated Science
Three Electives: Chemistry and Physics & either Biology or Elective Mathematics

- ii. **First Degree Holders:**

An applicant with a Bachelor's degree in Biological or Physical Sciences from a recognised University may be considered for admission on the recommendation of a special committee appointed by the Dean. The special committee shall vet the transcript of the applicant as well as course contents of the degrees, with a view to determine suitability of previous training and make recommendations to the University's Admissions Board.

- iii. **Other Qualifications:**

- a. Applicants in possession of Diploma in Medical Laboratory Technology (DMLT) awarded by the University of Ghana with a minimum FGPA of 3.25 (Grade B) may be considered for admission to Level 200 of the B.Sc.(Medical Laboratory Science) degree programme. In addition, such applicants MUST have WASSSCE/SSSCE passes in three (3) Core subjects and two (2) electives in science or credit passes in five subjects

including English Language, Science and Mathematics at the GCE 'O' Level as well as passes in two science subjects at the GCE 'A' Level. Applicants shall be required to attend a selection interview.

- b. Applicants in possession of the 3-year post Secondary Certificates in Radiography and Medical Laboratory Technology may be considered for admission to Level 100 of the B.Sc. (Diagnostic Radiography/Therapy Radiography) and B.Sc. (Medical Laboratory Sciences) degree programmes respectively. In addition, such applicants MUST have WASSSCE/SSSCE passes in three (3) Core subjects and two (2) electives in science or credit passes in five subjects including English Language, Science and Mathematics at the GCE 'O' Level as well as passes in two science subjects at the GCE 'A' Level. Applicants will be required to sit an entrance examination and pass an interview.

- c. Applicants in possession of Higher National Diploma Laboratory Science with FGPA of 4.00 or better, or Diploma in Laboratory Science with a minimum FGPA of 3.25 (Grade B) may be considered for admission to Level 200 in Medical Laboratory Sciences. In addition, such applicants MUST have WASSSCE/SSSCE passes in three (3) Core subjects and two (2) electives in science or credit passes in five subjects including English Language, Science and Mathematics at the GCE 'O' Level as well as passes in two science subjects at the GCE 'A' Level. Applicants will be required to sit an entrance examination and pass an interview.

8. Bachelor of Science in Agriculture

Core Mathematics, English & Integrated Science
Three Electives from Chemistry, Physics, Elective Mathematics, General Agriculture/Biology, Geography/Economics

9. Bachelor of Science in Family and Consumer Sciences

Options Available:
o Food & Clothing – For Science Students
o Family & Child Studies – For Home Economics & General Arts Students

9a. Food & Clothing Option - For Science Students

Core Mathematics, English and Integrated Sciences
Three Electives from Biology, Chemistry, Physics, Elective Mathematics and General Agriculture

9b. Family & Child Studies Option

For Home Economics & General Arts Students

- Core Mathematics, English and Integrated Sciences
- Home Economics applicants should have credit passes in Management in Living and any two of the following:
Food and Nutrition
Textiles and Clothing
General Knowledge in Art
 - General Arts applicants must have credit passes in any three elective subjects.
 - An Applicant in possession of a Diploma with a B+ grade in any of the following areas is eligible to apply.

Textiles & Clothing
Human Development
Family Resource Management
Food & Nutrition

10. Doctor of Veterinary Medicine (Six Years)

- Core Mathematics, English and Integrated Science
Three Electives: Biology, Chemistry & either Physics or Elective Mathematics
- B.Sc. Degree in Animal Science, Biological or Allied Sciences
- Diploma in Animal Health (Distinction) plus the minimum requirements for admission into the University of Ghana. Applicants who qualify under categories (ii) and (iii) would be admitted to level 200 of the programme.

11. Bachelor of Science in Nursing

Core Mathematics, English and Integrated Science
Three Electives from:

- Chemistry, Physics, Biology or Elective Mathematics
- General Agriculture, Physics & Chemistry
- Three General Arts Electives
- Two General Arts Electives plus Food & Nutrition
- Any three of the following Electives: Economics, Management in Living, Food & Nutrition, Chemistry, General Knowledge in Art and French.

12. Bachelor of Public Health

The Bachelor of Public Health programme is designed with the view to develop capacity to improve the implementation of public health programmes and interventions. It is intended to help develop middle-level public health practitioners who will work at the district level and programme level in the Ghana Health Service and its Allied Institutions.

The undergraduate programme is also to offer opportunities for these middle-level health professionals to upgrade themselves and promote continuing professional development.

Applicants should have been recommended by the Ministry of Health (MOH) / Ghana Health Service (GHS) to pursue the Bachelor of Public Health programme.

The following programme options are available:

Public Health Nursing
Nutrition
Applied Environmental Health Sciences
Disease Prevention & Control
Health Information Systems
Health Promotion

ADMISSION REQUIREMENTS (PECULIAR TO THE SCHOOL) ARE AS FOLLOWS:

- Applicants with Diplomas awarded by the University of Ghana, Institutions recognised by or affiliated to the University of Ghana and Institutions under the Ministry of Health, shall require and FGPA of 3.25 or better/equivalent and shall attend a selection interview at the School of Public Health.

- Diplomas awarded by institutions other than those indicated in (i) above, may be considered eligible on recommendation by a special Committee. Shortlisted applicants shall be required to sit an entrance examination and attend a selection interview.
- Applicants would be credited with courses undertaken at the diploma level. All successful applicants will be admitted to Level 200.

INTERNATIONAL APPLICANTS

QUALIFICATIONS ACCEPTABLE FOR ADMISSIONS INCLUDE THE FOLLOWING:

- Senior Secondary School Certificates (SSSCE/WASSSCE)
- o Baccalaureate (French)
 - o International Baccalaureate (IB)
 - o GCE (Cambridge) – 'O' and 'A' Levels
 - o IGCSE (Cambridge) – 'O' and 'A' Levels
 - o American High School Grade – Grade 12 and 13 examinations
 - o Other external qualifications which have equivalences to the WASSSCE/SSSCE and the GCE (A Levels)

All admissions will be to Level 100.

ADMISSION REQUIREMENTS FOR DEGREE PROGRAMMES FOR ALL QUALIFICATIONS (INTERNATIONAL APPLICANTS)

- General Entry Requirements for SSSCE/WASSSCE Applicants
To be admitted to any Degree programme, Senior High School graduates must possess at least credits (A1 - C6 in WASSSCE and A - D in SSSCE) in English, Core Mathematics and Agricultural Science/Biology in addition to the specified requirements for various programmes.
- General Entry Requirements for all other Applicants
IGCSE/IB - To be admitted to any Degree programme, IGCSE/IB graduates must possess at least Grades A*/A - C in English, Mathematics and Biology at the Standard (SL)/'O' Level, in addition to three Higher Level (HL - A to C)/'A' Level (A to D)/IB 2 (A - C) grades in the specified requirements for various programmes.

The required subjects for specific programmes (in calculating aggregates for all qualifications) are as follows:

1. Bachelor of Arts/B.Sc. Administration/Bachelor of Laws (LLB)

Core Mathematics, English & Agricultural Science/Biology
Any Three Electives

For the following subjects, applicants must have at least B2/B in Further Mathematics/ Mathematics (HL).

- Economics
- Mathematics

2. Bachelor of Fine Arts

Core Mathematics, English & Agricultural Science/Biology

Any Three Electives

The programme is open to applicants interested in the Performing Arts. They will be expected to attend an audition or interview.

3. Bachelor of Science in Engineering

Core Mathematics, English & Agricultural Science/Biology
Three Electives: Chemistry, Physics & Further Mathematics/
Mathematics (HL) (at least B2/B)

The following options are available:

- o Agricultural Engineering
- o Biomedical Engineering
- o Computer Engineering
- o Food Process Engineering
- o Material Science Engineering

4. Bachelor of Science in Natural Sciences Programmes/Departmental Requirements**a. Animal Biology & Conservation Science**

Core Mathematics, English & Agricultural Science
Three Electives: Biology, Chemistry, Physics

b. Biochemistry, Cell and Molecular Biology

Core Mathematics, English & Agricultural Science
Three Electives: Biology, Chemistry, Physics

c. Botany

Core Mathematics, English & Agricultural Science
Three Electives: Biology, Chemistry, Physics

d. Chemistry

Core Mathematics, English & Agricultural Science/Biology
Three Electives: Chemistry and any two of Biology, Physics and
Further Mathematics/ Mathematics (HL)

e. Computer Science

Core Mathematics, English & Agricultural Science /Biology
Three Electives: Further Mathematics/ Mathematics(HL) and
any two of Biology, Chemistry and Physics

f. Earth Science

Core Mathematics, English & Agricultural Science/Biology
Three Electives: Any three of Biology, Chemistry, Physics and
Further Mathematics/ Mathematics (HL)

g. Marine & Fisheries Sciences

Core Mathematics, English & Agricultural Science/Biology
Three Electives: Any three of Biology, Chemistry, Physics and
Further Mathematics/ Mathematics (HL)

h. Mathematics

Core Mathematics, English & Agricultural Science /Biology
Three Electives: Further Mathematics/Mathematics (HL) and
any two of Biology, Chemistry and Physics

i. Nutrition & Food Science

Core Mathematics, English & Agricultural Science
Three Electives: Biology, Chemistry, Physics

j. Psychology

Core Mathematics, English & Agricultural Science/Biology
Three Electives: Any three of Biology, Chemistry, Physics and
Further Mathematics/ Mathematics (HL)

k. Physics

Core Mathematics, English & Agricultural Science/Biology
Three Electives: Physics, Further Mathematics/Mathematics
(HL) and either Biology or Chemistry

l. Statistics

Core Mathematics, English & Agricultural Science /Biology
Three Electives: Further Mathematics/Mathematics (HL) and
any two of Biology, Chemistry and Physics

5. Bachelor of Medicine and Bachelor of Surgery/ Bachelor of Dental Surgery

Core Mathematics, English and Agricultural Science/Biology
Three Electives: Chemistry and Physics & either Biology or
Further Mathematics/Mathematics (HL)

6. Allied Health Sciences

Programmes Available:

- B.Sc. Dietetics
- B.Sc. Medical Laboratory Sciences
- B.Sc. Occupational Therapy
- B.Sc. Physiotherapy
- B.Sc. Radiography

j. WASSSCE Applicants:

Core Mathematics, English and Agricultural Science/Biology
Three Electives: Chemistry and Physics & either Biology or
Further Mathematics/Mathematics (HL)

ii. First Degree Holders:

An applicant with a Bachelor's degree in Biological or Physical
Sciences from a recognised University may be considered for
admission on the recommendation of a special committee
appointed by the Dean. The special committee shall vet the
transcript of the applicant as well as course contents of the
degrees, with a view to determine the suitability of previous
training and make recommendations to the Admissions
Board.

iii. OTHER QUALIFICATIONS:

- a. Applicants in possession of Diploma in Medical Laboratory
Technology (DMLT) awarded by the University of Ghana
with a minimum FGPA of 3.25 (Grade B) may be considered
for admission to Level 200 of the B.Sc.(Medical Laboratory
Science) degree programme. In addition, such applicants
MUST have WASSSCE/SSSCE passes in three (3) Core subjects
and two (2) electives in science or credit passes in five subjects
including English Language, Science and Mathematics at the
GCE 'O' Level as well as passes in two science subjects at
the GCE 'A' Level. Applicants shall be required to attend a
selection interview.

- b. Applicants in possession of the 3-year post Secondary
Certificates in Radiography and Medical Laboratory
Technology may be considered for admission to Level 100
of the B.Sc. (Diagnostic Radiography/Therapy Radiography)
and B.Sc. (Medical Laboratory Sciences) degree programmes
respectively. In addition, such applicants MUST have WASSSCE/
SSSCE passes in three (3) Core subjects and two (2) electives
in science or credit passes in five subjects including English
Language, Science and Mathematics at the GCE 'O' Level as
well as passes in two science subjects at the GCE 'A' Level.
Applicants will be required to sit an entrance examination and
pass an interview.

- c. Applicants in possession of Higher National Diploma
Laboratory Science with FGPA of 4 better, or Diploma in
Laboratory Science with a minimum FGPA of 3.25 (Grade
B) may be considered for admission to Level 200 in Medical
Laboratory Sciences. In addition, such applicants MUST
have WASSSCE/SSSCE passes in three (3) Core subjects and
two (2) electives in science or credit passes in five subjects
including English Language, Science and Mathematics at the
GCE 'O' Level as well as passes in two science subjects at the
GCE 'A' Level. Applicants will be required to sit an entrance
examination and pass an interview.

7. Bachelor of Science in Agriculture

Core Mathematics, English & Agricultural Science/Biology
Three Electives from Chemistry, Physics, Further Mathematics/
Mathematics (HL), Biology/Agriculture, Geography/
Economics

8. Bachelor of Science in Family and Consumer Sciences

Options Available:

- o Food & Clothing – For Science Students
- o Family & Child Studies – For Home Economics & General
Arts Students

8a. Food & Clothing

This option is for Science Students

Core Mathematics, English and / Agricultural Science/Biology
Three Electives from Biology, Chemistry, Physics, Further
Mathematics/Mathematics (HL)

8b. Family & Child Studies

This option is for Home Economics & General Arts Students
Core Mathematics, English and Biology/ Agricultural Science

Home Economics applicants should have credit passes in
Management in Living and any two of the following:

- Food and Nutrition
- Textiles and Clothing
- General Knowledge in Art

General Arts applicants must have credit passes in any three
elective subjects.

Applicants in possession of a Diploma with a B+ grade in any of the areas listed below are eligible to apply.

Textiles & Clothing
Human Development
Family Resource Management
Food & Nutrition

9. Doctor of Veterinary Medicine (Six Years)

Core Mathematics, English and Agricultural Science/Biology
Three Electives: Biology, Chemistry & either Physics or Further Mathematics/Mathematics (HL)

- iv. B.Sc. Degree in Animal Science, Biological or Allied Sciences
- v. Diploma in Animal Health (Distinction) plus the minimum requirements for admission into the University of Ghana. Applicants who qualify under categories (ii) and (iii) would be admitted to level 200 of the programme.

iii) APPLICANTS IN POSSESSION OF UNIVERSITY OF GHANA DIPLOMAS:

Holders of University of Ghana Diplomas or recognised equivalents, with a Final Grade Point Average (FGPA) of 3.25 or better in any of the under-listed programmes, are eligible to apply to the SAME area of study, and supported with two other subjects in a related field, for admission. In addition, such applicants MUST have WASSSCE/SSSCE passes in three (3) Core subjects and two (2) electives in the appropriate subjects or credit passes in five subjects including English Language, Science and Mathematics at the GCE 'O' Level as well as passes in two subjects at the GCE 'A' Level.

All Diploma holders will be admitted to Level 200 in the same subject area as their diploma qualification.

Area of Study

Accounting	Library and Archives Administration
General Music	Dance Studies
Public Administration	Social Administration
Theatre Arts	Study of Religions
Nursing**	Medical Laboratory Technology
Home Science (Family & Consumer Sciences)	

Other Diplomas accepted by the University of Ghana

Diploma	Degree Programme to be Admitted Into
Diploma in Animal Health (Distinction)	– Doctor of Veterinary Medicine
Diploma in Laboratory Science	– B.Sc. Medical Laboratory Sciences

Applicants will receive Index Numbers and venues for the examination immediately they successfully submit their applications on-line. They are expected to print out the information for their reference only. They are not to bring them to the examination centre.

- iv.) Holders of Higher National Diplomas (HND) from a recognised

Polytechnic with a Final Grade Point Average (FGPA) of 4.00 or better in any of the under-listed programmes, are eligible to apply to the SAME area of study, and where required, supported with one other subject in a related field, for admission. In addition, such applicants MUST have WASSSCE/SSSCE passes in three (3) Core subjects and two (2) electives in the appropriate subjects or credit passes in five subjects including English Language, Science and Mathematics at the GCE 'O' Level as well as passes in two subjects at the GCE 'A' Level.

Applicants will be required to sit an entrance examination and pass an interview.

Applicants may be asked to write an entrance examination and/or attend an interview as part of the admission process. All HND holders will be admitted to Level 200 in the same subject area as their HND qualification.

Areas of Study (HND) Corresponding Programme at UG

Accounting Agricultural Engineering Automotive Engineering Civil Engineering

- B.Sc. Administration (Accounting Option)
- B.Sc. Engineering (Agricultural Engineering)
- B.Sc. Engineering (Agricultural Engineering)
- B.Sc. Engineering (Material Science Engineering)

Computer Science/ Network Management

- B.Sc. in Natural Sciences (Computer Science Option)

Electrical/Electronic Engineering

- B.Sc. Engineering (Computer Engineering Option)

Estate Management

- B.Sc. Administration (E-Commerce and Customer Management Option)

Hospitality/Hotel, Catering & Institutional Management

- B.Sc. Administration (E-Commerce and Customer Management Option)

Marketing Mechanical Engineering Tourism

- B.Sc. Administration (Marketing Option)
- B.Sc. Engineering (Agricultural Engineering)
- B.Sc. Administration (E-Commerce and Customer Management Option)
- B.Sc. Family and Consumer Sciences (Food & Textiles)

Fashion Design & Technology

Fashion Design & Textiles Production

- B.Sc. Family and Consumer Sciences (Food & Textiles)

Science Laboratory Technology

- B.Sc. Medical Laboratory Science
- B.Sc. in Natural Sciences
- Animal Biology & Conservation Science Option
- Biochemistry, Cell & Molecular Biology Option
- Botany Option
- Fisheries Science Option
- Food Science Option
- Nutrition Option
- Oceanography Option

Secretaryship & Management Studies

- B.Sc. Administration (Human Resource Management Option)

Statistics

- B.Sc. in Natural Sciences (Statistics Option)

Other Campuses

a) THE ACCRA CITY CAMPUS:

Entry requirements into programmes at the Accra City Campus and the Distance Education Programme are the same as pertains at the main Legon campus.

The Accra City Campus (Fee-paying and non residential) offers courses in the Humanities. The Campus currently offers courses leading to the award of BA and B.Sc. (Administration) degrees.

Bachelor of Arts:

Adult Education, Political Science, Economics, Sociology, History, Philosophy & Classics, English, Linguistics, Religions, Psychology, Theatre Arts, and Geography and Resource Development

Bachelor of Science in Administration

b) DISTANCE EDUCATION PROGRAMME:

This Programme is run by the Institute of Continuing and Distance Education, University of Ghana, Legon and its 10 Regional Centres (Workers' Colleges).

Students will have periodic meetings with Course Tutors at designated Study Centres. All end-of-semester examinations will be conducted at the University of Ghana, at Legon. Entry will be at both Levels 100 and 200.

Subjects available for the Bachelor of Arts, Level 100 are:

Adult Education, Economics, Geography and Resource Development, Linguistics, Social Work, Psychology, Sociology, Information Studies, Political Science and History

The subjects have been put into bouquets and applicants are expected to make up to 4 (four) choices.

Bachelor of Science in Administration

Subjects available at Level 200 (Diploma Holders only) for Bachelor of Arts are:

Adult Education, Economics, History Geography and Resource Development, Linguistics, Psychology, Sociology, Information Studies and Social Work

Bachelor of Science in Administration

GENERAL INFORMATION FOR ALL APPLICANTS

1. All applications must be submitted ONLINE at <http://admission.ug.edu.gh> on the

- purchase of the University of Ghana application e-voucher.
2. All applicants will be considered on the basis of result equivalents as provided by the National Council for Tertiary Education (NCTE), as per schedule below:

WASSSCE	NEW INTERPRETATION	SSSCE	INTERPRETATION
A1	1 - Excellent	A	1 - Excellent
B2	2 - Very Good	B	2 - Very Good
B3	3 - Good	C	3 - Good
C4	4 - Credit	D	4 - Credit
C5	5 - Credit	E	5 - Pass
C6	6 - Credit	F	- Fail
D7	7 - Pass		
E8	8 - Pass		
F9	9 - Fail		

3. All applicants who will be writing WASSSCE in May/June 2012 are eligible to apply. Such applicants must indicate their WASSSCE index numbers and the subjects they will be writing on their application forms.
4. For International applicants and all other applicants apart from those who will be writing the GHANA WASSSCE in May/June 2012, only results provided by applicants at the time of submission of their applications shall be considered. However, applicants for the Certificate in English Proficiency Programme who are awaiting results are expected to apply before the deadline.
5. The programmes at the College of Health Sciences, except those offered at the School of Allied Health Sciences, are offered as first choice programmes only. For second and third choices, applicants are strongly advised to choose courses from the Sciences.
6. Applicants applying for any of the five (5) programmes offered in the School of Allied Health Sciences can make their second choice also from the School.
7. Those applying for programmes in the College of Health Sciences as first choice are allowed to choose any programme in the School of Allied Health Sciences as second choice.
8. Qualified Applicants to the Bachelor's degree on the Legon Campus who are unable to meet the competitive cut-off points determined by the Admissions Board for admission to preferred programmes of study may opt for the Fee-paying Scheme. Interested applicants must indicate this option on their application forms.
9. For the guidance of applicants, the cut-off points for last academic year (2011-2012) admissions are given above:

WASSSCE/SSSCE APPLICANTS.

Bachelor of Science in Agriculture	-	Aggregate 19
Family and Consumer Sciences:		
Food and Clothing	-	Aggregate 20
Family and Child Studies	-	Aggregate 17
Bachelor of Pharmacy	-	Aggregate 08 (First Choice only)
Bachelor of Science in Nursing	-	Aggregate 09 (First Choice only)
Bachelor of Science in Administration	-	Aggregate 06
Bachelor of Medicine & Bachelor of Surgery	-	Aggregate 06 (First Choice only)
Bachelor of Dental Surgery	-	Aggregate 07 (First Choice only)
Doctor of Veterinary Science	-	Aggregate 15
Bachelor of Science in Allied Health Sciences:		
Medical Laboratory Sciences	-	Aggregate 14
Physiotherapy	-	Aggregate 14
Radiography	-	Aggregate 14
Dietetics	-	Aggregate 14
Bachelor of Science Engineering:		
Computer Engineering	-	Aggregate 12
Biomedical Engineering	-	Aggregate 12
Food Process Engineering	-	Aggregate 14
Agricultural Engineering	-	Aggregate 14
Material Science Engineering	-	Aggregate 14
Bachelor of Science:		
Biological Science	-	Aggregate 12
Mathematical Science	-	Aggregate 18 (B2 in Mathematics)
Physical Science	-	Aggregate 18 (B2 in Mathematics)
Earth Science	-	Aggregate 15
Bachelor of Arts		
General Arts background	-	Aggregate 14
Science /Business/Vocational backgrounds	-	Aggregate 09
Bachelor of Fine Arts (Subject to interview)	-	Aggregate 24 (Subject to interview)
Accra City Campus	-	Aggregate 14
Distance Education	-	Aggregate 24

FEE-PAYING APPLICANTS

Administration	-	Aggregate 10
Nursing	-	Aggregate 13
Bachelor of Arts (BA)	-	Aggregate 18/11 (All other Backgrounds)
School of Allied Health Sciences	-	Aggregate 18
Bachelor of Medicine & Bachelor of Surgery	-	Aggregate 07
Bachelor of Dental Surgery	-	Aggregate 08

INTERNATIONAL APPLICANTS

Bachelor of Arts (WASSSCE)	-	Aggregate 18
Bachelor of Science	-	Aggregate 24
Bachelor of Science in Engineering	-	Aggregate 18 (B2 in Further Mathematics)
Bachelor of Science in Administration		
WASSSCE	-	Aggregate 18

OTHER QUALIFICATIONS

Bachelor of Medicine & Bachelor of Surgery	-	Aggregate 12
Bachelor of Science in Agriculture	-	Aggregate 24

7. All applicants who have ever attended or graduated with Certificate/Diploma from the University of Ghana from 1996 to date should indicate their **STUDENT IDENTITY NUMBERS** on their application forms. The same number will be used in the intended programme of study if admitted.

8. All applicants must indicate whether they wish to be considered for residential facilities or not. While the University of Ghana cannot guarantee residential facilities to all applicants, every effort will be made to assign students to facilities of their choice or suitable arrangements will be made to accommodate them in privately owned hostels.

In all cases, students admitted and assigned rooms must pay the relevant Residential Facility User Fee as part of the admission and registration processes. Students, who apply for residential facilities and are assigned rooms, are obliged to take up those rooms or forfeit their places at the University.

HOW TO APPLY

i) GHANAIAAN APPLICANTS TO DEGREE AND DIPLOMA PROGRAMMES

University of Ghana on-line application E-VOUCHERS can be obtained by Ghanaian applicants for **GH¢95.00** at the following banks: **Ecobank, HFC Bank, Agricultural Development Bank, Ghana Commercial Bank, UniBank and Fidelity Bank.** Ghanaian applicants in the following categories are expected to apply using the E-VOUCHER:

- o WASSSCE/SSSCE Applicants
- o Diploma Applicants
- o Diploma to Degree Applicants
- o HND Holders

At the Bank, applicants will be required to indicate their names, mobile phone numbers and e-mail addresses on the bank voucher before they are served. Those without e-mail addresses will however not be disadvantaged. A confirmation of their PIN will be sent to their mobile phones. Applicants should buy University of Ghana Application E-VOUCHER and CAREFULLY follow the instructions given. **After the application has been submitted on-line, the PIN should be kept in a safe place as they may be required by applicants when assessing their admission status at a later date. when assessing their admission status at a later date. The E-VOUCHER will also be required to be presented for a copy of a PRINTED version of this Prospectus and a Multimedia CD-ROM in due course.**

After submission of the online application, Diploma to Degree and HND applicants are expected to submit the following documents to the address below.

- i. Two (2) original copies of Diploma/HND transcripts
- ii. Where applicable, two (2) certified copies of 'O' and 'A' Level certificates/result slips.

The Director
Academic Affairs Directorate
University of Ghana
P. O. Box LG 25, Legon, Accra – Ghana.

ii) INTERNATIONAL APPLICANTS AND GHANAIAANS APPLYING FROM ABROAD

International applicants and Ghanaians applying from abroad should visit the University's website at <http://admission.ug.edu.gh> and follow the instructions given.

After completing and submitting the form on-line, applicants are to print a proof of submission, add all relevant certificates and send to the address given below with a non-refundable fee of **US\$95.00** or its equivalent in International Money Order. Applicants in the West African sub-region should pay the application fee through **ECOBANK**. The original copy of the pay-in slip should be added to the downloaded form and other documents. Completed documents are to be sent to the address given above.

iii) GHANAIAANS WITH FOREIGN BACKGROUND

Ghanaians who apply with foreign qualifications from schools which write the International Baccalaureate (IB) and the IGCSE such as Alpha Beta, Faith Montessori International School, Ghana International School, New Nation International School, SOS – Hermann GMEINER International College and Tema International School etc., should follow the application procedure for international students stated above. They should however pay the application fee of GH¢95.00 through any Ecobank branch and submit the original copy of the pay-in slip to the above given address together with a copy of the other specified documents.

IMPORTANT NOTICES

- i) All Applicants must take note that the process for admission to the University of Ghana is very transparent. Applicants should therefore beware of any persons who may approach them on

the pretext of assisting them gain admission for a fee.

- ii) Since the 2007/2008 academic year, the University of Ghana has ceased to admit applicants with the West African Examination Council's Ordinary and Advanced Level Certificates.

iii) HELP DESK

Applicants needing any help can send their enquiries to admissions@ug.edu.gh.

Our Help Lines are:

0302 213820 ext 6018
0302 213820 ext 2637
027-573-4299
020-577-9222
026-095-0170
024-398-5001

The Help Lines can be reached between the hours of **9.00am and 5.00pm (Mondays to Fridays)**. From **June 1, 2012 to June 30, 2012** however, the mobile phone lines can be reached from **8.00am to 10.00pm (Mondays to Fridays)**.

ALL APPLICANTS MUST ENSURE THAT THEIR ON-LINE APPLICATIONS ARE CORRECTLY FILLED AND SUBMITTED.

DEADLINES

Applications for Diploma Programmes must be submitted by **Friday April 20, 2012.**

Diploma to Degree (Nursing Top-up) applicants only must submit applications by **Friday April 20, 2012.**

All other applications must be submitted by the deadline of **Saturday June 30, 2012.**



REGULATIONS FOR JUNIOR MEMBERS

1. The term “Junior Member” means a person in statu pupillari enrolled for the time being in the University of Ghana whether in a campus – based or distance education programme.

2. Regulations affecting Junior Members shall be made from time to time by the Academic Board in accordance with the University of Ghana Act, 2010 (Act 806) (“the Act”) and the Statutes of the University of Ghana, 2011 (“the Statutes”) . In addition to these Regulations, each Hall, College, Faculty, Department, Institute, School, Centre , the Library, the Hospital or any other unit of the university may issue its own rules governing the conduct of Junior Members within its precincts, provided that such regulations are not inconsistent with the general regulations made by the Academic Board. Such regulations must be tabled before the Academic Board.

3. These regulations shall apply to all Junior Members.

4. Ignorance of Regulations or of any Public Notice shall not be accepted as an excuse for breach. Accordingly, every student on enrolment shall be required to obtain a copy of such University, Hall and other regulations relating to his condition and which are for the time being in force.

5. Junior Members shall conduct themselves in a quiet and orderly manner and shall pursue their studies with all diligence; they shall observe the Statutes, regulations and orders made from time to time by the appropriate authorities.

6. The operation of these Regulations is without prejudice to the application of the general laws of Ghana, the Act and the Statutes which apply to all persons in the University.

7. The officers of the University who have a special responsibility, under the Vice- Chancellor, for the discipline of Junior Members are the Dean of Students, Heads of Halls, Senior Tutors and Tutors and such officers who may be appointed from time to time. It shall be an offence to disobey these officers in the discharge of their University duties.

9. Admission and Residence

9.1 A Junior Member who does not hold an award granted by the Government, or by an institution recognized by the University, shall be required to pay all approved fees on or before registration.

9.2 A Junior Member whose accounts are in arrears and unpaid at the beginning of an academic year or semester shall not normally be allowed to come into residence or attend lectures until his outstanding accounts have been settled.

9.3 Dates of Semesters are announced in University Notices. Junior Members admitted to residence are required to come into residence following registration and to remain continuously in residence until the last day of semester unless permission is granted for temporary absence. Students who are non-resident are required to register at the Halls to which they have been assigned.

9.4 Procedure regarding exeats is notified in the Hall Regulations. In cases of absence involving non-attendance at Lectures, Tutorials or Practicals, or Examinations, the written permission of the Department concerned must be obtained in addition to that of the Hall authorities.

9.5 Admission of Junior Members to the University shall be subject to their passing a Medical Examination.

9.6 Membership of the Students’ Representative Council and respective sporting clubs is compulsory for all Junior Members.

10. Names of Junior Members

10.1 For the purposes of the University, Junior Members are known only by the names which they have signed in the Application Form/Register of Matriculation and are known by those names only in the sequence in which they were signed (that is, first name, middle name[s] and surname).

10.2 Change of Name:

As an institutional policy, the University does not accept requests to change or amend names or other records of students.

11. Attendance at Lectures and Examinations

11.1 Junior Members are required to attend lectures, tutorials and practical classes specified for their course of study, and all such examinations as the University or the departments may from time to time require, and to perform all written and practical work prescribed for them.

11.2 Junior Members who absent themselves from lectures, tutorials and practical classes for a cumulative total of twenty-five

percent (25%) in any one semester will be deemed not to have satisfied the attendance requirements for the semester. Such Junior Members shall be asked to withdraw from the University.

12. Use of Academic Address

All Junior Members are required to wear the academic dress appropriate to their status on the following ceremonial occasions:

- i. Matriculation
- ii. Congregation, and other occasions as required.

13. Imposition of Fines

A fine may be imposed by the Dean of Students, Master of the Hall or by the Hall Tutor upon any Junior Member who has in the judgment of the said Dean, Master or Tutor infringed any of the published Regulations of the University or rules of any Hall, University Department, Institute, School, Library or any other unit of the University.

14. Formation of Societies and Clubs

14.1 Student Societies and Clubs in the University shall be formed at the request of at least ten interested students. In addition, there must be a Senior Member who will be the Senior Treasurer.

14.2 The request should be submitted for approval by the Residence Board through the Students’ Representative Council and shall be accompanied by the recommendation of the Students’ Representative Council and the Constitution/Bye-laws of the proposed Society or Club.

14.3 The proposed Society or Club shall be formally promulgated in the University Reporter after the Residence Board has given its approval.

14.4 Within three (3) months from the date of the promulgation of the Society or Club, the Secretary shall deposit the names of persons holding principal offices of the Society or Club with the Registrar and the Dean of Students. Thereafter, the Registrar and the Dean of Students shall be furnished with the names of their Principal Officers, once a year.

15. Public Functions within the University

15.1 Students who wish to organise any public function within or outside the Hall of Residence shall obtain prior permission from the Head of Hall/Dean of Students as appropriate. The Head of Hall/Dean of Student Affairs shall in turn inform the Registrar and the Vice-Chancellor.

15.2 An application for permission to organise a function should provide the following information:

- i. date and time of the function;
- ii. place where the function is to take place;
- iii. names and description of Lecturers, Speakers, or Performers at the function.

15.3 This information together with evidence of fulfillment by the organisers of any requirements imposed by law in relation to the holding of such a function should normally reach the Head of Hall/Dean of Students at least three days before the function takes place. The Head of Hall/Dean of Student Affairs may impose such other requirements and conditions as may appear to him to be necessary or desirable.

15.4 For the purpose of this section, a public function is one to which persons other than Senior and Junior Members of the University are invited or entitled to attend.

16. Processions and Demonstrations

16.1 Any student or students wishing to organise a procession/demonstration in the University shall notify the Dean of Student Affairs in writing with a copy to the Registrar at least three days before the procession/demonstration is due to take place.

16.2 The notification shall state the purpose of the procession/demonstration and the name(s) of the organiser(s).

16.3 Students may not demonstrate or go on procession in or outside campus without the prior written approval of the Dean of Student Affairs.

16.4 The Dean of Student Affairs may prescribe special conditions, limitations or restrictions as may be considered appropriate in the circumstances.

16.5 The procession/demonstration will follow an approved route and keep as close as possible to the right side of the road in order to ensure free passage of traffic.

16.6 No procession/demonstration shall be held between the hours of 6.00 pm and 6.00 am.

16.7 During the procession/demonstration, nothing shall be done or said that may occasion violence or cause a breach of the peace.

16.8 If any acts of violence and/or breach of University, Hall or

other regulations occur during a procession/demonstration or other mass action, the perpetrators as well as the organiser(s) shall be held jointly and severally responsible.

16.9. The fact that a procession/demonstration is not prohibited in no way implies that the University has either approved of or is in sympathy with its objectives.

16.10 For processions/demonstrations outside the University, the organiser(s) should, in addition to the foregoing, notify the Police and follow other requirements under the Public Order Act, 1994 (Act 491).

17. Publications

17.1 The Vice-Chancellor will be informed of any intention to produce a student publication within the University and his approval in writing shall be obtained for such a publication.

17.2 A copy of each issue will be lodged with the Vice-Chancellor, Head of Hall and Dean of Student Affairs as appropriate and the University Librarian on the day of publication.

17.3 Each issue shall state the name of the Editor, the Membership of the Editorial Board and the Publisher.

17.4 The members of the Editorial Board will be held jointly responsible for the full contents of each issue of the publication.

18. OFFENCES

18.1 Academic Offences

It shall be an offence for a student knowingly:

- (a) to forge or in any other way alter or falsify any document or evidence required by the University, or to circulate or make use of any such forged, altered or falsified document, whether the document or record be in print or electronic form;
- (b) to use or possess an unauthorised aid or aids or obtain unauthorised assistance in any academic examination or term test or in connection with any other form of academic work;
- (c) to impersonate another person, or to have another person impersonate, at any academic examination or term test or in connection with any other form of academic work;
- (d) to represent, without acknowledgement of its authorship by another, an expression of an idea or work of another in any academic examination or term test or in connection with any other form of academic work;
- (e) to submit, without the knowledge and approval of the

instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course or programme of study in the University or elsewhere;

(f) to submit any academic work containing a purported statement of fact or reference to a source which has been concocted;

(g) to engage in the sale of unpublished academic lecture material, such as lecture notes, handouts, slides without authority;

(h) to gain access to or procure or cause such access to be gained to any office or other facility of the University or University official for purposes of depositing, altering or substituting examination material for the benefit of the student or any other person;

(i) to steal a colleague's assignment; or

(j) to steal a colleague's answer script.

(k) to forge or in any other way alter or falsify any academic record or document, circulate or make use of any such forged, altered or falsified record, whether the record be in print or electronic form; or

(l) to engage in any form of academic cheating, dishonesty, misconduct, fraud or misrepresentation not herein otherwise described, in order to obtain academic credit or other academic advantage of any kind.

18.2 A graduate of the University may be charged with any of the above offences committed knowingly while he or she was an active student, when in the opinion of the University, the offence would have resulted in a sanction had it been detected at the time it was committed.

18.3 Non-Academic Offences

Without prejudice to the application of the national laws by the University, no junior member of the University shall:

- (a) assault another person or threaten any other person with assault whether sexual or otherwise or commit a battery against another person;
- (b) cause or threaten any other person with bodily harm, or cause any other to fear bodily harm;
- (c) knowingly create a condition that unnecessarily endangers the health or safety of other persons;
- (d) threaten any other person with damage to such person's property, or knowingly cause any other person to fear damage to her or his property;
- (f) engage in a course of vexatious conduct that is directed at one or more specific individuals, and
 - that is based on the race, ancestry, place of birth, origin, colour, ethnic origin, citizenship, sex, sexual orientation, creed, age, marital status, family status, disability, receipt of public assistance or record of offences of that individual or those individuals;
 - that is known to be unwelcome; and

- that exceeds the bounds of freedom of expression or academic freedom as these are understood in University policies and accepted practices, including but not restricted to those explicitly adopted;

(g) cause by action, threat or otherwise, a disturbance that the member knows obstructs any activity organised by the University or by any of its divisions, or the right of other members to carry on their legitimate activities, to speak or to associate with others. For example, peaceful picketing or other activity outside a class or meeting that does not substantially interfere with the communication inside, or impede access to the meeting, is an acceptable expression of dissent;

(h) steal, knowingly take, destroy or damage premises of the University or any physical property that is not his own;

(i) knowingly destroy or damage information or intellectual property belonging to the University or to any of its members;

(j) in any manner whatsoever, knowingly deface the inside or outside of any building of the University;

(k) knowingly possess effects or property of the University appropriated without authorisation;

(l) knowingly create a condition that endangers or threatens destruction of the property of the University or of any of its members;

(m) knowingly use any facility, equipment or service of the University contrary to the expressed instruction of a person or persons authorised to give such instruction, or without just cause;

(n) knowingly mutilate, misplace, misfile, or render inaccessible or inoperable any stored information such as books, film, data files or programmes from a library, computer or other information storage, processing or retrieval system;

(o) knowingly or maliciously bring a false charge against any member of the University;

(p) counsel, procure, conspire with, abet, incite or aid a person in the commission of an offence defined in these Statutes;

(q) deface the trees on campus with advertising or other material or notices howsoever described;

(r) sexually assault or rape a person;

(s) defecate outside the designated buildings or places on campus;

(t) produce or distribute pornographic material on the premises of the University; or

(u) indecently expose himself or herself in public.

18.4 Without prejudice to the generality of the above, it is an offence for a member of the University to sexually harass another member of the University by engaging in unwelcome or unwanted behaviour of a sexual nature, including, but not limited to attempting to touch or touching, attempting to fondle or fondling, attempting to caress or caressing.

18.5 No person found by a disciplinary board to have committed an offence under these Regulations shall refuse to comply with a sanction or sanctions imposed under the procedures of these Statutes.

18.6 In addition to offences stated above, it shall be an offence for a Junior Member to:

i. Cultivate, possess, use or peddle narcotics and other drugs as listed in the Schedule to the Narcotic Drugs (Control, Enforcement and Sanctions) Act, 1990 (PNDCL 236).

ii. Willfully cause damage to University property or the good name of the University and incite others to cause such damage.

iii. Publish defamatory material on the campus.

iv. Smoke in a library, lecture theatres or other public places on the campus.

v. Throw any person into ponds in the University.

vi. Possess firearms on campus.

vii. Engage in petty trading

viii. Make undue noise within the University precincts. In particular, the hours between 10.00 p.m. and 6.00 a.m. are to be regarded as hours of quiet, provided that this rule shall not apply where permission to organise a function has been granted by the Head of Hall or Dean of Students.

19. Use of Vehicles

19.1 Any Junior Member who wishes to use or keep a vehicle on the campus of the University must obtain permission from the Vice-Chancellor through the Senior Tutor of his Hall.

19.2 The University accepts no responsibility for such vehicles, or for any damage that may occur to them or to their owners, drivers or passengers. The use of such vehicles is a privilege which is enjoyed at the sole risk of the persons concerned and which will be withdrawn if it is abused.

19.3 The University does not provide garages for students' vehicles. Any arrangement for garaging such vehicles in the University should be made privately by the owners.

20. Collection of Money

Permission to make general collections of money other than for club subscriptions and cinema shows or parties must be obtained from the Dean of Student Affairs/Senior Tutors of the Halls. Junior Members are advised to ask to see the license or other valid authority of any collector who comes from outside the University.

21. The Dean of Student Affairs

21.1 The Dean of Student Affairs is responsible for the welfare and discipline of students outside their Halls of residence. The Dean works in close collaboration with the Students' Representative Council (SRC), the Halls of Residence, the Counseling and Placement Centre and the Sports Directorate.

21.2 For the efficient running of the office, the Dean shall be assisted by an Advisory Board comprising:

- All Senior Tutors and Hostel Managers
- A representative of undergraduate students of the University elected by the Students' Representative Council
- A representative of postgraduate students elected by the University of Ghana branch of the Graduate Students Association
- The Director, Public Affairs Directorate or his/her representative

22. Rules and Procedures Relating to Discipline

22.1 If a student violates Hall regulations, disciplinary measures shall be taken by the authorities of the hall to which he/she belongs.

22.2 (a) There shall be disciplinary board or committee for Junior Members.

(b) A disciplinary board or committee shall investigate an allegation of misconduct referred to it by the Disciplinary Officer or the Registrar and shall make appropriate decisions on the charges including sanctions. The Vice-Chancellor shall implement the decisions of the Disciplinary Board or Committee in accordance with these Statutes.

(c) (i) The Registrar or other authorised university official shall cause to be investigated an allegation of misconduct referred to it by the Disciplinary Officer.

(ii) Where investigations disclose misconduct disciplinary proceedings shall be instituted before the appropriate disciplinary board or committee by the Disciplinary Officer.

(d) For the avoidance of doubt, it shall not be necessary to conduct an investigation of misconduct where the University is already in possession of the relevant evidence. The persons identified in the evidence shall be charged directly before the appropriate disciplinary committee by the Disciplinary Officer.

(e) Where a disciplinary action concerns a person who is a member of the disciplinary committee, the Vice-Chancellor shall replace that person with a suitably qualified alternate.

(f) The Registrar shall appoint a disciplinary board to deal with any matter of discipline affecting junior members which shall comprise:

(i) two senior members, one of whom is a senior member of the Faculty of Law and who shall be designated as chairman by the Registrar;

(ii) one student nominated by the Students' Representative Council; and

(iii) one student representative of the graduate students of the University nominated by the University of Ghana branch of Graduate Students' Association of Ghana (GRASAG);

(iv) one senior member to be appointed by the Registrar taking into account the subject matter of the proceedings.

22.3 A disciplinary proceeding in respect of a junior member is without prejudice to the right of the Academic Board to investigate an allegation of impropriety or malpractice relating to admission into the University or examinations and to take appropriate action including disciplinary sanctions.

22.4 The Registrar shall provide secretarial services to the disciplinary board.

22.4 The University shall appoint a Disciplinary Officer not below the rank of an Assistant Registrar who shall be responsible for prosecuting junior members accused of breaching the provisions of any enactment.

22.5 No charge shall be laid except with the approval of the Vice-Chancellor.

22.6 A charge shall be in writing, addressed to the accused, signed by or under the authority of the Disciplinary Officer and filed with the Secretary to the disciplinary board or committee. It shall contain a statement of the offence or breach with sufficient detail and shall be filed with the Registrar. The Registrar shall promptly notify the Chairman and the Secretary.

22.7 Upon receipt by the Chairman and the Secretary of a charge which appears to be in proper form, the Chairman shall convene proceedings immediately and give appropriate notice of a date, time and place for the hearing to the accused. The Chairman shall ensure that the proceedings are conducted with due dispatch.

22.8 The Vice-Chancellor shall implement the decisions of the Disciplinary Board or Committee.

22.9 Disputes between Students of Different Halls: Where disputes arise between students from different Halls, the Tutors of the students involved shall attempt to resolve the dispute. Should their attempts fail, the matter shall be referred to the Senior Tutors of the Halls involved. Should the dispute persist, the matter shall

be referred to the the Dean of Students.

23. SANCTIONS

23.1 One or more of the following sanctions may be imposed by a Board upon the conviction of any person:

(i) an oral or written reprimand;

(ii) an order for the resubmission of the piece of academic work in respect of which the offence was committed, for evaluation, such a sanction shall be imposed only for minor offences and where the student has committed no previous offence;

(iii) assignment of a grade of zero or a failure for the piece of academic work in respect of which the offence was committed;

(iv) a reduction of the final grade in the course in respect of which the offence was committed;

(v) denial of privileges to use any facility of the University, including library and computer facilities;

(vi) a monetary fine;

(vii) suspension from a course or courses, a programme, an academic unit or division, or the University for such a period of time up to five years as may be determined by the Disciplinary Board;

(viii) expulsion from the University. Expulsion shall mean that the student shall be permanently denied registration in any University programme;

(ix) disqualification from contesting elections or removal from any office in the University; or

23.2 For the avoidance of doubt, notwithstanding previous conferment or confirmation of an award of a degree, diploma, certificate, standing, credits or any other qualification how-so-ever described, the University shall have the power to cancel or withhold or withdraw any award at any time it becomes known that:

a. a candidate had gained admission into the University with false qualifications; or

b. a candidate had impersonated someone else, or

c. a candidate had been guilty of an examination malpractice for which a grade Z would have been awarded; or

d. a candidate had engaged in any other conduct which in the opinion of the University would have resulted in the cancellation or withdrawal of the award.

23.3 The decision to cancel, withhold or withdraw an award shall be made by Council on the recommendation of the Academic Board.

23.4 The Vice-Chancellor shall have power to order that any sanction imposed by the Board be recorded on the student's academic record and transcript. The decision of the Vice-

Chancellor shall be reported by the University in the University bulletin and, where appropriate, in the national media.

24. Appeal

24.1 Any Junior Member who is aggrieved by any disciplinary action may appeal to the University of Ghana Appeals Board in accordance with the rules in the Appendix.

24.2 The Appeals Board shall hear and determine appeal matters on

(a) acts or omissions in contravention of the Act or the Statutes enacted by the Council;

(b) grievances by students against the University on matters related to welfare and discipline; or

(c) any other matter or dispute referred to the Board by the Council.

24.3 The University of Ghana Appeals Board consists of:

(a) A President who is a retired justice of the Superior Court of Judicature or a lawyer qualified to be so appointed;

(b) Two lawyers of at least ten years standing at the Bar who are persons of high moral integrity one of whom is a woman; and

(c) Two persons who are not legal practitioners or employees of the University who are persons of high moral integrity one of whom is a woman.

24.4 The President of the Board or the President's alternate and two other members constitute a panel for the hearing and determination of a case or matter before the Tribunal.

24.5 The President's alternate shall be appointed by Council from outside the membership of the Appeals Board after the appointment of the President of the Appeals Board and the President's alternate shall have the same qualification as the President.

24.6 The Council shall establish the rules and procedures which govern:

(a) the operations of the Board;

(b) the appointment and remuneration of its members;

(c) the functions of the President's alternate;

(d) the establishment of the Secretariat of the Board;

(e) the co-opting of members to the Appeals Board; and

(f) any other relevant matter.

Terms and Conditions

Every effort has been made to ensure that the information contained in this Prospectus is correct at the time of going to press. The University will use reasonable endeavours to deliver programmes and other services in accordance with the descriptions provided.

The University, however, reserves the right to make variations to programme contents, entry requirements and methods of delivery, and to discontinue, merge or combine programmes, both before and after a student's admission to the University, if such action is reasonably considered necessary by the University.



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