

ACCRA TECHNICAL UNIVERSITY

2018/2019 ACADEMIC YEAR

ADMISSION TO BTECH, HND, NON-HND, PRE-HND & PROFESSIONAL PROGRAMMES

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MINIMUM ENTRY REQUIREMENTS FOR BTECH AND HND PROGRAMMES

1. BACHELOR OF TECHNOLOGY PROGRAMMES

1. Bachelor of Technology Science Laboratory Technology
 - a. Analytical Chemistry (Option)
 - b. Environmental Technology (Option)
 - c. Food Technology(Option)
 - d. Clinical Biochemistry(Option)
2. **Bachelor of Technology- Medical Laboratory Science (NEW Programme)(see detail requirements on page 4)**
3. **Bachelor of Technology - Hospitality Management (NEW Programme)**
4. Bachelor of Technology - Fashion Design & Textiles
5. Bachelor of Technology - Automobile Engineering
6. Bachelor of Technology - Building Technology
7. Bachelor of Technology - Civil Engineering
8. Bachelor of Technology -Electrical/Electronic Engineering
 - a. Power and Automation(Option)
 - b. Telecommunications (Option)
9. Bachelor of Technology - Procurement and Supply Chain Management

ENTRY REQUIREMENTS FOR BACHELOR OF TECHNOLOGY PROGRAMMES

- Higher National Diploma (HND) certificate in a relevant field with a minimum of Second Class Lower Division.
- Applicants must have at least two (2) years post-HND qualification working experience.

2. HIGHER NATIONAL DIPLOMA (HND) PROGRAMMES (FULL-TIME AND PART-TIME)

A. GCE 'A'/ABCE LEVEL APPLICANTS

- i. A minimum of two (2) GCE 'A' Level/ABCE passes in relevant subjects. A pass in General Paper will be an advantage.

AND

- ii. FOUR (4) GCE 'O' Level/GBCE credit passes including English Language and Mathematics.

B. SSSCE / WASSCE APPLICANTS FOR SCIENCE AND TECHNOLOGY PROGRAMMES

- i. **SSSCE** applicants must have SIX (6) passes (A – D) in all subjects including English Language and core Mathematics; and at least **three (3)** of the **subjects** must be relevant to the area of specialisation.
- ii. **WASSCE** applicants must have SIX (6) passes (A1 – D7) in all subjects including English Language and core Mathematics; and must possess a minimum of **C6** in any **three (3) subjects** relevant to the area of specialisation.

C. SSSCE / GBCE/WASSCE APPLICANTS FOR BUSINESS & ARTS PROGRAMMES

- i. **SSSCE/GBCE** applicants must have passes (A- D) in SIX (6) subjects including English Language and core Mathematics; and at least **three (3)** of the **subjects** must be relevant to the area of specialisation.
- ii. **WASSCE** applicants must have passes (A1- D7) in SIX (6) subjects including English Language and core Mathematics; and must possess a minimum of **C6** in any **three (3) subjects** which must be relevant to the area of specialisation.

INTERPRETATIONS OF WASSCE/SSSCE/GBCE

WASSCE	SSSCE	NUMERICAL EQUIVALENT	INTERPRETATION
A1	A	1	Excellent
B2	B	2	Very Good
B3	C	3	Good
C4	D	4	Credit
C5	-	5	Credit
C6	-	6	Credit
D7	-	7	Pass

D. PRE-HND (ACCESS COURSE) APPLICANTS

Applicants must pass three (3) subjects (English Language, Mathematics and Integrated Science) in the NABPTEX Access Course programme, plus at least three (3) passes in the technical subjects of study.

E. TECHNICIAN APPLICANTS

Passes in Part I and Part II programmes or a pass in Ordinary Technician Diploma (OTD)

F. CERTIFICATE II APPLICANTS

Passes in SIX (6) relevant subjects comprising three (3) core subjects (English Language, Mathematics, Integrated Science/Social Studies), plus three (3) passes in relevant elective subject areas.

G. DIPLOMA IN BUSINESS STUDIES (DBS) APPLICANTS

TWO (2) WASSCE /SSSCE/GBCE/RSAIL credit in English Language and Mathematics, plus a minimum of four (4) passes in the DBS relevant field.

H. OTHER CERTIFICATES AND DIPLOMA APPLICANTS

- i. A Diploma from a recognised higher institution.
- OR**
- ii. Institute of Chartered Accountants (Ghana) Level I
- OR**
- iii. First degree in a relevant area, and in a recognized institution.

I. MATURE APPLICANTS

Candidates must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics and General Knowledge. The mature candidate must have the relevant working experience in the subject area.

J. FOREIGN APPLICANTS

All foreign qualifications must be referred to the National Accreditation Board (NAB) by the applicant, for the determination of the equivalences and eligibility for admission into tertiary institutions in Ghana.

All foreign applicants are expected to show proof of their registration or possession of the **Non-Citizen Ghanacard**, issued by the National Identification Authority (NIA), Ghana.

NB: IN ALL CASES THE CANDIDATES WOULD BE EXPECTED TO MEET THE DEPARTMENTAL REQUIREMENTS

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BACHELOR OF TECHNOLOGY PROGRAMMES

1. BACHELOR OF TECHNOLOGY-SCIENCE LABORATORY TECHNOLOGY

- a. Bachelor of Technology - Analytical Chemistry (option)
- b. Bachelor of Technology - Environmental Technology(option)
- c. Bachelor of Technology - Food Technology(option)
- d. Bachelor of Technology - Clinical Biochemistry (option)

DURATION: Eighteen (18) months Top-Up

ENTRY REQUIREMENTS

- i. Higher National Diploma (HND) holders in Science Laboratory Technology with a minimum of Second Class Lower Division.
- ii. Applicants must have at least two (2) years post-HND qualification working experience.
- iii. Where applicable, the following documents must be submitted along with the application form:

HND Certificate and Transcript
Non-Citizen Ghanacard (FOR ALL FOREIGN APPLICANTS)

2. BACHELOR OF TECHNOLOGY-MEDICAL LABORATORY SCIENCE(BTECH MEDICAL LAB SCIENCE)

DURATION: Four (4) years degree

ENTRY REQUIREMENTS

- i. **Senior Secondary School Certificate Examination (SSSCE)**
Minimum Grade of D or better in three (3) core subjects i.e. English Language, Core Mathematics, Integrated Science or Social Studies and three (3) elective subjects namely Biology, Chemistry, Physics and Elective Mathematics.
- ii. **West Africa Senior School Certificate Examination (WASSCE)**
Minimum Grade of C6 or better in three (3) core subjects i.e. English Language, Core Mathematics, Integrated Science or Social Studies and three (3) elective subjects namely Biology, Chemistry, Physics and Elective Mathematics.
- iii. **General Certificate of Education (GCE) Advanced Level**
Passes in three (3) subjects (at least, one of the passes should be Grade D or better). In addition, the applicant must have had credit passes (Grade 6) in five GCE Ordinary Level subjects including English, Mathematics and a Science subject (for non-science students) and an Arts subject for Science students.
- iv. **Higher National Diploma in Science Laboratory Technology**
Applicants with the 3-year Higher National Diploma in Science Laboratory Technology (HND SLT) from a recognized institution without a minimum 2-year may be considered for admission to level 200 of the B.Tech Medical Laboratory Science Programme after passing an interview.
- v. **Bachelor of Technology Science Laboratory Technology (Clinical Biochemistry Option)**
Applicants with the Bachelor of Technology Science Laboratory Technology (Clinical Biochemistry Option) from the Accra Technical University and other recognized institutions with a minimum 2-year working experience in the health sector may be considered for admission to level 300 of the B.Tech Medical Laboratory Science programme after passing an interview.

vi. **Bachelor of Science Qualifications**

Applicants with a 4-year Bachelor of Science in either biological science, biochemistry or other life sciences qualification with CGPA of not less than 2.5 may be considered for admission to level 300 of the B.Tech Medical Laboratory Science programme after passing an interview.

vii. **Diploma in Medical Laboratory Technology**

Applicants with the 3-year diploma in Medical Laboratory Technology (MLT) from a recognized institution accredited by the Allied Health Professions Council, with a minimum 2-year working experience in the health sector, may be considered for admission to level 300 of the B.Tech Medical Laboratory Science Programme after passing an interview.

viii. **Higher National Diploma in Science Laboratory Technology**

Applicants with the 3-year Higher National Diploma Certificate in Science Laboratory Technology (HND-SLT) from the Accra Technical University and other recognized institutions with a minimum 2-year working experience in the health sector, may be considered for admission to level 300 of the B.Tech Medical Laboratory Science programme after passing an interview and a three month foundation course examination.

ix. **Mature Applicants**

The applicant must:

- a. Be at least 25 years old;
- b. Show proof of age with birth certificate or any legitimate documentary proof of birth date which is at least 5 years old at the time of application;
- c. Provide introductory letter from employer or show any other proof of employment for 2 years or more;
- d. Pass an interview and mature students' foundation entrance examinations.
- e. Where applicable, the following documents must be submitted along with the application form:

**Results slips, HND Certificate and Transcript
Non-Citizen Ghanacard (FOR ALL FOREIGN APPLICANTS)**

3. **BACHELOR OF TECHNOLOGY (HOSPITALITY MANAGEMENT)**

DURATION: Two (2) years Top-Up

ENTRY REQUIREMENTS

- i. Higher National Diploma (HND) holders in Hotel Catering & Institutional Management (HCIM) with a minimum of Second Class Lower Division.
- ii. Applicants must have at least two (2) year post-HND qualification working experience.
- iii. The following documents must be submitted along with the application form:

**HND Certificate and Transcript
Non-Citizen Ghanacard (FOR ALL FOREIGN APPLICANTS)**

4. **BACHELOR OF TECHNOLOGY (FASHION DESIGN AND TEXTILES)**

DURATION: Eighteen (18) months Top-Up

ENTRY REQUIREMENTS

- i. Higher National Diploma (HND) holders in Fashion Design and Textiles with at least a Second Class Lower Division or "Competent" in the prescribed HND Competency-Based Training programme.
- ii. Applicants must have at least two (2) year post-HND qualification working experience.
- iii. Where applicable, the following documents must be submitted along with the application form:

**HND Certificate and Transcript
Non-Citizen Ghanacard (FOR ALL FOREIGN APPLICANTS)**

5. BACHELOR OF TECHNOLOGY (AUTOMOBILE ENGINEERING)

DURATION: Two (2) Years Top-Up

ENTRY REQUIREMENTS

- i. Higher National Diploma (HND) holders in Mechanical Engineering with a minimum of Second Class Lower Division.
- ii. Applicants must have at least two (2) years post-HND qualification working experience.
- iii. Where applicable, the following documents must be submitted along with the application form:

**HND Certificate and Transcript
Non-Citizen Ghanacard (FOR ALL FOREIGN APPLICANTS)**

6. BACHELOR OF TECHNOLOGY (BUILDING TECHNOLOGY)

DURATION: Eighteen (18) months Top-Up

ENTRY REQUIREMENTS

- i. Higher National Diploma (HND) holders in Building Technology with a minimum of Second Class Lower Division.
- ii. Applicants must have at least two (2) year post-HND qualification working experience.
- iii. The following documents must be submitted along with the application form:

**HND Certificate and Transcript
Non-Citizen Ghanacard (FOR ALL FOREIGN APPLICANTS)**

7. BACHELOR OF TECHNOLOGY (CIVIL ENGINEERING)

DURATION: Two (2) Years Top-Up

ENTRY REQUIREMENTS

- i. Higher National Diploma (HND) holders in Civil Engineering with a minimum of Second Class Lower Division.
- ii. Applicants must have at least two (2) year post-HND qualification working experience.
- iii. The following documents must be submitted along with the application form:

**HND Certificate and Transcript
Non-Citizen Ghanacard (FOR ALL FOREIGN APPLICANTS)**

8. BACHELOR OF TECHNOLOGY (ELECTRICAL/ELECTRONIC ENGINEERING)

- a. Bachelor of Technology - - Power and Automation
- b. Bachelor of Technology - Telecommunications

DURATION: Two (2) Years Top-Up

ENTRY REQUIREMENTS

- i. Higher National Diploma (HND) holders in Electrical/Electronics Engineering with a minimum of Second Class Lower Division.
- ii. Applicants must have at least two (2) year post-HND qualification working experience.
- iii. The following documents must be submitted along with the application form:

HND Certificate and Transcript
Non-Citizen Ghanacard (FOR ALL FOREIGN APPLICANTS)

9. BACHELOR OF TECHNOLOGY (PROCUREMENT AND SUPPLY CHAIN MANAGEMENT)

DURATION: Eighteen (18) months Top-Up

ENTRY REQUIREMENTS

- i. Higher National Diploma (HND) holders in Purchasing and Supply with a minimum of Second Class Lower Division.
- ii. Applicants must have at least two (2) year post-HND qualification working experience in a relevant Procurement and Supply Chain Industry.
- iii. Where applicable, the following documents must be submitted along with the application form:

HND Certificate and Transcript
Non-Citizen Ghanacard (FOR ALL FOREIGN APPLICANTS)

SCHOOL OF APPLIED SCIENCES AND ARTS

SCIENCE LABORATORY TECHNOLOGY DEPARTMENT

HND SCIENCE LABORATORY TECHNOLOGY

SESSION: FULL TIME & PART TIME

DURATION: THREE (3) YEARS

A. GCE 'A' LEVEL APPLICANTS

- i. TWO (2) GCE 'A' Level passes in science subjects. A pass in General Paper will be an advantage.
AND
- ii. FOUR (4) GCE 'O' Level credits including English Language, Mathematics and any Science related subjects.

B. SSSCE/WASSCE APPLICANTS

- a. **SSSCE** applicants must have SIX (6) passes (A – D) in all subjects including English Language and core Mathematics; and must possess a minimum of **C6** in any three (3) of the subjects relevant to the field.
- b. **WASSCE** applicants must have SIX (6) passes (A1 – D7) in all subjects including English Language and core Mathematics; and must possess a minimum of **C6** in any three (3) of the subjects in the field.

C. SCIENCE LABORATORY TECHNICIAN APPLICANTS

- i. Two (2) SSSCE/WASSCE credits in English Language and Mathematics.
AND
- ii. THREE (3) passes in SLT Part I. Credit will be an advantage.

D. MATURE APPLICANTS

Candidates must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

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B MATHEMATICS AND STATISTICS DEPARTMENT

HND STATISTICS

SESSION: FULL TIME & PART TIME

DURATION: THREE (3) YEARS

A. GCE 'A' LEVEL APPLICANTS

- i. TWO (2) GCE 'A' Level passes in any subjects such as Mathematics, Statistics, Physics, Chemistry, Geography, Economics, and Accounting.

AND

- ii. FOUR (4) GCE 'O' Level credits including English Language, Mathematics, Statistics and any other numerate subject such as Economics, Geography, and Accounting.

B. SSSCE / WASSCE APPLICANTS

- a. **SSSCE** applicants must have SIX (6) passes (A – D) in all subjects including English Language and core Mathematics; and must possess a minimum of three (3) passes in any three (3) elective subjects.
- b. **WASSCE** applicants must have SIX (6) passes (A1 – D7) in all subjects including English Language and core Mathematics; and must possess a minimum of **C6** in three (3) elective subjects.

C. OTHER APPLICANTS

- i. Diploma in Statistics from a recognised institution.
OR
- ii. One (1)-year certificate in Statistics from a recognised institution (plus passes in English and Mathematics)
OR
- iii. City and Guilds Technician Diploma in Information Technology or Data Processing.

D. MATURE APPLICANTS

Candidates applying as mature students must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

HOTEL CATERING AND INSTITUTIONAL MANAGEMENT DEPARTMENT

HND HOTEL CATERING AND INSTITUTIONAL MANAGEMENT

SESSION: FULL TIME & PART TIME

DURATION: THREE (3) YEARS

A. GCE 'A' LEVEL APPLICANTS

- i. TWO (2) GCE 'A' Level passes in science related subjects. A pass in General Paper will be an advantage.

AND

- ii. FOUR (4) GCE 'O' Level credit passes including English Language, Mathematics and any science related subjects.

B. SSSCE / WASSCE APPLICANTS

- a. **SSSCE** applicants must have SIX (6) passes (A – D) in all subjects including English Language and core Mathematics; and at least three (3) of the subjects must be relevant to the area of specialisation.

- b. **WASSCE** applicants must have SIX (6) passes (A1 – D7) in all subjects including English Language and core Mathematics; and must possess a minimum of **C6** in any three (3) subjects relevant to the area of specialisation.

C. ADVANCED COOKERY/812/2 (706/2) APPLICANTS

- i. 812/2 (706/2) Certificate

AND

- ii. 812/1 (706/1) Certificate

AND

- iii. Credit in SSSCE / WASSCE in English Language and Mathematics

D. PRE-HND (ACCESS COURSE) APPLICANTS

Applicants must pass three (3) subjects (English Language, Mathematics and Integrated Science) in the NABPTEX Access Course programme, plus two (2) passes in the technical subjects.

E. CERTIFICATE II APPLICANTS

Passes in SIX (6) relevant subjects comprising three (3) core subjects (English Language, Mathematics, Integrated Science/Social Studies), plus three (3) passes in the relevant subject areas.

F. INSTITUTIONAL MANAGEMENT (IM) APPLICANTS

- i. Institutional Management (IM) Certificate.

AND

- ii. GCE 'O' level / SSSCE / WASSCE credits including English Language, Mathematics and Integrated Science, plus a minimum of one (1) year working experience in the relevant area.

OR

- iii. Pass the Mature Entrance Examinations.

G. MATURE APPLICANTS

Candidates applying as mature students must be at least twenty-five (25) years of age and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

FASHION DESIGN AND TEXTILES DEPARTMENT

HND FASHION DESIGN AND TEXTILES STUDIES

SESSION: FULL TIME & PART TIME

DURATION: THREE (3) YEARS

A. GCE 'A' LEVEL APPLICANTS

- i. TWO (2) GCE 'A' Level passes. A pass in General Paper will be an advantage.
AND
- ii. FOUR (4) GCE 'O' Level credits including English Language and Mathematics.

B. SSSCE / WASSCE APPLICANTS

- a. **SSSCE** applicants must have SIX (6) passes (A – D) in all subjects including English Language and core Mathematics; and at least three (3) of the passes must be relevant to the area of specialisation.
- b. **WASSCE** applicants must have SIX (6) Passes (A1 – D7) in all subjects including English Language and core Mathematics; and must possess a minimum of **C6** in any three (3) of the relevant elective subject areas.

C. ADVANCED FASHION APPLICANTS

Advanced Fashion Certificate plus two (2) SSSCE / WASSCE credits including English Language and Mathematics.

D. PRE-HND (ACCESS COURSE) APPLICANTS

Applicants must pass three (3) subjects (English Language, Mathematics and Integrated Science/Social Studies) in the NABPTEx Access Course plus two (2) passes in the technical subjects.

E. CERTIFICATE II APPLICANTS

Passes in Six (6) relevant subjects comprising three (3) core subjects (English Language, Mathematics, Integrated Science/Social Studies), plus three (3) passes in relevant subject areas.

F. DEGREE APPLICANT

First degree from a recognised institution.

H. MATURE APPLICANTS

Candidates applying as mature students must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

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COMPUTER SCIENCE DEPARTMENT

HND COMPUTER SCIENCE

SESSION: FULL TIME & PART TIME

DURATION: THREE (3) YEARS

A. GCE 'A' LEVEL APPLICANTS

- i. FOUR (4) GCE 'O' Level credit passes including English Language, Mathematics and any science related subject.

AND

- iii. TWO (2) GCE 'A' Level passes in any numerate subjects such as Mathematics, Statistics, Economics, Physics Geography or Accounting. A pass in General Paper will be an advantage.

B. SSSCE/WASSCE APPLICANTS

- a. **SSSCE** applicants must have SIX (6) passes (A – D) in all subjects including English Language and Mathematics; and three (3) of the passes must be relevant to the field of study.
- b. **WASSCE** applicants must have SIX (6) passes (A1 – D7) in all subjects including English Language, and core Mathematics; and must possess a minimum of **C6** in any three (3) relevant subject areas.

C. OTHER APPLICANTS

- i. A minimum of two (2) passes in Advanced Business Certificate Examination (ABCE) in Information Technology (WAEC) plus four (4) GBCE credits including English Language, Mathematics and Science.

OR

- ii. Technician Certificate in Computer Science or Information Technology from a recognised higher institution plus GCE 'O' Level/SSSCE/WASSCE credits including English Language, Mathematics and Science.

OR

- iii. City and Guilds certificate in Information Technology or Data Processing
- (a) Technician Certificate (Passes in two (2) subjects)
 - (b) Technician Diploma (Passes in two (2) subjects)
 - (c) Advance Diploma (Passes in two (2) subjects)

OR

- iv. EET I and EET II passes

OR

- v. First degree in a relevant area from a recognized institution.

D. MATURE APPLICANTS

Candidates applying as mature students must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

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SCHOOL OF BUSINESS AND MANAGEMENT STUDIES

SECRETARYSHIP AND MANAGEMENT STUDIES DEPARTMENT

1. HND SECRETARYSHIP AND MANAGEMENT STUDIES

SESSION: FULL TIME & PART TIME

DURATION: THREE (3) YEARS

A GCE 'A' LEVEL APPLICANTS

i. Two (2) GCE 'A' Level passes. A pass in General Paper will be an advantage.

AND

ii. Four (4) GCE 'O' Level credit passes including English Language and Mathematics.

B SSSCE /GBCE/WASSCE APPLICANTS

i. **SSSCE/GBCE** applicants must have SIX (6) passes (A- D) in all subjects including English Language and Core Mathematics; and at least three (3) of the passes must be relevant to the area of specialisation.

ii. **WASSCE** applicants must have SIX (6) Passes (A1 – D7) in all subjects including English Language and core Mathematics; and must possess a minimum of **C6** in any three (3) relevant subjects.

C DBS APPLICANTS

i. Passes in at least four (4) DBS subjects.

AND

ii. Two (2) GBCE / SSSCE / WASSCE credits including English Language and Mathematics.

D. GHANA COMMERCIAL EXAMINATION (ADVANCED BUSINESS CERTIFICATE EXAMINATIONS (ABCE) APPLICANTS

i. TWO (2) passes in ABCE

AND

ii. FOUR (4) credits in GBCE /SSSCE/WASSCE including English Language and Mathematics.

E. NACVET/NVTI/GOVERNMENT SECRETARIAL SCHOOL APPLICANT

i. Private/Senior Stenographer/Stenographer Grade I certificate holder must have passes in the subjects.

AND

ii. GCE 'O' Level/SSSCE/WASSCE passes in English Language and Mathematics.

F. MATURE APPLICANTS

Candidates applying as mature students must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

2. HND BILINGUAL SECRETARYSHIP

SESSION: FULL TIME ONLY

- For HND Bilingual Secretaryship and Management Studies a pass in 'A' Level French or credit in SSSCE/WASSCE French is a pre-requisite.
- Teacher applicants' must have French background.
- Mature applicants' must have credit in SSSCE / WASSCE French.
- Other requirements are as stated above for HND Secretaryship and Management Studies.
- Degree applicants must have background in French

MARKETING DEPARTMENT

HND MARKETING

SESSION: FULL TIME & PART TIME

DURATION: THREE (3) YEARS

A. GCE 'A' LEVEL APPLICANTS

- i. TWO (2) GCE 'A' Level passes. A pass in General Paper will be an advantage.
AND
- ii. FOUR (4) GCE 'O' Level credit passes including English Language and Mathematics.

B. SSSCE /GBCE/WASSCE APPLICANTS

- i. **SSSCE/GBCE** applicants must have SIX (6) Passes (A- D) in all subjects including English Language and Core Mathematics; and at least three (3) passes in the relevant subjects.
- ii. **WASSCE** applicants must have SIX (6) Passes (A1 – D7) in all subjects including English Language and Mathematics; and must possess a minimum of **C6** in three (3) the relevant subject areas.

C. DBS APPLICANTS

- i. Applicants must have Passes in the four (4) DBS subjects.
AND
- ii. Two (2) GBCE / SSSCE / WASSCE credits in English Language and Mathematics.

D. GHANA COMMERCIAL EXAMINATION (ADVANCE BUSINESS CERTIFICATE EXAMINATIONS (ABCE) APPLICANTS

- i. A minimum of two (2) passes in ABCE.
AND
- ii. FOUR (4) GBCE / GCE 'O' Level/SSSCE/WASSCE credits including English Language and Mathematics.

E. OTHER APPLICANTS

Candidates possessing professional qualifications such as passes at the foundation stages of the examinations conducted by the Chartered Institute of Marketing (CIM), London Chamber of Commerce Institute (LCCI) Higher Stage Group Diploma, Chartered Institute of Purchasing and Supply, (United Kingdom) must have four (4) credit passes in GCE 'O' Level /RSA II/GBCE/SSSCE/WASSCE including English Language and Mathematics.

F. MATURE APPLICANTS

Candidates applying as mature students must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

PURCHASING & SUPPLY DEPARTMENT

HND PURCHASING & SUPPLY

SESSION: FULL TIME & PART TIME

DURATION: THREE (3) YEARS

A. GCE 'A' APPLICANTS

i. TWO (2) GCE 'A' Level passes. A pass in General Paper will be an advantage.

AND

ii. FOUR (4) GCE 'O' Level credit passes including English Language and Mathematics.

B. SSSCE / WASSCE APPLICANTS

i. **SSSCE/GBCE** Candidates must have SIX (6) Passes (A- D) in all subjects including English Language and Mathematics; and at least three (3) passes must be relevant to the area of specialisation.

ii. **WASSCE** Candidates must have SIX (6) Passes (A1 – D7) in all subjects including English Language and Mathematics; and must possess a minimum of **C6** in any three (3) the relevant subject areas.

C. DBS APPLICANTS

i. Passes in four (4) DBS subjects

AND

ii. FOUR (4) GCE 'O' Level RSA II / GBCE/SSSCE/WASSCE credits including English Language and Mathematics.

D. GHANA COMMERCIAL EXAMINATION ADVANCE BUSINESS CERTIFICATE EXAMINATIONS (ABCE) APPLICANTS

i. A minimum of two (2) passes in ABCE.

AND

ii. FOUR (4) GBCE or GCE 'O' Level/SSSCE/WASSCE credits including English Language and Mathematics

E. OTHER APPLICANTS

Candidates possessing professional qualifications such as passes at the foundation stages of the examinations conducted by the Chartered Institute of Marketing (CIM), London Chamber of Commerce Institute (LCCI) Higher Stage Group Diploma Chartered Institute of Purchasing and Supply, (United Kingdom) must have four (4) credit passes in GCE 'O' Level /RSA II /GBCE/SSSCE/WASSCE including English Language and Mathematics.

F. MATURE APPLICANTS

Candidates applying as mature students must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

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ACCOUNTANCY DEPARTMENT

HND ACCOUNTANCY

SESSION: FULL TIME & PART TIME

DURATION: THREE (3) YEARS

A. GCE 'A' LEVEL APPLICANTS

- i. TWO (2) GCE 'A' passes. A pass in General Paper will be an advantage.
AND
- ii. FOUR (4) GCE 'O' Level credit passes including English Language and Mathematics.

B. SSSCE /GBCE/WASSCE APPLICANTS

- i. **SSSCE/GBCE** applicants must have SIX (6) passes (A- D) in all subjects including English Language and Mathematics; and at least three (3) passes in the relevant subject areas.
- ii. **WASSCE** applicants must have SIX (6) passes (A1 – D7) in SIX (6) subjects including English Language and core Mathematics; and must possess a minimum of **C6** in any three (3) relevant subject areas.

C. DBS APPLICANTS

- i. Applicants must have passes in four (4) DBS subjects.
AND
- ii. FOUR (4) GCE 'O' Level / GBCE / SSSCE / WASSCE credits including English Language and Mathematics.

D. GHANA COMMERCIAL EXAMINATION (ABCE APPLICANTS)

- i. Applicants must have two (2) passes in RSA III/ABCE.
AND
- ii. FOUR (4) GBCE or Four (4) GCE 'O' LEVEL/SSSCE/WASSCE credits including English Language and Mathematics.

E. OTHER APPLICANTS

- i. Higher National Certificate (HNC) in Accountancy plus four (4) GCE 'O' Level / GBCE / SSSCE / WASSCE credit passes including English Language and Mathematics.
OR
- ii. Ghana Accounting Technician (GAT) with a minimum of Part I plus four (4) GCE 'O' Level / GBCE / SSSCE / WASSCE credit passes including English Language and Mathematics.
OR
- iii. Level I of ACCA or ICA (Gh.) plus Four (4) GCE 'O' Level / GBCE / SSSCE / WASSCE credits including English Language and Mathematics.

F. MATURE APPLICANTS

Candidates applying as mature students must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

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SCHOOL OF ENGINEERING

ELECTRICAL/ELECTRONIC ENGINEERING DEPARTMENT

HND ELECTRICAL/ELECTRONIC ENGINEERING

SESSION: FULL TIME & PART TIME

DURATION: THREE (3) YEARS

A. GCE 'A' LEVEL APPLICANTS

- i. TWO (2) GCE 'A' Level passes in Mathematics and Physics. A pass in Chemistry will be an advantage.
AND
- ii. FOUR (4) GCE 'O' Level credit passes including English Language and Mathematics.

B. SSSCE / WASSCE APPLICANTS

- i. **SSSCE** applicants must have SIX (6) passes (A – D) in all subjects including English Language and core Mathematics; and at least three (3) passes in relevant subject areas.
- ii. **WASSCE** applicants must have SIX (6) passes (A1 – D7) in all subjects including English Language and core Mathematics; and must possess **C6** in any three (3) relevant subject areas.

C. TECHNICIAN APPLICANTS

- i. EET Part I and EET II passes.
OR
- ii. Pass in Ordinary Technician Diploma (OTD).
OR
- iii. City and Guilds Technician certificate and Technician Diploma plus Advance Technician Diploma certificate.
OR
- iv. Three (3) EET I passes plus credits in SSSCE/WASSCE Core Mathematics, English Language and Integrated Science.

D. PRE-HND (ACCESS COURSE) APPLICANTS

Applicants must pass three (3) subjects (English Language, Mathematics and Integrated Science) in the NABPTEX Access Course plus three (3) passes in the technical subjects.

E. CERTIFICATE II APPLICANTS

Passes in SIX (6) relevant subjects comprising three (3) core subjects (English Language, Mathematics, Integrated Science/Social Studies), plus three (3) passes in the relevant subject areas.

F. First degree in relevant area from a recognized institution.

G. MATURE APPLICANTS

Candidates applying as mature students must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

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MECHANICAL ENGINEERING DEPARTMENT

HND MECHANICAL ENGINEERING

SESSION: FULL TIME & PART TIME

DURATION: THREE (3) YEARS

A. GCE 'A' LEVEL APPLICANTS

i. TWO (2) GCE 'A' Level credit passes in Mathematics and Physics. A pass in Chemistry will be an advantage.

AND

ii. FOUR (4) GCE 'O' Level passes including English Language and Mathematics.

B. SSSCE/WASSCE APPLICANTS

i. **SSSCE** Candidates must have SIX (6) passes (A – D) in all subjects including English Language and core Mathematics; and at least three (3) passes in the relevant subjects.

ii. **WASSCE** Candidates must have SIX (6) passes (A1 – D7) in all subjects including English Language and core Mathematics; and must possess a minimum of **C6** in any three (3) passes in the relevant subjects.

C. TECHNICIAN APPLICANTS

i. Pass in Refrigeration Technician Part II with at least three (3) passes

OR

ii. Pass in Motor Vehicle Technician Part II with passes in three (3) subjects.

OR

iii. Mechanical Engineering Technician Part II with passes in three (3) subjects.

OR

iv. Ordinary Technician Diploma (OTD) certificate.

OR

v. MVT I or MET I plus credits in SSSCE/WASSCE Core Mathematics, English Language and Integrated Science.

vi. City and Guilds Technician certificate and Technician Diploma plus Advance Technician Diploma certificate.

D. PRE-HND (ACCESS COURSE) APPLICANTS

Applicants must pass three (3) subjects (English Language, Mathematics and Integrated Science) in the NABPTEX Access Course plus three (3) passes in the technical subjects.

E. CERTIFICATE II APPLICANTS

Passes in SIX (6) relevant subjects comprising three (3) core subjects (English Language, Mathematics, Integrated Science/Social Studies), plus three (3) passes in the relevant subject areas.

F. First degree in a relevant area from a recognized institution.

G. MATURE APPLICANTS

Candidates applying as mature students must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

NOTE...APPLICANTS WITH TECHNICIAN PART II MUST FULFIL REQUIREMENTS FOR MECHANICAL ENGINEERING TECHNICIAN PART I OR MOTOR VEHICLE TECHNICIAN PART I). APPLICANTS WITH REFRIGERATION TECHNICIAN II DON'T REQUIRE REFRIGERATION TECHNICIAN I SINCE IT IS A TWO (2) YEAR CONTINUOUS PROGRAMME.

BUILDING TECHNOLOGY DEPARTMENT

HND BUILDING TECHNOLOGY

SESSION: FULL TIME & PART TIME

DURATION: THREE (3) YEARS

A. GCE 'A' LEVEL APPLICANTS

i. TWO (2) GCE 'A' Level passes. A pass in General Paper will be an advantage.

AND

ii. FOUR(4) GCE 'O' Level passes including English Language and Mathematics plus two (2) subjects such as Chemistry, Physics, Additional Mathematics, Economics, Geography

B. SSSCE/WASSCE APPLICANTS

i. **SSSCE** applicants must have SIX (6) passes (A – D) in all subjects including English Language and core Mathematics; and at least three (3) passes in the relevant subjects.

ii. **WASSCE** applicants must have SIX (6) passes (A1 – D7) in all subjects including English Language and core Mathematics; and must possess a minimum of **C6** in three (3) passes in the relevant subjects.

C. TECHNICIAN APPLICANTS

i. CTC I and CTC II certificate (Old Scheme).

OR

ii. Pass in Ordinary Technician Diploma (OTD).

OR

iii. Must pass HNC in Civil Engineering

OR

iv. CTC I and CTC II certificate (New Scheme). CTC III certificate will be an advantage.

OR

v. CTC I plus credits in SSSCE/WASSCE Core Mathematics, Core English and Core/Integrated Science.

vi. City and Guilds Technician certificate and Technician Diploma plus Advance Technician Diploma certificate.

D. PRE-HND (ACCESS COURSE) APPLICANTS

Applicants must pass three (3) subjects (English Language, Mathematics and Integrated Science) in the NABPTEX Access Course plus three (3) technical subjects.

E. CERTIFICATE II APPLICANTS

Passes in SIX (6) relevant subjects comprising three (3) core subjects (English Language, Mathematics, Integrated Science/Social Studies), plus three (3) passes in relevant subject areas.

F. First degree in a relevant area from a recognized institution.

G. MATURE APPLICANTS

Candidates applying as mature students must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

CIVIL ENGINEERING DEPARTMENT

HND CIVIL ENGINEERING

SESSION: FULL TIME & PART TIME

DURATION: THREE (3) YEARS

A. GCE 'A' LEVEL APPLICANTS

- i. TWO (2) GCE 'A' Level passes. A pass in General Paper will be an advantage.
AND
- ii. FOUR (4) GCE 'O' Level credit passes including English Language and Mathematics.

B. SSSCE / WASSCE APPLICANTS

SSSCE applicants must have SIX (6) passes (A – D) in all subjects including English language and core Mathematics; and at least three (3) passes in the relevant subject areas.

WASSCE applicants must have SIX (6) passes (A1 – D7) in all subjects including English language and core Mathematics; and must possess a minimum of C6 in any three (3) passes in the relevant subject areas.

C. TECHNICAN APPLICANTS

- i. CTC I and CTC II certificate (Old Scheme)
OR
- ii. Must pass HNC in Civil Engineering
OR
- iii. Pass in Ordinary Technician Diploma (OTD).
OR
- iv. CTC I and CTC II certificate (New Scheme). CTC III certificate will be an advantage.
OR
- v. CTC I plus credits in SSSCE/WASSCE Core English Language, Core Mathematics and Core/Integrated Science. **OR**
- vi. City and Guilds Technician certificate and Technician Diploma plus Advance Technician Diploma certificate.

D. PRE-HND (ACCESS COURSE) APPLICANTS

Applicants must pass three (3) subjects (English, Mathematics and Science) in the NABPTEX Access Course plus three (3) passes in technical subject or two credits in science/engineering elective subjects (WASSCE students).

E. CERTIFICATE II APPLICANTS

Passes in SIX (6) relevant subjects comprising three (3) core subjects (English Language, Mathematics, Integrated Science/Social Studies), plus three (3) passes in relevant subject areas.

- F. First degree in a relevant area from a recognized institution.

G. MATURE APPLICANTS

Candidates applying as mature students must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

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INTERIOR DESIGN AND UPHOLSTERY TECHNOLOGY DEPARTMENT

HND INTERIOR DESIGN AND TECHNOLOGY

SESSION: FULL TIME ONLY

DURATION: THREE (3) YEARS

A. GCE 'A' LEVEL APPLICANTS

i. TWO (2) GCE 'A' Level passes from the following: Mathematics, Physics, Chemistry, Biology, Economics, Geography, History, and Fine Art. A pass in the General Paper will be an advantage.

AND

ii. FOUR (4) GCE 'O' Level credit passes including English Language and Mathematics.

B. SSSCE / WASSCE APPLICANTS

SSSCE Candidates must have SIX (6) passes (A – D) in all subjects including English Language and core mathematics; and at least three (3) of the passes must be relevant to the area of specialisation.

WASSCE Candidate must have SIX (6) passes (A1 – D7) in all subjects including English Language and core Mathematics; and must possess a minimum of **C6** in any three (3) relevant subjects.

C. WOOD TRADE AND RELATED TECHNICIAN CERTIFICATE

i. Pass in Advance Certificate in Wood Trade - Carpentry and Joinery or Furniture Construction with passes in all subjects.

OR

ii. CTC I and CTC II certificate (Old Scheme) or CTC I and CTC II certificate (New Scheme)

OR

iii. The City and Guilds of London Institute.

OR

iv. Pass in Ordinary Technician Diploma (OTD)

OR

vi. City and Guilds Technician certificate and Technician Diploma plus Advance Technician Diploma certificate.

D. PRE-HND (ACCESS COURSE) APPLICANTS

Applicants must pass three (3) subjects (English, Mathematics and Science) in the NABPTEX Access Course plus three (3) passes in technical subjects.

E. CERTIFICATE II APPLICANTS

Passes in SIX (6) relevant subjects comprising three (3) core subjects (English Language, Mathematics, Integrated Science/Social Studies), plus three (3) passes in relevant subject areas.

F. First degree in a relevant area from a recognized institution.

G. MATURE APPLICANTS

Candidates applying as mature students must be at least twenty-five (25) years old, and must show proof of age with birth certificates or any legitimate documentary proof. In addition, applicants must pass the Mature Entrance Examinations to be conducted in English Language, Mathematics, General Knowledge and General Knowledge in Subject Area. The mature candidate must have the relevant working experience in the subject area.

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NON-HND AND PROFESSIONAL PROGRAMMES

1. ELECTRICAL ENGINEERING TECHNICIAN PART II (EET II)

DURATION: ONE (1) YEAR

- i Pass in EET Part I.
OR
- ii Pass in Electrical Installation Work - Advanced Craft (Course 'C').
OR
- iii Pass in Radio and Electronics Part II.
OR
- iv Pass in Telecommunication Part II.

(APPLICANTS MUST SATISFY REQUIREMENTS FOR EET PART I)

2. ELECTRICAL ENGINEERING TECHNICIAN PART I (EET I)

DURATION: ONE (1) YEAR

- i. Four (4) passes in SSSCE/WASSCE subjects including Core English, Core Mathematics and any two (2) elective science subjects.
OR
 - ii. Pass in Telecommunications Part I.
OR
 - iii. Four (4) GCE 'O' Level passes including English Language, Mathematics.
OR
 - iv. Pass in Electrical Installation Work (Course B).
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3. CONSTRUCTION TECHNICIAN COURSE PART II (CTC II)

DURATION: ONE (1) YEAR

Pass in Construction Technician Course Part I with at least one year working experience.

APPLICANTS MUST SATISFY REQUIREMENTS FOR GENERAL COURSE IN CONSTRUCTION (GCC)

1. CONSTRUCTION TECHNICIAN COURSE (CTC I)

DURATION: ONE (1) YEAR

Passes in all General Course in Construction (GCC) subjects or General Engineering subjects or passes in four (4) GCE 'O' Level subjects including English Language and Mathematics or four (4) SSSCE/WASSCE passes including Core English and Core Mathematics.

5. REFRIGERATION TECHNICIAN PART II (REF. TECH. II) DURATION: ONE (1) YEAR

- i. Passes in four (4) SSSCE/WASSCE subjects including English Language, Mathematics and any two (2) Science subjects.
OR
- ii. Four (4) GCE 'O' Level passes including English Language and Mathematics and any two (2) Science subjects.
OR
- iii. Refrigeration Mechanics Certificate
OR
- iv. General Course in Engineering

6. MECHANICAL ENGINEERING TECHNICIAN PART I (MET I)

DURATION: ONE (1) YEAR

- i. Mechanical Engineering Craft Practice Certificate with passes in all three (3) subjects.
- OR**
- ii. Passes in four (4) SSSCE/WASSCE subjects including English Language and Mathematics.
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7. MOTOR VEHICLE TECHNICIAN PART I (MVT I)

DURATION: ONE (1) YEAR

- i. Pass in Motor Vehicle Mechanics (intermediate).
- OR**
- ii. Passes in four (4) SSSCE/WASSCE subjects including English Language and Mathematics.
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8. SCIENCE LABORATORY TECHNICIAN PART I

DURATION: TWO (2) YEARS

A. GCE 'O' LEVEL APPLICANTS

Four (4) GCE 'O' Level passes including English Language, Mathematics and any of these three (3) subjects: Physics, Chemistry, Biology Mathematics and Additional General Science.

B. SSSCE/WASSCE APPLICANTS

Passes in four (4) SSSCE/WASSCE subjects including English Language, Mathematics and any two (2) Elective subjects: Physics, Chemistry, Biology and Mathematics.

C. OTHER APPLICANTS

- i. Must have at least four (4) GCE 'O' Level passes including English Language, Mathematics and any two (2) Science subjects.
- AND**
- ii. Must have at least three (3) years working experience in a science laboratory.
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10. ADVANCED FASHION

DURATION: TWO (2) YEARS

- i. A pass in the Intermediate Dressmaking/Fashion Certificate Examination plus one year industrial experience.
- OR**
- ii. Four (4) credit passes in SSSCE/WASSCE subjects including English Language, Mathematics and any other elective subjects.
- OR**
- iii. NVT I Grade II & Grade I certificates
- OR**
- iv. Four (4) passes in GCE 'O' Level including English Language, Mathematics and any related Fashion subjects.
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10. ADVANCED COOKERY (812/2)

DURATION: ONE (1) YEAR

Pass in Basic Cookery (812/1) or City and Guilds (706/2) and a minimum of one year working experience.

APPLICANTS MUST SATISFY REQUIREMENTS FOR BASIC COOKERY (812/1)

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11. ADVANCED BUSINESS CERTIFICATE EXAMINATIONS (ABCE)

DURATION: TWO (2) YEARS

i. Four (4) passes in GCE 'O' Level / Ghana Commercial Exams (RSA STAGE II) / SSSCE/WASSCE including English Language and Mathematics.

OR

ii. Mature employees who need to acquire a higher qualification to enhance their performance or promotion.

12. GENERAL BUSINESS CERTIFICATE EXAMS (GBCE)

DURATION: TWO (2) YEARS

i. Four (4) passes in GCE 'O' Level / Ghana Commercial Exams (RSA STAGE II) / SSSCE/WASSCE including English Language and Mathematics.

OR

ii. Mature employees who need to acquire a higher qualification to enhance their performance.

13. DIPLOMA IN BUSINESS STUDIES (ACCOUNTING/SECRETARIAL/MANAGEMENT/PURCHASING & SUPPLY/MARKETING/ STATISTICS/ENTREPRENUERSHIP/ICT OPTIONS)

DURATION: TWO (2) YEARS

Four (4) passes in GCE 'O' Level / Ghana Commercial Exams (RSA STAGE II) / SSSCE/WASSCE including English Language and Mathematics.

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14. TVET CERTIFICATE II IN BUSINESS STUDIES (ACCOUNTING/SECRETARIAL/ICT OPTIONS)

A good pass in English Language, Mathematics, Social Studies plus two (2) other subjects at the Basic Education Certificate Examinations (BECE).

DURATION: THREE (3) YEARS

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15. ACCESS (PRE-HND) COURSE FOR SCIENCE AND ENGINEERING PROGRAMMES ONLY

The access (Pre-HND) course (English Language, Mathematics and Integrated Science) is organized by the National Board for Professional and Technician Examinations (NABPTEX) for applicants with technical/vocational subjects in the related fields or pure science and agricultural science graduates with at least three (3) passes of the elective subjects, in order to foster their enrolment into the following HND programmes:

- Furniture Design and Production
- Mechanical Engineering
- Electrical/Electronic Engineering
- Civil Engineering
- Building Technology
- Hotel Catering and Institutional Management
- Fashion Design and Textiles

Duration – one (1) Academic year (i.e. two (2) semesters of 16 weeks per semester)

Entry Requirements for the Access (Pre-HND) Course

Technician/vocational applicants with minimum qualification of Craft/Intermediate/Certificate II or Advance Certificate or MET I, MVT I, CTC I, EET I (without passes in English Language, Mathematics and Integrated Science), Advanced Cookery of 812/1, 8122 (without passes in English Language, Mathematics and Integrated Science) and pure science and agricultural science graduates with at least three (3) passes of the elective subjects.

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PROFESSIONAL PROGRAMMES

16. INTERNATIONAL CERTIFICATE IN LOGISTICS AND TRANSPORT (CILT)

I.) The programme consists of four (4) modules, including:

- Business Theory
- Business Application
- Warehousing and Stores Operations
- Freight Operations
- Transport Planning
- Port Operations

II) TARGET GROUP

- Supervisors and First Line Managers in the field of Logistics and Transport, Supply Chain, Procurement, Stores Administrators, etc.
- Any individual who wants to pursue a career in the above but has no Basic Knowledge.

III) ENTRY REQUIREMENTS

- Senior High School (SHS) graduates with at least four (4) passes, including English Language and core Mathematics.
- Ordinary level graduates with at least six (6) passes including English Language and Mathematics.
- Advance level graduates with at least two (2) passes.
- Equivalent Professional Qualifications at level three (3) of the UK National Qualification Framework.

IV) DURATION

- Two (2) semesters of Fourteen (14) weeks each
 - Lecture time is three (3) Evenings in the week from **5:30pm - 7:30 pm (Monday, Tuesday and Thursday)**
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17. INTERNATIONAL DIPLOMA IN LOGISTICS AND TRANSPORT (DILT)

I) The programme consists of six (6) modules, including:

- Managing Transport and the Logistics Operations
- Managing Resources
- Transport Economics and Finance
- Inventory and Warehouse Management
- Passenger Transport
- Logistics and Supply Chain

II) TARGET GROUP

- Individuals in Middle Management positions who seek to develop a more Strategic view of Logistics and Transport Operations, Supply Chain, Procurement, Stores Administration etc.

III) ENTRY REQUIREMENTS

- International Certificate in Logistics and Transport.
- HND / degree holders
- Equivalent professional qualifications.

IV) DURATION

- Two (2) semesters of Fourteen (14) weeks each
 - Lecture time is three (3) Evenings in the week from **5:30pm -7:30 pm (Monday, Tuesday and Thursday)**
-

18. INTERNATIONAL ADVANCED DIPLOMA IN LOGISTICS AND TRANSPORT - (ADILT)

I) The programme consists of five (5) modules, including:

- Strategic Contexts
- Leadership and Strategic Management;
- Strategic Network Planning
- Delivering Strategic Performance
- Research Methods and Professional Projects.

II) **TARGET GROUP**

- Individuals in middle level managerial positions and senior supervisors working in the field of logistics & Transport, Supply Chain, Procurement.
- Personnel in supply and transport in the Armed Forces, Police, Fire Service and CEPS. The others are warehousing and stores managers, airline workers, shipping company workers.
- Other professionals who want to pursue a career in logistics and transport operations and management.

III) **ENTRY REQUIREMENTS**

- International Diploma in Logistics & Transport (DILT).
- Degree/ Masters in Logistics & Transport, Supply Chain or procurement related discipline with any accredited institution.

IV) **DURATION**

- Trimester with an average of sixteen (16) weeks per semester
- Lecture time is three (3) Evenings in the week from **5:00pm - 8:00 pm (Monday, Tuesday and Thursday)**