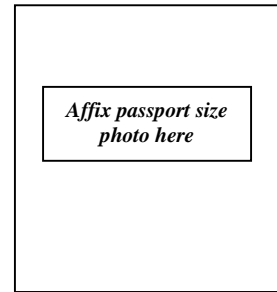




**POSTGRADUATE PROGRAMMES**  
**Application Form**



**1. APPLICATION FEES**

- a) Masters: **Mk20, 000.** [ ]
- b) MPhil and PhD: **Mk30,000** [ ]
- c) International applicants: **\$60** [ ]

**2. PERSONAL DETAILS**

<b>First Name</b>		<b>Surname</b>	
<b>Gender</b>	Male [ ] Female [ ]	<b>Date of birth</b>	
<b>Nationality</b>		<b>Place of Birth</b>	
<b>Contact Address</b>		<b>Email:</b>	
		<b>Telephone:</b>	
		<b>Mobile:</b>	
<b>Name and address of next of kin</b>		<b>Email:</b>	
		<b>Mobile:</b>	
<b>Applicants with special needs (Please provide a detailed explanation)</b>			

**3. FULL NAME OF PROGRAMME APPLIED FOR\***

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**\*MBA, MHBCC, MMS applicants – Include the preferred venue – Blantyre or Lilongwe**

**4. ACADEMIC RECORD**

UNIVERSITY/COLLEGE	Date of Attendance		Main Subjects	Qualification	Date of Award	Class of Award
	From	To				

**5. PROFESSIONAL QUALIFICATIONS**

UNIVERSITY/COLLEGE	Date of Attendance		Main Subjects	Qualification	Date of Award	Class of Award
	From	To				



**9. REFEREES**

Please provide the names, positions and addresses of two traceable referees. (one academic and one professional)

Name: .....	Name: .....
Position: .....	Position: .....
Address: .....	Address: .....
.....	.....
.....	.....
.....	.....
Email:.....	Email.....

**10.1 (Insert your name) .....**

Certify that the above information given on this form is true and hereby apply for admission into the Malawi University of Business and Applied Sciences (MUBAS).

Signed..... Date: .....

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- 1. IT IS THE RESPONSIBILITY OF THE APPLICANT TO ENSURE THAT ALL THE REQUIRED DOCUMENTS ARE INCLUDED IN THE APPLICATION DOSSIER.**
  - 2. INCOMPLETE DOSSIERS WILL NOT BE PROCESSED.**
  - 3. FOR GUIDANCE, PLEASE USE THE CHECKLIST FOR THE REQUIRED DOCUMENTS BELOW BEFORE SUBMITTING THIS FORM.**

**CHECKLIST FOR THE REQUIRED ATTACHMENTS  
AND  
PLEASE ARRANGE THE DOCUMENTS IN THE ORDER BELOW**

PhD AND MPhil APPLICATIONS	MASTERS APPLICATIONS
A Deposit slip for the application fee	A Deposit slip for the application fee
A <b>completed postgraduate</b> application form	A <b>completed postgraduate</b> application form
<b>Academic transcripts of all previous university</b> courses taken including <b>percentage scores</b> where necessary	<b>Certified</b> Academic Transcript
<b>Certified</b> copies of relevant certificates (by notary certified Lawyers or commissioner of oath)	<b>Certified</b> copies of relevant certificates (by commissioner of oath or notary certified Lawyers)
<b>One (1) letter</b> from academic referee and One (1) professional reference letter.	<b>Two reference letters</b> (at least one academic)
A recent CV	A recent CV
A concept paper relating to the proposed research of not be more than 5 pages. The concept should contain: <ol style="list-style-type: none"> <li>1. Topic</li> <li>2. Introduction</li> <li>3. Problem statement</li> <li>4. Research objective</li> <li>5. Preliminary literature review</li> <li>6. Methodology</li> <li>7. references</li> </ol>	
An abstract of master's research or dissertation ( <b>for PhD applicants only</b> )	
Sample of applicant's written academic work ( <b>for PhD applicants only</b> )	

**ACCOUNT DETAILS FOR APPLICATION FEE**

<b>BANK NAME</b>	NATIONAL BANK OF MALAWI
<b>ACCOUNT NAME</b>	POLYTECHNIC REVENUE ACCOUNT
<b>ACCOUNT NUMBER</b>	<b>73 74 61</b>
<b>BRANCH</b>	CHICHIRI SERVICE CENTRE
<b>SWIFT CODE</b>	<b>NBMAMWWW</b>

**FOR OFFICE USE ONLY**

a) This applicant was scrutinized by:

.....

b) The application dossier is complete

.....

c) The following documents are missing in the application dossier:

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**The completed form must be submitted to the following email address:**  
**[applications-postgraduate@mubas.ac.mw](mailto:applications-postgraduate@mubas.ac.mw)**

**The closing date for receiving applications is FRIDAY 17<sup>th</sup> NOVEMBER, 2023.**