



**CAVENDISH
UNIVERSITY
ZAMBIA**

(A University Registered with Ministry of Education with
Certificate No. CU/LSKR/39/16)
Provident House, Third Floor, Cairo Road, Lusaka

APPLICATION FORM

Ph.D. / Doctorate BA Programme

Application for: PhD Programme DBA Programme (please tick)
Session: Jan Apr Jul Sept

Please go through guidelines before filling in this form.

Please affix your Self tested recent Passport

1. PERSONAL INFORMATION

FIRST NAME				
OTHER NAMES				
SURNAME				
AGE	DOB	DD	MM	YY
ID (i.e. NRC /Passport)				
GENDER	Male	Female	(Tick one)	
DO YOU HAVE ANY PHYSICAL DIASBILITY?	Yes	No		
PERMANENT ADDRESS		COMMUNICATION ADDRESS		
Include country/ area code on all telephone and mobile numbers				
Mobile				
Home				
Business				
E-mail	@			

2. DISCIPLINE OF STUDY (i.e. for PhD- Finance, Management, Marketing; and for Doctorate-General):
.....

3. TOPIC OF INTENDED STUDY

(ENCLOSE: 1) a Statement of Purpose, 2) a Research proposal of about 2000 words (format attached); word processed, 12 pt Times, Roman line spaces 1.5, A-5 Size paper) and, 3) two reference letters.

4. ACADEMIC RECORD; Start with highest Qualification (please ATTACH certified copies of certificates and transcripts), accompanied with a CV.

Candidate's Signature: Date:

Qualification	Awarding Body Or Institution	Year	Grade Obtained	Level of Qualification	Discipline/ Area of specialisation

5. RESEARCH / TEACHING / PROFESSIONAL EXPERIENCE: (*Attach Curriculum Vitae / Resume*)

Duration: (<i>start with latest</i>)	Organisation	Position	Level of position
From		To	
dd/mm/yy		dd/mm/yy	
dd/mm/yy		dd/mm/yy	
dd/mm/yy		dd/mm/yy	
dd/mm/yy		dd/mm/yy	
dd/mm/yy		dd/mm/yy	

6. PUBLICATIONS (*use separate sheet if necessary, enclose copies*)

Title of Paper	Journal	Vol. Month & Year	Co Author if Any

7. FEEDBACK: How did you know about this Ph.D programme? (tick appropriate)

TV Advert	Newspaper advert	Radio advert	Direct Contact	Friend	internet	Billboard
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I affirm that all entries in application form and the appended documents ARE TRUE IN ALL ASPECTS and that the STUDY PROPOSAL HAS BEEN PREPARED BY MYSELF. I understand that any information / document if found to be false, shall automatically cancel my candidature and render me liable for such action as the University may Deem Proper.

Candidate's Signature: Date:

CHECKLIST OF ENCLOSURES ; Mark & tag in this order	
<i>i. Research Proposal</i>	<i>ii. Copies of certificates / transcripts</i>
<i>iii. Copies of publications</i>	<i>iv. CV/Resume</i>
<i>v. Registration fee</i>	

FOR OFFICIAL USE

University Decision: Admitted <input type="checkbox"/> Rejected <input type="checkbox"/> Other <input type="checkbox"/> Programmes of study : PhD Programme <input type="checkbox"/> DBA Programme <input type="checkbox"/> Comments: _____ Authorisation Name: _____ Signature: _____ Date: _____
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TERMS AND CONDITIONS

1. Fee for the Ph.D programme is K55, 000. The Application fee is K500
2. The programme fee will be split and payable in installments with an initial of K27,500.
3. All New students or those commencing a new programme must pay a non- refundable registration fee of K500 at the time of registration.
4. If a student fails to pay on agreed dates they will not receive any service from the University.
5. Refer to Drawer Cheques shall attract penalty of K500.00. (Processing / Administration charges to Cavendish University Zambia). Note that Under the Laws of Zambia, it is a criminal offence to bounce a Cheque and an individual can be arrested and prosecuted.
6. Tuition fees Paid cannot be refunded once the programme commences.
7. CUZ Management will be happy to offer advice relating to University application, examination entries, etc, however it is the student’s own responsibility to ensure that all applications, registration of entries, of whatever nature, are in order and sent off by the appropriate closing dates.
8. While Programme start and end dates are not expected to change the University reserves the right to alter dates in order to facilitate or improve the provision of the programme and its examinations. These changes will in no way affect the other terms and conditions of the student’s contract with the University.
9. The University reserves the right to amend without notice and at its entire discretion phrases or statements and also amend or withdraw facilities and other matters contained or referred to in this document.

Candidate’s Signature: **Date:**



**CAVENDISH
UNIVERSITY
ZAMBIA**

**Ph.D Entrance Examination 2015-16
ADMIT CARD (office Copy)**

PhD Programme **DBA Programme**

Please affix
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recent
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NAME: _____

SURNAME: _____

ADDRESS FOR CORRESPONDENCE:

CONTACT №: Mobile: _____ **Tel** _____

EXAMINATION CENTRE: Lusaka Livingstone Chingola

University Decision : Admitted Rejected Other

Programmes of study : PhD Programme DBA Programme

Comments:

Authorisation Name: _____

Signature: _____ **Date:** _____

Candidate's Signature: **Date:**



**CAVENDISH
UNIVERSITY
ZAMBIA**

**Ph.D Entrance Examination 2015-16
ADMIT CARD (Students Copy)**

PhD Programme **DBA Programme**

NAME: _____

SURNAME: _____

Discipline of Research: _____

Subject in Post graduation: _____

CONTACT №: Mobile: _____ **Tel** _____

EXAMINATION CENTRE: Lusaka Livingstone Chingola

Roll №: _____ **Time:** _____

Candidate's signature:

Candidate's Signature: **Date:**

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tested recent
Passport