



The University of Fiji

APPLICATION FOR ADMISSION Master of Business Administration (MBA)

This form is also available from the University website address: www.unifiji.ac.fj/mba.htm

Last Name	First Name	Middle Name	Title
<input type="text"/>			<input type="text"/>

Please tick (✓) the appropriate box for admission.

- MBA Programme
- Diploma Programme
- Certificate Programme

Indicate your preference for specialisation
(1 for highest and 3 for lowest)

- General Management
- Human Resource Management
- Tourism and Hospitality Management

Mode of study : (✓) the appropriate box: Full Time Part Time

APPLICATION CHECKLIST

- Your application will be deemed **incomplete** if all the necessary documentation is not submitted.
- Photocopies of original documents must be **certified** by a Justice of Peace.

Please tick (✓) the box to indicate the documents that you have submitted with your application.

- 2 passport-size photographs in an envelope stapled to the application form; photos must be certified to be true likeness of you.
- Birth Certificate
- Marriage Certificate or Deed Poll (if name different from your birth certificate)
- Full Curriculum Vitae
- Certified copies of all qualifications and academic transcripts
- A statement on how the MBA Programme will be helpful to meet your personal and organisation's interests
- Other documents (please specify) _____

DECLARATION

I certify that all the information given in this application is complete and accurate to the best of my knowledge. I acknowledge that the University reserves the right to deny me admission or cancel my registration if the information given is incorrect or incomplete or if there are insufficient resources to offer the programme I have applied for.

Applicant's signature _____ Date _____
(Your application will be deemed incomplete if you do not sign this form)

SECTION A: PERSONAL DETAILS

A1 Postal Address for correspondence

A2 Telephone **A3 Fax**

A4 Email

A5 Gender Male Female

A6 Date of Birth
Day Month Year

A7 Next of kin: _____ **Phone contact:**

A8 Marital Status: Married Never Married Divorced /Separated Widowed

SECTION B: ACADEMIC AND PROFESSIONAL QUALIFICATIONS

B1 Complete the table starting from the highest qualification.

Institution	Year Qualified	Qualification	Major Area of Study	Grade Point Average

B2 Attach full CV on a Separate Sheet.

B3 Attach a statement on a separate sheet on how the MBA programme will be helpful to meet your personal and organisation's interests.

SECTION C: EMPLOYMENT HISTORY

C1 Starting from present employment.

From.....To	Organisation	Position	Duties and Responsibilities

C2 Funding details: Private Sponsored Name of sponsoring organisation:

FOR OFFICIAL USE

1. Application vetted and forwarded for assessment

SAS (Signature)

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2. Decision

Approved

Not Approved

Programme _____ Reason _____

Bridging courses recommended, if any _____

Authorizing Officer: _____
(MBA Admissions Committee)

Date _____

Update Record: _____
(SAS, Signature)

Date _____

WHERE TO SEND YOUR COMPLETED APPLICATION FORM

Send your application with required attachments to:

MBA ADMISSIONS
Administrative Assistant (MBA Programme)
The University of Fiji, Private Mail Bag,
Lautoka, Fiji