

**CONFIDENTIAL**

**UNIVERSITY FOR DEVELOPMENT STUDIES**

This form is to be completed **(10 copies)** and returned to the Registrar, University for Development Studies, P.O. Box 1350, Tamale, Ghana or to the Senior Assistant Registrar, Universities of Ghana Office, 321 City Road, London, EC IV ILJ, U.K.

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Application for appointment as.....

*(State clearly the post for which applicant is being made)*

**IN THE DEPARTMENT/INSTITUTE/SCHOOL OF**.....

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**1. PERSONAL PARTICULARS:**

a) Surname: (Mr./Mrs./Miss/Dr./Prof. etc.).....

**(BLOCK LETTERS)**

b) First & Other Names.....

c) Present Address in full.....

.....

d) Telephone No.....

e) Nationality:

    i. Nationality at birth (if different).....

    ii. Surname at birth (if different).....

    iii. If naturalized citizen, give number and date of certificate.....

..... and name in which it was  
granted.....

    iv. Aliens Registration Number.....

f) Date of Birth.....

g) Place of Birth.....

h) Whether single, married or widow/widower.....

i) Full name and nationality at birth of:

i. Father.....

Nationality.....

ii. Mother (Maiden name).....

Nationality.....

iii. Husband or wife (maiden name) .....

Nationality.....

j) **Children**

<b>Name</b>	<b>Date of Birth</b>

**2. Education**

**a) Where educated**

<b>Secondary School/College/University</b>	<b>From</b>	<b>To</b>

**b) Qualifications (degrees, certificates, diplomas, with classes, distinctions, etc.) and membership/fellowship of professional bodies, giving the dates on which each was obtained: *(photocopies of certificates should be attached)***

**3. TEACHING/RESEARCH/PROFESSIONAL/INDUSTRIAL EXPERIENCE**

**a) Present employment**

From (Date)	Name and Address of Employer	Date (A) Position held *(B) Subject Taught/Particulars of Work (C) Salary
		(A)..... (B)..... ..... ..... ..... (C).....

**b) Previous employment**

Dates		Name and Address of Employer	Date (A) Position held *(B) Subject Taught/Particulars of Work (C) Full-Time or Part-Time
From	To		
			(A)..... (B)..... ..... ..... ..... (C)..... (D) Reasons for leaving.....
			(A)..... (B)..... ..... ..... ..... (C)..... (D) Reasons for leaving.....

**c) State Further Details of Teaching/Research/Professional/Industrial Experience**

**4. PUBLICATIONS (Full Particulars with Dates: use additional sheets if necessary)**

**5. IF ENGAGED, HOW SOON AFTER NOTIFICATION OF SELECTION COULD YOU LEAVE FOR GHANA OR ASSUME DUTY?**

**6. THE SPACE BELOW MAY BE USED FOR ANY ADDITIONAL INFORMATION YOU WISH TO GIVE**

**7. NAMES AND ADDRESSES OF THREE REFEREES**

*(At least two of them should be able to report on your academic/professional competence.  
Names of relatives must not be given)*

i.

ii.

iii.

**8. *I certify that all the information given on this form is correct. I understand that concealment of any facts or declaration of any intentional false statement(s) will be considered sufficient grounds for non-employment or for subsequent dismissal***

SIGNATURE OF APPLICANT.....

DATE.....