

## **APPLICATION GUIDELINES FOR ADMISSION TO THE MPA PROGRAMME**

Please study the information in this material carefully before completing your application.

### **Eligibility and Admission Criteria**

A person with a Bachelor's Degree from a recognized University must first take an admission Examination conducted by the Admission Committee. Successful candidates in the Admission Examination will be further interviewed by members of the Admission Committee for final selection into the programme. In addition to academic promise, consideration will be given to the following criteria;

- Motivation and commitment to a two years programme of study,
- Promote the interpersonal, inter-departmental and organizational ability in relationship, decision making, planning and implementation skills at work,
- Enhance the career position and responsibility that makes the programme valuable to his/her career

### **Completing and Submitting the Application**

The applicants should complete and submit the application for Admission Examination, together with the supporting documents and application form before 20<sup>th</sup> March, 2024 so as to take the written examination on 3<sup>rd</sup> April, 2024. Letter of Recommendation must be submitted before the date of personal interview.

### **Recommendations**

Select recommenders who are in positions to assess your professional, extracurricular, and officer of administration from your living Quarter or Township if you are not a staff of an official job. Recommendation from employer/ senior staff is necessary.

### **Application**

Your completed admission package must include:

#### **For Admission Examination**

- Completed Application Form for Admission Examination
- Copy of Degree Certificate\*
- Copy of Matriculation Exam Certificate\*
- Copy of National Identity Card\*
- Letters of Recommendation from Employer/ Senior Staff