



APPLICATION FOR ADMISSION

UNIVERSITY OF BELIZE

OFFICE OF ADMISSIONS

APPLICATION FOR ADMISSION PROCEDURES

1. Complete the **Application for Admission Form**. Applications for enrollment must be submitted before 23rd October 2015.
2. Use this checklist to prepare the following items to be submitted with the Application for Admissions:
 - Application Fee.** Application fee of \$30BZ/\$15US. Please do not mail in cash payments. Payments can be made in person at any UB Accounts Office. All checks must be payable to the University of Belize. International students should make payment via an **international money order**.
 - Recommendations.** Include recommendations on the forms provided from two (2) individuals with firsthand knowledge of your Academic abilities (forms provided).
 - Academic Records.** Include one (1) **Official Transcript** (in a sealed envelope) from your Secondary (High) School. Applicants seeking to transfer from a Junior College or another tertiary level institution into a UB Baccalaureate Program should submit one (1) transcript from that institution. Applicants must have Cumulative, English & Math GPAs at or above 2.0. Applicants may be required to have a GPA of 2.0 or above in academic program related courses as well.
 - Photograph.** Include one (1) recent color passport-size picture with first and last name printed on the back for easy identification.
 - Standardized Test Scores.** The University of Belize will accept ATLIB, CXC, SAT, or ACT test scores at levels deemed acceptable by the University. For applicants seeking to transfer into the Baccalaureate Program from another tertiary level institution the University of Belize will accept GCE A Level or 2-unit Cape test scores.
 - Other Qualifications.** Include other official certificates indicating additional academic courses or training received.
 - Important Note:** Please review the UB Admissions Criteria section on the back of this Application Form. The Office of Admissions will not process any Application for Admission unless all required documents listed above are submitted with a completed and signed Application Form.
 - International Students:** Kindly check website at www.ub.edu.bz for the international student policy.
3. Submit all of the above listed documents with the completed Application Form to:

The Office of Admissions
UNIVERSITY OF BELIZE
Hummingbird Avenue
P.O. Box 340, Belmopan, Cayo District
Belize, Central America
4. Further inquiries can be made to The Office of Admissions at:

Tel: 501-822-3680 ext. 214/216 Fax: 501-822-3930 Email: admissions@ub.edu.bz.
5. Applicants will generally receive an enrollment decision in writing and via email within two weeks after submitting their completed package to the Admissions Office. The University of Belize may require an applicant to attend an admissions interview.

Receipt # _____

BIOGRAPHICAL INFORMATION

1. Name

 Last Name First Name Middle Name Preferred First Name

2. Home Address _____ **District Code:** _____
 Street City/Town See Code Sheet

3. Mailing Address _____ **District Code:** _____
 Street City/Town See Code Sheet

4. Home Phone _____ 5. Other Phone(s) _____ 6. Email _____

7. Citizenship Status: Belizean Permanent Resident (**submit documents**) Foreign National: Country _____

8. Ethnicity: Asian Creole Caucasian East Indian Garifuna Maya Mestizo Mennonite

Other/Specify _____

9. Marital Status: Married Single Divorced Widow(er)

10. Date of Birth _____
 Day Month Year

10. Gender: Male Female

ENROLLMENT INFORMATION

1. Semester you wish to begin: First, August (year) 20____ Second, January (yr) 20____

2. You are applying for re- admission to UB at: Belmopan Campus Belize City Campus Orange Walk Corozal

3. Program _____ Program Code _____

Select a program and program code from the insert. Persons seeking a double/triple major in the Science Department may list additional program codes here: _____

4. You plan to enroll at UB: Full-time Part-time 5. Have you ever applied for re-admission before? Yes No

SECONDARY AND POST-SECONDARY INFORMATION

Name of Institution	Location(Country)	Years Attended	Program	*Status	Degree Earned

* G – Graduated I – Incomplete E – Currently enrolled

5. Check Activities in which you are currently or have recently been involved:

Band or orchestral ensemble Choir or vocal ensemble Leadership/Class Officer Community Service
 Athletics Drama/Creative Arts Other(s): _____

EMPLOYMENT INFORMATION

1a. Are you employed? Yes No

1b. If yes, see the **Code Sheet** and insert the codes below:

2. Are you a UB Employee? Yes No

Employment Code: _____ **Employer Code:** _____

3. Are you a dependent of a UB employee? Yes No

4. State school's name and address where employed: _____

EMERGENCY CONTACT INFORMATION

Please complete the following information for two different emergency contacts.

Primary: Mother Father Spouse Other: _____

Name _____

Address _____

Home Phone _____

Work/Cell Phone _____

Secondary: Mother Father Spouse Other: _____

Name _____

Address _____

Home Phone _____

Work/Cell Phone _____

STATISTICAL INFORMATION

The following information is voluntary and will not affect your admissions status.

HOUSEHOLD ANNUAL INCOME:

_____ \$0.00 - \$4,999
 _____ \$5,000 - \$9,999
 _____ \$10,000 - \$19,999
 _____ \$20,000 - \$34,999
 _____ \$35,000 & above

_____ Commute

MODE OF TRANSPORTATION

_____ Private motor vehicle
 _____ Public Transportation
 _____ Car Pool

HOUSING PLANS

_____ Live on campus
 _____ Rent or Board
 _____ Live at home

ADDITIONAL INFORMATION

If you would like the Admissions Committee to consider any additional information or special needs, please provide that information on a separate piece of paper.

Have you ever been involved in any disciplinary problems involving educational institutions, employers or the police? Yes No

If yes, please provide details on a separate piece of paper.

I certify all statements made in this re-application are accurate, complete and true to the best of my knowledge. I understand that the University of Belize has the authority to verify all documents and information submitted, and my knowingly withholding or falsifying information may make me ineligible for admission to/or continuation at the University of Belize. I agree that as a student I will attend the official student orientation and abide by the rules and regulations of the University of Belize.

Signature _____

Date _____

FOR UB OFFICIAL USE ONLY

Application Receipt (Receiving Office)

Name of Applicant _____

Program Code _____

Date application received _____
Month/Day/Year

Application Fee Receipt Number: _____

Name of person who dropped off application _____

Name of UB staff recipient: _____

Number of Recommendations received (2) _____

Number of Transcript received (1) _____

Number of Pictures received (1) _____

Are all sections of Application Complete? _____

Is Application Signed? _____

Application Evaluation (Program Office)

Date evaluated _____

Month/Day/Year

Name of Evaluator _____

Remedial Needs Math English
 Other/Specify _____

Authorized signature: _____

Admissions Status

- Unconditional Acceptance
- Conditional/Probationary Acceptance
- Not Accepted/Referral to ACE

Comments about Admissions Status _____

ACADEMIC PROGRAM CODES		
ORANGE WALK/COROZAL		
Program	Degree	CODES
Early Childhood	Associate	AECE
Early Childhood	Certificate	CECE
Education Methodology	Diploma	DEDM
Secondary Education with cognate in:		
English	Bachelor	BSEE
Mathematics	Bachelor	BSEM
Science	Bachelor	BSEC
Spanish	Bachelor	BSES
Social Studies	Bachelor	BSESS

NOTE: Programs with “*” are dependent on number of applicants for a cohort and availability.

EMPLOYMENT CODES		EMPLOYER CODES	
<u>Description</u>	<u>1-Letter Code</u>	<u>Description</u>	<u>1-Letter Code</u>
Full Time	F	Government	G
Part Time	P	Private Sector	P
Self-Employed	S	Self	S
Not Employed	N	No Employer	N

DISTRICT CODES	
HOME DISTRICTS	CODES
Belmopan City	BM
Belize City	BC
Belize District Rural	BZ
Corozal Town	CT
Corozal District Rural	CZ
Orange Walk Town	OT
Orange Walk District Rural	OW