APPLICATION FOR ADMISSION



UNIVERSITY OF BELIZE OFFICE OF ADMISSIONS

APPLICATION FOR ADMISSION PROCEDURES

- 1. Complete the **Application for Admission Form.** Applications for January enrollment must be submitted before the <u>last Friday in September</u> for January intake and before the <u>last Friday in March</u> for August enrollment.
- 2. Use this checklist to prepare the following items to be submitted with the Application for Admissions:
 - □ **Application Fee.** Application fee of \$30.00 BZ. 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.
- 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

Further inquires can be made to The Office of Admissions at:

Tel: 501-822-3680 Fax: 501-822-3930 Email: admissions@ub.edu.bz.

5. Applicants will generally receive an enrollment decision in writing within two months after submitting their completed package to the Admissions Office. The University of Belize may require an applicant to attend an admissions interview and/or our Adult & Continuing Education Program to be considered for enrollment.

Receipt #	
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BIOGRAPHICAL INFORMATION					
1. Name					
Last Name 2. Home Address	Firs	t Name	Middle Name	District Code:	First Name
Street 3. Mailing Address		City/Town	ı	See Cod District Code :	
Street 4. Home Phone	5. Other Phone(s)	City/Town	6. Email	See Cod	
7. Citizenship Status: Belizean					
8. Ethnicity: ☐ Asian ☐ Creole ☐	Caucasian East Ind	dian 🗆 Garifuna 🗀 N	∕laya □ Mestizo □	Mennonite	
☐ Other/Specify					
9. Marital Status: Married	☐ Single	☐ Divo	orced	☐ Widow(er)	
10. Date of Birth		10. Gen	der: 🗆 Male 🗀 F	emale	
Day Month	Year				
ENROLLMENT INFORMATION					
1. Semester you wish to begin: ☐Fi	rst, August (year) <u>20</u>	_ ☐ Second, Janua	ry (yr) <u>20</u>		
You are applying for admission to U Program Select a program and program code from the program codes here:	om the insert. Persons s		Program Code ajor in the Science De		·
4. You plan to enroll at UB: ☐ Full-tir				☐ Yes ☐ No	
SECONDARY AND POST-S	ECONDARY INFORMA	TION			
Name of Institution	Location (Country)	Years Attended	Program	*Status	Degree Earned
					<u> </u>
* 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 ensen		ership/Class Officer	□Commur	nity Service
☐ Athletics ☐ Dram	a/Creative Arts	Other(s):			
EMPLOYMENT INFORMATION					
1a. Are you employed? ☐ Yes	□ No	1b. If ye	s, see the Code Shee	t and insert the co	des below:
2. Are you a UB Employee? Yes	□ No	Employ	ment Code:	Employer Code:	
3. Are you a dependent of a UB emplo	yee? 🗆 Yes 🗀 No)			

Mother Father Spouse Other: Name Address Name Address Name Address Name Address Name Address Name Name	EMERGENCY CONTACT INFORMATION Pleas	e complete the following information for two different emergency contacts.
STATISTICAL INFORMATION The following information is voluntary and will not affect your admissions status. HOUSEHOLD ANNUAL INCOME: \$5,000 - \$4,999	Name	Name
The following information is voluntary and will not affect your admissions status. Sou 0.5 49.999	Home Phone_ Work/Cell Phone_	Home PhoneWork/Cell Phone
Please fill in your name, address and program of interest on the attached recommendation forms, and then ask professionals at your current or most recently attended school (counselor, teacher, principal) or workplace to complete this form and place it in sealed and signed envelope. Return the recommendations in your application package. 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. Lertify all statements made in this 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 knowledge in the properties of 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.	The following information is voluntary and	\$0.00 - \$4,999
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Signature Date	University of Belize has the authority to verify all docum information may make me ineligible for admission to/or	ents and information submitted, and my knowingly withholding or falsifying continuation at the University of Belize. I agree that as a student I will attend the
Signature Date		
	Signature	Date

UB ADMISSIONS CRITERIA In addition to submitting a completed and signed application form, successful UB applicants will meet the following criteria: □ Cumulative GPA of 2.0 or above on a 4.0 scale (equivalent to a minimum of a C or 70 on a 100 point scale) ☐ Math & English GPAs of 2.0 or above □ Program Specific GPA of 2.0 or above ☐ Acceptable recommendations and personal statements □ Acceptable ATLIB Math & English (and relevant program specific tests), or 4 passes in CXC subjects including Math & English, 890 on the Scholastic Aptitude Test (SAT) or 18 on the American College Test (ACT). For students transferring into Baccalaureate Programs, the University will accept two GCE A Level or 2-unit CAPE passes to replace the

cumulative 2.5 GPA requirement.

FOR UR OFFICIAL USE ONLY

Name of person who dropped off application	plication Evaluat	tion (Pro	gram Office)
Name of Evaluator	to avaluated		
Pplication Fee Receipt Number:	e evaluateu	Mont	th/Day/Year
Pplication Fee Receipt Number:	me of Evaluator		
Admissions Status ame of UB staff recipient:	medial Needs [□ Math □ E	English
Admissions Status Uncondition lumber of Recommendations received (2) lumber of Transcript received (1) Not Accep		☐ Other/Spec	cify
Name of UB staff recipient: Uncondition Uncondition	-		
lumber of Recommendations received (2) ☐ Conditional ☐ Conditional ☐ Conditional ☐ Not Accept	missions Status		
Number of Transcript received (1) Not Accep	☐ Uncond	ditional Accept	tance
	☐ Condition	onal/Probatior	nary Acceptance
umber of Pictures received (1)	☐ Not Acc	cepted/Referra	al to ACE
re all sections of Application Complete? Comments about Admis	mments about Ad	missions Statu	us
S Application Signed?			

RECOMMENDATION FORM

THE UNIVERSITY OF BELIZE.

To the Applicant: Please fill in your name, address and program of interest on the recommendation form below. Ask professionals at your current or most recently attended school (counselor, teacher, principal) or your workplace to complete this form and return it to you in an envelope that is sealed and signed. Submit the sealed and signed letters of recommendation in your Application Package.

APPLICANT INFORMATION

1.	Name
1.	Name

Last Name	First Name	Middle Name	Preferred First Name
2. Address			
Street	(City D	istrict
3. Home Phone	4. Work/Cell Phone	e 5. Email	
6. Academic Program of Interest:	orogram	Program Code	
7. Expected semester and year of entrar	ice: Semester:	Year: <u>20</u>	
RECOMMENDATION INSTRUCTIONS			
recommendation is important to the a	admission process and also	e the academic potential of the studer will help in advising the applicant. Pelope to be submitted with the applica	lease complete this form
1. Your Name		2. Title/Position	
3. School/Company Name		4. Telephone	
5. School/Company Address		6. Email Address	
7. How long and in what capacity have	ve you known the applicant	?	
8. Is the applicant's academic performance of the second o	nance a true reflection of the	neir ability? 🗆 Yes 🗆 No	
9. Please give an example to represe	ent the applicant's personal	ethics.	

10. Please rate the applicant on the following **attributes**:

	Excellent (Top 10%)	Good	Average	Below Average
Motivation				
Leadership				
Written				
Communication				
Oral				
Communication				
Intellectual				
Curiosity				

11. Final Recommendation (Check <u>one</u> box only):

- □ I highly recommend this applicant for admission to UB
- □ I recommend that his applicant be given the opportunity to show his or her ability at UB.
- □ I recommend this applicant, but am concerned about their academic ability or personal traits.
- □ I cannot recommend this applicant for admission to UB.

Signature _	
Date	

RECOMMENDATION FORM

THE UNIVERSITY OF BELIZE

To the Applicant: Please fill in your name, address and program of interest on the recommendation form below. Ask professionals at your current or most recently attended school (counselor, teacher, principal) or your workplace to complete this form and return it to you in an envelope that is sealed and signed. Submit the sealed and signed letters of recommendation in your Application Package.

Last Name			First	Name		Middle Name	1	Preferred First Name
2. Address								
R Home Phone	Street		4 \	Nork/Cell Pho	City		Distric	t
ි. Academic Prog	gram of Inter	rest: Pro	ogram			Program Code		
7. Expected semes	ster and year	of entrance	e: Sem	ester:		Year: <u>20</u>		
RECOMMENDATI	ION INSTRU	CTIONS						
								amed above. Your se complete this form
						submitted with th		
1. Your Name2. Title/Position								
3. School/Company Name4. Telephone								
5. School/Compa	any Address	3			6	Email Address		
•	•				·			
7. How long and	in what cap	acity have	you know	n the applica	nt?			
8. Is the applican	nt's academi	ic performa	ance a true	reflection of	f their ability?	□ Yes □	No	
9. Please give ar	n evamnle tr	n ranracan	t the annlic	eant's nerson	al othics			
J. I lease give ai	i example to	э төргөзөп	т пе аррпс	ant a person	iai etilics.			
10. Please rate th	he applican	t on the fol	lowing attr	ibutes:	11. F	inal Recommend	dation (Ched	ck <u>one</u> box only):
	Excellent	Good	Average	Below		I highly recommen	d this applica	nt for admission to UB
Motivation	(Top 10%)			Average		I recommend that I	his applicant l	be given the opportuni
_eadership					to show his or her ability at UB.			
Written						I recommend this a their academic abil		am concerned about
Communication							, ,	ลเ เกลเร. ant for admission to U
Oral							and applied	

Signature

Date

The University of Belize

Communication

Intellectual

Curiosity

ACADE	MIC PROGRAM CODE	:5
Due was we		00050
Program	Degree	CODES
Biology	Associate Bachelor	ABIO BBIO
Biology Biology Education	Bachelor	BBIE
Business Science	Associate	ABUS
Chemistry	Associate	ACHE
Education Methodology	Diploma	DEDM
English	Associate	AENG
English	Bachelor	BENG
English Education	Bachelor	BENE
Environmental Health	Associate	AENH
History	Bachelor	BHIS
Information Technology	Associate	AINT
Information Technology	Bachelor	BINT
Management	Bachelor	BMAN
Marine Science	Associate	AMAS
Mathematics	Associate	AMAT
Mathematics	Bachelor	BMAT
Mathematics Education	Bachelor	BMAE
Medical Laboratory Technology	Associate	AMLT
Midwifery	Certificate	CMID
Natural Resource Management	Associate	ANRM
Natural Resource Management	Bachelor	BNRM
Nursing	Bachelor	BNUR
Pharmacy	Associate	APHA
Physics	Associate	APHY
Practical Nursing	Certificate	CPRN
Primary Education	Associate	APRE
Primary Education	Bachelor	BPRE
Psychiatric Nurse Practitioner	Certificate	CPNP
Public Sector Management	Bachelor Certificate	BPSM CRHN
Rural Health Nursing Spanish Education	Bachelor	BSED
Spanish Education	BELIZE CITY	BOLD
Виомир		CODEC
Program	Degree Bachelor	CODES BACC
Accounting Architecture	Associate	AARC
Building & Civil Engineering		ABCE
Business Science	Associate Associate	ABUS
Education Methodology	Diploma	DEDM
Management	Bachelor	BMAN
Mechanical & Electrical Engineering	Associate	AMEE
Para-legal Studies	Certificate	CPLS
Primary Education (Part-time)	Associate	APRE
Primary Education (Part-time)	Bachelor	BPRE
Social Work	Associate	ASOW
Social Work	Bachelor	BSOW
Tourism Management	Bachelor	BTOM
Tourism Studies	Associate	ATOS
	CENTRAL FARM	
Program	Degree	CODES
Agriculture	Associate	AAGC
g	TOLEDO	70.00
Program	Degree	CODES
Business Science	Associate	ABUS
Natural Resource Management	Associate	ANRM
Primary Education	Associate	APRE
Primary Education	Bachelor	BPRE

EMPLOYM	ENT CODES	EMPLOYE	R CODES
<u>Description</u>	1-Letter Code	<u>Description</u>	1-Letter Code
Full Time	F	Government	G
Part Time	Р	Private Sector	Р
Self-Employed	S	Self	S
Not Employed	N	No Employer	N

DISTRICT CODES				
HOME DISTRICTS	CODES			
Punta Gorda Town	PG			
Toledo District Rural	TL			
Dangriga Town	DT			
Stann Creek District Rural	SC			
San Ignacio/Santa Elena Town	SI			
Cayo District Rural	CY			
Benque Viejo del Carmen	BV			
Belmopan City	BM			
Belize City	BC			
Belize District Rural	BZ			
Cayes	IS			
Corozal Town	СТ			
Corozal District Rural	CZ			
Orange Walk Town	OT			
Orange Walk District Rural	OW			