



# DMI - ST. EUGENE UNIVERSITY

(Run by the Sisters of the Daughters of Mary Immaculate and Collaborators)

## INSTITUTE OF VIRTUAL AND DISTANCE LEARNING

**GREAT NORTH ROAD CAMPUS:** P.O Box 330081, 9 Miles, Great North Road,  
Chibombo, Zambia. +260 974697937, +260 973816285.

E-mail: [ivdl\\_admin@dmiseu.edu.zm](mailto:ivdl_admin@dmiseu.edu.zm), [dmivirtualzam@gmail.com](mailto:dmivirtualzam@gmail.com), web: [www.dmiseu.edu.zm](http://www.dmiseu.edu.zm)

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Size Color  
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Diploma / Bachelor Degree Programme

### APPLICATION FORM

Application No.:

#### PERSONAL INFORMATION:

1. Title : Mr. / Ms. ( Please Tick one )

2. Name of the Applicant ( In Capital Letter):

F	I	R	S	T	N	A	M	E												M	I	D	D	L	E	N	A	M	E		
										L	A	S	T	N	A	M	E														

3. Sex:  M  F

4. Date of Birth :  DD  MM  YYYY

5. Age:

6. Marital Status :  Married  Single

7. Nationality:

8. Religion :

9. Tribe/Community:

10. Passport / NRC No.:

11. Address for Communication:

Phone No.:

Email :

12. Permanent Address :

Phone No :

Email :

**13. Course Applied for:**

<u>Pre - Service</u>	<u>In - Service</u>
Diploma in Primary Education. (3 years) <input type="checkbox"/>	Diploma in Primary Education. ( 2 years) <input type="checkbox"/>
B. Sc. in Primary Education. (4 years) <input type="checkbox"/>	B. Sc. in Primary Education. (3 years) <input type="checkbox"/>
B.Sc. in Secondary Education with Biology and Chemistry. (4 years) <input type="checkbox"/>	B.Sc. in Secondary Education with Mathematics and Biology. (3 years) <input type="checkbox"/>
B.Sc. in Secondary Education with Mathematics and Biology. (4 years) <input type="checkbox"/>	B.Sc. in Secondary Education with Chemistry and Biology. (3 years) <input type="checkbox"/>
B.Sc. in Secondary Education with Mathematics and Chemistry. (4 years) <input type="checkbox"/>	B.Sc. in Secondary Education with Physics and Chemistry. (3 years) <input type="checkbox"/>
B.Sc. in Secondary Education with Mathematics and Physics. (4 years) <input type="checkbox"/>	B.Sc. in Secondary Education with Mathematics and Physics. (3 years) <input type="checkbox"/>
B.Sc. in Secondary Education with Physics and Chemistry. <input type="checkbox"/>	B.Sc. in Secondary Education with Physics and Chemistry. <input type="checkbox"/>
B.A. in Secondary Education with History and Geography. (4 years) <input type="checkbox"/>	B.A. in Secondary Education with History and Geography. (3 years) <input type="checkbox"/>
B.A. in Secondary Education with Civic and Religious Education. ( 4 years) <input type="checkbox"/>	B.A. in Secondary Education with Civic and Religious Education. (3 years) <input type="checkbox"/>

**14. Mode of Study:**

Daily Evening (Mon - Fri)       Week - End       School Term Holidays

**15. Occupation and Income:**

Relationship	Occupation	Name & Official Address, with P.O. Box. No.	Income ( Per Annum )
Father			
Phone:		Email:	
Mother			
Phone:		Email:	
Guardian / Sponsor			
Phone:		Email:	



**18. Current Employment:**

Are you employed?

YES

NO

<b>Name of the School</b>	
<b>Name of the employer</b>	
<b>Address</b>	
<b>Phone No.:</b>	
<b>NRC No.:</b>	
<b>TS No.:</b>	
<b>Report To</b>	

**19. Work Experience (If any):**

<b>From (Year)</b>	<b>To (Year)</b>	<b>Employer</b>	<b>Position</b>	<b>Reason to Leave (if any)</b>	<b>Remarks</b>

I do declare that the above furnished information are true.

Signature of the Candidate

Place:

Signature of the Parent/Guardian/Sponsor

Date :



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**STUDENT UNDERTAKING**

I.....S/o./D/o./Ward of/ .....  
.....has been admitted in the Department of .....  
.....for the Diploma/Under Graduate course in .....  
..... Subject to the following conditions:

- 1) I am aware that I have to maintain 90% attendance to make me eligible for the end semester examinations, failing which I can be debarred from appearing the end exams.
- 2) I will abide by the rules and regulations of the University in force.
- 3) I pledge that I will not entertain any form of political activities or strike during the course of my study and I guarantee that I will not cause any damage to any of the University property and if there is any breakage or misuse of articles, I assure that I will replace the same or pay the stipulated amount as prescribed by the University authorities.
- 4) I also accept the termination of my scholarship if any, during the course of my study, if seen/found involved in any illegal activities.
- 5) I am aware that the University is not responsible for the loss/theft of any of my belongings and valuables.
- 6) I am aware that the University doesn't provide any transport / residential facility and any expenses for transportation from hostel to University campus, Industrial Training and the expenses towards it will be borne by me.
- 7) I am aware that, the University is not responsible for any loss or damage to the life and property of myself either inside or outside the campus.
- 8) I am aware that the University fee once paid will not be refunded under any circumstances.
- 9) I am also aware that as an inmate of the hostel (Boys/Girls), I will abide by the Rules and Regulations of the hostel and in the event of my not complying with, I am liable for expulsion from the hostel and the college simultaneously.
- 10) I am aware that a student has to clear all the odd/even semester modules of the current year, so as to enable him/her to continue his/her studies at the odd/even semester of the next year.
- 11) To conclude, I assure that I will strictly adhere to all the undertaking listed above and other rules and regulations put forth by the University then and there. If I fail to adhere to any of the above stated undertaking, I will not be eligible to write the end examinations.

Signature of the Candidate  
Date :

**INSTRUCTIONS**

**The Application Form has to be duly filled in by the candidate and has to be submitted along with the following particulars : ( Tick the Appropriate one )**

- |  |                          |     |  |                          |    |
|--|--------------------------|-----|--|--------------------------|----|
| 1. Recent passport size photo – 10 copies.   | <input type="checkbox"/> | YES |  | <input type="checkbox"/> | NO |
| 2. School Leaving Certificate - 2 sets.  | <input type="checkbox"/> | YES |  | <input type="checkbox"/> | NO |
| 3. Degree / Course Certificate / - 2 sets attested by Notary Public                                  | <input type="checkbox"/> | YES |  | <input type="checkbox"/> | NO |
| 4. Conduct Certificate from previous Head of the Institution / Organization                          | <input type="checkbox"/> | YES |  | <input type="checkbox"/> | NO |
| 5. Date of Birth Certificate or Passport – 2 sets attested by Commissioner of Oaths or Notary Public | <input type="checkbox"/> | YES |  | <input type="checkbox"/> | NO |
| 6. Declaration in the student undertaking form by Student  | <input type="checkbox"/> | YES |  | <input type="checkbox"/> | NO |

**FOR OFFICE USE ONLY**

**Payment Details :**

Amount in words :

.....

Mode of Payment : Bank Receipt / Cheque

Bank Name :.....

Bank Receipt / Cheque Date: .....

Bank Receipt / Cheque No: .....

Cashier/Accountant

**FOR OFFICE USE ONLY**

**Register Number**

:

**Programme Approved for Admission**

:

**Remarks:** \_\_\_\_\_

Registrar