



HO TECHNICAL UNIVERSITY

OFFICE OF THE REGISTRAR

2018/2019 ADMISSIONS OPEN

The University announces for the information of prospective applicants and the general public that **sale of admission e-vouchers** for 2018/2019 academic year is open for the following programmes:

A. TOP-UP BACHELOR OF TECHNOLOGY (B-Tech) PROGRAMMES

1. Bachelor of Technology, Hospitality and Tourism Management (Weekend)
2. Bachelor of Technology, Automobile Engineering (Weekend)
3. Bachelor of Technology, Agricultural Engineering (Weekend)

ENTRY REQUIREMENTS

- i. HND in related field or fields of study with a minimum of Second Class (Lower Division)
- ii. Any other equivalent qualification
- iii. Applicants must have at least 1 year relevant industrial experience

B. HIGHER NATIONAL DIPLOMA (HND) PROGRAMMES

1. HND Agricultural Engineering
2. HND Mechanical Engineering (Automotive and Production options)
3. HND Building Technology
4. HND Civil Engineering
5. HND Electrical/Electronic Engineering (**Regular and Weekend**)
6. HND Hotel, Catering and Institutional Management (**Regular and Weekend**)
7. HND Food Technology
8. HND Statistics
9. HND Agro-Enterprise Development
10. HND Computer Science
11. HND Information Communication Technology (**Regular and Weekend**)
12. HND Accountancy (**Regular and Weekend**)
13. HND Marketing (**Regular and Weekend**)
14. HND Secretaryship and Management Studies (**Regular and Weekend**)
15. HND Banking and Finance (**Regular and Weekend**)
16. HND Purchasing and Supply (**Regular and Weekend**)
17. HND Industrial Art (options: Graphic Design, Ceramics, Painting, Textiles, and Sculpture)
18. HND Fashion Design and Textiles (Regular and Weekends)

ENTRY REQUIREMENTS

I. SSSCE HOLDERS

- a. Six Passes (A-D) in all subjects, including English Language and Mathematics; and
- b. At least three (3) of the passes must be relevant to the area of specialization

II. WASSCE HOLDERS

- a. Six Passes (A1-D7) in all subjects, including English Language and Mathematics; and
- b. Must possess a minimum of C6 in **any** three (3) of the passes relevant to the area of specialization.

III. DBS HOLDERS

- Four (4) SSSCE/WASSCE Credits including English Language and Mathematics plus at least three DBS passes in relevant courses.

IV. ABCE/'O' & 'A' LEVEL HOLDERS

- Five (5) GBCE credits of five (5) G.C.E. Ordinary Level credits including English Language and Mathematics plus at least two (2) G.C.E. 'A' Level/ABCE passes.

V. GBCE HOLDERS

- Five (5) GBCE credits including English, Business Mathematics and Integrated Science/Social Studies.

VI. TECHNICIAN PART II/III HOLDERS

- Certificate holders with four SSSCE/WASSCE credit including English Language and Mathematics.

VII. TECHNICAL SCHOOL (CERTIFICATE II) HOLDERS

- Passes in English Language, Mathematics, Integrated Science plus any three (3) relevant trade courses.

VII. MATURE CANDIDATES:

1. Must be at least 25 years old by the time of application.
2. Must pass a written aptitude test (English, Mathematics and General paper in relevant area)
3. And/or pass an interview.

C. NON-TERTIARY PROGRAMMES AND ADMISSION REQUIREMENTS

I. ADVANCED FASHION

Course Duration: 2 YEARS for applicants with qualifications (i) and (ii)

- i. Pass in Intermediate Fashion/NVTI Grade One; OR
- ii. SSSCE/WASSCE Certificate with passes in four (4) subjects including English, Clothing and Textiles or Visual Art.

II. MOTOR VEHICLE TECHNICIAN PART I (MVT I) / AGRIC ENGINEERING TECHNICIAN PART I

Course Duration: ONE (1) YEAR

- i. Pass in General Course in Engineering.
- ii. Motor Vehicle Mechanics Work (MVW)
- iii. Agricultural Mechanics; OR
- iv. Credit in 825/1 Internal Combustion Engine Work and 825/2 Vehicle Work. OR
- v. 815/1 Motor Vehicles Craft Work and a minimum of TWO YEARS relevant Industrial Experience.

III. MOTOR VEHICLE TECHNICIAN PART II (MVT II)/ AGRIC ENGINEERING TECHNICIAN PART II

Course Duration: ONE (1) YEAR

- i. Motor Vehicle Technician Part I Certificate or
- ii. Agricultural Engineering Technician Part I.

IV. CONSTRUCTION TECHNICIAN CERTIFICATE PART I (CTC I)- Course Duration: 1 YEAR

SSSCE / WASSCE Applicants

- i. Passes in Core English, Core Mathematics and Integrated Science/Core Science plus two (2) relevant Technical or Science elective subjects. OR
- ii. General Course in Construction (G.C.C.) Certificate. OR
- iii. Advanced Certificate in Carpentry and Joinery (C&J) or Painting and Decorating (P&D) or Block-laying and Concreting (B&C).

V. CONSTRUCTION TECHNICIAN CERTIFICATE PART II (CTC II)-Course Duration: 1 YEAR

- i. Applicants must have Construction Technician Part I Certificate.

VI. CERTIFICATE II PROGRAMME - Course Duration: 2 years

- i. Passes in two core subjects i.e Mathematics, English, integrated Science/Core Science/Agriculture Science plus passes in any two (2) relevant electives
- ii. Cookery N.V.T.I Grade 1&2 Certificate holders

VII. DIPLOMA IN BUSINESS STUDIES (ACCOUNTING, SECRETARYSHIP, MARKETING, MANAGEMENT AND STATISTICS OPTIONS)

SSSCE/WASSCE Applicants

- i. Passes in (4) subjects: i.e. English, Mathematics and any other two relevant subjects.

GENERAL BUSINESS CERTIFICATE APPLICANTS

- i. Four (4) passes at General Business Certificate Examination (RSA II) including English Language and Business Communication.

VIII. DIPLOMA IN BUSINESS ADMINISTRATION - Course Duration: 2 years

- i. SSSCE: 3 credits or better with passes in English Language or Mathematics.
- ii. WASSCE: 3 credits or better with passes in English Language or Mathematics.
- iii. General Business Certificate Examination (ABCE) with passes in English Language and Mathematics.
- iv. Candidates with 2 passes or more in DBS will do one (1) year only.

IX. EEE TECHNICIAN PART III(Course Duration - 1 Year)

- i. Applicants must have EEE Technician Part II Certificate

X. EEE TECHNICIAN PART II (Course Duration -1 Year)

Technician Applicants

- i. Passes in 3 courses in EET I
- ii. Advanced Electrical Installation (Course C) Certificate.

SSSCE/WASSCE Applicants

- i. Passes in Core English Language, Core Mathematics, Core Science / Integrated Science and elective subjects including Physics, Mathematics and either Chemistry or Applied Electricity OR Electronics OR Biology.
- ii. Technical Drawing is acceptable in place of Chemistry.
- iii. In all five (5) subjects with aggregate 23 or better for SSSCE and 33 or better for WASSCE.

XI. EEE TECHNICIAN PART I

Technician Applicants

- i. Passes in Electrical Installation Works (Course B) Certificate

SSSCE/WASSCE Applicants

- i. Passes in Core English Language, Mathematics, Science /Integrated Science plus 2 passes in elective Mathematics and either Physics, Applied Electricity, or Electronics or Technical Drawing.

XII. PRE-HND ACCESS COURSE FOR TECHNICAL/VOCATIONAL SCHOOL GRADUATES

The duration of this programme is one year. It is designed for graduates of Technical and Vocational Institutions who have successfully completed their programmes of study and wish to pursue an HND programme in the University.

ENTRY REQUIREMENTS

- i. Applicants should possess a minimum qualification of Intermediate or Craft Certificate or its equivalent in the relevant area of study.
- ii. Students with SSSCE (A-D) or WASSCE (A1-C6) in any two relevant electives.

Successful Pre-HND candidates will proceed to enroll in any of the following Programmes:

1. HND Agricultural Engineering
2. HND Automobile Engineering
3. HND Building and Civil Engineering
4. HND Electrical/Electronic Engineering
5. HND Fashion Design & Textile
6. HND Industrial Art
7. HND Hotel, Catering & Institutional Management
8. HND Food Technology

COST OF E-VOUCHERS FOR BTECH, HND AND NON-TERTIARY PROGRAMMES

E-vouchers can be obtained from any networked branches of **GCB, Zenith Bank, ADB and Post Office** at the following costs:

Bachelor of Technology Applicants	-	GH¢150
HND Applicants	-	GH¢140
Mature Applicants	-	GH¢150
Non-Tertiary Applicants	-	GH¢140
International Applicants	-	USD 100 (To be paid on admission)

NOTE: All mature applicants will pay an additional amount of **GH¢100.00** on or before the day of the Entrance Examinations at the University campus. The GH¢ 100.00 will cover the cost of the Entrance Examinations.

MODES OF APPLICATION

A. ONLINE APPLICATION INSTRUCTIONS FOR APPLICANTS WITH ZENITH BANK, POST OFFICE AND ADB E-VOUCHERS

1. Go to <http://admissions.htu.edu.gh> on the internet after you purchase the Ho Technical University Admission Electronic Voucher (E-Voucher)
2. Log on to the **online Admissions System** with the **E-Voucher Number and PIN**
3. Follow steps on the Online Admission system to complete your application
4. On completing and submission of your online application, **an envelope number** will be generated automatically for you.

5. Enclose in an envelope, a printed copy of your completed online application together with **photocopies of certificates or result slips, (transcripts for Top-up B-Tech applicants) and (Birth Certificates for mature applicants)**.
6. Write at the back of the envelope, the **envelope number**, before posting to **The Registrar, Ho Technical University, P. O. BOX HP 217, Ho** by customized EMS envelope from the Ghana Post Office or in person.
7. An **E-voucher Number** and **PIN** can be obtained from:
 - i. All Regional Post Offices in Ghana
 - ii. All networked branches of Zenith Bank in Ghana.
 - iii. All networked branches of ADB Bank in Ghana

B. INSTRUCTIONS FOR APPLICANTS WITH GCB E-VOUCHERS

1. Purchase E-Voucher from any networked branch of GCB Bank in Ghana.
2. Take a shot of the E-Voucher and send it either by whatsapp or email to: Admissions Officer on 0208423194 / admissions@htu.edu.gh ; Public Relations Officer on 0208824092 / info@htu.edu.gh ; Asst. ICT Director on 0267056000 / magbenoto@htu.edu.gh
3. Go to <http://admissions.htu.edu.gh> on the internet after you receive the Ho Technical University Admission Electronic Voucher (E-Voucher) on your phone
4. Log on to the **online Admissions System** with the new **E-Voucher Number and PIN**
5. Follow steps on the Online Admission system to complete your application
6. On completing and submission of your online application, **an envelope number** will be generated automatically for you.
7. Enclose in an envelope, a printed copy of your completed online application together with **photocopies of certificates or result slips, (transcripts for Top-up B-Tech applicants) and (Birth Certificates for mature applicants)**.
8. Write at the back of the envelope, the **envelope number**, before posting to **The Registrar, Ho Technical University, P. O. BOX HP 217, Ho** by customized EMS envelope from the Ghana Post Office or in person.

Note: Applicants who wish to submit in person do not require an EMS Envelope.

A. INTERNATIONAL APPLICANTS

1. Go to the University website www.htu.edu.gh on the internet.
2. Go to Admissions on the home page of the website
3. Click on Manual Admissions and download Manual Application form.
4. Fill the downloaded form and attach your relevant result slips including two passport photographs.
5. The completed Manual Application Form together with **photocopies of certificates or result slips, (transcripts for Top-up B-Tech applicants)** should be returned by **FEDEX or DHL** to: **The Registrar, Ho Technical University, P. O. BOX HP 217, Ho.**
6. Cost of application form will be paid on admission.

NOTE: International applicants may be admitted on the basis of qualifications from their countries for which equivalence shall be determined by the National Accreditation Board (NAB) of Ghana and submitted to Ho Technical University. Evidence of proficiency in English Language will be required in the case of applicants from non -English speaking countries. International applicants are also requested to acquire Non-Citizens Ghanacard as a pre-requisite for admission. International applicants who fail to provide evidence of having acquired this card will not have their applications processed.

Detailed entry requirements can be obtained from Ho Technical University website www.htu.edu.gh

For more information please call the Admissions Office on 0504450254/0208423194 or the Public Relations Office on 0500553508 / 0208824092

Email: admissions@htu.edu.gh / registrar@htu.edu.gh / info@htu.edu.gh

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