



# HO TECHNICAL UNIVERSITY

## **FEBRUARY 2018 ADMISSIONS FOR 2017/2018 ACADEMIC YEAR**

The University announces sale of admission e-vouchers for February 2018 admissions into Bachelor (BTech), Higher National Diploma (HND) and Pre-HND programmes for the 2017/2018 Academic year. Candidates awaiting results from NOVDEC should also apply.

### **A TERTIARY PROGRAMMES**

#### **I. 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)

#### **II. HIGHER NATIONAL DIPLOMA (HND) PROGRAMMES**

##### ***SCIENCE AND TECHNOLOGY 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
6. HND Hotel, Catering and Institutional Management
7. HND Food Technology
8. HND Statistics (Regular)
9. HND Agro-Enterprise Development
10. HND Computer Science
11. HND Information Communication Technology

##### ***BUSINESS AND ART PROGRAMMES***

1. HND Accountancy
2. HND Marketing
3. HND Secretaryship and Management Studies
4. HND Banking and Finance
5. HND Purchasing and Supply
6. HND Industrial Art (options: Graphic Design, Ceramics, Painting, Textiles, and Sculpture)
7. HND Fashion Design and Textiles

## **GENERAL ENTRY REQUIREMENTS FOR TOP-UP B-TECH AND HND PROGRAMMES**

### **A. BACHELOR OF TECHNOLOGY PROGRAMMES**

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

### **B. HND PROGRAMMES**

#### ***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.

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## **B. 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**

- Applicants should possess a minimum qualification of Intermediate or Craft Certificate or its equivalent in the relevant area of study.
- 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**

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](mailto:admissions@htu.edu.gh) ; Public Relations Officer on 0208824092 / [info@htu.edu.gh](mailto:info@htu.edu.gh) ; Asst. ICT Director on 0267056000 / [magbenoto@htu.edu.gh](mailto: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](http://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.

**Closing date for sale of application forms is 31<sup>st</sup> January, 2018 .**

Detailed entry requirements can be obtained from Ho Technical University website [www.htu.edu.gh](http://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](mailto:admissions@htu.edu.gh) / [registrar@htu.edu.gh](mailto:registrar@htu.edu.gh) / [info@htu.edu.gh](mailto:info@htu.edu.gh)*

**REGISTRAR**