

04 NOV 2022

P.O. Box 5452  
Limbe, Malawi

# THE CATHOLIC UNIVERSITY OF MALAWI



## CALL FOR APPLICATIONS FOR UNIVERSITY ADMISSION FOR WEEKEND/PART-TIME PROGRAMMES: JANUARY 2023 INTAKE

Applications are invited from suitably qualified persons to register for part-time programmes leading to the award of diplomas and degrees. The closing date for receiving application forms is **16<sup>th</sup> December, 2022**. This is an opportunity for those who would like to attain higher academic and professional qualifications but are constrained by the demands of work during the working week. The mode of delivery will be lectures offered during weekends and public holidays. Each semester will start with two weeks of full-time intensive learning.

Please **NOTE** that this call is for Weekend/Part-time programmes only.

### COMMENCEMENT OF STUDIES

Lectures are scheduled to commence on **30<sup>th</sup> January, 2023**.

### WEEKEND/PART-TIME PROGRAMMES

Degree Programmes Under Faculty of Commerce	
Programme of Study	Entry Requirements
1. Bachelor of Commerce (Accountancy)	MSCE or its equivalent with credit passes in six subjects including English and Mathematics <b>and</b> ACCA/PAEC/ICAM diploma in accounting or its equivalent.
2. Bachelor of Commerce (Banking and Finance) <b>Montfort Campus ONLY</b>	MSCE or its equivalent with credit passes in six subjects including English and Mathematics <b>and</b> ACCA/PAEC/ICAM diploma in accounting or its equivalent or Advanced Diploma in Business Management (ABE) Level 6 or its equivalent.
3. Bachelor Commerce (Business Administration)	MSCE or its equivalent with credit passes in six subjects including English and Mathematics <b>plus</b> Advanced Diploma in Business Management (ABE) Level 6 or its equivalent.
4. Bachelor of Commerce (Human Resource Management) <b>Montfort Campus ONLY</b>	MSCE or its equivalent with credit passes in six subjects including English and Mathematics <b>and</b> Advanced Diploma in Human Resource Management or Advanced Diploma in Management from an accredited and reputable institution.
5. Bachelor of Commerce (Marketing) <b>Montfort Campus ONLY</b>	MSCE or its equivalent with credit passes in six subjects including English and Mathematics <b>and</b> Advanced Diploma in Business Management (ABE) Level 6 or its equivalent or Diploma/Advanced Diploma in Marketing (CIM).
Degree Programmes Under the Faculty of Education	
1. Bachelor of Arts in Education (English & Chichewa)	MSCE plus a <b>Diploma in Education</b> from an accredited and reputable institution majoring in English or Chichewa.
2. Bachelor of Education (Geography & Social Studies) <b>Montfort Campus ONLY</b>	MSCE plus a Diploma in Education from an accredited and reputable institution majoring in Geography or Social Studies.
3. Bachelor of Education (Life Skills & Special Needs) <b>Montfort Campus ONLY</b>	MSCE plus a Diploma in Education from an accredited and reputable institution majoring in Life Skills or Special Needs Education.
4. Bachelor of Arts in Education (History & Bible Knowledge) <b>Montfort Campus ONLY</b>	MSCE plus a Diploma in Education from accredited and reputable institution majoring in History or Bible Knowledge or Moral and Religious Studies.

04 NOV 2022

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### Diploma Programmes under Faculty of Education

1. Diploma in Education (Business Studies)	MSCE with credit passes in four subjects including English and Mathematics and an aggregate of <b>34</b> points or below.
2. Diploma in Education (Geography & Social Studies)	MSCE with credit passes in four subjects including English and Geography and an aggregate of <b>34</b> points or below.
3. Diploma in Education (English & Chichewa)	MSCE with credit passes in four subjects including English and Chichewa and an aggregate of <b>34</b> points or below.
4. Diploma in Education (History & Bible Knowledge)	MSCE with credit passes in four subjects including English and History or Bible Knowledge and an aggregate of <b>34</b> points or below.
5. Diploma in Education (Life Skills & Special Needs Education) <b>Montfort Campus ONLY</b>	MSCE with credit passes in four subjects including English and Life Skills and an aggregate of <b>34</b> points or below.
6. Diploma in Education (Mathematics & Computer Studies)	MSCE with credit passes in four subjects including English and Mathematics and an aggregate of <b>34</b> points or below.
7. Diploma in Education (Mathematics & Biology)	MSCE with credit passes in four subjects including English and Mathematics and an aggregate of <b>34</b> points or below.
8. Diploma in Education (Biology & Chemistry) <b>Montfort Campus ONLY</b>	MSCE with credit passes in four subjects including English and Mathematics and an aggregate of <b>34</b> points or below.
9. Diploma in Education (Biology & Physics) <b>Montfort Campus ONLY</b>	MSCE with credit passes in four subjects including English and Mathematics and an aggregate of <b>34</b> points or below.
10. Diploma in Education (Mathematics & Chemistry) <b>Montfort Campus ONLY</b>	MSCE with credit passes in four subjects including English and Mathematics and an aggregate of <b>34</b> points or below.
11. Diploma in Education (Mathematics & Physics) <b>Montfort Campus ONLY</b>	MSCE with credit passes in four subjects including English and Mathematics and an aggregate of <b>34</b> points or below.
12. Diploma in Education (Physics & Chemistry) <b>Montfort Campus ONLY</b>	MSCE with credit passes in four subjects including English and Mathematics and an aggregate of <b>34</b> points or below.
13. University Certificate of Education <b>Montfort Campus ONLY</b>	Diploma or degree in any field from a recognized institution.

### Diploma Programmes under Faculty of Science

1. Diploma in Statistics <b>Montfort Campus ONLY</b>	MSCE with credit passes in four subjects including English and Mathematics and an aggregate of <b>34</b> points or below.
2. Diploma in Environmental Studies <b>Montfort Campus ONLY</b>	MSCE with credit passes in six subjects including English, Mathematics, Biology, Chemistry, Physics and any other science related subject such as Agriculture, Geography or Home Economics.

### Degree Programmes Under Faculty of Science

1. Bachelor of Science (Applied Statistics) <b>Montfort Campus ONLY</b>	MSCE with credit passes in six subjects including English and Mathematics or Diploma in relevant field.
2. Bachelor of Science (Environmental Studies) <b>Montfort Campus ONLY</b>	MSCE with credit passes in six subjects including English and Mathematics or Diploma in a relevant field.



04 NOV 2022

Degree Programmes under Faculty of Social Sciences	
1. Bachelor of Social Science (Development Studies)	MSCE with credit passes in six subjects including English, Mathematics, Geography and Social and Development Studies plus any of the following diplomas obtained from an approved and accredited institution: Monitoring and Evaluation, Natural Resource Management, Nursing and Community Nursing, Health/Public Health, Social Work, Gender Studies, Child Protection/Early Childhood Development, Youth Studies and Sociology/Rural Sociology
2. Bachelor of Social Science (Community Development)	MSCE with credit passes in six subjects including English, Mathematics, Geography and Social and Development Studies plus any of the following diplomas obtained from an approved and accredited institution: Monitoring and Evaluation, Natural Resource Management, Nursing and Community Nursing, Health/Public Health, Social Work, Gender Studies, Child Protection/Early Childhood Development, Youth Studies, Sociology/Rural Sociology.
3. Bachelor of Social Science (Economics) <b>Montfort Campus ONLY</b>	MSCE with credit passes in six subjects including English and not more than 4 points in Mathematics, <b>or</b> a Diploma in a relevant field.
4. Bachelor of Social Science (Monitoring & Evaluation) <b>Montfort Campus ONLY</b>	MSCE with credit passes in six subjects including English and Mathematics <b>or</b> a Diploma in a relevant field.
5. Bachelor of Social Science (Social Work) <b>Montfort Campus ONLY</b>	MSCE with credit passes in six subjects including English and Mathematics <b>or</b> a Diploma in a relevant field.
Diploma Programmes under Faculty of Social Sciences	
1. Diploma in Monitoring & Evaluation	MSCE with credit passes in four subjects including English, Mathematics, Geography, Social and Development Studies with an aggregate of <b>34</b> points or below.
2. Diploma in Adult Education and Development <b>Montfort Campus ONLY</b>	MSCE with credit passes in six subjects including English and an aggregate of <b>30</b> points or below.

### 2022 FEES STRUCTURE FOR WEEKEND PROGRAMMES (PER SEMESTER)

PROGRAMME	Tuition	Students Union Fee	TOTAL
Undergraduate Programs (Education)	K400,000	K 5,000	K405,000
Diploma Programs (Education)	K200,000	K 5,000	K205,000
Undergraduate Programs (Commerce, Social Sciences, Sciences)	K450,000	K 5,000	K455,000
Diploma Programs (Social Sciences, Science)	K225,000	K 5,000	K230,000

**PLEASE NOTE THAT** this fee structure, subject to approval by the University Council, will be adjusted upwards in 2023 by a minimum of 25%

### UNIVERSITY ADMISSION POLICY

The Catholic University of Malawi is open to students of all faiths and respects freedom of thought and expression within the framework of Catholic ethos.

04 NOV 2022

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## METHOD OF APPLICATION

### a) Application Forms

Weekend/Part-time programmes have specially designed application forms. Therefore, applicants must ensure that they complete the correct form. Completing the wrong application form may reduce the applicant's chance to be admitted.

Application forms can be obtained from the following places: the university campus at Montfort-Nguludi in Chiradzulu; the Catholic Secretariat (Area 11, Lilongwe); St John's Secondary School – Msamba, Lilongwe; Mary Mount Secondary School in Mzuzu; Mzuzu Technical College; and all Catholic Diocesan Education Offices (Karonga, Mzuzu, Lilongwe, Dedza, Mangochi, Zomba, Blantyre, and Chikwawa). Those with access to the internet can download the form by visiting the University website: <http://www.cunima.ac.mw>

### b) Application Fee

Applicants are required to pay a non-refundable application fee of **MK10,000** (for local students) and **USD20** (for foreign students).

Applicants should deposit the non-refundable application fee into one of the University's bank accounts held at the following banks:

- |                                  |                                  |
|----------------------------------|----------------------------------|
| 1. Catholic University of Malawi | 2. Catholic University of Malawi |
| National Bank of Malawi          | NBS Bank                         |
| Customs Road Branch              | Limbe Branch                     |
| Account Number 1928694           | Account Number 14421707          |

***Please ensure that the deposit slip is machine-printed at the back.***

The University **will not receive** cash, postal orders or cheque payment.

Also note that the University **does NOT have a Mpamba or Airtel Money Account** and does not deal with any agents.

### c) Submission of Application Package

Applicants must ensure that they submit a complete set of documents as listed below:

- i. Completed application form
- ii. Copy of certificate(s) or copy of notification of results
- iii. Original copy of the bank deposit slip for the non-refundable application fee (make sure you keep your own copy of the deposit slip)
- iv. Letter of commitment for financial support
- v. A recent passport size photograph

Send the application package to the following address:

The University Registrar  
The Catholic University of Malawi  
P.O. Box 5452  
Limbe

Or email: [admissions@cunima.ac.mw](mailto:admissions@cunima.ac.mw)

For more information, visit our website at <http://www.cunima.ac.mw> or call the following number 0886074600 or email: [admissions@cunima.ac.mw](mailto:admissions@cunima.ac.mw)





Registrar  
The Catholic University of Malawi  
Montfort Campus

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P.O. Box 5452  
Limbe, Malawi

# THE CATHOLIC UNIVERSITY OF MALAWI

Montfort Campus, P.O. Box 5452, Limbe, Malawi  
Tel: (265) 886 07 46 00 Email: [admissions@cunima.ac.mw](mailto:admissions@cunima.ac.mw)  
website- [www.cunima.ac.mw](http://www.cunima.ac.mw)

## **APPLICATION FORM FOR WEEKEND (PART-TIME STUDIES)** **DEGREE/DIPLOMA /CERTIFICATE PROGRAMMES** **(2023 INTAKE)**

**Closing date: Friday, 16<sup>th</sup> December, 2022**

- Applicants will not sit for University Entrance Examinations (UEE)
- Applicants will study during weekends and holidays beginning with 2 weeks of intensive classes
- Aggregate of 34 points in six subjects and 4 credits including English for Diploma Programmes
- Aggregate of 30 points in six subjects and 6 credits including English for Degree Programmes
- Advanced Diploma in a relevant field for Degree Programmes

Complete both sides of this Application Form and send it with all attachments plus **a recent passport size photograph** to: The University Registrar, The Catholic University of Malawi, Montfort Campus, P.O. Box 5452, Limbe, Malawi; or through e-mail to: [admissions@cunima.ac.mw](mailto:admissions@cunima.ac.mw) with a non-refundable application fee of **K10,000** to be deposited into one of the University's bank accounts:

- (1) National Bank of Malawi, Catholic University of Malawi, Customs Road Service Centre, Acc. No: **1928694**  
(2) NBS Bank, Catholic University of Malawi, Limbe Branch, Acc. No.: **14421707**

**NOTE: The University does not have Airtel Money or TNM Mpamba accounts where you can send money.**

### **SECTION 1: PERSONAL DETAILS**

Surname: \_\_\_\_\_ Other Names \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Nationality \_\_\_\_\_ Gender: \_\_\_\_\_ Marital Status: \_\_\_\_\_  
Address for Correspondence: \_\_\_\_\_  
Personal Contact No: \_\_\_\_\_ Email address \_\_\_\_\_  
Religious Affiliation: [ ☐ ] Catholic [ ☐ ] Other (specify): \_\_\_\_\_  
Do you have any disability? [ ☐ ] Yes [ ☐ ] No. If YES, state nature of disability. \_\_\_\_\_

### **SECTION 2: ACADEMIC RECORD**

List All High/Secondary Schools Attended:

Name: _____	Address: _____	From: _____	To: _____
Name: _____	Address: _____	From: _____	To: _____
Name: _____	Address: _____	From: _____	To: _____

Attach photocopies of **ALL** Academic Certificates

List All Colleges/Universities Attended

Name: _____	From: _____	To: _____	Degree/Diploma Earned _____
Name: _____	From: _____	To: _____	Degree/Diploma Earned _____
Name: _____	From: _____	To: _____	Degree/Diploma Earned _____

**\*Attach photocopies of ALL Academic Certificates and Transcripts for those applying using advanced certificates/ diplomas**

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### SECTION 3: ACADEMIC PROGRAMMES

FACULTY	PROGRAMMES (choose any 3 in order of preference)		REQUIREMENTS
Commerce	1. Accountancy	2. Banking & Finance	Six credits including English. Diploma in relevant field.
	3. Business Administration	4. Human Resource Management	
	5. Marketing		
Education (Degree)	6. English & Chichewa	7. Geography & Social Studies	Six credits including English. Diploma in relevant field.
	8. History & Bible Knowledge	9. Life Skills & Special Needs	
Education (Diploma)	10. Business Studies	11. English & Chichewa	Four credits including English. Credit in relevant field of study Aggregate of not more than 34
	12. Geography & Social Studies	13. History & Bible Knowledge	
	14. Life skills & Special Needs	15. Biology & Chemistry	
	16. Biology & Physics	17. Mathematics & Biology	
	18. Mathematics & Chemistry	19. Mathematics & Computer Studies	
	20. Mathematics & Physics	21. Physics & Chemistry	
Education (Certificate)	22. University Certificate of Education (UCE)		Diploma or Degree in any field from a recognised University or College
Science (Degree)	23. Applied Statistics	24. Environmental Studies	Six credits including English Diploma in relevant field.
Science (Diploma)	25. Applied Statistics	26. Environmental Studies	Four credits including English. Credit in relevant field of study. Aggregate of not more than 34.
Social Sciences (Degree)	27. Community Development	28. Development Studies	Six credits including English and Mathematics. For Economics, Maths should be not more than 4 Diploma in relevant field
	29. Economics	30. Monitoring & Evaluation	
	31. Social Work		
Social Sciences (Diploma)	32. Monitoring & Evaluation	33. Adult Education and Development	

1<sup>st</sup> Choice \_\_\_\_\_ 2<sup>nd</sup> Choice \_\_\_\_\_ 3<sup>rd</sup> Choice \_\_\_\_\_

VENUE (Tick): Main Campus- Nguludi ☐

Lilongwe Satellite Centre ☐

### SECTION 4: FINANCIAL SUPPORT

Who will sponsor your education at the Catholic University of Malawi? \_\_\_\_\_

If it is an institution or any other body other than self, please attach a letter from the Sponsor. If self-sponsored, please indicate how you will raise money: \_\_\_\_\_

### SECTION 5: VERIFICATION

#### (Applicant's Signature Required)

By signing this Application Form, you confirm that the information is correct and that misrepresentation of facts on the Application Form could be cause for expulsion or suspension from the Catholic University of Malawi if discovered after enrolment.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_