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 admin@keystoneuoa.com  
[www.keystoneuoa.com](http://www.keystoneuoa.com)

## APPLICATION FORM

I hereby apply to enroll for the following qualification

Level	Diploma	Bachelors	Masters	Doctorate (PhD)
Tick				
Programme name				
BBA at which University	UA:	ARU:		

### REFERENCE NAME:

STUDENT NUMBER	
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I, the undersigned

Mr.	Mrs.	Ms.	Other
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Names and surname:

Identity/NRC/Passport no:

DATE OF BIRTH	DD	MM	YYY

### CONTACT DETAILS

(KINDLY NOTE YOUR CONTACT DETAILS ARE OF UTMOST IMPORTANCE TO RECEIVE PROPER SERVICE FROM THE UNIVERSITY)

Email		Delivery address for study materials
Postal Address		
Residential Address		
Cell phone 1		
Cell phone 2		
Name of employer		

Nature of employment		
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Preferred mode for receiving formal communications from the university	E-mail	
	Sms	
	WhatsApp	
	Other – Specify:	

Past qualifications

ACADEMIC	Year obtained	Type of Qualification	Name of School/ Institution
Secondary School			
Post School			
Professional			

Being proficient in the following languages: 1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

Documents attached:	Yes/No
ID Document	
Qualifications	

<b>I declare that the aforementioned information is correct; that I am contractually obliged to the payment requirements; that I will abide by the Rules and Regulations of the University</b>	Applicant signature:	Date

**AWARENESS**

HOW DID YOU HEAR ABOUT ARU/UA?	
Radio/Television	
Website – UA/ARU	
Facebook	
Direct Contact/Marketing	
Print Media	
Word of Mouth/Referral	
Sponsored event	

**Post-Graduate student to give a brief description of proposed research to be undertaken and an indication of a possible title.**

## PAYMENTS

Students are encouraged to deposit any monies directly into the institution's official bank account.

Deposits are to be made into any one of the following bank accounts:

Bank	Account Names	Account Numbers	Branches/Branch Codes
<b>First National Bank</b>	University of Africa	62341678433	Industrial/260 006
<b>First National Bank</b>	ARU Research University Limited	62 553 028 385	Makeni/260 016
<b>ABSA</b>	University of Africa	136277	Longacres/017
<b>Atlasmara</b>	University of Africa	0320555600006	Down Town/110 032
<b>Atlasmara</b>	Africa Research University	032 002 058 4018	Down Town/110 032
<b>Investrust</b>	University of Africa	010310190416019	Lusaka Main
<b>Zanaco</b>	University of Africa	1824939400147	CAIRO ROAD BUSINESS CENTRE/04001-00-40
<b>Zanaco</b>	ARU Research University	531 550 65 00 181	CAIRO ROAD BUSINESS CENTRE/04001-00-40
<b>Natsave</b>	University of Africa	2080137908301	Lusaka Main
	<b>MTN Mobile Money</b>	0962 542 357	
	<b>AIRTEL Mobile Money</b>	0973 684 500	
	<b>ZAMTEL KWACHA</b>	0950 603 195	Merchant Code: 337 599
<b>Atlas Mara School Pay</b>	Tenga Mobile	*360#	
<b>Atlas Mara School Pay</b>	Airtel Money	*778#	Select Payments – then school pay – Pay fees – enter payment code
<b>Atlas Mara School Pay</b>	MTN Money	*305#	Follow Instructions
<b>ZANACO</b>	Bill Muster through Mtn MOMO	*303#	
<b>DIRECT PAYMENT OPTIONS</b>	Per Visa- or Mastercard	Any chosen currency	Log onto website and follow instructions: <a href="http://www.keystoneua.com">www.keystoneua.com</a>

- When making payments it is very important to ensure that the **student number** – and if possible, also the name – of the student be recorded on the deposit slips. Failure makes it difficult to do payment allocations and might affect scholarships.
- Forwarding of copies of deposit slips assist in correct allocations.

**TUITION FEES & PAYMENT REQUIREMENTS (2022):****Applicable period: 1<sup>st</sup> May 2022.****FEES and PAYMENT REQUIREMENTS**

QUALIFICATIONS: in ZMW	BACHELOR'S DEGREES		DIPLOMAS
Qualification Duration	2 years: Fast Track [4 x Semesters]	4 years [8 x Semesters]	3 years [6 x Semesters]
Number of modules per semester	4	4	3
Cost per semester [Study modules, Assignments and Exams]	8.600,00	8.600,00	6.450,00
<b>TOTAL COST OF QUALIFICATION</b>	<b>34.400,00</b>	<b>68.800,00</b>	<b>38.700,00</b>
<b>1. Cash within 30 days of acceptance</b>	<b>29.900,00</b>	<b>59.800,00</b>	<b>33.600,00</b>
% Discount	15	15	15
<b>2. Cash within 30 days of official commencement of semester.</b>	<b>8.170,00</b>	<b>8.170,00</b>	<b>5.970,00</b>
% Discount	7.5	7.5	7.5
<b>3. Instalments: PAYMENT REQUIREMENTS</b>			
* Month - 1	2.000,00	2.000,00	1.450,00
* Month - 2	1.320,00	1.320,00	1.000,00
* Month - 3	1.320,00	1.320,00	1.000,00
* Month - 4	1.320,00	1.320,00	1.000,00
* Month - 5	1.320,00	1.320,00	1.000,00
* Month - 6	1.320,00	1.320,00	1.000,00
<b>Administrative Fee for late payments - per month</b>	<b>150.00</b>	<b>150.00</b>	<b>150.00</b>
<b>POSTGRADUATES</b>	<b>MASTERS</b>	<b>DOCTORATES</b>	<b>Teaching Methodology</b>
Qualification Duration	2 years [4 x Semesters]	2-3 years [4 - 6 Semesters]	1 year: Postgrad. [2 x Semesters]
<b>BASIC COST OF QUALIFICATION</b>	<b>44,595.00</b>		
Less: Available SCHOLARSHIP	14,865.00		
<b>TOTAL COST OF QUALIFICATION</b>	<b>29.730,00</b>	<b>79.800,00</b>	<b>16.000,00</b>
Cost per semester [Study modules, Assignments and Exams]	7.432,50	13.300,00	8.000,00
<b>1. Cash within 30 days of acceptance</b>	<b>26.757,00</b>	<b>72.000,00</b>	<b>14.000,00</b>
% Discount	10	9.8	12.5
<b>2. Cash within 30 days of official commencement of semester.</b>	<b>4 x 7.060,00</b>	<b>6 x 12.500,00</b>	<b>7,600.00</b>
% Discount	5	5.3	5
<b>3. Instalments: PAYMENT REQUIREMENTS</b>			
Deposit	1,900.00	13,800.00	2,000.00
Monthly instalments	1 265,00 - p month 22 x Instalments	2 000,00 - p month 33 x Instalments	1 400,00 - p month 10 x Instalment
<b>Administrative Fee for late payments - per month</b>	<b>500.00</b>	<b>1,000.00</b>	<b>500.00</b>

CHOSEN PAYMENT OPTION:

• Option 1
• Option 2
• Option 3

[Document date – 20220103]

**Office Use only**

Name of Admissions Officer ARU	
Application approved/ Denied	
Signature	
Date	