

# ADVANCE GLOBAL COLLEGE

## SCHOOL OF HEALTH SCIENCES



Attach  
2 Passports  
Picture here

### MEDICINE COUNTER ASSISTANT (MCA) APPLICATION FORM

#### INFORMATION FOR APPLICANT

The minimum qualification shall be Senior Secondary School Certificate of Education (SSSCE), WASSCE or GCE“O” Level Certificate. However, persons with lower qualifications such as Middle School Leaving Certificate (MSLC), aged more than 25 years and have worked for a minimum of three (3) years in a Pharmacy may be considered if applicant can read and write.

Qualified candidates must be of good character, physically and mentally fit without any criminal record. Only candidates who pass the entrance interview will be admitted into the school

#### 1.0 PERSONAL INFORMATION

1.1 Surname: \_\_\_\_\_ 1.2 Other Names: \_\_\_\_\_

1.3 Date of Birth: \_\_\_\_\_ 1.4 Place of Birth \_\_\_\_\_

1.5 Place of Residence \_\_\_\_\_ 1.6 Nationality: \_\_\_\_\_

1.7 Religion: \_\_\_\_\_ 1.8 Marital Status: \_\_\_\_\_ No. of children \_\_\_\_\_

1.9 Gender: (tick)  Male  Female

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1.10 Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

1.11 Residential Address: \_\_\_\_\_

1.12 Telephone Number(s) \_\_\_\_\_

1.13 E-mail Address: \_\_\_\_\_

### 2.0 EDUCATIONAL BACKGROUND

School	Course	Qualification	Period	
			Start	End
1.				
2.				

### 3.0 EMPLOYMENT BACKGROUND

Place of work	Position Held	Period	
		Start	End
1.			
2.			
3.			

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### 4.0 SELECTION OF CAMPUS

Accra

Tamale

### 5.0 HOW DID YOU HEAR OF US?

FROM RADIO /TV    TEACHER    FRIEND    BILLBOARD

PAST STUDENT    POSTER    HANDBILL

OTHERS (Please specify) \_\_\_\_\_

5.1 Do you have any special medical condition? Yes  No

If yes explain the type of condition \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5.2 Do you have any criminal record    Yes  No

Explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 6.0 FUNDING

- Name of Parent/Guardian/Sponsor \_\_\_\_\_
- Relationship with sponsor \_\_\_\_\_
- Occupation: \_\_\_\_\_ Tel. \_\_\_\_\_
- Postal Address: \_\_\_\_\_

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• Signature: \_\_\_\_\_ Date \_\_\_\_\_  
**CONDITIONS OF ADMISSION**

1. All tuition fees must be fully paid before commencement of studies.
2. Students are expected to attend classes regularly. In case of absence due to sickness medical report should be provided.
3. Students should be in Class within five minutes from when the lesson has started otherwise they may not be accepted in class and may be marked absent.
4. Personal property is brought onto the College premises at owner's risk. The college accepts no responsibility for loss or damage to such property.
5. The administration must be informed immediately of any change of address or phone number.
6. Students must abide by all rules and regulations of the College.

### HELPFUL REMINDERS

- Mobile Phones usage is not permitted in Class.
- Provocative dressing is not allowed on college premises.
- Don't litter the college premises

Student's Signature: \_\_\_\_\_ **Date:** \_\_\_\_\_

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NB: If you download this form from our web site, your application will only be processed if it is accompanied by the pay in slip from our bankers.

**\*YOUR APPLICATION MUST BE ACCOMPANIED BY THE FOLLOWING:**

1. Two passport pictures
2. Photocopies of results and certificates
3. Legal evidence of change of name if you have changed your name
4. Any other relevant document
5. Pay in slip indicating payment of Ghc 50 in the school's account with the following details :

**Bank :** Fedility Bank

**Account Name:** Advance Global College

**Account # :**1050825008720

**Branch:** Abaka Lapaz

OR

**Bank:** Ghana Commercial Bank

**Account Name:** Advance Global College

**Account Number:** 1501130000065

**Branch:** Abaka Lapaz