

Dear MISS DANSO,



January 1, 2024

**COLLEGE OF HUMANITIES
BACHELOR OF ARTS ADMISSIONS
2023/2024 REGULAR PROGRAMME**

1. I write to offer you admission to the **College of Humanities**, University of Ghana to pursue a four-year FULL TIME course of study leading to the award of a **BACHELOR OF ARTS Degree**. The subjects to be studied at Level 100 are PUBLIC ADMINISTRATION, SOCIOLOGY AND INFORMATION STUDIES.
2. The University of Ghana reserves the right to revoke this offer of admission in the event that any discrepancies are detected in the statements you made in your application.
3. Your **Student Identification Number (ID)** is **22050170**. This is the number that you will use throughout your studies in this University. Your University of Ghana **e-mail address**, your **temporary UG e-mail password**, and your **Personal Identification Number (PIN)** will be on your **Confidential Information Card**, which is to be **downloaded separately from your admission letter**. Information on how to activate your UG e-mail will be available on the Confidential Information Card and on the University of Ghana website.
4. The fees for the **BACHELOR OF ARTS** programme for the 2023/2024 academic year is **GHS 2,219**. Information on payment of fees is attached. Your ID number should be quoted on the pay-in-slip.
5. You are expected to confirm your acceptance of this offer and secure your admission to the University of Ghana by paying a non-refundable commitment fee of **30%** of the fees stated within **2 WEEKS** from the date of issuance of this letter.
6. Students who require financial assistance should contact the Students' Loan Trust Fund (SLTF). To initiate the process of applying for the Students' Loan, contact the Students Loan Trust Fund on www.slrf.gov.gh or 0302 231886/7 and 0264 043072. You can also visit any of their 14 Zonal offices across the country for assistance.
7. You are required to register promptly before **Thursday, February 8, 2024**. Guidelines on how to register are available on the University's website (<https://www.ug.edu.gh>). You will need your student number and PIN to gain access to the University's online registration system. To qualify to register for the 2023/2024 academic year, however, you are to pay a minimum of 50% of the fees stated. The remaining 50% of the fees should be paid at the beginning of the second semester. Please note that **accommodation is not guaranteed** as available beds will be allocated through a random system. If interested, it is crucial to opt for the random allocation during your academic registration. You are encouraged to explore alternative housing options promptly if on-campus accommodation is not assigned.
8. Students are expected to report from **Friday January 12, 2024** to Sunday January 14, 2024. Teaching will begin on **Monday January 15, 2024**. Matriculation will take place on **Saturday, February 10, 2024**. You are expected to sign the online matricula to confirm your studentship before the day of matriculation.
9. The University requires that you be declared medically fit by its Director of Health Services. In this regard, you will be medically evaluated at the Students Medical Examinations Centre. Note that you will be expected to pay in full for laboratory and X-rays tests. Use this link <https://sts.ug.edu.gh> to book an appointment for medical investigations as soon as possible.
10. **You will be required to participate in a compulsory programme of orientation from Friday January 19, 2024 to Saturday January 20, 2024. Details of this programme will be made available on the University's website.**
11. Should you decide to withdraw from the University on or before **Friday, February 9, 2024** the University shall refund your fees to you less 30% of the total fees paid. Beyond this date, NO REFUND shall be made.
12. All correspondence in relation to your admission should be sent to:

The College Secretary
College of Humanities
University of Ghana
P. O. Box LG 1173
Legon
or
coh@ug.edu.gh

MISS DANSO WINNIFRED DEBRAH
c/o ALBERT ADJEI DANSO
CT 1074



Yours faithfully,

Yvonne Lartey (Mrs.)
For: REGISTRAR