



UNITED STATES INTERNATIONAL UNIVERSITY

DOCTOR OF BUSINESS ADMINISTRATION (DBA) APPLICATION FORM

READ THE APPLICATION INSTRUCTIONS BEFORE COMPLETING THIS FORM

COMPLETE ALL APPROPRIATE SECTIONS IN CAPITAL/BLOCK LETTERS AND RETURN WITH SUPPORTING DOCUMENTS (See Checklist on Page 2) TO:

USIU Admissions Office
P.O. Box 14634 - 00800
NAIROBI, KENYA
Tel: [+254-020] 3606 000/3606 300
Fax [+254-020] 3606 100
Email: admit@usiu.ac.ke
Web: www.usiu.ac.ke
Facebook: USIU-Admissions

AFFIX RECENT PASSPORT SIZE PHOTOGRAPH HERE

Form with checkboxes for Mr./M/s and fields for Last, First, and Middle names.

Other Name(s)/Maiden name, if any _____

Current Mailing Address

Table for mailing address details including Street Address, P.O. Box Number, City/Town, State/Province, Zip/Postal, Country, Daytime Phone, Evening Phone, Fax Number, and E-mail.

Personal Information

Table for personal information including Date of Birth (Month, Day, Year), Gender (Female, Male), Place of Birth, Citizenship, Marital Status, National Id no., and Passport No.

Next of Kin details (Indicate Emergency Contact in Nairobi)

Form for next of kin details including Name, Address, Fax, Telephone, and Email.

EDUCATION

PLEASE LIST ALL UNIVERSITIES ATTENDED IN THE FOLLOWING SECTIONS.

NAME OF UNIVERSITY	CITY & COUNTRY	YEARS ATTENDED	No. of YEARS SPENT	NAME OF DIPLOMA/ DEGREE AWARDED
		to		
		to		
		to		

If employed State:

COMPANY NAME	POSITION (TITLE)	DURATION
_____	_____	_____

ATTESTATION

I hereby certify that the information given in this application is correct and complete to the best of my knowledge, and hereby give my permission to the Admissions Office to obtain any verification deemed necessary to process my application. I further certify that I will arrange for the forwarding of official transcripts as requested in the instructions, and that such transcripts become the property of the university and will neither be forwarded to another institution not returned to me. Finally, I acknowledge that completing an application form does not guarantee admission.

Signature _____ Date _____

IT IS MANDATORY TO SIGN YOUR APPLICATION FORM BEFORE RETURNING IT TO USIU

APPLICATION CHECKLIST

Have you provided the following?

- Complete and signed application form (**Please observe deadline**).
- Non-refundable Application Fee (**KShs. 3,000 or US\$ 50**) – No Cash Payments.
See Bank account details on the website www.usiu.ac.ke
- Official degree transcripts for Bachelors and Masters Degrees attained.
- Official/Original and Copy of the Degree Certificates (**Originals will be returned**).
- A curriculum vitae/resume.
- One (1) recent passport size photograph (write your name on reverse side).
- Copy of National Identity (ID) Card or National Passport.
- One Thousand (1000) words essay outlining your **achievements, reasons** for applying to the USIU DBA program and your **expectations**.
- Two (2) letters of recommendation from current supervisor, or former lecturer or peers. (**Recommenders must have known the applicant for at least two (2) years**).

NOTE: * ONLY COMPLETED APPLICATIONS WILL BE PROCESSED and USIU RESERVES THE RIGHT OF ADMISSION