



DMI - ST. EUGENE UNIVERSITY ZAMBIA

(Run by the Sisters of the Daughters of Mary Immaculate and Collaborators)
Website: www.dmiseu.edu.zm

Affix
Recent Passport
Size Colour
Photo

CHIBOMBO CAMPUS
P.O Box 330081
Great North Road
Chibombo(Dist.)
Ph:+260 977613644
E-mail: dmiseuzm@gmail.com

CHIPATA CAMPUS
P.O Box 511026
St. Anne's Area, Chipata
Ph: +260 977200088
E-mail: dmiseuch@gmail.com

Diploma
 Bachelor Degree
 Post Graduate
 APPLICATION FORM
Application No.:

PERSONAL INFORMATION

1. Title: Mr. Ms. (Please Tick one)

2. Name of the Applicant: (In Capital Letters)

F	I	R	S	T													M	I	D	D	L	E							N	A	M	E		

3. Sex: M F

4. Date of Birth:

5. Age:

6. Marital Status: Married Single

7. Nationality:

8. Religion:

9. Tribe:

10. Passport / NRC No.:

11. Identification Marks / Birth Marks:	I. <input style="width: 80%;" type="text"/>
	II. <input style="width: 80%;" type="text"/>

12. Address for Communication:	<input style="width: 100%;" type="text"/>		
	Phone: <input style="width: 90%;" type="text"/>	E-mail: <input style="width: 90%;" type="text"/>	

13. Occupation, Official Address and Income of the Parents / Sponsor			
Relationship	Occupation	Name & Official Address with P.O. Box No.	Income (Per Annum)
1. Father		Name: <input style="width: 90%;" type="text"/>	
		Address: <input style="width: 90%;" type="text"/>	
		Phone: <input style="width: 90%;" type="text"/>	
2. Mother		Name: <input style="width: 90%;" type="text"/>	
		Address: <input style="width: 90%;" type="text"/>	
		Phone: <input style="width: 90%;" type="text"/>	
3. Guardian / Sponsor		Name: <input style="width: 90%;" type="text"/>	
		Address: <input style="width: 90%;" type="text"/>	
		Phone: <input style="width: 90%;" type="text"/>	

14. Are you under Government Sponsorship (If Yes, give details of the department)	_____

15. Academic Records:

Qualifications	Boards / University/College with Address	From	To	Subject	Percentage / Grade	Result

16. Any other courses done / completed?	_____
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17. Are you currently engaged in any studies?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If Yes, Specify the field of study and examining body.

Field of Study	Name of the Institution	Examining Body

18. Current Employment:	Are you employed? <input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, Organization Address. _____
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19. Years of Service:	_____
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20. Groups Offered in First Year

The students are requested to mention the order of preference: *(Mark any three groups)*

S.No.	Modules							Order of Pref.
1.	I	Fundamental English I & II	Mathematics I & II	Physics I & II	Chemistry I & II	Botany I & II	Zoology I & II	
2.	II	Fundamental English I & II	Mathematics I & II	Physics I & II	Chemistry I & II	Computer Science I & II	-	
3.	III	Fundamental English I & II	Physics I & II	Chemistry I & II	Botany I & II	Zoology I & II	-	
4.	IV	Fundamental English I & II	Business Maths & Statistics	Accountancy I & II	Commerce & Economics	Computer Science I & II	-	
5.	V	Fundamental English I & II	History I & II	Political Science & Sociology	Geography I & II	Computer Science I & II	-	
6.	VI	Fundamental English I & II	Biology I & II	Home Science I & II	Food & Nutrition I & II	Computer Science I & II	-	

21. Order of Preference

The students are requested to mention the order of preference: (Mark as 1, 2 & 3)

Diploma Programmes – 3 years (Full time/Evening/Week End)	Order of Preference
Programmes	
Diploma in Computer Science	
Diploma in Commerce	
Diploma in Business Management	
Diploma in Social Work	
Bachelor Degree Programmes – 4 Years (Full time/Evening/Week End)	Order of Preference
Bachelor of Science in Computer Science	
Bachelor of Engineering in Computer Science (5 Years)	
Bachelor of Science in Food and Nutrition	
Bachelor of Business Administration	
Bachelor of Commerce in Accounts and Finance	
Bachelor of Social Work (Generic)	
Bachelor of Arts in Secondary Education with English	
Bachelor of Arts in Secondary Education with Civic	
Bachelor of Science in Secondary Education with Mathematics	
Bachelor of Science in Secondary Education with Geography	
Bachelor of Science in Secondary Education with Chemistry	
Bachelor of Science in Secondary Education with Physics	
Bachelor of Science in Secondary Education with Biology	
Bachelor of Science in Secondary Education with Computer Science	
Master Degree Programmes – 2 Years (Week End)	Preference
Master of Business Administration in Human Resource Management	
Master of Business Administration in Finance & International Business	
Master of Business Administration in Marketing & Entrepreneurship	
Master of Commerce in Accounts and Finance	
Master of Social Work in Community Development	
Master of Social Work in Project Management, Monitoring and Evaluation	
Master of Science in Computer Science	
Master of Education in Educational Administration	

No.	Schools	Groups Preferred / to be chosen in 1st Year
1.	School of Management Studies	I, II, III, IV, V & VI
2.	School of Commerce	I, II, III, IV, V & VI
3.	School of ICT	I, II & IV
4.	School of Engineering	I & II
5.	School of Medicine	I & II
6.	School of Social Work	I, II, III, IV, V & VI
7.	School of Education - Arts	I, II, III, IV, V & VI
8.	School of Education - Science	I, II, III, IV, V & VI
9.	School of Science and Humanities	I, II, III, IV, V & VI

DECLARATION

1. The above-mentioned courses will be offered only based on the number of students, who opt for the courses.
2. There will be no change of courses allowed or permitted, once the course has been opted.
3. The student can choose his/her course expressing three order of preferences compulsorily.
4. Once the course is selected, in no case the student will be permitted to change his/her course / specialization.
5. However, a student is permitted to change the Course / Specialization subject to the availability and size of the course.
6. The students are permitted to transit from one school to another only on payment of K 250.
7. If the Group / Course is not offered due to the non-availability of the number of students, the fee collected will be refunded except the application fee.
8. It is the right of the Management either to offer or to cancel any Course / Programme.
9. A student should give three preferences of the courses, which he/she opts for. If he/she does not mention the three preferences, his/her application will be rejected.
10. The student is also permitted to change from one campus to another campus inside DMI - St. Eugene University provided he/she should not have any dues at the parent campus and he/she should pay K 500 for the transfer.
11. Tuition fees prescribed for various programmes will be uniform for all the campus colleges of the University.

I do agree to adhere to the aforesaid declaration.

Signature of the Candidate

Place:

Date:

Signature of the Parent/Guardian/Sponsor

Place:

Date:

MEDICALPROFORMA

1. Name of the Candidate : _____

2. Father / Guardian Name : _____

3. Sex: Male Female 4. Height: cm 5. Weight: 6. Blood Group:

7. Identification Marks:

a.	
b.	

8. Whether the candidate fulfills the following standards : *(If No, Specify the defect)*

a. General Fitness consists of: : Yes No

Full Urine Test, Chest X – ray & ECG

Mental Retardness Test and

Other General Tests

b. HIV Test : Yes No

c. Vision : Yes No

d. Auditory functions : Yes No

e. Speech functions : Yes No

9. Whether Physically Challenged : Yes No

(If Yes, Specify the challenge (defect) and the extent of disability)

a. Vision

b. Speech

c. Hearing

d. Limbs

10. If having any allergy? : Yes No

(If Yes, Specify) _____

11. If having any chronic disease? : Yes No

(If Yes, Specify) _____

A. OPINION: From the above clinical details please specify whether the candidate is physically fit to be considered for admission in the University : Yes No *(If No, Specify the reason)*

B. Remarks: _____

Signature of the Applicant

Signature of the Regd. Medical Practitioner
with seal

Place:

Register No. :

Date:

Full Address:



DMI-ST. EUGENE UNIVERSITY ZAMBIA

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STUDENT UNDERTAKING

I _____ S/o. / D/o. / Ward of _____
_____ has been admitted
in the Department of _____ for the Diploma / Under Graduate
course in _____

subject to the following conditions:

1. I am aware that I have to secure not less than 85% overall attendance in a semester to make me eligible for the end semester examinations, failing which I can be debarred from appearing the end exams.
2. I will abide by the rules and regulations of the University in force.
3. I pledge that I will not entertain any form of political activities or strike during the course of my study and I guarantee that I will not cause any damage to any of the University property and if there is any breakage or misuse of articles, I assure that I will replace the same or pay the stipulated amount as prescribed by the University authorities.
4. I assure that I will pay all the fees mentioned in the fee structure within the stipulated date fixed by the authorities. I am also aware that if I have not paid the fee in due date, my name will be struck off from the roll of the University.
5. I will not raise any objection if the University is shifted to any new campus and if any additional expenses incurred, it will be borne by me.
6. I also accept the termination of my scholarship if any, during the course of my study, if seen/found involved in any illegal activities or mis-conduct.
7. I am aware that the University is not responsible for the loss/theft of any of my belongings and valuables.
8. I am aware that the University doesn't provide transport facility and any expenses for transportation from hostel to University campus, Industrial Training and the expenses towards it will be borne by me.
9. I am aware that the University is not responsible for any loss or damage to the life and property of myself either inside or outside the campus.
10. I am aware that the University fee once paid will not be refunded under any circumstances.
11. I am also aware that as a resident of the hostel (Boys/Girls), I will abide by the Rules and Regulations of the hostel and in the event of my not complying with; I am liable for expulsion from the hostel and the college simultaneously.
12. A candidate may be allowed to re-sit in his/her failed courses in Supplementary Examinations if he or she has attained an overall GPA of 1.8 or above in the First Sitting calculated in accordance with the credit weightage of individual courses. The maximum grade obtainable in a Supplementary Examination shall be the minimum passing grade i.e. 'C'.
13. A candidate who fails to attain an overall GPA of 1.8 will be discontinued from the courses.
14. To conclude, I will confirm strictly to all undertaking listed above and other rules and regulations put forth by the University then and there. If I fail to adhere to any of the above stated undertaking, I will not be eligible to write the End Examinations.

Signature of the Candidate

Signature of the Parent/Guardian/Sponsor

Place:

Place:

Date:

Date:

INSTRUCTIONS

The Application Form has to be duly filled in by the candidate and has to be submitted along with the following particulars: (Tick the Appropriate one)

1. Recent passport size photos – 5 copies Yes No
2. School Leaving Certificate - 2 sets attested by Commissioner of Oaths or Notary Public Yes No
3. Degree / Course Certificate / Marks Sheets – 2 sets attested by Commissioner of Oaths or Notary Public Yes No
4. Conduct Certificate from previous Head of the Institution / Organization Yes No
5. Medical Proforma filled by Regd. Medical Practitioner (Application Form page 5) Yes No
6. Date of Birth Certificate or NRC or Passport – 2 sets attested by Commissioner of Oaths or Notary Public Yes No
7. Fee Receipt – Photocopy Yes No
8. Original Bank Deposit Slip Yes No
9. Joint declaration in the student undertaking form by candidate and Parent/ Guardian/ Sponsor Yes No
10. All payments should be made only through Bank Account

FOR OFFICE USE ONLY

Payment Details : _____
Amount in words : _____
Mode of Payment : Bank Receipt Cheque
Bank Name : _____
Bank Receipt /Cheque Date : _____
Bank Receipt / Cheque No. : _____

Cashier/Accountant

FOR OFFICE USE ONLY

Register No. : _____
Group Selected in the First Year :

I	II	III	IV	V	VI
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Programme Approved for Admission: _____
Remarks : _____

Registrar

DMI-St. Eugene University, Zambia

With Effect from 2019 Intake

OTHER FEES	AMOUNT	
	Diploma and Bachelor Degree	Post Graduate
Application Fees	K 100	K 150
Registration Fee	K 250	K 250
Identity Card	K 100	K 100
Caution Deposit (Refundable at the end of the course)	K 250	K 250
Club Activities	K 100	K 100
Sports Fees	K 100	K 100
Industrial Visits	K 100	K 100
Accommodation fee for Students (Per Semester)	K 3,000	K 3,000

NOTE

1. No Examination fees for the regular modules
2. Application fee and examination fee should e paid by the students taking supplementary modules
3. Students should make their own arrangements for the stationary.
4. All payments should be made in the school Account given below:

Bank Name: INDO Zambia Bank (Main Branch)

A/C No.: 0011040002475

A/C Name: Trust of DMI and Collaborators

CONTACT US ON THE FOLLOWING

Great North Road Campus

P.O. Box: 330081,
Plot No. B2029/M,
9 Miles, Great North Road,
Chibombo, Zambbia.
Ph. No: +260 977613644/09971004055/098524773
Email: dmiseuzm@gmail.com

Chipata Campus

P.O.Box: 511026
St. Anne's, Area
Chipata, Zambia.
Ph. No; + 260 977 200088
Email: dmiseuch@gmail.com

THANK YOU FOR VISITING US GOD BLESS YOU