



THE UNIVERSITY OF BELIZE

OFFICE OF ADMISSIONS

APPLICATION FOR MASTER OF PHILOSOPHY (MPhil) PROGRAM

1. The University of Belize welcomes your application for the MPhil program. Kindly complete this form carefully and legibly to enable our evaluation and timely response.

2. **Please use this checklist to prepare your Application Package:**

- Application Fee** – the application costs BZ\$100.00 or US\$50.00. Please do not mail cash payments. All cheques must be made payable to the University of Belize. Payments may also be made at any Atlantic or Belize Bank. International Students are required to request the Credit Card Authorization Form to complete payment.
- Recommendations** – Two (2) Recommendation Forms are included for completion by individuals with firsthand knowledge of your Academic abilities and character.
- Academic Records** – Include one (1) Official Transcript from the institution where you completed your Bachelor's degree program. Applicants are required to have a GPA of 3.0 or above in completed undergraduate degree programs.
- Certified Copy of Proof of Citizenship** – Passport or Birth Certificate along with Photo ID
- Photograph** – One (1) recent passport-size picture with first and last name printed on the back for easy identification.
- Other Qualifications** – this includes certified copies of other official certificates indicating additional academic courses or training received if applicable.
- Important Note:** Please review the UB Admissions Criteria Section at the end of this Application Form. The Office of Admissions processes only completed application packages. Packages deemed incomplete are placed on hold until all requirements are met.

3. Submit all of the above-listed documents with the completed Application Form to:

The Office of Admissions
UNIVERSITY OF BELIZE
Hummingbird Avenue
P.O. Box 340, Belmopan, Cayo District
Belize, Central America

Application packages can also be delivered in person or online at admissions@ub.edu.bz

A. BIOGRAPHICAL INFORMATION

1. Name _____
Last Name First Name Middle Name
2. Home Address _____
Street City/Town District
3. Mailing Address _____
Street City/Town District
4. Home Phone _____ 5. Cell Phone(s) _____ 6. Email _____
7. Citizenship Status: Belizean Permanent Resident (submit documents) Foreign National: Country _____
8. Ethnicity: Asian Creole Caucasian East Indian Garifuna Maya Mestizo Mennonite
- Other/Specify _____
9. Date of Birth _____ / _____ / _____
Day Month Year
10. Gender: Male Female

B. ENROLLMENT INFORMATION

1. Intended start of program: _____
2. You are applying for admission to: Faculty of Education and Arts Faculty of Management and Social Sciences
 Faculty of Science and Technology Faculty of Health Sciences
3. Area of Research: _____
4. Have you ever applied or attended UB before? Yes No
5. If applicable, please state your UB ID number: _____

C. EDUCATIONAL BACKGROUND

Name of Institution	Location (Country)	Years Attended	Degree Conferred	Major	Grade Point Average (GPA)

List with the most recent first, all universities and schools you have attended.

D EMPLOYMENT INFORMATION

- 1 Are you employed? Yes No
- 2 How do you plan to finance your studies? Scholarship Self Loan Other: _____
- 3 Are you an employee of UB? Yes No
- 4 Are you a dependent of a UB employee? Yes No

E. EMERGENCY CONTACT INFORMATION - Please complete the following for two different emergency contacts.

Mother Father Spouse Other: _____

Name _____

Address _____

Home Phone _____

Work/Cell Phone _____

Mother Father Spouse Other: _____

Name _____

Address _____

Home Phone _____

Work/Cell Phone _____

F. RECOMMENDATIONS

You are required to submit two references; one must be academic. See the Recommendation Forms attached.

G. ADDITIONAL INFORMATION

If you would like the Admissions Committee to consider any additional information or special needs, please provide that information on a separate sheet of paper.

Have you ever been involved in any disciplinary problems involving educational institutions, employers, immigration, or the police?

Yes No

If yes, please provide details on a separate sheet of paper.

H. STATEMENT OF CONFIRMATION

I certify that all statements made in this application are accurate, complete, and true to the best of my knowledge. I understand that the University of Belize has the authority to verify all documents and information submitted, and my knowingly withholding or falsifying information may make me ineligible for admission to the University of Belize. I agree that as a student I will attend the official student orientation and abide by the rules and regulations of the University of Belize.

Signature _____

Date _____

UB ADMISSIONS CRITERIA SECTION

In addition to submitting a completed and signed application form, successful UB applicants will meet the following criteria:

- Cumulative GPA of 3.0 or above on a 4.0 scale or at least upper second-class honors on a US/UK/UWI scale.
- Applicant may be required to sit an interview before a final decision is made
- Acceptable recommendations
- A recent Resume/Curriculum Vitae
- Job Letter (If applicable)
- A Research Proposal outlining research interest with specific objectives (1000 words)

ADDITIONAL REQUIREMENTS FOR INTERNATIONAL STUDENTS

- Proof of Competence in English Language for applicants who are not from English-speaking countries (TOEFL, IELTS with a score of 87 and above for TOEFL or 5 for IELTS or its equivalent.
- Official Report from reputable Credential Evaluation Services organization (UB only accepts Josef Silny (www.jsilny.com) and World Education Services (www.wes.org))
- Required to pay first semester's tuition and fees in full

FOR UB OFFICIAL USE ONLY

Application Receipt (Receiving Office)

Name of Applicant _____

Date evaluated _____

Program _____

Date application received _____
Month/Day/Year

Application Fee Receipt Number: _____

Name of the person who dropped off the application _____

Authorized signature: _____

Name of UB staff recipient: _____

Number of Recommendations received (2) _____

Number of Transcripts received (1) _____

Proof of Citizenship received (1) _____

Complete curriculum vitae received _____

Research Proposal Received _____

Are all sections of the Application Complete? _____

Is the Application Signed? _____

Application Evaluation Date: (Program Office)

Name of Evaluator _____

Other/Specify _____

Admissions Status

Accepted

Not Accepted

Comments about Admissions Status _____
