

## OPENING OF SCHOOL

January 8, 2024	Registration Begins
January 19, 2024	Orientation for All Students
January 22, 2024	Classes Begin
January 22-26, 2024	Late Registration
January 22-26, 2024	Add & Drop

### AVAILABLE SCHOLARSHIPS @ AUWA

- **USAID Liberia Transforming the Education System for Teachers and Students (TESTS) Activity** is offering scholarship for interested candidates in the areas of Early Childhood Education and Primary Education through the University. All interested candidates must go through the Admission process first.
- **Education and Theology Students:** 200.00 USD Flat rate per semester
- **Work Study:** For Needy Students Only. It will account for over 60% of total fees. Please contact Student Services Office for more details.

### REGISTRATION PROCEDURE

#### Old Students:

1. Obtain Registration Checklist from the publishing center.
2. Go to UBA Bank and deposit at least an initial amount of 250.00 USD, which will form part of your school fees; and obtain a receipt from the Finance Office.
3. Go to the Finance Office to activate your portal account from planning/registration.
4. Go to Admissions and Records to verify your documents.
5. Go to the Clinic with a copy for health screening.
6. Go to Student Services Office and do your registration and confirm your scholarship, if you a scholarship student.
7. Proceed to your faculty advisor to help you plan your courses.
8. Go to your ICampus Portal to register for the Second Semester 2023/2024 and contact your faculty advisor for approval.
9. Print out your registration certificate from ICampus, give a copy to your faculty advisor, a copy to the Office of Admissions & Records, and a copy to the ICT Department. ICT Department will use your registration certificate to activate your Moodle account. Use your Moodle Code and Password to join your online classes.

#### New Students:

1. Obtain Registration Checklist from the publishing center.
2. Obtain Letter of Admission from the Office of Admissions & Records.
3. Go to UBA Bank and deposit at least an initial amount of 250.00 USD, which will form part of your school fees; and obtain a receipt from the Finance Office.
4. Proceed to the Office of Admissions & and Records to obtain your Matriculation (ID) Number and Email address; stay there to set up you ICampus Portal Account.
5. Go to the Finance Office to activate your portal account from planning/registration.
6. Go to the Clinic with a copy of your Medical certificate and do your health screening.
7. Go to Student Services Office and drop a copy of your documents and confirm your scholarship, if you a scholarship student.
8. Proceed to your faculty advisor to help you plan your courses.
9. Go to your ICampus Portal to register for the Second Semester 2023/2024 and contact your faculty advisor for approval.
10. Print out your registration certificate from ICampus, give a copy to your faculty advisor, a copy to the Office of Admissions & Records, and a copy to the ICT Department. ICT Department will use your registration certificate to prepare your ID card, and activate your Moodle account. Use your Moodle Code and Password to join your online classes.

### iCampus and Moodle School Links

Visit the University Website to access the links:

### CONTACTS

**Contact numbers:** 0886072513, 0770431885, 0775918605, 0776450058, and 0777704877

**Website:** [www.auwa.edu.lr](http://www.auwa.edu.lr)

**Email:** [registrar@auwa.edu.lr](mailto:registrar@auwa.edu.lr);  
[admission@auwa.edu.lr](mailto:admission@auwa.edu.lr);  
[zayzaye@auwa.edu.lr](mailto:zayzaye@auwa.edu.lr)  
[okorof@auwa.edu.lr](mailto:okorof@auwa.edu.lr)



## ADVENTIST UNIVERSITY OF WEST AFRICA

Advent Hill, Robertsfield Highway, Schiefflin Township  
Margibi County, Liberia

### Office of Admissions & Records

# Information Sheet for Second Semester 2023/2024

## OUR MISSION

Adventist University of West Africa, a Seventh-day Adventist Institution, promotes the development of the spiritual, intellectual, physical and social capacities of its people for peaceful co-existence, knowledge advancement, exemplary leadership, harmonious relationship, and service to God and humanity.

## OUR VISION

To be a world-class center for Christian education and service.

## OUR CORE VALUES

Excellence  
Integrity  
Accountability  
Selfless Service  
Unity in Diversity

**Information Sheet is 50.00 LD for Old Students**

*A Seventh-day Adventist Institution of Higher Learning*

## GENERAL ADMISSION

### REQUIREMENTS & PROCEDURE

1. Obtain the Application Package from the Adventist University of West Africa Campus (Schiefflin Township or designated places) for **US\$25.00** which include **Information Sheet, Entrance Fees** and/or **Application Form**.
2. Fill and submit application form on or before entrance date.
3. Sit and Pass the Entrance Examination administered by the University.
4. Sit an interview on the date specified on the entrance examination result.
5. Bring the Following documents on the interview date:
  - a. WAEC/WASSCE certificate (photocopy)
  - b. High School Diploma (photocopy)
  - c. High School Transcript (original)
  - d. Letter of Recommendation from High School original)
  - e. Letter of Recommendation from clergyman or community leader (original)
  - f. Medical certificate from SDA Cooper Hospital (original)
  - g. Birth certificate or passport (photocopy)
  - h. Two passport size pictures with white background
  - i. One hanging folder
  - j. Marriage certificate if married (photocopy),
6. High school graduates with Division I in WAEC or A in WASSCE will be exempted from sitting the Entrance examination but must procure the application form and sit an interview; All applicants must pass in 3 subjects including Math and English, and any other subject.
7. All graduates from Adventist High Schools, transferring students post-basis students and international students are exempted from sitting the entrance examination but **MUST** obtain the application form and sit an interview.
8. Students with cGPA of 2.50 and above by the end of the freshman year from any relevant program can be granted the opportunity to transfer to any other program of their choice at sophomore level. Such student must have indicated prior interest during the admission process.
9. All Nursing applicants must be between the ages of 18 at entrance and 55 at graduation in line with national standards. Additionally, they should pass in the sciences in WASSCE, especially Biology.
10. *We accept transfer students from institution that are accredited by The National Commission on Higher Education of Liberia.*
11. *International students should meet the Office of Admissions and Records for additional information on their admission process.*

## COURSES OFFERED

### DAVE WEIGLEY COLLEGE OF BUSINESS & PUBLIC ADMINISTRATION

1. ACCOUNTING
2. BANKING & FINANCE
3. CRIMINAL JUSTICE ADMINISTRATION
4. HUMAN RESOURCE MANAGEMENT
5. MANAGEMENT
6. PROCUREMENT MANAGEMENT
7. PUBLIC ADMINISTRATION

### COLLEGE OF EDUCATION & HUMANITIES

1. EARLY CHILDHOOD EDUCATION
2. PRIMARY EDUCATION
3. SECONDARY EDUCATION: with concentration in: Accounting, Management, Public Health, Biology, Religious Studies, and English.
4. THEOLOGY
5. RELIGIOUS STUDIES

### COLUMBIA UNION CONFERENCE

### COLLEGE OF HEALTH SCIENCE

1. NURSING
2. PUBLIC HEALTH

### COLLEGE OF BASIC & APPLIED SCIENCES

1. BIOLOGY
2. COMPUTER SCIENCE
3. ENVIRONMENTAL SCIENCE
4. MEDICAL LABORATORY SCIENCE

## COMING SOON!

- a. Agriculture
- b. Microbiology
- c. Media Studies
- d. International Relations

### Entrance Dates

October 19, 2023

November 23, 2023

January 11, 2024

**Admissions Package: 25.00 USD**

### Bank Information

Bank: **United Bank of Africa (UBA)**  
 Account Name: **Adventist University of West Africa**  
 Account Number: **53020550002576**

### SCHOOL FEES PAYMENT

**PLAN** 250.00 USD at Registration

70% of total fees should be paid two weeks before Mid Semester Exams.

Balance of total fees should be paid two weeks before Final Exams.

## SCHOOL FEES FOR 2023/2024 ACADEMIC YEAR

Tuition (Liberian)	15.00 per credit
Tuition (International)	18.00 per credit
Tuition (for All NRSRG Courses)	16.00 per credit

### REGISTRATION FEES FOR OLD AND NEW STUDENTS

Registration	US\$135.00
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### OTHER FEES FOR NEW STUDENTS

(ONLY During Freshman I Semester)

Student Handbook	10.00
Matriculation	10.00

### REQUIREMENT FEES FOR OLD AND NEW STUDENTS

Breakage	5.00
Development	10.00
ID card (valid for 2 semesters)	10.00
Internet & iCampus Services	20.00
Library	5.00
Medical Fees	15.00

### DAVE WEIGLEY COLLEGE OF BUSINESS & PUBLIC ADMINISTRATION AND COLLEGE OF EDUCATION & HUMANITIES LABORATORY FEES

<u>Course</u>	<u>Fee</u>	<u>Level</u>
Introduction to ICT	10.00	All Freshman II Students
Agriculture	10.00	All Sophomore I Students
E-Commerce	10.00	All Junior I Management Students
Spreadsheets	10.00	All Sophomore I Accounting, Banking & Finance and Managements Students

### COLUMBIA UNION CONFERENCE COLLEGE OF HEALTH SCIENCES AND COLLEGE OF BASIC & APPLIED SCIENCES LABORATORY FEES

**Flat Rate of 60.00 USD** Every Semester at every level

**AUWA STUDENT ASSOCIATION AND DEPARTMENTAL DUES: 15.00**

**To be paid in a dedicated account for AUWASA that will be provided by the Finance Office**

### DORMITORY FEES

**Dormitory with 2 meals: 320.00 USD**

### OTHER FEES

Late Registration	10.00
Nursing Uniform	80.00
Nursing Scrubs	30.00
Science Laboratory Coat	25.00
Readmission	25.00
Ready for Practice	45.00
Fieldwork Jacket	25.00
Text Books	as Applicable