



UNIVERSITY OF GHANA - SCHOOL OF GRADUATE STUDIES

MR TETTEY ENOCH KPANI
Enoch Kpani Tettey
P.O. Box 2485

DATE: October 25, 2022

Dear MR TETTEY,

GRADUATE ADMISSIONS - 2022/2023 ACADEMIC YEAR
MSC IN COMPUTER SCIENCE

1. This is to inform you that the Board of the School of Graduate Studies on behalf of the Academic Board has offered you admission to the University of Ghana to pursue a One-year programme of study leading to the award of **MSC IN COMPUTER SCIENCE**.
2. **Your admission takes effect from 1st January, 2023 to 31st August, 2023.**
3. Your **Student Identification Number (ID)** is **11005639**. This is the number that you will use throughout your studies in this University. Your **Personal Identification Number (PIN)** is **62758** and your University of Ghana e-mail address is **ektettey005@st.ug.edu.gh**. Your temporary UG e-mail password is Ug?11005639. Information on how to activate your UG e-mail will be available on the University of Ghana website.
4. The **PROVISIONAL** fee for the 2022/2023 academic year is **GH¢ 10,054.00 (Ten Thousand and Fifty-Four Ghana Cedis)** payable in two installments of **GHS5,027.00 (Five Thousand and Twenty-seven Ghana Cedis)** per semester. Information on payment of fees is on the Application Summary Page and also available on the University's website (<https://www.ug.edu.gh/freshers>). Your ID number should be quoted on the pay-in-slip.
5. Registration will be online via the University website <https://www.ug.edu.gh>. You will need your **Student Number** and **PIN** stated above to gain access to the University's online registration system.
6. You will be required to go through registration formalities each semester for the approved duration of your programme.
7. The University requires that you are declared medically fit by its Director of Medical Services. In this regard, you will be medically examined at the University Hospital soon after the beginning of the First Semester. Note that you will be expected to pay for the chest X-ray at the University Hospital.
8. Please note that accommodation is not in any way linked to the offer of admission. For your information, however, in addition to the residential halls and the SSNIT hostels of the University to which you may apply separately for accommodation, you may, if interested in graduate hostels apply to the General Manager of the University of Ghana Enterprises Limited (UGEL): Email address- info@ugel.ug.edu.gh.
9. If for some reasons you should decide to defer your programme to the next academic year, your application of deferment should be sent to the Dean of the School of Graduate studies, through your Head of Department. **Your application will only be considered after you have registered.**
10. Should you decide to withdraw from the University before the third week of registration, the University of Ghana shall refund your fees to you less **30% of the total amount payable**, to be retained as administrative charges. Beyond this date, **NO REFUND** shall be made.
11. Please note that attendance/participation in orientation programmes is compulsory at the university. The Department would, therefore, notify you with details of when the programme will take place.
12. **The Dean of the School of Graduate Studies reserves the right to effect any corrections to this letter if mistakes are detected. He also reserves the right to revoke this letter if it is found out that you have been admitted in error.**
13. You may contact the following telephone numbers for any assistance when in difficulty:
+233 (0) 302500793, + 233 (0)303966098 and +233 (0)302925797.
14. You are required to indicate acceptance of this offer of admission to the Dean through sgs@ug.edu.gh and your Head of Department.

Yours faithfully,

Professor Robert Darko Osei
Dean.

