



# JACKSON COLLEGE *of* EDUCATION

(TEACHER EDUCATION DIVISION OF JACKSON EDUCATIONAL COMPLEX)

APPLICATION FOR ADMISSION  
**1-YEAR POST-GRADUATE DIPLOMA PROGRAMME**  
 (ENGLISH, MATHEMATICS & SCIENCE SPECIALISMS)  
 2023 | 2024 ACADEMIC YEAR

## APPLICATION FORM

THIS APPLICATION FORM IS NOT FOR SALE!

### E-Voucher Information

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Applicant Number

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PIN

The College ONLY accepts online applications; hence this application form only serves to provide you with the prerequisite information and documents you will need to successfully apply online.

### Requirements

- E-voucher:** An e-voucher costs **GHS 200.00** and is obtainable on **all networks** through the following channels:
  - USSD:** \*920\*215#
  - Online:** <https://securepay.jackson.edu.gh>
- National Identification:**
  - Ghanaian Citizens:** Ghana Card (or any national ID if you do not have the Ghana Card)
  - Non-Ghanaian Citizens:** Any national ID
- Certificate:** **Certificate:** A soft copy of the Tertiary Certificate/Transcript. With the exception of applicants who are JCE alumni, the Certificates/Transcripts of applicants from other institutions must be Certified True Copies.
- Recent Passport Picture:** Strictly white background with no scarf, cap, veil, etc. with full face and ears showing.

### Please Observe the Following Carefully

- Ensure that every information you provide is correct. Provision of wrong information may affect your admission.
- You must ensure that this application is entered online.
- Upon completion of your application online, print a copy of your Online Application Confirmation Letter and keep it well.
- Check your Admission Status Online within one month after completion of your application online.
- To complete your Application Online, follow these steps:
  - Log on to [www.admissions.jackson.edu.gh](http://www.admissions.jackson.edu.gh) and enter the Applicant Number and PIN
  - Transfer all the details on this application form onto the Online Application Portal and submit.

**Personal Information**

1. Title (e.g. Mr, Miss, Mrs, etc.)

2. First Name

3. Middle Name(s)

4. Surname (family name)

5. Sex (please tick ) Female  Male

6. Marital Status (e.g. single, married, divorced, etc.)

7. Religion (e.g. Christianity, Islam, etc.)

8. Nationality (e.g. Ghanaian, Togolese, etc.)

9. Date of Birth (day - month - year) 

D	D	M	M	Y	Y	Y	Y
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**Contact Information**

*To enable the Head Office to contact you in person concerning your admission, you must provide a Personal Telephone Number as your primary/main contact.*

10. Active Personal Number(s):  
 Main Phone Number 

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 Other Number (if any) 

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11. Residential/ Ghana Post GPS Address

12. Region of Residence (e.g. Ashanti, Volta)

13. Postal Address

14. Email Address

**Next of Kin**

15. Full Name

16. Relationship with you (e.g. father, aunt, spouse etc.)

17. Occupation (e.g. teaching, trading, etc.)

18. Telephone Number 

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19. Residential (house)/ Ghana Post GPS Address

20. Region of Residence (e.g. Ashanti, Volta)

21. Postal Address

22. Email Address

**Other Details**

23. Employment Status (please tick )    Employed                   Unemployed
24. Workplace Address (if employed)
25. Is teaching your current Occupation or Job? (if employed)    Yes                   No
26. Would you like to be contacted for a teaching job opportunity?    Yes                   No
27. Are you physically challenged?    Yes                   No
- If yes, please specify the type of challenge

**Learning Centres**

28. Programme Option
29. Learning Centre

**Examination Results Information**

30. High School Attended
31. High School Region

**Declaration by Applicant**

I take full responsibility for the information provided on this form and solemnly declare that it is true and accurate. Should it be found to be false, I may be denied admission or withdrawn from the College.

Full Name

Signature                   Date 

D	D	M	M	Y	Y	Y	Y
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*Thank you for applying to Jackson College of Education. We hope to see you soon as our new, cherished student.*  
**For further enquiries, please call us on: 020 126 0290 | 054 505 1182 | 026 689 9495**  
*You can also email us at [admissions@jce.edu.gh](mailto:admissions@jce.edu.gh)*