



**DEPARTMENT OF MECHANICAL  
ENGINEERING  
CITY AND GUILDS COURSES ADMISSION  
JULY-DECEMBER 2025 SESSION**

This form **MUST** be completed in **BLOCK LETTERS** and returned together with required attachments to the **Acting City and Guilds Coordinator, Mechanical Engineering Department, MUBAS, P/Bag 303, Blantyre 3**

PHOTO

**APPLICANT NUMBER (For office use only)** .....

**A. ELIGIBILITY**

1. The minimum qualification is MSCE or equivalent with at least passes in Mathematics and Physical Science/General Science,
2. Candidates with at least Malawi Trade Test Grade 1 or 2 are encouraged to apply.

**B. CANDIDATE INFORMATION**

1. Surname: \_\_\_\_\_ First Name: \_\_\_\_\_ Initials: \_\_\_\_\_
2. Date of Birth (DD/MM/YYYY): \_\_\_\_/\_\_\_\_/\_\_\_\_ Sex: M ☐ F ☐ Nationality: \_\_\_\_\_
3. Home District : \_\_\_\_\_ T/A: \_\_\_\_\_ Village: \_\_\_\_\_
4. Contact Address: \_\_\_\_\_  
\_\_\_\_\_
5. Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

**C. NEXT OF KIN INFORMATION**

1. Name: \_\_\_\_\_
2. Relationship (e.g. Father, Mother, Uncle, Wife, etc.): \_\_\_\_\_
3. Address: \_\_\_\_\_  
\_\_\_\_\_
4. Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

**D. ACADEMIC RECORD** (This section to be filled by NEW candidates only)

MSCE: ☐ O-Level: ☐ A-Level ☐ Other: ☐ Specify \_\_\_\_\_

No	Subject	Grade
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

**E. WOULD YOU LIKE TO DECLARE ANY DISABILITY THAT WOULD IMPACT YOUR LEARNING?**

No: ☐ Yes ☐ Specify (e.g. hearing impairment) \_\_\_\_\_

**F. PROFESSIONAL QUALIFICATION (Attach certificates)**

No	Name of Institution (e.g. MUBAS, UNIMA, Soche)	Award Obtained (e.g. Trade Test Grade I.)	Year of Award
1.			
2.			
3.			
4.			

**G. PROGRAMME (Tick the programme required)**

No	Name of Program	✓
1.	7290-13 Diploma in Light Vehicle Maintenance and Repair Principles Level 3	
2.	2850-89 Diploma in Engineering-Mechanical Manufacturing Engineering Level 3	

**H. INDEMNITY**

1. All tuition fees must be paid through the Bank payable to **MUBAS, CURRENT ACCOUNT NO: 433578, NATIONAL BANK OF MALAWI, CHICHIRI BRANCH** and the deposit slips should be submitted to the acting coordinator,
2. Fees should be paid in **FULL** or in instalments (a maximum of two), with the initial payment at least **HALF** and the balance **MUST** be settled within 31 days of the initial instalment,
3. Candidates shall strictly follow MUBAS student rules and regulations,
4. The candidates are required to pay examination fees (rates to be communicated in due course) to the City and Guilds through the centre of the Institute of Continuing Education (ICE).

**5. Declaration by candidate:**

I, \_\_\_\_\_ do confirm that I have given all the information required truthfully and accurately to the best of my knowledge and belief.

Signature: \_\_\_\_\_ Date (DD/MM/YYYY): \_\_\_\_/\_\_\_\_/\_\_\_\_

**I. APPLICATION CHECKLIST (please tick the box on the right if your answer is a YES)**

Item	Tick ✓
Have you completed all relevant sections of this form?	
Have you deposited the nonrefundable registration fee? ( <b>For new students only</b> )	
Have you deposited at least half of the tuition fee and attached a machine-printed deposit slip bearing your name to this form?	
Have you attached copies of the certificate(s) or statement of result(s) that you have indicated?	
Have you provided a passport-size photo?	

**AN INCOMPLETE FORM WILL NOT BE CONSIDERED**