

PROOF OF EMPLOYMENT

Dear Applicant

Admission to the UFS Business School is subject to the condition that the applicant complies with the admission requirements of the University of the Free State as well as the admission requirements of the UFS Business School.

Part of the admission requirements to the formal programmes are an employment, work experience and basic skill proficiency.

Please complete the following information.

1. PERSONAL INFORMATION (APPLICANT)

Name(s):

Surname:

ID Number / Passport:

2. FORMAL PROGRAMME OFFERING

Please indicate the programme you are applying for

Programme Name	Academic Plan Code	Please indicate with an ✓	
Higher Certificate in Management Development (HCert)	BC618084		
Bachelor of Management Leadership (BML)	BC638300	Online	Modular
Postgraduate Diploma in Business Administration (PGDip)	BC658100		
Master of Business Administration (MBA)	BC678100		
Doctor of Philosophy with specialisation in Business Administration (PhD)	BC690100		

3. EMPLOYMENT DETAILS

Name of Employer (current employment)

Company Name

Industry

Other:

Designation type

Other:

Job title

Work experience Years:

Months:

Name of Employer (past employment)

If your current employment is less than two years, please provide the details about your most recent past employment.

Company Name

Industry

Other:

Designation type

Other:

Job title

Work experience Years:

Months:

4. REFERENCES

Please provide us with the details of two (2) references.

Reference 1

Current or previous employer

Name:

Surname:

Contact number:

Reference 2

A person who knows you well in a professional capacity

Name:

Surname:

Contact number:

5. SKILLS & PROFICIENCY (SELF-ASSESSMENT)

Please rate your **skills** in the following areas. Your honesty when answering the self-assessment questions is valued, and any information provided will not negatively influence your application.

	Very poor	Poor	Average	Good	Excellent
Written communication skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Oral communication skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quantitative skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Problem-solving skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Decision-making skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to work with others	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please rate your English Proficiency in the following areas:

	Very poor	Poor	Average	Good	Excellent
Written communication skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Oral communication skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



For more information regarding the programmes on offer at the UFS Business School, please visit our webpage at <https://www.ufs.ac.za/bus>

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