Applications are invited from qualified applicants for admission to the under-listed Postgraduate programmes for the 2018/2019 Academic Year.

AVAILABLE PROGRAMMES
1. Master of Philosophy in Finance
2. Master of Philosophy in Leadership
3. Master of Business Administration in Accounting and Finance
4. Master of Business Administration in Auditing
5. Master of Business Administration in Corporate Governance
6. Master of Business Administration in Internal Auditing
7. Master of Business Administration in Marketing
8. Master of Business Administration in Petroleum Accounting & Finance
9. Master of Business Administration in Total Quality Management (TQM)
10. Master of Science in Leadership

AVAILABLE SESSIONS
Morning, Evening and Weekend Sessions are available for all programmes except Master of Philosophy in Finance which is mounted for Morning Session only.

UNIQUENESS OF OUR PROGRAMMES
The uniqueness of the programmes lies in its flexibility and practical emphasis without compromising academic rigour. The state-of-the-art lecture facilities coupled with the electronic learning aids provide participants with an exclusive comfortable learning environment.

PROGRAMMES PROFILE AND MINIMUM ADMISSION REQUIREMENTS

1. Master of Philosophy (MPhil) in Finance

Programme Objectives:
The MPhil Finance programme aims to contribute to the advancement of knowledge in finance through independent and original research. The programme places emphasis on the improvement of the student's ability and knowledge to undertake good research in finance and related areas as well as handle financial issues confronting businesses and the financial world with professionalism. The programme provides research-led teaching that develops students' skills and knowledge as well as a solid foundation for students who intend to pursue a PhD programme and those aiming for careers in finance.

Target audience:
Target audience include academic finance researchers, finance tutors, portfolio managers, funds and asset managers, financial risk analysts, financial planners and consultants among others.

Duration: Two Academic Years
Available Session: Morning only

Entry Requirements:
Applicants who possess any of the following can apply:

- A good first degree in any discipline with at least second class lower division from any University accredited by NAB.
- Relevant recognized full professional qualification such as ICSA, CIM, ICAG, ACCA, CIMA, CIB, and CPA.
- International applicants with a first degree or its equivalent in related fields established by NAB. Evidence of proficiency in English Language will be required in the case of applicants from non-English speaking countries.

2. Master of Philosophy (MPhil) in Leadership

Programme Objectives:
The main aim of the Master of Philosophy in Leadership programme is to develop globally-conscious leaders. Given the interconnected nature of the world, it is important to develop leaders who act in ethical, responsible ways, with the realization that their decisions can have strong impacts that extend well beyond their own regional or national borders. The programme is designed to equip participants with further research and teaching skills for developing additional competences for training and lecturing, consulting, and managing of higher institutions of learning.

Target Audience: Academics, Leaders and Managers of academic institutions, Consultants, Researchers and Managers in all sectors, organizations and institutions.

Duration: Two Academic Years

Entry Requirements:
Applicants who possess any of the following can apply:

- A good first degree in any discipline with at least second class lower division from any University accredited by NAB.
- Relevant recognized full professional qualification such as ICSA, CIM, ICAG, ACCA, CIMA, CIB, and CPA.
- International applicants with a first degree or its equivalent in related fields established by NAB. Evidence of proficiency in English Language will be required in the case of applicants from non-English speaking countries.

3. Master of Business Administration (MBA) in Accounting and Finance

Programme Objectives:
The MBA in Accounting and Finance programme is designed to prepare successful applicants to assume a larger role in strategically managing their organizations' financial and other key resources. The aim is to develop students' expertise in key financial areas while also developing their business and leadership skills. Accounting and Finance managers and leaders in all sectors who want to be more effective in today's challenging business environment by acquiring an advanced qualification in the field of Accounting and Finance are encouraged to apply.

Target Audience: Target audience includes practicing Accountants, Finance Managers, Management Accountants and practitioners in related fields in all sectors.

Duration: Two Academic years

Entry Requirements:
Applicants who possess any of the following can apply:

- A good first degree from a recognized university/institution in an appropriate field of study, preferably second class lower or better in accounting and/or finance.
- Relevant recognized full professional qualification such as ICAG, ACCA, CIMA, CIM, CPA and CIB.
- International applicants with a first degree or its equivalent in related fields established by NAB. Evidence of proficiency in English Language will be required in the case of applicants from non-English speaking countries.

Applicants with third class in business finance/accounting related fields may be considered but they will be required to go through screening and selection interview.
4. Master of Business Administration (MBA) in Auditing

Programme objectives:
This programme is designed to prepare successful applicants to develop an understanding of the values of the auditing process and the need to maintain ethical standards in the application of auditing practice. The programme focuses on skills for systems and operations auditing.

Target Audience:
Accounting and Finance Managers, Internal and External Auditors and Leaders in all sectors as well as aspiring graduate students who want to be more effective in today’s challenging business environment by acquiring an advanced qualification in the field of Auditing are encouraged to apply.

Duration: Two Academic Years

Entry Requirements
Applicants who possess any of the following can apply:

i. A good first degree from a recognized university/institution in appropriate field of study, preferably second class lower or better in accounting and/or finance.

ii. Relevant recognized full professional qualification such as ICAG, ACCA, CIMA, CIM, CPA and CIB.

iii. International applicants with a first degree or its equivalent in related fields established by NAB. Evidence of proficiency in English Language will be required in the case of applicants from non-English speaking countries.

Applicants with third class in business finance/accounting related fields will be required to go through screening and selection interview.

5. Master of Business Administration (MBA) in Corporate Governance

Programme objectives:
The Programme is designed to prepare successful applicants to assume high managerial roles to ensure that their organizations exhibit a high sense of accountability towards its stakeholders by setting processes which affect how the organization is operated, regulated and controlled, within good ethical standards, best practices and relevant laws. Students will also be given appropriate skills on strategic management formulation, implementation, and evaluation, the value of good corporate governance, board skills, among others.

Target Audience: Administrative Managers, Human Resource Managers, Lawyers, Finance Managers, Management Accountants and leaders in all sectors as well as aspiring graduate students who want to know the value of good governance and be more effective in today’s challenging business environment are encouraged to apply.

Duration: Two Academic Years

Entry Requirements
Applicants who possess any of the following can apply:

i. A good first degree from a recognized university/institution preferably second class lower or better in any discipline.

ii. Relevant recognized full professional qualification such as ACCA, CA, ICAG, ICSA, CPA and CIMA.

iii. International applicants with a first degree or its equivalent in related fields established by NAB. Evidence of proficiency in English Language will be required in the case of applicants from non-English speaking countries.

Applicants with third class in related fields will be required to go through screening and selection interview.

6. Master of Business Administration (MBA) in Internal Auditing

Programme objective
The Master of Business Administration in Internal Auditing is designed to meet high level academic and professional needs of the public and private sectors of the economy. The curriculum places much emphasis on understanding the concepts and approaches to audit, investigations, assurance services, consulting services and on developing skills to apply to the underlying concepts and approaches to professional services. The purpose of the programme is to equip graduates with practical knowledge in internal auditing to develop, implement, evaluate and improve institutions’ internal controls to serve as catalyst for checks and balances to maximize the value of firms. The programme will also prepare graduates towards professional Certified Internal Auditor (CIA) Certification or its affiliated qualifications.

Target Audience:
Corporate Accounting Executives, Practicing Auditors of private and public institutions, Managers of financial institutions, Executive and Partners of Audit Agencies, Audit Consultants, as well as aspiring graduate students who want to be more effective in today’s challenging business environment by acquiring an advanced qualification in Internal Auditing are encouraged to apply.

Duration: Two Academic Years

Entry Requirements
Applicants who possess any of the following can apply:

i. A good first degree from a recognised university/institution preferably second class lower or better in any discipline.

ii. Relevant recognized full professional qualification such as ACCA, CA, ICAG, ICSA, CPA and CIMA.

iii. International applicants with a first degree or its equivalent in related fields established by NAB. Evidence of proficiency in English Language will be required in the case of applicants from non-English speaking countries.

Applicants with third class in business finance/accounting related fields will be required to go through a screening and selection interview.

7. Master of Business Administration (MBA) in Marketing

Programme objectives:
The Programme is designed to prepare successful applicants to assume high marketing roles such as marketing managers, brand managers, market research analysts, and new product managers. Additionally, corporate positions such as sales managers, advertising managers, PR (public relations) directors, and marketing communications managers are some of the common key strategic positions that can be occupied after successful completion of the programme. The programme focuses on developing applicants’ knowledge and skills for effectively managing the marketing functions within the organizational strategic level required in today’s dynamic business environment.

Target Audience: Target audience includes Practicing Marketing Officers, Brand Officers, Market Research Officers, New Product Officers, Sales Officers, Advertising Officers, Public Relations Officers, and Marketing Communication Officers.

Duration: 2 Academic Years

Entry Requirements
Applicants who possess any of the following can apply:

i. A good first degree from a recognized university/institution preferably second class lower or better in marketing related discipline of study.

ii. Relevant recognized Professional qualification such as ICSA, ICAG, ACCA, CIMA, CIM and CIB.

iii. International applicants with a first degree or its equivalent in related fields established by NAB. Evidence of proficiency in English Language will be required in the case of applicants from non-English speaking countries.

Applicants with third class in related fields will be required to go through screening and selection interview.

8. Master of Business Administration (MBA) in Petroleum Accounting & Finance

Programme Objective
The MBA in Petroleum Accounting and Finance is a unique petroleum programme aimed at providing participants with requisite knowledge of the general accounting and financial practices of the oil and gas industry. The programme will prepare students to assume a larger role in managing their organizations’ operations as well as develop their expertise in the key financial areas of the oil and gas industry. The curriculum places much emphasis on the improvement of the
Target Audience: Accountants, Finance Managers, and Management Accountants in the Oil and Gas Industry.

Duration: 2 Academic Years

Entry Requirements
Applicants who possess any of the following can apply:

i. A good first degree from a recognized university/institution preferably second class lower or better in accounting and/or finance.

ii. Relevant recognized full professional qualification such as ICAG, ACCA, CIMA, CPA and CIB.

iii. International applicants with a first degree or its equivalent in related fields established by NAB. Evidence of proficiency in English Language will be required in the case of applicants from non-English speaking countries.

Applicants with a third class in business finance/accounting related fields may be required to go through screening and selection interview.

9. Master of Business Administration (MBA) in Total Quality Management (TQM)

Programme Objective
The MBA in Total Quality Management is designed to meet high level academic and professional needs of managers in both public and private sectors of the economy who seek to change the management culture of business and bring the management practices to the standards of international best practices. The focus is to develop middle to top management skills that can achieve excellence. The programme seeks to prepare participants to assume higher roles in management and quality problems confronting the organization for handling ethical decisions with professionalism to solve various problems. It further seeks to equip participants with general insights into leadership theory and practices.

Target Audience:
The target audiences for the programme are managers and leaders in the private and public sectors as well as Members of Parliament, Ministers, Metropolitan, Municipal and District Chief Executives, Coordinating Directors, Directors in the Civil Service, Managers in non-governmental organizations, Lawyers, Doctors, Pharmacists, Military Officers, among others.

Duration: Two Academic Years

Entry Requirements
Applicants who possess any of the following can apply:

i. A good first degree from a recognized university/institution in appropriate field of study.

ii. Relevant recognized full Professional qualification such as CIM, ICSA, ICAG, ACCA, CIMA, CIM, and CIB.

iii. International applicants with a first degree or its equivalent in related fields established by NAB. Evidence of proficiency in English Language will be required in the case of applicants from non-English speaking countries.

Applicants with third class in related fields will be required to go through screening and selection interview.

HOW TO APPLY
• Completion of Online Application Form
All applications are to be strictly completed on-line i.e.
(i) Log on to admissions.upsa.edu.gh to access the on-line application form.

(ii) Use the Online Serial Numbers (OSN) and the receipt number to start the application process.

• Purchase of Online Serial Numbers (OSN)
Online Serial Numbers (OSN) for the University of Professional Studies, Accra are available for purchase at the cost of GH¢200.00 for Ghanaian Applicants and US$120.00 for International Applicants at the following sales points:

(a) Any Ecobank or Access Bank or Ghana Post (Post Office) branch nation-wide.

(b) By Visa/Master Card/Tigo Cash/Airtel Money using the link http://interpayafrica.com/custom/upsa.

SUBMISSION OF SUPPORTING DOCUMENTS
Using A-4 manila envelope, all applicants must submit the following documents by COURIER and NOT by hand delivery:

• Certified copies of all certificates and transcripts
• Two (2) endorsed recent passport sized photographs
• Birth certificate
• Two (2) completed referee reports
• A printer-out and endorsed applicant’s declaration slip
• Vision statement for MBA/MSc. applicants
• Research proposal for MPhil applicants

The manila envelope should be submitted by COURIER to the address below:

The Dean
School of Graduate Studies
University of Professional Studies, Accra
P. O. Box LG 149
Accra.

Closing date for submission is Tuesday, 31st July, 2018.

IMPORTANT NOTE
Applicants who do not meet any of the requirements above MUST NOT APPLY. Fees paid to the University are NOT refundable.

Further information may be obtained from www.upsa.edu.gh or the address below:

Admissions Office
Room 7, Seidu Mustapha Wing, Central Administration Block
University of Professional Studies, Accra
Tel: 0303-937547/0303-937549 and e-mail: sogs@upsamail.edu.gh