



Divine Word University

P.O. Box 483, Madang, Madang Province, Papua New Guinea

Tel: (675) 422 2937 Fax: (675) 422 2812

GENERAL INFORMATION ON THE APPLICATION FORM AND PROGRAM ENTRY REQUIREMENTS FOR NON SCHOOL LEAVERS FOR 2025

Divine Word University (DWU) is a National University. It offers a wide range of Full-Time programs within the faculties of Arts and Social Science, Business and Informatics, Education and Medicine and Health Sciences.

There are three categories of applicants for enrolment at DWU. These include School Leavers, Non School Leavers and Degree applicants. The **School Leaver** category of applicants are current Grade 12 students enrolled in Secondary and National High Schools, Private and International schools and will sit the Grade 12 National Examination. The second category of applicants are **Non School Leaver (NSL)** who have completed Grade 12 in the past and were not selected or Grade 12 upgrading their grades. or those who have completed Grade 10 and are now enrolled at a University Centre or employed. The third category of applicants are the **Degree** applicants; Degree applicants are those who have completed two years of diploma studies either at DWU or in a recognized institution who wish to upgrade their qualification to a degree level. This general information on program entry requirements is for Non School Leavers applicants wishing to pursue their studies in DWU.

The Application Forms can be downloaded via the Divine Word University official website. The Application Form can also be sent to those living in remote areas upon request. All sections of the Application Form must be completed i.e. your 1. Personal Information, Academic Information, 3. References from the Principal or other teachers from the School and from a Pastor or Community Leader and, 4. Family or other details of a Sponsor. **DWU will not send application forms to current Grade 12 students in schools where students sit the Higher School Certificate Examination. They will apply through the National Online Application System (NOAS) administered by the Department of Higher Education, Science, Research & Technology (DHERST) to apply for admission to DWU.**

A closing date for Applications at DWU is specified on the Form. After the closing date of receiving applications, they are processed and forwarded to respective departments for the initial selection process (Pre-Selection). The Pre-Selected Applicants will go through the final selection after the Grade 12 selection at the Department of Higher Education, Science, Research & Technology in December. The Application form and accompanied mandatory documents must be submitted by posted mail. Emailed and faxed copies will not be accepted.

ENTRY REQUIREMENTS

There are **Four Faculties** of studies at DWU. They are **ARTS & SOCIAL SCIENCES, BUSINESS AND INFORMATICS, MEDICINE & HEALTH SCIENCES, and EDUCATION**

FACULTY OF ARTS AND SOCIAL SCIENCES

These are the Full Time course programs offered under the Faculty of Arts and Social Sciences:

- **Bachelor of Communication Arts (Journalism):** Requires a minimum of "B" grade in Language

and Literature and "B" grade average in all other subjects taken at Grade 12 level. Applicants with Social Science background are preferred.

- **Bachelor of Arts (Papua New Guinea and International Studies):** Applicants must have a minimum 'B' in English and a 'B' grade average in final year 12 examinations or matriculation studies for Mathematics A or B and all social science subjects. Recognition of prior learning is possible for candidates who have had a mature career in fields such as teaching or clerical work so that their competencies can be shown to have matched the standard requirements for entry
- **Bachelor of Arts (Social & Religious Studies):** Entry to the program requires successful completion of Grade 12 national examinations with an overall "B" average, in English (language and Literature), social sciences, mathematics, religious studies and personal development. Consideration is given to Matriculation graduates and Non-school leavers and those who have been working successfully in the related fields of the program for at least five years. Evidence of such work should accompany the application form with recommendations from community leaders, pastors or priests accompanying the application for entry into the program.
- **Bachelor of Arts (Social Work):** Entry to the program requires successful completion of Grade 12 national examinations with an overall "B" average, in English (Language and Literature), Social Sciences, Mathematics, Religious Studies and Personal Development. Consideration is given to students who have completed a Matriculation program, Non-school Leavers and those who have been working successfully in the related fields of the program for at least five years. Evidence of such work should accompany the application form with recommendations from community leaders, pastors or priests accompanying the application for entry into the program.

FACULTY OF BUSINESS AND INFORMATICS

These are the Full Time course programs offered under the Faculty of Business and Informatics:

- **Bachelor of Business (Accountancy & Management):** Requires a minimum grade of "B" in English, a "C" grade in Mathematics A, as well as "B's" in all other subjects are required at the Grade 12. Successful applicants enter as Business Studies students. At the end of Year Two students are streamed to Accountancy or Management depending on their academic performance during the first two years of study.
- **Bachelor of Information Systems:** Requires a minimum of "B" or better grades in Language and Literature and Mathematics A/Advanced Mathematics AND "B" grades or better in any of the two or more subjects taken at Grade 12 (Physics, Chemistry, Biology, Geography, History, Economics, Information Communication Technologies). **If you have taken Mathematics B Do Not apply.**
- **Bachelor of Mathematics and Computing Science:** required to have completed the equivalent of four years' secondary education or equivalent from a recognized educational institution. The applicant must submit a grade 10 and grade 12 copy of his or her certificates. Certificates submitted must be signed and stamped by a commissioner of oaths.
- **Criteria:** Minimum grades of **'B' in English, 'B' in Mathematics A, and 'B' in Physics** are the core subjects required on the Grade 12 certificate. Additionally, an applicant must have a minimum of 'C' grade in all other subjects taken in secondary or national high school The selectors emphasize on the grade 12 certificate grades first rather than the upgrade grades obtained through matriculation studies.
- **Bachelor of Tourism and Hospitality Management:** Requires "B" grade average in the final year 12

examinations. Good communication skills is necessary for the program. Consideration may be given to those applicants with relevant work experience in the field of Tourism & Hospitality.

FACULTY OF MEDICINE AND HEALTH SCIENCES

These are the Full Time course programs offered under the Faculty of Medicine and Health Sciences:

Bachelor of Health Management: Requires a minimum grade of "B" in English and Mathematics as well as "Bs" in Economics, Business Studies and other subjects is required at the Grade 12 level. The required Grade Point Average (GPA) of the program is **3.0**. Non-school leavers must have grade minimum of "B" or upgrade the grades to "B" or better and apply. Health Care workers such as health extension officers and nurses with 5years' experience in management positions in health facilities are encouraged to apply as non-school leavers or mature aged students. Non-school leavers or mature aged students with appropriate health qualifications are encouraged to apply for Recognition of Prior Learning to enable them to start in Year 2 or Year 3.

•Bachelor of Health Sciences (Rural Health): Requires a minimum of "B" Grade average in L&L, Advanced Mathematics, Biology, Chemistry and Physics or Applied Science at Grade 12 level or equivalent. **If you have not taken Biology at Grade 12, do not apply.** Applicants who upgraded their marks from recognized institutions must score a "B" grade average for required Science subjects taken and have a cumulative GPA of 3.0 and above. Nurses and Community Health Workers (CHWs) below the age of 30 years who have upgraded their Grade 12 grades to "B" averages are also given preference and encouraged to apply. All applicants must provide a current character reference from a recognized community leader such as pastor or councilor and an academic reference from the school they last attended. Nurses and CHWs currently employed must also provide a support or endorsement letter from their current employer. All applicants must provide a 500 words explanation on how, gaining this training will contribute to the development of the HEO profession, PNG health sector and PNG as a country.

•Bachelor of Environmental Health: Requires a minimum of "B" grade in Language and Literature, "B" grade or better in General Mathematics (Maths B) or "C" grade or better in Advance Mathematics (Maths A) and "B" grade or better in Chemistry, Physics and Biology at Grade 12 level or equivalent. **If you have not taken Biology at Grade 12 do not apply.**

•Bachelor of Physiotherapy: Requires Grade 12 level and must have a minimum of "B" grades in Language and Literature, Mathematics and Science. Students who upgraded their marks from a recognized institution must score a "B" grade or better in these subjects. Applicants must have at least two (2) years' work experience in rehabilitation and submit with their application a recommendation from their supervising physiotherapist. Applicants must also submit a supervised English essay to explain why they would like to enroll in the Physiotherapy program. Preferences will be given to Physiotherapy aides, nurses and Health Extension Officers with experience and exposure in rehabilitation services, however, applicants who do not have such experience or exposure will not be disadvantaged and are encouraged to apply.

•Bachelor of Medicine & Bachelor of Surgery: Candidates applying for this program will be subject to sit for an entry exam as part of the selection for the program. More information is being provided in the Bachelor of Medicine, Bachelor of Surgery NSL Application form which is separate from the General Non School Leaver Application Form. The due date for the MBBS program is on the 31st of

July 2024 for 2025.

•**Advanced Diploma in Eye Care:** This is a funded program under the Fred Hollow's scholarship scheme and is offered to Nurses and Health Extension Officers with diploma as their minimum qualification. Applicants must be currently registered practitioners with the Nursing Council of PNG or the Medical Board of PNG respectively. Candidates preferably must have a minimum of 2 years' work experience in any health care settings with observation in the eye clinic or been attached to the eye clinic for at least 2 months. Applicants must provide a current character reference from a recognized community leader such as pastor or councilor and a professional reference from their immediate supervisor. Applicants must also provide a support or endorsement letter from their current employer. All applicants must provide a 500 words explanation on how this additional qualification will enhance their current practice. **THIS PROGRAM IS NOT OFFERED TO SCHOOL LEAVERS.**

- **Diploma in General Nursing:** This program is offered at **St. Benedict's School of Nursing (St. Ben's SON, Wewak Campus)**. For St. Benedict's School of Nursing, all eligible applicants will sit an Entry Examination in October per annual. For more details on the program entry requirements and the application form, applicants can contact the campus of your choice with the contact details provided below.
- **Bachelor of General Nursing:** This program is offered at the **St. Mary's School of Nursing, Rabaul Campus**. Applicants must be at least 18 years of age and have successfully completed Grade 12 education level with A and B grades in language and literature, Mathematics, Biology and Chemistry.
- **Bachelor of Midwifery:** This program is offered at the **St. Mary's School of Nursing, Rabaul Campus**. This program is funded under the AusAid scholarship scheme and is offered to Nurses with **Diploma** or **Bachelor** as their minimum qualification. The AusAid scholarship opens in May each year. Applicants must be currently registered practitioners with the Nursing Council of PNG Institutions. Application forms are open to other NGOs or Stake holders who would like to sponsor other applicants. Only female post graduates can apply. **This program is not offered or open to School Leavers or Non-School leavers.** Applicants can contact Rabaul Campus directly for more details on the program entry requirements and the application form.

Contact Details for Nursing Program

St Mary's School of Nursing (Rabaul Campus) – Mrs Lomot Rodney can be contacted by phone on 9828429 or by email lrodney@dwu.ac.pg

St Benedict's School of Nursing (Wewak Campus)

– Dr Esther Pelly Batia can be contacted by phone on 4562327 (ext 825) or by email EBatia@dwu.ac.pg

Contact Details for Midwifery Program

St Mary's School of Nursing (Rabaul Campus) – Lomot Rodney (Mrs) can be contacted on 9828429 (landline phone) or 70922077 or by emailing lrodney@dwu.ac.pg

FACULTY OF EDUCATION

The Faculty of Education offers Bachelor of Education (Primary) pre service program at DWU's Wewak Campus in East Sepik Province and DWU's Rabaul Campus in East New Britain Province.

The Bachelor of Education (Primary) Teaching program requires successful completion of Grade 12 national examinations with an overall "B" average, in English (Language and Literature), Mathematics A,

Mathematics B, Science subjects (physics, biology, chemistry, Information Technology) and Social Sciences subjects (history, legal studies, geography, economics, business studies). There is an EXIT Point after third year, and students would graduate with a Diploma in Teaching award, and can continue with one year of the Bachelor of Education Program.

The field serving teachers with a Diploma or certificate in teaching primary who taught for more than five years are eligible to apply for one-year full time degree program. Applicants can contact Wewak and Rabaul Campuses directly for more details on the program entry requirements and application form.

Contact Details for Education Program

Our Lady of Sacred Heart (OLSH) Kabaleo – Kokopo, Rabaul Campus – Ms Miriam Sange can be contacted on 9828213 (landline phone) or by emailing msange@dwu.ac.pg and **St Benedicts Wewak Campus** – Ms Priscilla Suaki can be contacted on 456 2327/456 3236/456 3243 (landline phone) or by emailing psuaki@dwu.ac.pg

DWU Affiliated Institutions

Good Shepherd Seminary

The Good Shepherd Seminary in Banz, Western Highlands Province offers Diploma in Religious Studies program. Interested applicants must contact the institute directly to enquire about the requirements and how to apply.

Holy Trinity Teachers College

The Holy Trinity Teachers College is located in Mt Hagen, Western Highlands Province offers Bachelor of Education (Primary) preservice program. Interested applicants (school leavers and non-school leavers, and field serving teachers) must contact the institution directly to enquire about the requirements and how to apply.

All the above information clarifies Divine Word University's selection procedure and entry requirements. For further information, do contact the Office of the Registrar on email mcnsl@dwu.ac.pg

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