

ENROLLMENT PROCESS

KBF courses can be registered any time of the year. The institution schedules the registration processes for interested students in the various areas of their specialization.

The following are the requirements to enroll in our programmes:

- Diploma - SSCE/WASSCE Certificate or equivalent
- First Degree - Diploma or equivalent
- Master Degree - First Degree/Recognized Professional Certificate
- Doctorate/PhD - Master Degree

Note: Working professionals, church administrators, heads of institutions with rich experience who do not meet the above requirements may also apply for consideration.

Exemptions

Exemptions may be given to students who have recognized accredited certificates that relate to their chosen courses and have been admitted.

To receive exemptions for a particular course, please send your resume and scanned copies of your certified transcript and certificate to the Admission Counselor at admissions@kbf.edu.gh.

Mode of Application and Payment

Prospective applicant can apply directly on our website by completing the application forms and uploading necessary documents and submit to us. Or you can also download application forms, complete fill it and mail it to admission@kbf.edu.gh

DURATION OF THE PROGRAMME

The duration of the programme will largely depend on the ability of the students to finish the prescribed courses and his/her thesis on time. KBF Distance Learning programmes are all year round, therefore there is no semester-break.