



**BUSITEMA  
UNIVERSITY**  
*Pursuing Excellence*

# NEWS LETTER

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## **FIRST DEPUTY PRIME MINISTER RT. HON REBECCA KADAGA LAUNCHES A SOLAR POWER PLANT IN BUSITEMA**



**Mrs. Rosemary Mutyabule**  
*Chairperson - Busitema University Council*



**Professor Paul Waako**  
*(Vice Chancellor)*



**Assoc. Prof Samuel Baker Kucel**  
*(Deputy Vice Chancellor - Academic Affairs)*



## WORD FROM THE EDITOR IN CHIEF

On behalf of the editorial team it's my Singular honor to introduce to you the first issue of the Busitema University Newsletter. Special focus has been drawn to the leadership of the University and critical aspects that have transpired in the university for a while.

I thank the Department of Education Languages under the Faculty of Science and Education that have teamed up with the Directorate of Institutional Advancement under the Vice Chancellors office, to have this issue prepared and released.

Stay Safe.

**Dr Charles Muweesi, Ph.D**  
*Assistant Director*  
*Directorate of Institutional Advancement*

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**Masereka Edison**



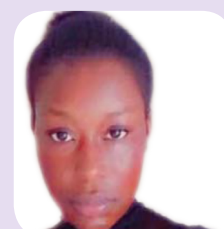
**Kasadha Remin**



**Olwalo Lauben**



**Apio Esther**



**Awati Norah Patience**

## GETTING TO KNOW THE LEADERS AT BUSITEMA UNIVERSITY



**Professor Paul Waako**  
*(Vice Chancellor)*

Our team caught up with Professor Waako between meetings with various stakeholders to conduct this interview. He is known to be a man of action with few words. He has a welcoming smile that makes us feel comfortable around him.

### ***Describe yourself***

I am a professional who enjoys working with people. I love my work. I am open and straightforward. Over time I have learnt that if there is a problem somewhere, you point it out and solve it. GOD gave us all the senses and competence to ensure we make our environment better, and wherever I go, I endeavour to make a positive contribution.

### ***Please give us a sneak preview of your typical day.***

My typical day starts at 4.00 am by reading and responding to emails and WhatsApp. I take breakfast at 7.00 am while catching up with news items on television for at least 30minutes. In the office, I start my day with briefs from University officers to check on what is happening in the University and how to solve them. My day is full of meetings, and then later in the evening, I walk home leisurely as I interact with students and other staff members.



*(Vice chancellor with the Chancellor Prof Vinand Nantulya and Chairperson Council Mrs Rosemary Mutyabule during the INDUCTION OF MEMBERS OF SENATE AND COUNCIL AT RIDARS HOTEL)*

### ***How long have you held this position?***

I have held this position for over two years. I came into office on 1st May 2019.

### ***Challenges and achievements***

#### ***Infrastructure***

Busitema is a relatively young university, and our biggest challenge is infrastructure. When the University was established, several campuses had infrastructures at different levels. Busitema had more infrastructure than any other campus, followed by Arapai and Nagongera. There is need for much work at Namasagali, Mbale and Pallisa. Management is trying to address this challenge by lobbying the government and involving development partners to work together with the University to develop the campuses.

Busitema is a multi-campus university, and whatever problem you have is multiplied by six. You may be aware that at Namasagali, we have started constructing laboratories and a lecture complex, so the Namasagali you are seeing today may not be the same in five to ten years to come. At the Busitema campus, the Faculty of Engineering got a new building, and Nagongera got a laboratory building for Physics and Chemistry; we are grateful to the ADB HEST program for that support. We shall continue to look for resources to improve the infrastructure at all our campuses.



*(Management with the Engineers at the groundbreaking of the Maritime Institute at Namasagali Campus)*



*(Artistic Impression of the Maritime Institute at Namasagali)*

To supplement the Government efforts, we are engaging the private sector to construct student accommodation like hostels. However, as you know, our campuses are rural, and the students' population is not yet extensive, making them less attractive to private investors. Nevertheless, we are

in the advanced stages of constructing a business complex at the Busitema campus under the Public-Private Partnership. This building will have hotels, supermarkets, and shops. We shall continue to engage more private investments to support infrastructure improvement on our campuses.

## **STAFF MOTIVATION**

One of the biggest challenges I found was lack of promotion for staff which was occasioned by limited wage allocation. Since I came into the office, we have been able to promote over 80 staff members to new ranks, and we are working on harmonisation of staff salaries. We have reviewed the salary scales and put staff at par with their counterparts in other universities. Management has been working on the staff medical insurance scheme, and we would like all staff to have medical insurance cover in the Financial year 2022/23. We want to entice investors and stakeholders like the convocation to invest in staff accommodation. Most of our staff stay as far as 30 Km away from the campuses due to lack of decent nearby accommodation. This cost of transport is considerable and a serious constraint to staff performance. We need to deal with this problem urgently.

## **VISION FOR THE UNIVERSITY**

Busitema University is strategically located and has unique programs relevant to the economic transformation of our country. Over time I have observed the great talent among staff available at the University.



## **MANAGEMENT DURING ROUTINE INSPECTIONS AROUND THE UNIVERSITY)**

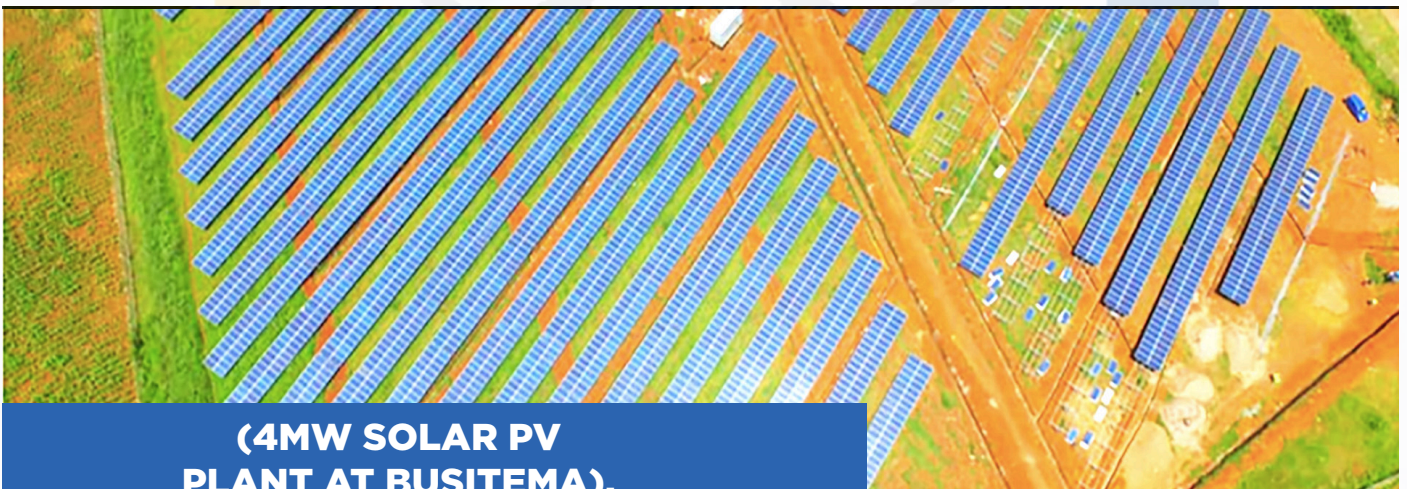
These are enough to transform this University into a centre of excellence in teaching and innovation in the region. We have six campuses, and we have started the journey to establish at least a centre of excellence at each campus. I know that it is difficult to have everyone in a University on the same footing, and that is why we need

to identify areas of excellence and develop them. These areas will be supported to move to a higher level and act as examples for the rest of the University to follow. I believe in the centre of excellence approach in institutional development.



**(4TH COUNCIL MEMBERS DURING THEIR INDUCTION  
AT RIDARS HOTEL)**

At Busitema campus, we are working on the centre of excellence in renewable energy and materials science;



**(4MW SOLAR PV  
PLANT AT BUSITEMA).**

The solar plant has been installed to generate 4MW of power that will be sent to the National Grid. It is also expected to serve as a platform for training and research, including producing solar-related types of equipment in the region.



## VICE CHANCELLOR HANDING OVER SAMPLES OF HAND SANITISER TO HON JC MUYINGO AND PROF OKWAKOL).

At Arapai, there is the soil science institute team. We would like to have six centres of excellence in Busitema in the next ten years. Training should be blended with research, innovation, and product development.

At Nagongera Campus, a team is working on space science, and another team is working on industrial chemistry and chemical products manufacture in Mbale Campus.

We want to transform Busitema University curricula into learner-centred with intense experiential learning. We need to drastically reduce over-dependence on lecturers and have students take the front seat in the learning process. To reform the curricula will definitely require courage and adjustment on the staff and students. Furthermore, the University should be actively engaged with the communities around the various campuses.





# VICE CHANCELLOR AT THE 11<sup>TH</sup> GRADUATION CEREMONY

When we achieve these, we shall have lifted Busitema to the apex of excellence.



## A PEEK INTO THE GENESIS OF BUSITEMA UNIVERSITY WITH THE FIRST DEPUTY VICE CHANCELLOR



**Assoc. Prof Samuel Baker Kucel**

Like all other University Top Managers, the First Deputy Vice Chancellor is a busy man. We were glad when we caught up with him online for this interview. In 2006, he was engaged by the Taskforce Management Committee that established Busitema University as a Consultant/ Expert to support in drafting the initial engineering programmes. The Ministry of Education and Sports in July 2007 seconded him to establish the Faculty of Engineering at Busitema University. The Ministry of Education and Sports appointed the Taskforce Management Committee, and it comprised Professor Mary J. N. Okwakol, Mr Maurice Alex Muhwezi-Murari, Mr Elisha Obella and Mr Robert Odok Ochieng. The Taskforce Management Committee started work in July 2006 and successfully accomplished the *following mandate:*

- i). Analysed the general situation at each of the identified potential sites for campuses.
- ii). Assessed the status of the libraries at the identified campuses
- iii). Formulated an Action Plan
- iv). Developed academic programmes with the help of Consultants/ Expert Groups
- v). Submitted the programmes to the National Council for Higher Education (NCHE) through the Ministry of Education and Sports for accreditation
- vi). Recruited initial start-up staff
- vii). Admitted pioneer students
- viii). Operationalised two initial campuses- Busitema and Nagongera- on the 3rd of October 2007
- ix). Renovated buildings and other infrastructure and facilities



Busitema University Teaching Staff being inducted on Teaching and Learning in February 2008



The pioneer Chancellor Professor Francis Gervase Omaswa greets the first Busitema University Vice Chancellor Professor Mary J. N. Okwakol during the Inauguration of the University in 2009



The first Vice Chancellor, Professor Mary J. N. Okwakol, with members of the first Busitema University Senate in April 2008



The first Vice Chancellor, Professor Mary J. N. Okwakol, and Staff with a delegation from Uganda Investment Authority led by Dr Maggie Kigozi after discussing the possibility of Busitema Campus hosting a Science and Industrial Park in 2009



The first Vice Chancellor and Staff with the delegation from DKTE in 2010

# THE TASK FORCE

Management Committee constructed no new buildings.

The university initially started using the buildings and other facilities (after rehabilitating them) of the former National College of Agricultural Mechanization, Busitema and that of the former National Teachers' College, Nagongera.

The university opened its doors to the public on the 3rd of October 2007. It was a historic day. The initial Staff, the first cohort of students, and the community were very excited and happy. Teaching and Learning started, and the university's normal operations started that day. Council later declared the 3rd of October as University Day.

The Taskforce requested Makerere University through the Ministry of Education and Sports for an Expert. I was nominated by the College of Engineering, Design, Art and Technology (formerly Faculty of Technology), and in July 2007, I was officially seconded by the Ministry of Education and Sports to establish the Faculty of Engineering at Busitema University. Subsequently, the Taskforce appointed me the pioneer Dean of the Faculty of Engineering in August 2007, an assignment I executed diligently until August 2013.

While serving as Dean, I oversaw the establishment and growth of the Faculty of Engineering from one (1) to six (6) Academic Departments. I also spearheaded the expansion of academic programmes from two (2) to eight (8). I guided the recruitment of the initial

teaching staff and supported the admission of the first cohort of students. I drafted the initial concept and oversaw the planning of the requirements for the African Development Bank (AfDB), Higher Education, Science and Technology (HEST) V project. I also supported the University Top Management in resource mobilisation, budgeting, leadership, academic programme development, and the overall development and expansion of the university, including the operationalisation of its Campuses. ***I supported the University Management by carrying out the following:***

- i). Coordinated the collaboration between DKTE Textiles and Engineering Institute, Ichalkaranji, India and Busitema University
- ii). Chaired the University Contracts Committee
- iii). Chaired the Planning Committee for the Inauguration of the University and Installation of the pioneer Chancellor
- iv). Chaired the University Strategic Planning Committee that drafted the first University Strategic Plan 2009/10 to 2014/15
- v). Was a member of the Search Committee for the pioneer Vice Chancellor
- vi). Was a member of the Search Committee for the pioneer Chancellor
- vii). Was a member of Council and Council Committees
- viii). Was a member of the Senate
- ix). Chaired the Committee that drafted the proposal for the rehabilitation and retooling of the Mechanical Workshop and rehabilitation of the Senior Staff Quarters at Busitema Campus
- x). Chaired the University Exhibitions Committee
- xi). Chaired the University Space Allocation Committee
- xii). Chaired the academic Affairs and Library Committee of the University Senate
- xiii). Chaired the Admission Committee of the University Senate



Prof. Kucel, then as Dean of the Faculty of Engineering, visited DKTE Textile and Engineering Institute, India, in March 2011 with two faculty staff.



Pioneer Faculty of Engineering staff with Professor Nerey Mvungi, an External Examiner from UDSM, in August 2008



The First Deputy Vice Chancellor is God-fearing. He is a Protestant and a family man with children.

He is a highly qualified professional. He has also conducted research in the following areas of Mechanical Engineering:

Mechanical systems conceptualisation, design, manufacture, operation and maintenance; Two-phase flow and heat transfer; Refrigeration systems design and applications; Air-conditioning systems design and applications; Acoustic systems design and control; Fluid systems design and applications; Thermal systems design and applications; Thermal power plants; Energy management; Renewable energy systems and technologies; Energy efficiency technologies; Clean Development Mechanisms technologies and applications; ICT implementation, and Systems modelling.

His current passion is in Value Engineering and Knowledge Engineering.

He has supervised over 30 Master's students and 4 PhD students of Mechanical Engineering and Renewable Energy Engineering. He still supervises graduate students.

This schedule explains why he qualifies to be categorised among the very busy leaders and why we felt privileged to interact with him online.



## UNIVERSITY SECRETARY



### Mr. Matsiko Mutungwire Abert

I have been the Busitema University Secretary for the last five years, and I carry out three functions: the Accounting Officer, the Custodian of University Assets, and governance and administration management, which spreads down to other university organs like the University Council and its Committees and Management.

I am a person of integrity, committed and hard-working flexible as an administrator. I believe in working with people of diverse cultures. I enjoy working in teams, and I am not moved by position or titles because, as a University secretary, I am placed at the centre of arbitration and dialogue, a role I have played together with the Management team.

I am generally awake by 5 am, check my phone Whatsapp messages, respond to emails, have breakfast. Then by

6:30 am, I head for the office. Those who arrive at 7 am find me ready to attend to them in the office. For the last 30 years of my public service life, I have always left the office at 8:30 pm every weekday due to my passion for serving in a public office.

I plan my day's activities, one of which is to see the Vice Chancellor, who is my superior, then I monitor what is happening around the university, attend meetings, then settle in my office to do the paperwork. Being a University Secretary requires me to be at my desk early and available to consult my superiors and colleagues and coordinate the different activities within my docket.

## THE UNIVERSITY SECRETARY WITH OTHER MEMBERS OF TOP MANAGEMENT



### **Motivation**

I read leadership quotes every day as my check-mate that help hold work pressure and stress. I call colleagues to check on their situations and compare notes with them, and I am motivated to pursue excellence. I am a principled fellow, and I do not mix business with pleasure.

### **Job challenges**

One of the significant challenges of my job is limited funding. For example, the university budget for 2020/2021 was cut by 40% in the financial year from UGx 53billion to UGx 43billion, and the money was allocated to fight the COVID-19 pandemic the government of Uganda. The pandemic has left us with limited resources. We are currently trying to privatise the security services in the security area. We have a hybrid of security personnel which contain the Uganda Peoples Defense Forces and Uganda police.

Another challenge comes in when we transfer staff members. They see it as a punishment which is not often the case. Being a multi-campus university, these transfers require staff to relocate to different campuses, which has a social impact on the staff's families.

There is a general lack of transport for staff. Most officers do not have official work vehicles; for two years, we have requested vehicles for the Vice Chancellor, HODs and Deans with little success.

There is a need to upgrade the internet infrastructure to National Backbone. So far, only three campuses have been upgraded, namely: Busitema, Mbale and Arapai, while other campuses have insufficient internet services that cannot support university-wide online work.



### ***Achievements***

Regarding governance and administration, we have prioritised human resource management in terms of staff confirmation and promotions; through reviews of staff establishment structures and the Human Resources Manual.

The consultant carried out a human resource audit of academic and non-academic staff performance, and the report is ready for implementation.

We increased staffing levels from 324 to 499.

We have managed to support staff to work online during the covid-19 pandemic, and the university was ranked 6th from the 9th position according to the webometric ranking. We have been able to get a positive opinion from the Auditor General of Government on our financial statements for the last four years. So we are pursuing excellence even in our accountability of funds and academic services.

### ***Plans***

We have five years strategic plan, which is 2020 to 2025, in which we intend to increase the enrolment from 4500 to 8000 by the year 2025. In the long run,

we intend to have 12000 students enrolment by 2030.

We have started a Busitema university funding company just like any other university, which is an arm of Council with a board of directors who are professionals to generate money for the university. One of its projects is a washing bay project where all the university cars are serviced, and the cars with mechanical problems are brought to the University Fund Company for repair.

The company is in touch with the Ministry of Finance, Planning and Economic Development to partner with the private sector and the university to have a business complex for rendering other critical services like hotels and shopping centres worth UGx 6 billion. The investor will run it for 15 years then hand over the property to the university.

# PICTORIAL







## A ONE ON ONE INTERACTION WITH ACADEMIC REGISTRAR, BUSITEMA UNIVERSITY.



**Dr Lillian Nabaasa Gimuguni**

### ***Brief Introduction***

I am a second born in a family of 11 children. I attended Bweranyangi Junior School for my primary before joining Bweranyangi Girls for my O and A level, where I offered Literature, Economics and Geography. I went to Makerere University for my Bachelor of Education degree and Masters in Education, later to Kisii University in Kenya for my PhD in Education Management, Economics and Planning.

My parents are alive and educated the 11 of us to the levels each could reach, so my siblings are all educated, married, and working. I am a born again Christian, married to Mr John Gimuguni, with five children between us (2 girls and 3 boys) and our home is located in Mbale City.

I am a teacher and have taught in several schools like Buddo and Nabumaali High School before joining Mbale SS and later Kabale Secondary School. I later changed to teach in the university more so when I finished my Masters before I responded to an advert for Academic Registrar position in Uganda Christian University where I worked for 8 years. I later transferred my services to Busitema University in 2019.

### ***What best describes you?***

I am result oriented determined. I am a go-getter and very hard to discourage. My father says he used to worry for my safety because I tended to take risks. I am a thoughtful person and critical thinker, and it has helped me avoid making mistakes. I am always conscious of the consequences of my actions. I love music, listening to it and I sing a little. I love making friends, and I have many of them. People think I am soft-spoken, but I cannot describe myself so.

I love to do my work on time, so I treasure planning. I make a to-do list that I follow every day, and I follow it as much as possible, mindful of my limitations.

I am a leader. I lead a group of women at church (Daughters of Zion) and other church activities. I love catching up with friends and love keeping them as long as I am in contact with them. I also love travelling and keeping in touch with my family, children and husband, and I visit them whenever I am free.

I do some farming, including rice, beans, and dairy farming. I do monitor my gardens.

### ***What keeps you going (your motivations) in everyday life?***

I got saved when I was 10years, and my standing theme is ***JEREMIAH 11:29 " I KNOW THE PLANS I HAVE FOR YOU, PLANS TO BRING YOU PROSPERITY AND NOT DISASTER, PLANS TO BRING A FUTURE AND A HOPE.*** It has helped me to have confidence in God. It keeps my spirits and hopes high. On top of this, I read the bible, and I draw inspiration from it every day.

I know God has a purpose for me to positively influence others. That explains why I am a teacher. It has helped me avoid mistakes and keeps me looking for opportunities to make a difference in someone's life.

### ***What challenges have you faced as an academic registrar, and how have you handled them?***

The work of an Academic Registrar is hectic and requires attention and very little delegation. It is specific and must be done with due diligence. This requires me to pay attention to details and be available.

The other challenge is that the work of this office depends on the work of many other people and so the task to ensure that all those are motivated to do their work well and in time is enormous. Most of the work is time-bound, so effort must be made to ensure that people work hard. The challenge is that not all people work at the same pace, and sometimes work lags behind schedule.

Keeping students' records updated has been a challenge because there has not been proper records management guidelines and organised space to keep students records. It was not easy to retrieve any particular student's information whenever required.

This office has to determine the clearance for registration and graduation. To have this done, students must have cleared fees, and this is where the issue of customer care is tested. The clients usually have a challenge when the officers insist on clearance.

Some students want to be handled as individuals with special consideration, yet policies must be adhered to. This usually creates bad feelings in the students, yet we are custodians of policies, so we must ensure adherence.

### ***Mitigation strategies***

To mitigate these challenges and improve the image of the office, I embarked on changing the image of the academic registrar's office. We decentralised and sent Registrars to each campus to handle all the work of the academic registrar the faculty. Then I requested more office space, and each staff was allocated an office. Each staff member has been assigned specific duties to avoid overlapping and improve accountability.





There has been improvement in the reporting procedures by creating templates and schedules of meetings.

Streamlining the admissions procedures through establishing and implementing the admissions policy. We secured an office where all student data is kept from when they join the university until after graduation.

Cabins have been procured to keep students' files that hold all their information for six campuses.

Busitema University started the first virtual graduation, and we have since gotten consultations from other universities like Makerere, Gulu and Mbarara university.

### ***Plans for the university***

Improve monitoring and feedback on students' and lecturers' attendance by recording students and lecturers' attendance and making regular reports.

Create an ICT unit for the ARs office to manage the students' data electronically and develop a policy of computerisation of records

Developing records management policy and probably by June 2022 it should be approved by council and computerised for all the students' records.

# THE UNIVERSITY BURSAR



**Mr. Wilberforce Ojiambo**

## *Ordinary day*

I start my day at five, ensuring that I am at work by 7 am. I go through the list of pending meetings and issues to handle that day. The nature of this job requires that I conduct many meetings coordinating the various university programs and responding to issues from the Ministry of Finance. My day at the office usually ends at around 5 pm, and I am home by 7 pm. I jog from 7 – 7:30 pm to keep healthy, and then I catch up with my family.

## *Personal life and office balance*

I attended Old Kampala SS and Makerere University for a Bachelor of Commerce. My school days were a bit interesting because we had Makerere as the only university and you strictly had to make it on government, so very few of us could make it because I remember we were only 100 students in the B.COM class. Besides holding a Masters in Business Administration with a speciality in Finance and Accounting, I am also a chartered accountant and a member of the Institute of Certified Public Accountants of Uganda (ICPAU)

As Head of Finance, the position is quite demanding

because much reporting is required, so I developed a work plan to coordinate the meetings and respond to reports in time. I make sure that weekends are reserved for my family.

## *Achievements before joining Busitema University*

Before joining Busitema University, I worked with several other organisations like Reproductive Health Uganda (RHU). At RHU, where I worked as Director of Finance and Administration, I championed several programs. I supported RHU to excel in financial reporting. RHU won the financial reporting awards ( FIRE) competitions in the NGO category for three consecutive years. These competitions are annual events organised by the Institute of Certified Public Accountants of Uganda (ICPAU).

Besides the FIRE competitions, I also innovated an institutional reserve fund. Using resources accumulated by these reserves, RHU acquired a second home in Kampala in Naalya. The organisation also used the reserve funds to acquire several motor vehicles, which boosted its ageing vehicle fleet.

## ***Achievements attained while in Busitema (Put a picture of him talking to a team of people)***

I have been in Busitema for nearly one year, and I have seen an improvement in teamwork, more so for my team members because I always try to encourage them to work together, which has helped us accomplish a lot. I have also been able to work more closely with other departments, especially the Deans, to solve some of their administrative challenges through my colleagues at the various faculties. There has been a significant improvement in reporting because reporting is crucial, especially for timely reporting. There has also been a significant improvement in the timely presentation of accountabilities for various university activities implemented by different faculties. I encourage all staff and students to ensure that funds advanced are handled well and accounted for per the agreed plan.

## ***Special message to all***

I wish to encourage Busitema University teams to embrace Stephen Covey's seven habits of highly effective persons.

### ***The seven habits of highly effective people include:***

1. **Be pro-active;** (self-driven, self-supervised) Focus and act on what you can control and influence instead of what you cannot.
2. **Begin with the end in mind;** Define clear measures of success and a plan to achieve them. Start with a clear destination.
3. **Put first things first;** Prioritise and achieve the most important goals instead of constantly reacting to urgencies. We must have the discipline to prioritise our day to day actions based on what is important and not what is most urgent.
4. **Think win-win;** Collaborate more effectively by building trust relationships. Agree on solutions that are mutually beneficial and satisfying to both parties.
5. **Seek first to understand, then to be understood;** Influence others by developing a deep understanding of their needs and perspectives. We must first seek to understand then to be understood. In order to seek to understand, we must learn to listen.
6. **Synergise;** Develop innovative solutions that leverage diversity and satisfy all key stakeholders. Synergy allows us to create new alternatives and open new possibilities. It allows us to grow as a group.
7. **Sharpen the saw;** Increase motivation, energy and work-life balance by making time for renewing activities. Devote time to renewing yourselves physically, spiritually and mentally and socially.

## ***What are some of the plans that you have for Busitema University?***

Busitema has achieved a lot but can still do much more. For instance, the university has a lot of land that is still significantly underutilised, and I would like to believe that we can make the best use of the land. We can plant trees and hire out parts of it to other parties to use it at a fee. Besides land, we can still do a lot to generate more revenue. The money we get from the government is not adequate for us to do all we expect to do.

Each faculty has the potential to generate revenue through various projects; for instance, the Faculty of Engineering has a one-of-a-kind material lab that is still underutilised. I also feel that the farm in Arapai and the laboratory in Mbale also have potential. I think we can create self-sustenance projects and increase our resource envelope. I plan to ensure each faculty starts a money generating project by 2025.

## INTERVIEW WITH THE DEAN OF STUDENTS



**Mrs. Sophia Alum Acon ( Maama Dean )**

### *School*

There were very few nursery schools during our days. All children, me inclusive, who were privileged to go to school, went straight to primary 1. My first school was Layibi Primary School in Gulu. Then I changed school and joined Ireda Primary School in Lira. I passed highly and was admitted to Gayaza High school. After my O level, I was admitted to Tororo Girls School for my A level. I passed and went to Makerere University for my bachelor's degree, after which I embarked on a Master's degree in Educational Management.

### *Early Days*

When I had children, I woke up at 5:30 am to prepare the children for school. My children studied in day schools. I have always loved to have children around me. (Maybe it is part of why I love being a Dean of Students. I like to have young people around me.)

I would ensure they were clean, and after breakfast, I would send them off to school with their father. After they had left for school, I would clean the house ensure everything was in order before

going to work. Being a working mother, my last born started school much earlier than her siblings. I remember the first time I took her to school, and the teacher asked me whether she was not too young to start school; I told her, "She can talk". They accepted and stayed with the child. I was always early at work because I had to drop off the baby at school before going to work. After my last born had been to school for six months, the teacher acknowledged that she was so bright and joked that she should campaign for head prefect.

Now that the children are grown, I wake up at 6 am, clean the house, wash, and prepare breakfast, which I carry to the office. This breakfast often becomes my lunch because I fail to eat it in the morning because of the amount of work on my desk. When I return home in the evenings at the end of the day, I often prepare vegetables with matooke. Vegetables are one of my favourite delicacies.

At work, I start by clearing my desk responding to students' requests then I go for meetings. The next morning when I get to work, I debrief the staff in my department on what was discussed in the meeting the previous day to implement the items that fall within our docket.

## **Achievements**

Our achievements during my tenure as Dean of Students include:

- We developed the policy on Sports
- We developed the policy on students with disability
- We developed policies on accommodation.
- We encouraged Shaule residents to construct hostels which they did. In Arapai, we encouraged residents to construct hostels, and they did. Now, most students want to stay in hostels, even those supposed to stay in the halls of residence on campus.
- We have encouraged Wardens to embrace the role of the counsellor because the university has only one counsellor who cannot handle all the work by himself.
- We started the pay as you eat arrangement
- We privatized the dining hall and put in place catering service providers. The students pay for what they want to eat. There is no complaint about the food.

## **Challenges**

- One of the major challenges is payments to students, which sometimes delays, and some unscrupulous people would incite students to strike.
- The money allocated for sports is too small to cater for all the sports activities.

- Most of the Halls of residence at all campuses are old and dilapidated. Infrastructure is a big challenge as far as accommodation is concerned.

## **Plans**

We want to set up guild offices on all campuses so that the guild has a place to sit in the specific location where they can be found on the campuses.

We also would like to assist the guild set up income-generating projects on all campuses like saloons and canteens to raise funds for guild activities within each campus.

To have all the Halls of residence renovated and sports ground at all the campuses should have the required faculties.

## **Final word**

My prayer is that all students should know that their first mandate is academics, and they should focus on their academic work. Other activities are to make them relax from their academic work.

I also request all students to be self-disciplined and govern their own lives because, at the university, no one can police you and keep following you to see whether you have studied or dodged lectures. Students should not abuse their freedom at their respective campuses.

## UNIVERSITY LIBRARIAN



**Dr. Fredrick Kiwuwa Lugya**

### *What does your daily schedule consist of?*

Before I go to bed, I reflect on the day that has ended, what I have achieved, what has been left undone, then prioritize my tasks for the following day. I am always up by 5:00 am, take between 20 and 30 minutes of physical exercise, have a cup of spiced hot or warm water while I read, and respond to email and WhatsApp messages from students, staff, and other stakeholders. My office receives many inquiries from students, especially the missed chats from the library's Ask a Librarian reference service. Because I stay away from my family, I make phone calls between 7:30 am and 8:00 am, and we wish each other a blessed day.

Office work has a mixture of short and long meetings, information literacy training for students, strategic thinking, and responding to phone calls, training and helping library staff to learn new technologies due to advancement in library technologies. Because the library opens until late, I enjoy working in the evenings because there is less distraction from users and staff.

### *Tell us about yourself. What things make you happy?*

I regard myself as a Librarian by training and career because I have done it throughout my career. I love librarianship and libraries - serving library users makes me happy, especially helping students find information - this makes me feel powerful and valuable. Because I have grown in a generation and a country where libraries continue to be marginalized, I always raise my voice to such negativity.

## ***How do you manage a multi-campus library structure?***

Busitema University is unique in that it gives a chance for staff to work independently. However, it also comes with lots of challenges. This work environment requires setting priorities, planning and doing things in advance, and negotiating within self flex hours. I have spent considerable time and resources skilling my staff and implementing administrative tools to monitor and evaluate staff performance for the last year.

## ***How long have you held the position of University Librarian and your achievements?***

It has been an exciting 13 months focused on improving the management of library and information services to support ODeL activities amidst COVID-19 induced challenges.

### **Achievements**

#### ***i.) Celebrating the International Open Access Week @ Busitema University***

Busitema University Library organized a series of events to commemorate the International Open Access Week under the theme, "It Matters How We Open Knowledge: Challenging Established Norms to Enable Researchers in the Developing Countries Benefit from Open Access." The International Open Access Week is a global annual scholarly communication event celebrated by institutions, academics, researchers and all those who advocate for free and immediate online access to scholarly research. The event was virtual between Monday 15th and Friday 19th November 2021 afternoons. However, a few invited guests attended the in-person opening ceremony on Monday 15th and the Panel Discussion on Friday 19th November 2021. The event attracted a total of 248 participants and

dignitaries. For more on this event, please visit the library website

<https://library.busitema.ac.ug/library-news/open-access>

#### ***ii). Grant Funding of USD 25,000 from the Engineering Information Foundation, New York, United States.***

The library received a grant of USD 25,000 from the Engineering Information Foundation, New York, the United States, towards developing a disciplinary-based information literacy e-curriculum for teaching engineering courses at Busitema University's Faculty of Engineering. It is a novel approach to online teaching and learning, where the responsibility for teaching engineering courses will be shared between the lecturer and the librarian rather than being limited to the lecturers. A detailed framework to enhance the pedagogical skills of lecturers and librarians; and foster collaboration between lecturers and librarians when preparing e-courses, organizing e-education content on the learning management system, and e-curriculum delivery will be delivered.

#### ***iii). Book Aid International Book Donation***

The University Library has received a donation of 209 titles of books from Book Aid International – a programme coordinate.

#### ***iv). Automation of the Busitema University Library***

We have established a solid digital infrastructure that is highly resilient in the face of external shocks and stresses, as witnessed during the pandemic. We have continued to grow our collections – first increasing access to open access e-resources

by removing all sorts of access limitations and advocating for an increased book budget - this defines our success and symbolizes the uniqueness of our services. In the age of format-neutral collections, we continue to push for enacting policies and procedures that enforce sharing our collections digitally through in-house and global mass digitization projects like Database of African Theses and Dissertations, Google's Library Digitization Project, WorldCat - The World's Largest Library Catalog, Massive Open Online Courses, Institutional Repositories, and Open Access Movement. We are pushing for the digitization, automation, preservation, conservation, and restoration agenda of Busitema University Library. The University Library has received a donation of 209 titles of books from Book Aid International – a programme coordinated by Kyambogo University Library.

By December 2021, the university automation programme had been activated in 4 of the 6 Campus libraries, and we are optimistic that all libraries in Busitema University will be.

v). ***Systematic Review 2-day Workshop held at the Faculty of Health Sciences, Mbale,***

Tuesday 26th to Wednesday 27th November 2021 With funding from Seed Global Health and HEPI, the library successfully conducted a 2- day practical training workshop on evidence synthesis. Participants were introduced to systematic reviews as part of the introductory course on evidence synthesis. The workshop took place at the Faculty of Health Sciences, Mbale, from Tuesday 26th to Wednesday 27<sup>th</sup> November 2021. Please follow the link for the details

<https://library.busitema.ac.ug/library-news/work-shop-on-evident-synthesis>

***What plans do you have for the university library?***

To have our performance and success improved by 70% in terms of: number of digitized items, number of users that enter and use the library, circulation statistics, number of information literacy sessions conducted, the revenue generated, number of books acquired, number of books repaired and fumigated, number of books catalogued/ processed, staff development programmes implemented, number of computers, number of reference questions answered, number of document delivery service services, number of people who visit the library portal, number of records downloads from the institutional repository, volumes of newspapers bound, number of papers presented by library staff at international conferences, number of collaborations with professional organizations.

Set up an evaluation system that assesses achievements every year on the parameters above.

Establish international standards at Busitema University Library and grow Busitema University Library in impact as the "Distinctive Signifier of Excellence ".



## SPORTS IN BRIEF



Although it was a unique year with interrupted sports programmes due to COVID-19 pandemic lockdowns, Busitema University sports did not seize. Busitema University Sports Unit adapted very fast to virtual sports because it was the order of the day. In the year 2020/2021, Busitema University ranked the best in virtual/online sports in the whole of Africa. The University participated in the following activities as described below.

### ***FIRST AFRICA ONLINE UNIVERSITY MIND SPORTS CHAMPIONSHIP (NOVEMBER 28TH – 29TH, 2020)***

The Africa University Sports Federation (FASU) organised and conducted the 1st Africa University Mind Sports Championship (Bridge, Draughts and Chess). Competitions were held online from 28th to 29th November 2020. 23 universities participated in the championship.

SN.	UNIVERSITY	COUNTRY
1	Busitema University (BUS)	Uganda
2	Makerere University	Uganda
3	University of Zimbabwe	Zimbabwe
4	University of Lagos	Nigeria
5	University of Zambia (UNZA)	Zambia
6	Jomo Kenyatta University of Agriculture and Technology (JKUAT)	Kenya
7	University of Tripoli	Libya
8	Technical University of Kenya	Kenya
9	Botswana International University of Science & Technology (BIUST)	Botswana
10	The Copperbelt University	Zambia
11	Gulu University	Uganda
12	Kenyatta University	Kenya
13	Federal University of Technology Akure (FUTA)	Nigeria
14	Makerere University Business School (MUBS)	Uganda
15	University of Eldoret	Kenya
16	Bindura University of Science Education (BUSE)	Zimbabwe
17	Egyptian University Sports Federation (EUSF)	Egypt
18	University of Malawi	Malawi
19	Mbarara University of Science and Technology (MUST)	Uganda
20	Technical University of Mombasa (TUM)	Kenya
21	Egerton University Chess Club	Kenya
22	Levy Mwanawasa Medical University (LMMU)	Zambia
23	National University of Science & Technology (NUST)	Zimbabwe

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Busitema University emerged the best out of 32 African Universities with 13 medals (best overall in bridge women, chess, draught women and men, and third-best in bridge men).

We celebrated being the African Champions of the year!

### ***Intramural Sports***

We conducted all our intramural sports activities virtually. These included Inter-year, Inter-Course, Inter-Culture and Inter-Hall Sports Competitions.

These sports activities took place in the University while observing the COVID-19 Standard Operating Procedures (SOPs). The university sports committee conducted intramural sports activities (Inter halls, inter years and associations) at the different campuses in the following sports activities; Darts, Athletics, woodball, Pool table, Weightlifting, Chess, Scrabble, Table tennis,

tennis, Badminton, Draughts, Volleyball, Bridge, Omweso, Basketball, Handball, Netball, Rugby, Soccer/Football. Inter- hall sports competitions run from 5th April 2021 to 23rd April 2021, every evening after lectures.

***The 2021 Season of Busitema University Inter-Campus Sports Competitions Intercampus online sports events included:***

- Virtual marathon, Track and Field events (Athletics) were conducted, competition results of time taken for an event, and distance of throw or jump was recorded by the participant and the available official online.
- Virtual woodball, where the number of strokes taken in the fare way was recorded and sent online.
- Weightlifting, the weight load for each participant were recorded and sent online.

- Chess, Scrabble, Draughts, Bridge, Omweso were played online using lichess.org, play elephant and play ok computer packages.

We had trial tournaments prior to the major competitions to help students get accustomed to the online competition platforms. There were competition rules for the individual games. Intercampus sports competitions took place from 25th April 2021 to 29th May 2021. There were no travels across campuses.

### **Eastern Region Rugby League**

Our students participated in the Eastern Rugby league. The competitions took place in Mbale, Jinja and Soroti. We had partial sponsorship from the Uganda Rugby union, which tested athletes (COVID-19) and provided masks and sanitiser. Our students performed well.

### **Teqball**

Teqball is a new sport from Hungary which has been introduced in Uganda. The National Teqball Federation of Uganda donated Teqball equipment (Table and ball) to only 9 Universities in Uganda, and Busitema University was the first beneficiary.



### **Empowering women and youth through sports project**

An outreach project which combines female students and the community was run on women's day. The women participated in netball and athletics. We partnered with UBC, which provided media coverage. The theme for this financial year's project was "MITIGATION AND REDUCTION OF COVID-19 CRISIS GENDER-BASED VIOLENCE, ABUSE AND

*EXPLOITATION OF WOMEN AND GIRLS THROUGH SPORTS".* We won 20,000 USD for this community project with the Global Sports Mentorship Program (GSMP) alumni (Agnes Baluka Masajja from Busitema University, Aisha Nasanga from NBS and Majida Nantanda from FUFA). Most of these are community outreach grants, and our students have always benefited since they work as volunteers.



*Busitema University Vice Chancellor as the guest of honour during the women empowerment through sports program. Other guests were the Busia District Chairman and the District Planner.*



*Women and youth in the aerobic session conducted by the sports teams*



*Sensitising communities in Busia and Iganga on Uganda GBV policy framework by the police child protection unit using the netball and athletics teams.*



**VIRTUAL SPORTS ACTIVITIES (CHESS AND BRIDGE )**

## DEVELOPING TALENT FROM THE GRASS ROOT



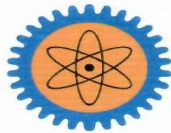
*TRAINING BUSITEMA UNIVERSITY COMMUNITY CHILDREN FOOTBALL SKILLS*

## PROPOSED SPORTS COMPLEX AT BUSITEMA CAMPUS



Through the university management and university council, the University Sports Committee agreed to have a phased development of the sports complex at the Busitema campus. The 26 acres of land for the sports complex have been surveyed. Grading has been done, and access roads were opened. We approached the

Physical Education and Sports Department (PES) and held discussions with the former Commissioner of PES. We plan to set up a state of the art sports stadium that will serve the Eastern region, housing about 50,000 participants.



OFFICE OF THE ACADEMIC REGISTRAR

**ADVERT**

**A CALL FOR APPLICATIONS TO PROGRAMMES AT BUSITEMA UNIVERSITY FOR 2022/2023 ACADEMIC YEAR**

Applications are invited from eligible candidates for admission:

- To the PhD programme for candidates with Masters,
- To the Masters' degree programmes for candidates with Degrees,
- To Undergraduate degree programmes for candidates with **Diplomas /Degrees /Higher Education Access Certificates,**
- To Undergraduate degree and Certificates in Higher Education Access Programmes for A-level candidates,
- To Diploma Programmes for candidates with Certificates / A-level results,
- To the Certificate in General Agriculture course for candidates with atleast O' Level results and
- To Skills-Based Practical Short-Course Certificate Programmes for candidates with atleast Primary Leaving Education (PLE)

**NOTE THAT for candidates with A-Level results, the eligibility to degrees and diplomas is as follows:**

**General Requirement**

Interested applicants should have: Uganda Certificate of Education (UCE) with at least **five (5) passes**. (Candidates who obtained results 7, 9, X, Y and Z at 'O' level need not apply)

AND

(a) **Degree Programmes**

Should also have: Uganda Advanced Certificate of Education (UACE) with **at least two (2) principal passes** in prescribed subjects obtained at the same sitting. Only candidates who sat A' Level in 2020, 2019, 2018, 2017 & 2016 are eligible to apply **EXCEPT** for those who wish to apply for **BBW - Bachelor of Business Administration (Weekend)** which is open for all years.

(b) **Diploma Programmes:-**

Should also have: Uganda Advanced Certificate of Education (UACE) with at least **ONE (1) principal pass** and **TWO (2) subsidiaries** in principal subjects obtained at the same year of sitting. Only candidates who sat A' Level in 2020, 2019, 2018, 2017 & 2016 are eligible to apply.

Detailed information for each programme is specified in the table(s) below:

a) **UNDERGRADUATE PROGRAMMES**

**1. Tuition, Duration and Intake Capacities**

Code	Programme	Duration (Years)	PVT Slots	Tuition Per Semester	Campus
*MED	Bachelor of Medicine and Bachelor of Surgery	5	50	2,000,000/-for East Africans & 6,000,000/- for Non East Africans	Mbale
*BNA	Bachelor of Science in Anaesthesia	4	30		
*BNS	Bachelor of Science in Nursing	4	50		
APM	Bachelor of Animal Production & Management	3	80	1,100,000 /-for East Africans & 1,650,000/- for Non East Africans	Arapai
BAB	Bachelor of Agribusiness	3	100	800,000 /-for East Africans & 1,200,000/- for Non East Africans	Arapai
BSA	Bachelor of Science in Agriculture	4	100	1,100,000 /-for East Africans & 1,650,000/- for Non East Africans	Arapai
CGA	Certificate in General Agriculture	2	250	360,000 /- for East Africans & 540,000 for Non East Africans	Arapai
DAP	Diploma in Animal Production & Management	2	200	400,000 /- for East Africans & 600,000 for Non East Africans	Arapai
DCP	Diploma in Crop Production & Management	2	200	400,000 /- for East Africans & 600,000 for Non East Africans	Arapai
**AMI	Bachelor of Agricultural Mechanization and Irrigation Engineering	4	60	1,250,000/-for East Africans & 1,875,000/- for Non East Africans	Busitema
APE	Bachelor of Science in Agro-Processing Engineering	4	60	1,100,000 /-for East Africans & 1,650,000/- for Non East Africans	Busitema
BCT	Bachelor of Science in Computer Engineering	4	60	1,250,000/- for East Africans & 1,875,000/- for Non East Africans	Busitema
DAG	Diploma in Agricultural Engineering	2	60	500,000/- for East Africans & 750,000/- for Non East Africans	Busitema
DEE	Diploma in Industrial Electronics and Electrical Engineering	2	60	900,000 /-for East Africans & 1,350,000/- for Non East Africans	Busitema
BEE	Bachelor of Science in Electrical Engineering	4	50	1,500,000/-for East Africans & 2,250,000/- for Non East Africans	Busitema
***DGI	Diploma in Ginning and Industrial Engineering:	2	60	500,000/- for East Africans & 750,000/- for Non East Africans	Busitema
MEB	Bachelor of Science in Mining Engineering	4	60	1,250,000 /-for East Africans & 1,875,000/- for Non East Africans	Busitema
***TEB	Bachelor of Science in Polymer, Textile and Industrial Engineering	4	60	1,100,000/- for East Africans & 1,650,000/- for Non East Africans	Busitema
WAR	Bachelor of Science in Water Resources Engineering	4	80	1,250,000 /-for East Africans & 1,875,000/- for Non East Africans	Busitema
****BEP	Bachelor of Education Primary	3	250	235,000/- for East Africans (per session) & 352,500/- for Non East Africans (per session)	Nagongera
****DEP	Diploma in Education Primary	3	200	180,000/- for East Africans (per session) & 270,000/- for Non East Africans (per session)	Nagongera
****SCE	Bachelor of Science Education	3	300	700,000/- for East Africans & 1,050,000/- for Non East Africans	Nagongera
BTI	Bachelor of Information Technology	3	100	1,100,000 /-for East Africans & 1,650,000/- for Non East Africans	Nagongera
ELS	Bachelor of Education Languages (English & Literature in English)	3	80	600,000 /-for East Africans & 900,000/- for Non East Africans	Nagongera
SCS	Bachelor of Science in Computer Science	3	60	1,100,000 /-for East Africans & 1,650,000/- for Non East Africans	Nagongera
<b>BSS</b>	<b>Bachelor of Science in Statistics</b>	<b>3</b>	<b>75</b>	<b>1,100,000 /-for East Africans &amp; 1,650,000/- for Non East Africans</b>	<b>Nagongera</b>
SPE	Bachelor of Science Education (Physical Education)	3	60	700,000/- for East Africans & 1,050,000/- for Non East Africans	Nagongera
SLC	Diploma in Science Laboratory Technology (Chemistry)	2	60	550,000/- for East Africans & 825,000/- for Non East Africans	Nagongera
SLP	Diploma in Science Laboratory Technology (Physics)	2	60	550,000/- for East Africans & 825,000/- for Non East Africans	Nagongera
SLB	Diploma in Science Laboratory Technology (Biology)	2	60	550,000/- for East Africans & 825,000/- for Non East Africans	Nagongera
FWR	Bachelor of Science in Fisheries & Water Resources Management	3	80	800,000 /-for East Africans & 1,200,000/- for Non East Africans	Namasagali
NRE	Bachelor of Science in Natural Resource Economics	3	100	800,000 /-for East Africans & 1,200,000/- for Non East Africans	Namasagali
BBA	Bachelor of Business Administration	3	150	700,000/- for East Africans & 1,050,000/- for Non East Africans	Pallisa
BPA	Bachelor of Public Administration & Management	3	100	700,000 /-for East Africans & 1,050,000/- for Non East Africans	Pallisa
BBW	Bachelor of Business Administration (Weekend)	3	150	700,000/- for East Africans & 1,050,000/- for Non East Africans	Pallisa
BPM	Bachelor of Procurement & Supply Chain Management	3	100	700,000/- for East Africans & 1,050,000/- for Non East Africans	Pallisa

DBA	Diploma in Business Administration	2	100	400,000 /- for East Africans & 600,000 for Non East Africans	Pallisa
DRI	Diploma in Records & Information Management	2	100	400,000 /- for East Africans & 600,000 for Non East Africans	Pallisa
BTT	Bachelor of Tourism & Travel Management	3	100	700,000/- for East Africans & 1,050,000/- for Non East Africans	Pallisa
DTT	Diploma in Tourism & Travel Management	2	100	400,000 /- for East Africans & 600,000 for Non East Africans	Pallisa
ENM	Bachelor of Entrepreneurship Development & Management	3	100	700,000/- for East Africans & 1,050,000/- for Non East Africans	Pallisa

## 2. UACE / UCE Certificate holders

Code	Programme	Admission Requirements			Campus
APM	Bachelor of Animal Production & Management	<b>Essential:</b> Two best done of Biology, Chemistry & Agriculture. <b>Relevant:</b> Third best done of the Essential set or one best done of Foods & Nutrition, Economics, Geography, Physics & Mathematics. <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Arapai
BAB	Bachelor of Agribusiness	<b>Essential:</b> Two best done of Biology, Chemistry, Economics, Physics, Geography, Mathematics & Agriculture. <b>Relevant:</b> Third best done of the Essential set <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Arapai
BSA	Bachelor of Science in Agriculture	<b>Essential:</b> Biology and Chemistry <b>Relevant:</b> One best done of Physics, Agriculture, Geography, Foods and Nutrition, Mathematics and Entrepreneurship <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Arapai
CGA	Certificate in General Agriculture	Atleast a credit in Biology OR Agriculture AND At least four (4) passes from the other subjects obtained at the same sitting of UCE			Arapai
DAP	Diploma in Animal Production & Management	<b>Essential:</b> One best done of Biology & Agriculture <b>Relevant:</b> Second best done of the essential set or Chemistry, Foods & Nutrition <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Arapai
DCP	Diploma in Crop Production & Management	<b>Essential:</b> One best done of Biology & Agriculture <b>Relevant:</b> Second best done of the essential set or Chemistry, Foods & Nutrition <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Arapai
DGI	Diploma in Ginning and Industrial Engineering	<b>Essential:</b> One better done of Mathematics & Physics <b>Relevant:</b> Chemistry and next better done of Mathematics and Physics <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Busitema
TEB	Bachelor of Science in Polymer, Textile and Industrial Engineering	<b>Essential:</b> Two best done of Mathematics, Physics & Chemistry <b>Relevant:</b> Third best done of the essential set or one better done of Geography & Economics. <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Busitema
AMI	Bachelor of Agricultural Mechanization and Irrigation Engineering	<b>Essential:</b> Maths & Physics <b>Relevant:</b> One best done of: Chemistry, Biology, Agriculture, Economics & Technical Drawing. <b>Desirable:</b> General Paper & Computer Studies			Busitema
APE	Bachelor of Science in Agro-Processing Engineering	<b>Essential:</b> Mathematics & Physics <b>Relevant:</b> One of the best done of Chemistry, Biology, Agriculture, Economics & Technical Drawing <b>Desirable:</b> General Paper & Computer Science.			Busitema
BCT	Bachelor of Science in Computer Engineering	<b>Essential:</b> Mathematics & Physics <b>Relevant:</b> One best done of Chemistry, Technical Drawing, Geography and Economics <b>Desirable:</b> General Paper & Computer Studies			Busitema
BEE	Bachelor of Science in Electrical Engineering	<b>Essential:</b> Mathematics & Physics <b>Relevant:</b> One best done of Chemistry, Technical Drawing and Economics <b>Desirable:</b> General Paper & Computer Studies			Busitema
DAG	Diploma in Agricultural Engineering	<b>Essential:</b> One better done of Mathematics & Physics <b>Relevant:</b> Next better done of Mathematics and Physics <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Busitema
DEE	Diploma in Electronics and Electrical Engineering	<b>Essential:</b> One better done of Mathematics & Physics <b>Relevant:</b> Chemistry and next better done of Mathematics and Physics <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Busitema
MEB	Bachelor of Science in Mining Engineering	<b>Essential:</b> Mathematics & Physics <b>Relevant:</b> One best done of Chemistry & Geography. <b>Desirable:</b> General Paper & Computer Studies			Busitema
WAR	Bachelor of Science in Water Resources Engineering	<b>Essential:</b> Two best done of Mathematics, Physics & Chemistry <b>Relevant:</b> Third best done of the essential set & Geography, Economics & Biology. <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Busitema
BNA	Bachelor of Science in Anesthesia	<b>Essential:</b> Biology & Chemistry <b>Relevant:</b> Math Or Physics <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Mbale
BNS	Bachelor of Science in Nursing	<b>Essential:</b> Biology & Chemistry <b>Relevant:</b> One best done of Math, Physics, Food & Nutrition, Economics and Agriculture <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Mbale
MED	Bachelor of Medicine and Bachelor of Surgery	<b>Essential:</b> Biology & Chemistry <b>Relevant:</b> Math Or Physics <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Mbale
SCE	Bachelor of Science Education	<b>Essential:</b> Two best done of Mathematics, Physics, Agriculture, Economics, Entrepreneurship, Geography, Chemistry & Biology <b>Relevant:</b> Third best done of the essential set. <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Nagongera
BSS	Bachelor of Science in Statistics	<b>Essential:</b> Mathematics and one best done of Physics, Economic and Entrepreneurship <b>Relevant:</b> Second best done of Physics, Economic, Entrepreneurship, Geography and Chemistry. <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Nagongera
BTI	Bachelor of Information Technology	<b>Essential:</b> Two best done of all A level subjects <b>Relevant:</b> Third best done of the remaining A Level Subjects <b>Desirable:</b> General Paper and Sub-Mathematics or Computer Studies			Nagongera
ELS	Bachelor of Education Languages (English & Literature in English)	<b>Essential:</b> Literature in English and One best done of ALL A-Level subjects. <b>Relevant:</b> The third best done of ALL A-Level subjects <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Nagongera
SCS	Bachelor of Science in Computer Science	<b>Essential:</b> Mathematics & Physics <b>Relevant:</b> Chemistry or Economics <b>Desirable:</b> General Paper & Computer Studies			Nagongera
SLB	Diploma in Science Laboratory Technology (Biology)	<b>Essential:</b> Biology <b>Relevant:</b> Two better done of Chemistry, Mathematics, Physics and Agriculture <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Nagongera
SLC	Diploma in Science Laboratory Technology (Chemistry)	<b>Essential:</b> Chemistry <b>Relevant:</b> Two better done of Biology, Mathematics, Physics and Agriculture <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Nagongera
SLP	Diploma in Science Laboratory Technology (Physics)	<b>Essential:</b> Physics <b>Relevant:</b> Two better done of Biology, Mathematics, Chemistry and Agriculture <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Nagongera
SPE	Bachelor of Science Education (Physical Education)	<b>Essential:</b> Biology and One best done of Mathematics, Chemistry & Physics <b>Relevant:</b> The third best done of Mathematics, Chemistry & Physics <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Nagongera
FWR	Bachelor of Science in Fisheries and Water Resource Management	<b>Essential:</b> Two best done of Agriculture, Chemistry & Biology. <b>Relevant:</b> One better done of Mathematics, Agriculture, Chemistry, Physics, Biology & Chemistry <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Namasagali
NRE	Bachelor of Science in Natural Resource Economics	<b>Essential:</b> Two best done of Economics, Biology, Mathematics, Agriculture, Chemistry, Physics and Geography <b>Relevant:</b> Third best done of Economics, Biology, Mathematics, Agriculture, Chemistry, Physics and Geography <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies			Namasagali
BBA	Bachelor of Business Administration	<b>Essential:</b> Two best done of all A level subjects <b>Relevant:</b> Third best done of the remaining A Level Subjects <b>Desirable:</b> General Paper and Sub-Mathematics or Computer Studies			Pallisa



BBW	Bachelor of Business Administration (Weekend)	<b>Essential:</b> Two best done of all A level subjects <b>Relevant:</b> Third best done of the remaining A Level Subjects <b>Desirable:</b> General Paper and Sub-Mathematics or Computer Studies	Pallisa
BPA	Bachelor of Public Administration & Management	<b>Essential:</b> Two best done of all A level subjects <b>Relevant:</b> Third best done of the remaining A Level Subjects <b>Desirable:</b> General Paper and Sub-Mathematics or Computer Studies	Pallisa
BPM	Bachelor of Procurement & Supply Chain Management	<b>Essential:</b> Economics and Mathematics <b>Relevant:</b> One best done of Geography, Physics and Entrepreneurship <b>Desirable:</b> General Paper & Computer Studies	Pallisa
BTT	Bachelor of Tourism and Travel Management	<b>Essential:</b> Two best done of all A level subjects <b>Relevant:</b> Third best done of the remaining A Level Subjects <b>Desirable:</b> General Paper and Sub-Mathematics or Computer Studies	Pallisa
DBA	Diploma in Business Administration	<b>Essential:</b> One best done of all A level subjects <b>Relevant:</b> Second best done of the remaining A Level Subjects <b>Desirable:</b> General Paper and Sub-Mathematics or Computer Studies	Pallisa
DRI	Diploma in Records & Information Management	<b>Essential:</b> One best done of all A level subjects <b>Relevant:</b> Second best done of the remaining A Level Subjects <b>Desirable:</b> General Paper and Sub-Mathematics or Computer Studies	Pallisa
DTT	Diploma of Tourism and Travel Management	<b>Essential:</b> One best done of all A level subjects <b>Relevant:</b> Second best done of the remaining A Level Subjects <b>Desirable:</b> General Paper and Sub-Mathematics or Computer Studies	Pallisa
ENM	Bachelor of Entrepreneurship Development & Management	<b>Essential:</b> Economics or Mathematics and one best done of the remaining A level subjects <b>Relevant:</b> Best done of the remaining A level subjects <b>Desirable:</b> General Paper and Sub-Mathematics or Computer Studies	Pallisa

### 3. Diploma/Certificate holders

Code	Programme	Academic Requirements	Campus
MED	Bachelor of Medicine and Bachelor of Surgery	Atleast a diploma in any of the following health disciplines: Clinical Medicine and Community Health, Medical laboratory Technologist / Scientists, Medical Radiography, Physiotherapists, Anaesthetic Officers, Orthopaedic Officers/ Assistants, Dispensers/ Pharmacy Technicians, Psychiatry Clinical Officers/Mental Health Clinical Officers, Nursing, E.N.T (Post Basic Diploma) Ophthalmology, Clinical Medicine and any other related and relevant medical disciplines. <b>In addition, applicants must have a relevant working experience of atleast one year.</b>	Mbale
BNA	Bachelor of Science in Anaesthesia		
BNS	Bachelor of Science in Nursing		
APM	Bachelor of Animal Production & Management	Atleast a Credit or Class two Diploma in any Agriculture related Discipline.	Arapai
BAB	Bachelor of Agribusiness	Atleast a credit or second class diploma in Agriculture or any other business related and relevant field obtained from a recognized institution	Arapai
BSA	Bachelor of Science in Agriculture	Atleast a credit or second class diploma in Agriculture or any other related and relevant field obtained from a recognized institution	Arapai
CGA	Certificate in General Agriculture	Atleast a credit in Biology OR Agriculture AND At least four (4) passes from the other subjects obtained at the same sitting of UCE	Arapai
DAP	Diploma in Animal Production & Management	At least a credit or Second class Certificate in Animal Production or General Agriculture from a recognized Institution.	Arapai
DCP	Diploma in Crop Production & Management	At least a credit or Second class Certificate in Crop Production or General Agriculture from a recognized Institution.	Arapai
AMI	Bachelor of Agricultural Mechanization and Irrigation Engineering	At least a credit or 2 <sup>nd</sup> class Ordinary Technician Diploma or its equivalent from a recognized institution. In addition, candidates should have obtained at least credit performance in Mathematics component of the Diploma.	Busitema
APE	Bachelor of Science in Agro-Processing Engineering	Atleast a credit or class II diploma in Mechanical Engineering, Agricultural Engineering, Food Science and Technology, Industrial Chemistry Engineering, with at least a credit pass in Mathematics.	Busitema
BCT	Bachelor of Science in Computer Engineering	At least a credit or 2 <sup>nd</sup> class Diploma in Computer Engineering, Computer Science, Traditional Engineering disciplines or any other Diploma that has both Mathematics and Physics as core components from a recognized institution	Busitema

DAG	Diploma in Agricultural Engineering	Advanced Certificate in Electrical, Mechanical, Agricultural Engineering and Ginning Engineering from a recognized Institution.	Busitema
DEE	Diploma in Industrial Electronics and Electrical Engineering	Holders of at least a Credit/Class II Certificate of Electronics, Electrical Engineering and any other related and relevant engineering disciplines.	Busitema
BEE	Bachelor of Science in Electrical Engineering	At least a 2 <sup>nd</sup> class or Credit Diploma in Electrical Engineering, Computer Engineering, Traditional Engineering disciplines or any other Diploma that has both Mathematics and Physics as core components from a recognized institution	Busitema
DGI	Diploma in Ginning and Industrial Engineering:	Atleast an Advanced Certificate in Electrical, Mechanical, Agricultural Engineering and Ginning Engineering from a recognized Institution.	Busitema
MEB	Bachelor of Science in Mining Engineering	At least a 2 <sup>nd</sup> class or Credit Diploma in Engineering with a Credit pass Mathematics or Physics obtained from a recognized Institution.	Busitema
TEB	Bachelor of Science in Polymer, Textile and Industrial Engineering	At least a 2 <sup>nd</sup> class or Credit Diploma in Textile Engineering. The candidates should have obtained at least a credit pass in Mathematics from a recognized institution.	Busitema
WAR	Bachelor of Science in Water Resources Engineering	At least a 2 <sup>nd</sup> class or Credit Diploma in any Engineering discipline with a Credit pass in Mathematics or Physics obtained from a recognized Institution.	Busitema
BEP	Bachelor of Education Primary	Atleast a Credit or Second class diploma in Primary Education from a recognized institution.	Nagongera
DEP	Diploma in Education Primary	"O" Level or its equivalent, AND Grade III certificate	Nagongera
SCE	Bachelor of Science Education	At least a 2 <sup>nd</sup> class or credit Diploma in Secondary Education with core components in Mathematics, Physics, Biology, Chemistry, Economics, Entrepreneurship & Agriculture or Diploma in Computer Studies from a recognized institution.	Nagongera
BSS	Bachelor of Science in Statistics	Atleast a credit or second class diploma in any mathematical discipline from a recognized institution of higher learning	Nagongera
BTI	Bachelor of Information Technology	Atleast a Credit or second class Diploma in computer Science, Computer Engineering, Software Engineering, Information System, Technology and Telecommunication or its Equivalent obtained from a recognized Institution	Nagongera
ELS	Bachelor of Education Languages (English & Literature in English)	Atleast a credit or second class diploma with English/English Literature from a recognized institution	Nagongera
SCS	Bachelor of Science in Computer Science	Atleast a credit or second class diploma in computer science, any engineering discipline, statistics or any other diploma with mathematics or computer science as one of the subjects from a recognized institution	Nagongera
SPE	Bachelor of Science Education (Physical Education)	Atleast a credit or second class diploma in physical education, sports science or any other diploma with biology from a recognized institution of higher learning	Nagongera
SLC	Diploma in Science Laboratory Technology (Chemistry)	Atleast a credit or second class certificate in science laboratory technology or its equivalent from a recognized institution of higher learning	Nagongera
SLP	Diploma in Science Laboratory Technology (Physics)	Atleast a credit or second class certificate in science laboratory technology or its equivalent from a recognized institution of higher learning	Nagongera
SLB	Diploma in Science Laboratory Technology (Biology)	Atleast a credit or second class certificate in science laboratory technology or its equivalent from a recognized institution of higher learning	Nagongera
FWR	Bachelor of Science in Fisheries and Water Resources Management	Atleast a Credit or Class two Diploma in Fisheries or its equivalent in a related Discipline	Namasagali
NRE	Bachelor of Science in Natural Resource Economics	Atleast a credit or class II diploma in Economics, Environmental or Agricultural related disciplines	Namasagali
BBA	Bachelor of Business Administration	Atleast a Credit or Class two Diploma obtained from a recognized institution	Pallisa
BPA	Bachelor of Public Administration & Management	Atleast a Credit or Class two Diploma obtained from a recognized institution	Pallisa
BBW	Bachelor of Business Administration (Weekend)	Atleast a Credit or Class two Diploma obtained from a recognized institution	Pallisa
BPM	Bachelor of Procurement & Supply Chain Management	Atleast a second class or credit diploma in any field from a recognized institution	Pallisa
DBA	Diploma in Business Administration	Atleast a credit or second class / advanced certificate in any discipline from a recognized institution	Pallisa
DRI	Diploma in Records & Information Management	Atleast a credit or second class / advanced certificate in library & information science, records and information management or related discipline from a recognized institution	Pallisa
BTT	Bachelor of Tourism & Travel Management	Atleast a Credit or Class two Diploma obtained from a recognized institution	Pallisa
DTT	Diploma in Tourism & Travel Management	Atleast a credit or second class / advanced certificate in any discipline from a recognized institution	Pallisa
ENM	Bachelor of Entrepreneurship Development & Management	Atleast a credit or second class diploma in any field from a recognized institution of higher learning	Pallisa

**Key:**

- \* All **diploma holder** applicants of Bachelor of Medicine & Bachelor of Surgery (MED), Bachelor of Science in Nursing (BNS) and Bachelor of Science in Anaesthesia (BNA) will be required to sit the special entry examination scheduled for **Saturday, 25<sup>th</sup> June 2022 starting at 7:30 am at School of Clinical Officers, Mbale.**
- \*\* Candidates who did not offer Agriculture or Biology at A-Level should have passed it with at least a Credit at O-Level to be eligible for admission to the Bachelor of Agricultural Mechanization and Irrigation Engineering (AMI)
- \*\*\* Candidates who did not offer Chemistry at A-Level should have passed it with at least a Credit at O-Level to be eligible for admission to the Bachelor of Science in Polymer, Textile & Industrial Engineering (TEB) and Diploma in Ginning and Industrial Engineering (DGI)

- \*\*\*\* Available Subject Combinations for SCE include:
- Mathematics, Physics, Education
  - Mathematics, Computer Studies, Education
  - Physics, Computer Studies, Education
  - Mathematics, Chemistry, Education
  - Biology, Chemistry, Education
  - Economics, Mathematics, Education
  - Economics, Computer Studies, Education
  - Entrepreneurship, Computer Studies, Education
  - Agriculture Double Main, Education
  - Geography, Computer Studies, Education
  - Geography, Mathematics, Education

- \*\*\*\*\* Available subject combinations for DEP and BEP include:
- Mathematics/Science
  - Mathematics/Physical Education
  - Mathematics/Computer Studies
  - English/S.S.T
  - English/Computer Studies
  - English/Religious Studies
  - Agriculture Double Main (for BEP only)

**Period of Study for DEP and BEP:**

Distance learning with face to face sessions is conducted during school vacations.

**d) GRADUATE PROGRAMMES**

- NOTE THAT:
- a) Applicants with a pass degree must show evidence of both academic and professional growth.
  - b) The presented academic qualifications should be from accredited institutions.

Code	Programme	Duration (Years)	Admission Requirements	Tuition Per Semester	Campus
MCF	Master of Computer Forensics	2	1 <sup>st</sup> degree in Computer Engineering, Computer Science, Information Technology, Information Systems, Software Engineering, Network Engineering Communication Engineering, Telecommunication Engineering, Electrical Engineering, physics & Mathematics with at least second class honors	1,800,000/- for East Africans 2,700,000/- for Non East Africans	Busitema
MID	Master of Science in Irrigation and Drainage Engineering	2	1. Honors Bachelor Degree in the following fields; Irrigation, Water Resources, Agricultural, Environmental, Civil, Mechanical, Bio-Systems, Agro-processing, and Mining Engineering. 2. Holders of other relevant engineering degrees.	1,895,000/- for East Africans 2,842,500/- for Non East Africans	Busitema
MME	Master of Science in Materials Engineering	2	1. A Bachelor's degree in Engineering of second class lower division and above. 2. A Bachelor's degree of second class lower division and above in Natural Sciences or (Chemistry, Industrial Chemistry, Physics, Mathematics) 3. A Bachelor's degree of second class lower division and above in Technology or Science Technology in the relevant disciplines.	2,000,000/- for East Africans 3,000,000/- for Non East Africans	Busitema

MSE	Master of Science in Sustainable Energy Engineering	2	A Bachelor's degree in Engineering of atleast second class lower division from a recognized university. <b>Or</b> A Bachelor's degree of atleast second class lower division in the Natural Sciences (Chemistry, Industrial Chemistry, Physics or Mathematics)	2,000,000/- for East Africans & 3,000,000/- for Non East Africans	Busitema
PEE	PhD in Energy Engineering	3	MSc degree in Sustainable Energy Engineering or an equivalent coursework and dissertation MSc degree in a relevant area. Those with a purely Research based MSc or MEng or MTech degree will be required to do and pass some MSc taught courses offered by the University as agreed with the supervisor and approved by the faculty research board.	3,000,000/- for East Africans & 4,500,000/- for Non East Africans	Busitema
PME	PhD in Materials Engineering (by Research)	3	a) A master degree in Engineering or Technology from a recognized university or a Master's degree in the Natural Sciences (Chemistry, Industrial Chemistry, Physics, Mathematics). <b>Note: The master degree should be one of coursework and a thesis.</b> b) An applicant whose first language is not English must demonstrate evidence of appropriate English language proficiency. c) A research concept paper shall be submitted as part of the application dossiers.	3,000,000/- for East Africans & 4,500,000/- for Non East Africans	Busitema
MMM	Master of Medicine, Internal Medicine	3	Bachelor of Medicine and Bachelor of Surgery (MBChB) or its equivalent from a recognized institution. The applicant must provide evidence of Registration with the Uganda Medical and Dental Practitioners Council.	2,000,000/- for East Africans 3,000,000/- for Non East Africans	Mbale
MPC	Master of Medicine in Paediatrics and Child Health	3	Bachelor of Medicine and Bachelor of Surgery (MBChB) or its equivalent from a recognized institution. The applicant must provide evidence of Registration with the Uganda Medical and Dental Practitioners Council	2,500,000/- for East Africans 3,750,000/- for Non East Africans	Mbale
MPH	Master of Public Health	2	<ul style="list-style-type: none"> <li>• A degree in health sciences e.g MBChB, BSc Nursing, B. Pharmacy, BDS, BSc Physiotherapy and BVM</li> <li>• A degree in biological sciences e.g Biology, Laboratory sciences, Nutrition</li> <li>• A degree in social science e.g Social work, Sociology, Economics, Demography and Statistics</li> </ul>	3,000,000/- for East Africans 5,400,000/- for Non East Africans	Mbale
MEP	Masters in Educational Psychology	2	A minimum of second class lower Bachelor of Science with Education or Bachelor of Education or Bachelor of Arts with Education shall be necessary for a candidate to be considered for the program. <b>Or</b> Any other qualifications weighted by the National Council for Higher Education to be of equivalent grade can be considered for the programme <b>In addition;</b> a) Foreign nationals who do not have English as their native language should provide evidence of proficiency in English (TOEFL or IELTS Score) for admission to this course. The TOEFL or IELTS score reports should not be more than two years since taking the Test to submission of the application. A minimum TOEFL Score of 213 (computer-based), 550 (paper-based), or 79 (internet-based), or a minimum of 6.0 IELTS score is required. b) Also, candidates with Bachelor Degree from Universities outside Uganda should obtain certificates of equivalence from "NCHE".	2,000,000/= for East Africans & 3,000,000/= for Non East Africa	Nagongera
EDM	Master of Educational Leadership and Management	2	1. Bachelors degree from a recognized institution or the equivalent in any discipline. 2. A professional working experience of at least one year in a relevant field, (preferably management and administration work or leaders of academic institutions)	1,500,000/- for East Africans 2,250,000/- for Non East Africans	Nagongera
MIM	Master of Science in Industrial Mathematics	2	Honors Bachelor Degree from a recognized institution or its equivalent in any discipline with a good background in Mathematics, Physics, Statistics, Applied Mathematics, Engineering etc <b>Or</b> Evidence of academic or professional progress with a Pass Bachelor of Science Degree with a bias in Mathematics background or its equivalent plus a Postgraduate Diploma from a recognized institution.	1,800,000/- for East Africans 2,700,000/- for Non East Africans	Nagongera

MSP	Master of Science in Physics	2	At least a Second Class Bachelor of Science Degree in Physics, or its equivalent, from a recognized institution. <b>Or</b> A Pass Degree Bachelor of Science Degree in Physics, or its equivalent, from a recognized institution, with evidence of academic growth.	2,000,000/= for East Africans 3,000,000/= for East Africa	Nagongera
MCC	Master of Science in Climate Change and Disaster Management	2	1. Must have obtained at least a Second Class Honors degree in Physical, Natural Sciences or Human Sciences from a recognized institution. 2. 1 <sup>st</sup> degree in bio-physical sciences (Natural resource economics, Natural Sciences, Physical Sciences, Agricultural sciences, Medical Sciences, Earth and Atmospheric Sciences) 3. 1 <sup>st</sup> degree in Managerial Sciences (Business Administration and Management, Social Sciences, Law, Mass Communication) and BA/BSc/B. Education 4. Relevant engineering degrees	1,800,000/- for East Africans 2,700,000/- for Non East Africans	Namasagali
MEE	Master of Science in Environmental Economics	2	Must have obtained at least a Second Class Honors degree or its equivalent in Physical Sciences, Biological Sciences or Social Sciences	1,800,000/- for East Africans 2,700,000/- for Non East Africans	Namasagali
MBA	Master of Business Administration	2	(i) First degree in any field of at least second class honors, or its equivalent from a recognized University. (ii) Holder of Qualifications in professional programs such as; ACCA, CPA (U), CPA (K), CIMA, CFA, CIPS will be considered with one having final/ complete stage.	1,100,000/- for East Africans 1,650,000/- for Non East Africans	Pallisa
PAM	Doctor of Philosophy in Business Administration and Management	3	A candidate must be a holder of an honours degree with relevant research and publication evidence or produce evidence of ability to undertake research in the area of proposed study. Such evidence shall include: <b>a) Master's degree (including an appropriate research component); and,</b> <b>b) The application form shall be accompanied by a Research Concept Paper of about 1500 words.</b>	3,000,000/- for East Africans 4,500,000/- for Non East Africans	Pallisa
MPA	Masters in Public Administration	2	First degree in any field of at least 2nd class honors or its equivalent from a recognized institution <b>Or</b> Any Postgraduate Diploma awarded by a recognized institution of higher learning.  <b>Note that:</b> a candidate can be admitted to year two if the courses in first year have been covered to a big extent at the Postgraduate level.	<b>1,100,000/- for East Africans &amp; 1,650,000/- for Non East Africans</b>	<b>Pallisa</b>

#### e) HIGHER EDUCATION ACCESS CERTIFICATE PROGRAMMES

**Higher Education Access Certificate (HEAC)** is the 4<sup>th</sup> Higher Education access route to provide entry opportunity for candidates who sat for UACE but do not have appropriate qualifications based on current National admission criteria for higher education and those with foreign qualifications but do not merit admission to programmes at higher institutions of learning in Ugandan Education system.

The programme runs for two semesters (one year), and focuses on preparation of candidates in specific subjects that provide specific and generic academic skills to succeed in higher education system in the desired programmes.

#### Eligibility/Entry Requirements to the programme

- Uganda Advanced Certificate of Education (UACE) holders with at least two subsidiary passes or its equivalent. At least one of the subsidiary pass shall be from a principal subject.
- Vocational Qualifications at level 2 or level 3 of the Uganda Vocational Qualifications Framework.
- Qualifications equivalent to Uganda Advanced Certificate of Education (UACE) as shall be determined by the National Council for Higher Education (NCHE) in consultation with Uganda National Examinations Board (UNEB).
- Students with foreign secondary school qualifications not considered equivalent to UACE; such students shall have passed at least five subjects with a minimum overall grade of C (equivalently a Ugandan grade 5)

Code	Programme	Duration (Yrs)	Admission Requirements	Tuition Per Semester	Campus
HBA	Higher Education Access Certificate in <b>Biology and Agriculture</b>	1	<b>Essential:</b> Biology & Agriculture <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies	700,000/- for East Africans 1,050,000/- for Non East Africans	Nagongera
HBC	Higher Education Access Certificate in <b>Biology and Chemistry</b>	1	<b>Essential:</b> Biology & Chemistry <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies	700,000/- for East Africans 1,050,000/- for Non East Africans	Nagongera
HMC	Higher Education Access Certificate in <b>Mathematics and Chemistry</b>	1	<b>Essential:</b> Mathematics & Chemistry <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies	700,000/- for East Africans 1,050,000/- for Non East Africans	Nagongera
HPM	Higher Education Access Certificate in <b>Physics and Mathematics</b>	1	<b>Essential:</b> Physics and Mathematics <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies	700,000/- for East Africans 1,050,000/- for Non East Africans	Nagongera
HEL	Higher Education Access Certificate in <b>English Language and Literature In English</b>	1	<b>Essential:</b> English Language and Literature In English. <b>Desirable:</b> General Paper & Sub-Maths Or Computer Studies	700,000/- for East Africans 1,050,000/- for Non East Africans	Nagongera

#### a) SKILLS BASED PRACTICAL SHORT COURSE CERTIFICATE PROGRAMMES

These programmes aim at producing highly trained and skilled human resource urgently needed in the wide range of industries.

Code	Course	Duration	Target Group(s) and Requirements	No of Places	Course Fees	Campus
CAM	Certificate in Automotive Repair, Operation and Maintenance	6 Months (for each course)	Applicants should have completed at least Primary leaving Education or Professionals who would like to enhance their skills in any of these areas.	25 (for each course)	500,000/- for East Africans 750,000/- for Non East Africans	Busitema
CWM	Certificate in Welding and Metal Part Fabrication					
CIT	Certificate in Irrigation Technologies and Innovations					
CPP	Certificate in Post-Harvest Handling and Processing Technologies					

#### Mode of Application

All candidates will apply online using the new AIMS system. Applicants MUST make a print out of the application form and attach certified copies of the transcript, certificate, diploma and degree; birth certificate, one (1) passport size photo to be submitted to any of the following centers: Busitema campus (25km from Tororo), Busitema University Liaison Office (Makerere University, Lincoln Flats, Room A2), Arapai Campus in Soroti, Namasagali Campus in Kamuli, Nagongera Campus in Tororo, Pallisa Campus (at Kalaki) in Pallisa & Mbale Campus (Mbale Regional Referral Hospital) not later than **Sunday, 12<sup>th</sup> June, 2022**. All copies of academic transcripts must be certified by the awarding institutions and not Photocopies of Certified documents.

#### NB:

- All Admitted Candidates will be responsible for verification of their Academic documents from awarding institution.
- A non refundable application fee for PhD programmes is UgX 200,000 for East Africans and UgX 300,000 for non East Africans.

- A non refundable application fee for diploma holders who wish to apply for Bachelor of Medicine & Bachelor of Surgery (MED), Bachelor of Science in Nursing (BNS) and Bachelor of Science in Anaesthesia (BNA) who will be required to pay a non refundable fee for the **SPECIAL ENTRY EXAMINATION** of UgX 150,000 for East Africans and UgX 225,000 for non East Africans.
- A non refundable application fee of UgX 50,000 for East Africans or UgX 75,000 for Non East African, will be required by the other categories.

#### BUSITEMA UNIVERSITY ON LINE APPLICATION PORTAL USERGUIDE

- Applicants should access the institution's Admission URL <http://admissions.busitema.ac.ug>
- Signup using full name, e-mail and mobile no. Please, note that your name must be similar to the one on your supporting documents for your application to be considered.
- A password will be sent to both your e-mail and mobile number.
- The system will prompt you to change the password to the one you can easily remember.
- To fill a form the applicant clicks on the apply now button displayed on the running scheme.
- Upload your academic documents (in a single file pdf format) by clicking the ATTACH FILES button. Note that in addition, for PhD applicants, a softcopy (in pdf format) of the Research Concept Paper is required to be sent to the following email: [dgsri@adm.busitema.ac.ug](mailto:dgsri@adm.busitema.ac.ug)
- Obtain a payment advice slip by clicking on "Pay for the Form" button and get the reference which you will take to the bank.

NOTES: (i) You are advised against submitting false information or forged documentations.

Candidates who obtained results 7, 9, X, Y and Z at 'O' Level need not apply, since they do not meet the admission requirements.

- Students who are already registered on Busitema Programs are not ELIGIBLE to apply.**

THE FUNCTIONAL FEES FOR DAP, DCP & CGA PROGRAMMES			THE FUNCTIONAL FEES FOR BEP & DEP PROGRAMMES		
ITEM	EAST AFRICANS	NON EAST AFRICANS	ITEM	EAST AFRICANS	NON EAST AFRICANS
Guild fee by all students (per year)	30,000	45,000	Registration fee per year	50,000	75,000
Recess/Industrial Training (To be paid by all PRIVATELY sponsored students every Second Semester)	250,000	375,000	Examination fee per year	50,000	75,000
Medical fee for all students (per year)	20,000	30,000	Library fee per year	20,000	30,000
Examination fees (per semester)	50,000	75,000	Research fund fee per year	20,000	30,000
Sports fees for all students (per year)	30,000	45,000	University identity card fee per issue	15,000	22,500
Registration fee (per semester)	50,000	75,000	Computer fee per year	20,000	30,000
Accommodation (per semester) – where applicable	129,000	193,500	Recess / School Practice fee per year	250,000	375,000
University Identity Card fee per Issue	15,000	22,500	Guild fee per year	30,000	45,000
<b>OTHER REQUIREMENTS FOR DAP, DCP &amp; CGA</b>			Medical fee per year	20,000	30,000
1. 2 reams of photocopying paper (ROTATRIM Or DOUBLE A)			Sports fee per year	30,000	45,000
2. One hand hoe (with a handle)					
3. Two (2) plastic spring files (GREEN)					

THE FUNCTIONAL FEES FOR POST GRADUATE PROGRAMMES PER ANNUM			THE FUNCTIONAL FEES FOR ALL OTHER CERTIFICATE, DIPLOMA & UNDERGRADUATE PROGRAMMES		
ITEM	EAST AFRICANS	NON EAST AFRICANS	ITEM	EAST AFRICANS	NON EAST AFRICANS
Administration fee	200,000	300,000	Registration fees by privately sponsored students	100,000	150,000
Library fee	20,000	30,000	Examination fees by privately sponsored students	100,000	150,000
Registration fee	120,000	180,000	Library fees by privately sponsored students	20,000	30,000
Identity Card (per issuance)	15,000	225,000	Research fund fees by privately sponsored students	20,000	30,000
Guild fee	30,000	45,000	Development fee per year by private students	50,000	75,000
Sports fee	30,000	45,000	University identity card fee by all students	15,000	22,500
Medical fee	40,000	60,000	Computer fee by private students	50,000	75,000
Examination fee	200,000	300,000	Guild fee by all students	30,000	45,000
Computer fee	80,000	120,000	Sports fee by all students	30,000	45,000
Development fee	100,000	150,000	Medical fees (treatment) by private students	40,000	60,000
Research Fee (Payable every 2 <sup>nd</sup> semester)	750,000	1,125,000	Recess/Industrial Training/School Practice (To be paid by all PRIVATELY sponsored students every 2 <sup>nd</sup> semester)	250,000	375,000
			Accommodation per semester (where applicable)	129,000	193,500
			Accommodation per semester for <i>all</i> Students (PVT/GVT) admitted for MED, BNA & BNS	350,000	525,000

Dr. Gimuguni Lillian Nabaasa (PhD)  
ACADEMIC REGISTRAR