

# MAKERERE

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# UNIVERSITY

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## OFFICE OF THE ACADEMIC REGISTRAR

20<sup>th</sup> October, 2011

To: All Students,  
Makerere University

### **SUBJECT: REGISTRATION AND PAYMENT OF FEES FOR SEMESTER ONE, 2011/2012 ACADEMIC YEAR**

This is to inform the students' community that access for online registration is now open and you can register from any computer where there is internet connectivity, and the Makerere Intranet from **Monday 24<sup>th</sup> October to Friday 11<sup>th</sup> November, 2011.**

Note that On-line registration is for Continuing Students for subjects/courses being offered this semester for your respective programmes. Once registered each student is enabled to print the financial statement which shall be used as evidence of payment of fees.

Students who belong to the under listed categories are advised to contact College Registrars before they can register.

- (i) Retakes Cases
- (ii) Stay Put Cases
- (iii) Withdrawal cases
- (iv) Audited Courses
- (v) Extension Cases

**A. In case of any problem,** consult your College/School Registrars. College Accountants are responsible for providing the financial status to all students and generating lists of paid up students to the Deans. They will also issue the examination permits to all paid up students at the time of examinations.

### **B. Partial payment**

Privately sponsored students who cannot pay or raise enough money for a full Semester can choose a few courses they can afford to pay for and get registered. The minimum course load under this arrangement should be 60% of the total Credit Units for Semester One.

First Year students should report to the Registration Centres established at the Colleges/Schools.

Any student who will not have registered and paid all University dues by the set deadline will not be allowed to use University facilities.

Alfred Masikye Namoah  
**ACADEMIC REGISTRAR**

c.c     University Management  
         Principals/Deans  
         Deputy Registrars  
         College Registrars  
         Guild President