

MAKERERE

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OFFICE OF THE ACADEMIC REGISTRAR

29th January, 2018

To: All Students,
Makerere University

Re: REGISTRATION FOR SEMESTER TWO, 2017/2018 ACADEMIC YEAR

This is to inform the students' community that access for online registration is open and you can register from any computer where there is internet connectivity. The system cycle will be open for three (3) weeks and the deadline will be Tuesday 20th February, 2018.

Note that this registration is for subjects/courses being offered this semester for your respective programmes. Once registered each student is enabled to print the registration print-out which shall be used as evidence of registration. Every continuing student is expected to pay fees due on the first day of the semester. However, in the event that the student is unable to pay full fees on the first day of the semester, he/she shall pay a commitment fee of Ug.Shs.200,000/= (Two hundred thousand shillings only) which shall form part of fees due for the semester to enable him/her register.

Students who belong to the under listed categories are advised to contact the School Registrars before they can be registered.

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

The College/School Registrars should provide students with guidelines/Instructions for registration.

Any student who will not have registered by the set deadline will not be considered to be a University student and shall be charged a late registration fee or deregistered as provided by the current Fees Payment Policy.

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 clear paid up students to be issued the examination permits before sitting University examinations.



Alfred Masikye Namoah
ACADEMIC REGISTRAR

c.c Vice Chancellor
 Deputy Vice Chancellor (AA)
 Ag. Deputy Vice Chancellor (F&A)
 University Secretary
 University Bursar
 Principals
 Deputy Registrars
 Senior Public Relations Office
 College Registrars
 Guild President
 Notice Boards