THE REPUBLIC OF UGANDA
MINISTRY OF EDUCATION & SPORTS

INFORMATION ON PUBLIC UNIVERSITIES ADMISSIONS
FOR 2019/2020 ACADEMIC YEAR

1.   INTRODUCTION

There are eight (8) Public Universities in Uganda namely:

i. **Makerere** University
Website: www.mak.ac.ug
Fax: +256-41-534125/541771
Tel : +256-41-4534343/4531806
Email: ar@acadreg.mak.ac.ug

ii. **Mbarara** University of Science & Technology
Website: www.must.ac.ug
Fax: 256-0485-20782/20388
Tel: +256-485-660584
Email: ar@must.ac.ug

iii. **Kyambogo** University
Website: www.kyu.ac.ug
Fax: +256-41-220464
Tel : +256-41-286237/287343
Email: arkyu@kyu.ac.ug

iv. **Gulu** University
Website: www.gu.ac.ug
P.O. Box 166, Gulu
Fax: +256-471-432094
Tel : +256-471-432921
Email: ar@gu.ac.ug

v. **Busitema** University
Website: www.busitema.ac.ug
P.O. Box 236 Tororo
Gen: +256-454448842
Tel : +256-782999874
Email: ar@acadreg.busitema.ac.ug

vi. **Muni** University
Website: www.muni.ac.ug
P.O. Box 725, Arua, Uganda
Tel: +256-476-420312/3/4
Email: ar@muni.ac.ug

vii. **Kabale** University
Website: www.kab.ac.ug
P.O. Box 317, Kabale, Uganda
Tel: +256-4864-26463/782-860250
Email: registrar@kab.ac.ug

viii. **Lira** University
Website: www.lirauni.ac.ug
P.O. Box 1035, Lira, Uganda
Tel: +256-471-660709
Email: academicregistrar@lirauni.ac.ug

The application form for placement of students to Public Universities is to be completed by Senior Six Leavers who wish to be considered for admission by individual Public Universities under government sponsorship to the Public Universities and to other Tertiary Education Institutions. The form will be used to collect information on applicants and this information will later be processed on computer. Each applicant must complete the application form.

NOTE: Admission is based on available intake capacities approved by the Government.

Application fee for Ugandans is **Ug. Sh.52,000/=** per candidate

The fee should be paid to Stanbic Bank, dfcu Bank, Post Bank and Centenary Bank using paying in slips, which should be collected from Makerere University, Revenue Office, Main Building. Payments can also be through Bank drafts in the names of Makerere University Council.

Note: That Non-Ugandans should complete an application form, designed specifically for them after paying an application fee of Shs.50,000/= for E. Africa and South Sudan and US.$75 or its equivalent in Uganda Shillings for other International applicants. Application forms for International Students are received up to end March every year. This is on Private Sponsorship.

2.   FILLING AND CARE FOR THE APPLICATION FORM
Each candidate is entitled to only one form; so each student must ensure that the form is neatly and accurately completed. Untidy application forms may be rejected.

2.1   Candidate's Name
The candidates' names **must** be written in full and in capital letters. The names must also be identical to the ones used for registration for O' and A' Level examinations. No abbreviations will be accepted. Even if the names were indicated on the Pass slip as initials, they must be written in full.

2.2   University Programmes
A student may apply for a maximum of Ten programmes **(Six choices for national merit admission and other special schemes i.e Talented Sports Persons and Persons with disabilities and another four choices for district quota admission)** offered at the different Public Universities using the same form.

STUDENTS SHOULD SERIOUSLY THINK ABOUT THE CHOICES OF THE PROGRAMMES THEY WISH TO APPLY FOR BEFORE COMPLETING THE APPLICATION FORM AS IT WILL NOT BE POSSIBLE TO CHANGE THESE CHOICES ONCE THE FORMS HAVE BEEN RECEIVED BY THE UNIVERSITY.

The programmes at the Universities are represented by **three letter Codes**; these are the Codes to be written in the space provided for each programme code. The candidates' names will be written in the space provided. The list of programmes and their codes is attached. CANDIDATES ARE ADVISED TO ENSURE THAT THEY WRITE THE CORRECT CODES FOR THE RESPECTIVE PROGRAMMES. Candidates should seriously note that a wrong Programme Code would result in to the Candidate's name being omitted from the list of applicants for the particular programme(s).

2.3   New programmes

The following new programmes were approved to commence from 2019/2020 academic year under government sponsorship:

A.   BUSITEMA UNIVERSITY
(i)   Bachelor of Tourism and Travel Management   BTR   3 Years

B. KABALE UNIVERSITY
    (i) Bachelor of Computer Science   KCS   3 Years
    (ii) Bachelor of Information Technology   KIT   3 Years

2.4 Advice on making your Choices for Programmes

It has been noted over the years that some candidates apply for only 'Popular' and highly competitive programmes: e.g. LAW, SOC, ADM,BBD etc. on the Arts side and MAM, PHA,CIV,ELE, STE etc. on the Science side. Such candidates don't make choices on programmes such as LIS, FIN, AID, DES, BGD, BLH and BSC/ED, B.SC. In several instances, many of those candidates do not qualify for the highly competitive programmes but would qualify for the less competitive programmes if they had applied for them. Forms with crossings and white-out will not be accepted.

2.5 Other Tertiary Institutions

Space is provided for candidates who may wish to apply for programmes at the other Tertiary Education Institutions. The codes for programmes offered at those Institutions are to be collected from the JAB Office, Ministry of Education and Sports.

2.6 Candidate's Index Number

IT IS VERY IMPORTANT THAT A CORRECT INDEX NUMBER IS WRITTEN ON THE APPLICATION FORM for example U0001/501. That is, the Index Number should be written in full, clearly indicating the centre number as well.

2.7 Citizenship

The appropriate CITIZENSHIP should be clearly indicated on the form. International students or Non-Ugandans should not complete the form for government sponsorship. They should fill forms for private sponsorship, which may be obtained from the University.

2.8 Gender

The Candidates should indicate whether they are MALE(M)or FEMALE(F)

2.9 District

It is important that the right **Home District** is indicated in the appropriate space. **Appendix D** has Codes for all districts in Uganda. This is very important especially in relation to district quota admission. **Candidates/applicants are warned against indicating wrong districts.** Some indicate districts where their schools are located instead of their own home districts. If this is discovered either at registration or afterwards, the affected person's admission will be cancelled.

Candidates admitted on District Quota will be verified by the District authorities to confirm that they originate from those Districts.

2.10 Year of A' Level Examinations and Centre Name

The year of A' level Examinations e.g. 2018 and school name **must** be written in the space provided. This information will help the University to differentiate and identify students who may have sat the A' level examinations in different years and different centres.

2.11 O-Level Results

Candidates should provide correct information on the year of O'Level, the Index Number and grades obtained per subject. They must attach a copy of the O'Level Pass Slip, which should be submitted to the Admissions Office with the Application form for verification

purposes. There are cases of candidates who deliberately record better O-Level grades than what they actually obtained or deliberately recording A-Level Index Numbers, which are not theirs. A' Level candidates are warned against presenting forged O'Level Pass Slips to the University. Candidates who sat outside **Uganda should submit photocopies of original documents in addition to UNEB equivalents**. The pass slips should be stapled on the application form. **Candidates who obtained an over all Grade of 7, 9, Y or Z at O'Level do not qualify for University admission and need not apply. One should have also passed at least 5 subjects at O'Level (i.e 5 subjects without a Grade 9).**

2.12   False Information/Impersonation

Candidates are warned that cases of impersonation, falsification of documents or giving false/incomplete information whenever discovered either at registration or afterwards, will lead to automatic cancellation of admission, besides being referred to Police for prosecution.

2.13   Choices of B.A. and B.SC. Subject Combinations

a)   B.A. Subject combinations

Applicants admitted to the Bachelor of Arts Degree Programme offered in the College of Humanities and Social Sciences; take three subjects in the first year. The University Admission Committee allocates these subjects taking into account the applicants' choices, the capacities of the Departments and the timetable limitations. The list of subjects available in the three Schools of the College of Humanities is at **APPENDIX A**.

APPENDIX A also shows the Codes and the corresponding possible subject combinations, which the candidates should apply for. The subject combinations belong to the School where two of the subjects belong. For example, a candidate allocated PS, EC, G would belong to the School of Social Sciences. The candidates who may want such a subject combination should apply for admission to BA(SS) whose Code is ASS. On the other hand, a candidate allocated G, H, EC would belong to the School of Liberal and Performing Arts and should accordingly apply for admission to BA (A) whose Code is ARS.

The 3-digit Numerical Code for each subject combination should be written in the space provided e.g 001 for POS, SOA, SOC. There is provision for three subject combinations. An applicant will be considered for allocation for the 1st subject combination. In case the 1st choice subject combination is not possible, one of the remaining two or any other combination may be allocated. **Please ensure that you use the new subject codes as they appear because some of the codes have changed.**

b)   B.SC Subject Combinations

Each Candidate admitted to the B.SC degree programme will be allocated a set of 2 subjects. The two allocated subjects should have been passed well at A- level. The list of subjects offered in the College of Natural Sciences is shown in **Appendix B**. The subject of Biology offered at A-level is split into Botany and Zoology at the University.

Appendix C shows 1st Year subject combinations for Kyambogo

2.14   Contact Address
Each candidate's contact address should be written in the space provided.

Space for the Telephone Number, Fax Number and E-mail has been provided; these are to enable the University contact Candidates in case there is a problem with the application form or on any other admission matters.

2.15   Home County, Parish and Village
It is imperative that information is provided on the above for records and statistical purposes.

2.16   Information on Parents
Information regarding parents of each applicant **must** be provided whether alive or deceased. Clearly indicate whether the parent is deceased.

2.17   Candidates' Signature
To confirm that the Candidate is responsible for all the information entered on the application form, he/she should sign in the space provided and put their thumb print in the space provided. Before signing the form, **CANDIDATES ARE URGED TO CROSS-CHECK THAT THE INFORMATION FILLED IN THE FORM IS TRUE TO THE BEST OF THEIR KNOWLEDGE.**

2.18   Confirmation from Local Councils
The LC.I and LC.III Chairpersons must sign and stamp the forms as evidence that what the applicant has stated about his names, parents, home district and citizenships is correct. **(No application form will be accepted by the University without this confirmation).**

2.19   Head teachers' Certification on the Candidate
Head teachers are required to verify the citizenship, conduct, health condition, and sports ability of their candidates. **They should cross check the information filled in the form by the candidates before signing. Head teachers are advised against endorsing documents that bear false information, for example on citizenship, district of origin or disability.**

2.20   School Stamp
The school must stamp the application form as proof that what has been stated has been crosschecked and endorsed. THE SCHOOL STAMP TO BE USED SHOULD BE FOR THE CENTRES AT WHICH THE CANDIDATES WILL SIT THEIR A'LEVEL EXAMINATIONS.

2.21   Re-applicants
Applicants who sat A'Level examinations in the previous years should note that A'Level results are valid for government sponsorship for only 3 years (2018,2017 and 2016). Those interested in re-applying should attach photocopies of both O' and A'Level results on the application form.