

BUGEMA

Main Campus
 32km, Gayaza – Zirabwe Road
 P.O. Box 6529
 KAMPALA, UGANDA
 Tel: 256-312-351400
 Fax:256-312-351460
 Email: registrar@bugemauniv.ac.ug
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UNIVERSITY

Kampala Campus
 Bombo Rd, Branch off
 Between Total Petrol Station & Makerere Univ. P/S
 Muganzi Awongerera Road
 P.O. Box 6529
 KAMPALA, UGANDA
 Tel: +256 312 266 630/31/29
 Fax:256-312-351460

OFFICE OF THE REGISTRAR

APPLICATION FOR ADMISSION TO A POSTGRADUATE PROGRAMME

General Entrance Requirements

1. All applicants must hold a first degree or its equivalent with a cumulative grade point average of 2.8 and above.
2. Non-Ugandan applicants must have the equivalent of the above in their respective countries and those from Non-English speaking countries will be required to prove that they have sufficient command of English to cope with graduate studies falling below average will be required to do an intensive English program to help them improve on their communication.
3. Please include the following when you return this form
 - a) Photocopy of secondary school certificates/diplomas where applicable
 - b) Original Certified copies of academic transcript and certificate for the first degree
 - c) Two recent passport size photos
 - d) Application fee of 32,000/= (non refundable)
 - e) Sitting a Proficiency English Test for Non-English Speaking Countries of/= (non refundable)

1. *Surname _____

2. *Other names _____

3. Gender Male Female Marital Status _____

4. Citizenship _____ Date of Birth _____

5. Religious Affiliation

6. Postal Address _____

7. Tel No. (your own or someone who can reach you easily) _____

8. E-mail _____ Fax No _____

9. Name, telephone number and address of person to be contacted in case of emergency

**Names must be those that appear on the applicant's academic documents*

10. First degree qualifications (attach certified academic transcripts & certificates)
 - i) Degree or equivalent
 - ii) Class Division (where applicable)
 - iii) Grade point Average (where applicable).....
 - iv) Awarding University/Institution... ..
 - v) Year of completion Date of award

11. Secondary schools and colleges attended (attach copies)

i). Ordinary Level

Name of institution

Dates of attendance

.....

.....to

ii) Advanced Level

Name of institution

Dates of attendance

.....

.....to

iii) College (where applicable)

Name of institution

Dates of attendance

.....

.....to

12. Other qualifications. (Indicate dates and attach certificates)

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13. State any relevant research/ publication undertaken (where applicable)

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14. Employment record (use separate sheet where necessary)

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15. Indicate the choice of the field of study you want to undertake by ticking in the box against the course of preference.

- Postgraduate Diploma in International Business Management
- Post Graduate Diploma in Education (PGDE)
- Post Graduate Diploma in Information Technology
- Post Graduate Diploma in Public Administration and Management

- Masters in Public Health
- Master of Arts in Development Studies
- Master of Science in Counseling Psychology

Masters in Education (with options)

- Educational Management
- Curriculum and Instruction

Master of Business Administration (with options)

- Finance & Accounting
- Investment & Entrepreneurship

- Project Planning and Management
- Human Resource Management
- Entrepreneurship & Strategic Management
- Procurement & Logistics
- Marketing Management

Have you ever attempted the programme you are applying for?
 YES/NO (delete as applicable) if yes, give reasons for not completing

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16. Names and addresses of two referees who are familiar with your academic ability and performance

I) Name

Address.....

Email

II) Name

Address

Email

17. Name and address of sponsor

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18. How did you know about Bugema University?

- TV Advert Radio Exhibition Website School Promotion Calendars
- BU Student: Name _____ Newspapers
- Others: specify _____

19. Declaration by applicant

I declare that to the best of my knowledge, the information given above is correct

Signature of Applicant Date

NOTES:

1. Cases of impersonation, falsification of documents, or giving incomplete information whenever discovered either at registration or afterwards will lead to automatic cancellation of admission
2. Copies (not originals) of the academic documents should be attached to the application form. The copies of the degree certificate(s) and academic transcript(s) should be certified.
3. For foreign applicants; candidates whose first language is not English or who did not go through an education system with English as a medium of instruction, will be required to prove that they have sufficient command of English to cope with graduate studies. Students falling below average will be required to do an intensive English program to help them improve their communication skills.
4. All foreign students (except those from EAC member countries) should submit US\$100 to the dean` of student`s office for the students Visa before registration.