SCHOOL OF GRADUATE STUDIES ACADEMIC BULLETIN 2019-2024

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BUGEMA UNIVERSITY Kampala Uganda

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A Chartered Seventh Day Adventist Institution of Higher Learning
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UGANDA NATIONAL ANTHEM

Oh Uganda!
May God uphold Thee,
We lay our future in thy hand,
United, free,
For liberty,
Together we'll always stand.

Oh Uganda!
The land of Freedom,
Our love and labor we give,
And with neighbours' all,
At our Country's call,
In peace and friendship, we'll live.

Oh Uganda!
The land that Feeds us,
By sun and fertile soil grown,
For our own dear land,
We'll always stand,
The Pearl of Africa's Crown.

EAST AFRICAN COMMUNITY

Chorus
Jumuiya Yetu sote tuilinde
Tuwajibike tuimarike
Umoja wetu ni nguzo yetu
Idumu Jumuiya yetu.

1.Ee Mungu twakuomba ulinde
Jumuiya Africa Mashariki
Tuwezeshe kuishi kwa amani
Tutimize na malengo yetu

2. Uzalendo pia mshikamano
Viwe msingi wa Umoja wetu
Natulinde Uhuru na Amani
Mila zetu na desturi zetu.

3. Viwandani na hata mashambani
Tufanye kazi sote kwa makini
Tujitoe kwa hali na mali
Tuijenge Jumuiya bora.

BUGEMA UNIVERSITY ANTHEM

Onward to progress, Bugema
Ever serving, ever shining
Countless youths have left your portals
Ready to share the wonderful light;
Our prayers will rise for you
Wherever we may go
Our good work will show
That we 're ever true to you.

Onward, Bugema!
O 'er the valleys and the hills
Shine on, Bugema!
O 'er the plains and cities too;
Lead on, press on, Bugema!
Our praises will ring true.

Keep the standards high, Bugema
Ever waving, ever rising
For on you depend the future
Of many a youth both far and near;
so together we sing
And together we serve
Till the Lord 's coming Bugema,
you shall stand.

BUGEMA UNIVERSITY ACADEMIC CALENDAR

BUGEMA UNIVERSITY ACADEMIC CALENDAR 2019-2020

First Semester	August 12 –December 13,	2019
Christmas Break	December 15, 2019 - January 6,	2020
Second Semester	January 13 - May 15,	2020
Summer School	May 18 – July 15,	2020

First Semester

August 8-9	2019	Thu - Fri: Faculty & Staff Orientation
August 11-12	2019	Sun-Mon: Students Arrival
August 11	2019	Sun: Deadline for Thesis Defence SGS
August 12-16	2019	Mon-Fri: Registration / Class begins
August 18	2019	Sun: Registration / Classes begin SGS
August 19	2019	Mon: Classes begin / Late Registration
August 20,	2019	Tue: Orientation of New Students
August 28,	2019	Wed: Last Day for late Registration
September 15,	2019	Sun: Deadline for submission of Books SGS
September 20,	2019	Fri: Last Day for ADD/DROP
September 25,	2019	Wed: BU Research Forum
September 30,	2019	Mon: End of Clearance for Graduation
October 7-11,	2019	Mon-Fri: Mid Semester Exams
October 9,	2019	Wed: Independence Day
October 15,	2019	Tue: Food Fair and Cultural Emphasis
October 27,	2019	Sun: Counselling Day
November 1-3,	2019	Fri- Sun: Graduation
November 10- 16,	2019	Sun – Sat: Week of Spiritual Emphasis
November 15,	2019	Fri: Last Day Special Registration
November 18 – 22,	2019	Mon-Fri: Exam Clearance and Pre-Registration for 2nd Sem.
November 25 – Dec. 13,	2019	Mon – Fri: Final Examinations
December 16-20,	2019	Mon - Fri: Lecturers' Marking Days
December 23,	2019	Mon: GRADES DUE
December 15,2019 – Jan 13, 2020		Mon-Fri: RECESS

Second Semester

January 12-13,	2020	Sun-Mon: Students Arrival
January 13 – 17,	2020	Mon - Fri: Registration
January 19,	2020	Sun: Registration / Class begins SGS
January 20,	2020	Mon: Classes Begin/ Late Registration
January 21,	2020	Tue: Orientation of New Students
January 26,	2020	Sun: NRM Anniversary
January 27,	2020	Mon: Last day for Late Registration
February 3 - 7,	2020	Mon: – Fri: Grade Auditing
February 10,	2020	Mon: Last Day to ADD/DROP
February 17-19,	2020	Mon-Wed: Research Conference
March 1,	2020	Sun: Proposal Defence begins SGS
March 3,	2020	Tue: Honors Convocation
March 3,	2020	Tue: Senior Class Formation

March 5,	2020	Thu: Freshers' ball
March 16 - 20,	2020	Mon: – Fri: Mid – Semester Exams
March 22-28,	2020	Sun-Sat: Environmental Stewardship Week
March 26-27,	2020	Thu-Fri: Sports Day
March 31,	2020	Tue: BUSA Election Day
April 5,	2020	Sun: Counselling Day
April 7,	2020	Tue: Senior Class Presentation
April 12- 18,	2020	Sun: – Sat: Week of Spiritual Emphasis
April 17-20,	2020	Fri-Mon: Easter Weekend
April 21 – 28,	2020	Tue – Wed: Exam Clearance and Pre-Registration for Summer
April 28,	2020	Tue: Last day Special Registration
April 29 – May 15,	2020	Wed: – Fri: Final Examinations
May 15 – Aug 7,	2020	Fri – Fri: SUMMER & RECESS
May 18– 22,	2020	Mon. – Fri: Lecturers Marking Days
May 29,	2020	Fri: GRADES DUE
May 31,	2020	Sun: End of proposal Defence SGS

Summer School

May 18 – June 12,	2020	Mon – Fri: Taught Summer
May 18,	2020	Mon: Registration
May 19,	2020	Tue: Classes Begin
June 3,	2020	Wed: Martyrs Day
June 9,	2020	Tue: Heroes Day
June 11-12,	2020	Thu-Fri: Exams Taught Summer
June 15,	2020	Mon: Last Day Practicum Registration
June 26,	2020	Fri. GRADES DUE (SUMMER)

BUGEMA UNIVERSITY ACADEMIC CALENDAR 2020-2021

First Semester	August 10 – December 14,	2020
Christmas Break	December 14 - January 8,	2021
Second Semester	January 11 - May 14,	2021
Summer School	May 17 – July 15,	2021

First Semester

August 6-7,	**2020**	**Thu-Fri: Faculty & Staff Orientation**
August 9-10,	2020	Sun-Mon: Students Arrival
August 9,	2020	Sun: Deadline for Thesis Defence SGS
August 10-14,	2020	Mon-Fri: Registration
August 16,	2020	Sun: Registration / Classes begin SGS
August 17,	2020	Mon: Classes begin / Late Registration
August 18,	2020	Tue: Orientation of New Students
August 26,	2020	Wed: Last Day for late Registration
September 18,	2020	Fri: Last Day for ADD/DROP
September 20,	2020	Sun: Deadline for submission of Books SGS
September 23,	2020	Wed: BU Research Forum
September 30,	2020	Wed: End of Clearance for Graduation
October 5-8,	2020	Mon-Thu: Mid semester Exams
October 9,	2020	Fri: Independence Day
October 13,	2020	Tue: Food Fair and Cultural Emphasis

October 25,	2020	Sun: Counselling Day
November 6-8,	2020	Fri- Sun: Graduation
November 15- 21,	2020	Sun – Sat: Week of Spiritual Emphasis
November 20,	2020	Fri: Last Day Special Registration
November 16 – 20,	2020	Mon-Fri: Exam Clearance and Pre-Registration for 2nd Sem.
November 25 – Dec. 11,	2020	Wed – Fri: Final Examinations
December 14-18,	2020	Mon - Fri: Lecturers' Marking Days
December 23,	2020	Wed: GRADES DUE
December 15, 2020 – Jan 8,	2021	Mon-Fri: RECESS

Second Semester

January 10-11,	2021	Sun-Mon: Students Arrival
January 10,	2021	Sun: Registration / Classes Begin SGS
January 11 – 15,	2021	Mon - Fri: Registration
January 18,	2021	Mon: Classes Begin/ Late Registration
January 19,	2021	Tue: Orientation of New Students
January 26,	2021	Tue: NRM Anniversary
February 1,	2021	Mon: Last day for Late Registration
February 8,	2021	Mon: Last Day to ADD/DROP
February 15-17,	2021	Mon-Wed: Research Conference
February 22 - 26,	2021	Mon – Fri: Grade Auditing
February 28,	2021	Sun: Proposal Defence begins SGS
March 2,	2021	Tue: Honors Convocation
March 2,	2021	Tue: Senior Class Formation
March 4,	2021	Thu: Freshers' Ball
March 15 - 19,	2021	Mon – Fri: Mid – Semester Exams
March 21-27,	2021	Sun-Sat: Environmental Stewardship Week
March 25-26,	2021	Thu-Fri: Sports' Day
March 30,	2021	Tue: BUSA Election Day
April 2-5,	2021	Fri-Mon: Easter Weekend
April 4,	2021	Sun: Counselling Day
April 6,	2021	Tue: Senior Class Presentation
April 11- 17,	2021	Sun – Sat: Week of Spiritual Emphasis
April 19– 28,	2021	Mon – Wed: Exam Clearance and Pre-Registration for Summer
April 27,	2021	Wed: Last day Special Registration
April 28 – May 14,	2021	Wed – Fri: Final Examinations
May 14 – Aug 6,	2021	Fri – Fri: SUMMER & RECESS
May 17– 21,	2021	Mon. – Fri: Lecturers Marking Days
May 28,	2021	Fri: GRADES DUE
May 30,	2021	Sun: End of proposal Defence SGS

Summer School

May 17 – June 11,	2021	Mon – Fri: Taught Summer
May 17,	2021	Mon: Registration
May 18,	2021	Tue: Classes Begin
June 3,	2021	Thu: Martyrs Day
June 9,	2021	Wed: Heroes Day
June 10-11,	2021	Wed-Fri: Exams, Taught Summer
June 18,	2021	Fri: Last Day for Practicum Registration
June 25,	2021	Fri. GRADES DUE (SUMMER)

BUGEMA UNIVERSITY ACADEMIC CALENDAR 2021 – 2022

First Semester	August 9 – December 13,	2021
Christmas Break	December 14 - January 7,	2022
Second Semester	January 9 - May 13,	2022
Summer School	May 16 – July 15,	2022

First Semester

August 5-6,	2021	Thu-Fri: Faculty & Staff Orientation
August 8-9,	2021	Sun-Mon: Students Arrival
August 8,	2021	Sun: Deadline for thesis Defence SGS
August 9-13,	2021	Mon-Fri: Registration
August 15	2021	Sun: Registraion/Class begins SGS
August 16,	2021	Mon: Classes begin/Late Registration
August 17,	2021	Tue: Orientation of New Students
August 25,	2021	Wed: Last Day for late Registration
September 17,	2021	Fri: Last Day for ADD/DROP
September 19, SGS	2021	Sun: Deadline for Thesis book submission
September 22,	2021	Wed: BU Research Forum
September 30,	2021	Thu: End of Clearance for Graduation
October 4-8,	2021	Mon-Fri: Mid semester Exams
October 9,	2021	Sat: Independence Day
October 12,	2021	Tue: Food Fair and Cultural Emphasis
October 31,	2021	Sun: Counselling Day
November 5-7,	2021	Fri- Sun: Graduation
November 14- 20,	2021	Sun – Sat: Week of Spiritual Emphasis
November 19,	2021	Fri: Last Day Special Registration
November 15 – 19,	2021	Mon-Fri: Exam Clearance and Pre-Registration for 2nd Sem.
Nov 24 – Dec. 10,	2021	Wed – Fri: Final Examinations
December 13-17,	2021	Mon - Fri: Lecturers' Marking Days
December 22,	2021	Wed: GRADES DUE
December 10, 2021 – Jan 7,	2022	Mon-Fri: RECESS

Second Semester

January 9-10,	2022	Sun-Mon: Students Arrival
January 10 – 14,	2022	Mon - Fri: Registration
January 16,	2022	Sun: Classes Begin / Registration SGS
January 17,	2022	Mon: Classes Begin/ Late Registration
January 18,	2022	Tue: Orientation of New Students
January 26,	2022	Wed: NRM Anniversary
January 31,	2022	Mon: Last day for Late Registration
February 7,	2022	Mon: Last Day to ADD/DROP
February 14-16,	2022	Mon- Wed: Research Conference
February 21 - 25,	2022	Mon – Fri: Grade Auditing
February 27,	2022	Sun: Proposal Defence begins SGS
March 3,	2022	Thu: Freshers' Ball
March 8,	2022	Tue: Honors Convocation

March 8,	2022	Tue: Senior Class Formation
March 14 - 18,	2022	Mon – Fri: Mid – Semester Exams
March 20-26,	2022	Sun-Sat: Environmental Stewardship Week
March 24-25,	2022	Thu-Fri: Sports Day
March 29,	2022	Tue: BUSA Election Day
April 3,	2022	Sun: Counselling Day
April 5,	2022	Tue: Senior Class Presentation
April 10- 16,	2022	Sun – Sat: Week of Spiritual Emphasis
April 15-18,	2022	Fri-Mon: Easter Weekend
April 19– 22,	2022	Tue – Fri: Exam Clearance and Pre-Registration for Summer
April 26,	2022	Tue: Last day Special Registration
April 27 – May 13,	2022	Wed – Fri: Final Examinations
May 13 – Aug 5,	2022	Fri – Fri: SUMMER & RECESS
May 16– 20,	2022	Mon. – Fri: Lecturers Marking Days
May 27,	2022	Fri: GRADES DUE
May 29,	2022	Sun: End of proposal defense SGS

Summer School

May 16 – June 10,	2022	Mon – Fri: Taught Summer
May 16,	2022	Mon: Registration
May 17,	2022	Tue: Classes Begin
June 3,	2022	Fri: Martyrs Day
June 9,	2022	Thu: Heroes Day
June 8-10,	2022	Wed-Fri: Exams Taught Summer
June 17,	2022	Fri: Final Day Practicum Registration
June 24,	2022	Fri. GRADES DUE (SUMMER)

BUGEMA UNIVERSITY ACADEMIC CALENDAR 2022 – 2023

First Semester	August 8 – December 12,	2022
Christmas Break	December 13 - January 7,	2023
Second Semester	January 6 - May 12,	2023
Summer School	May 15 – July 14,	2023

First Semester

August 4-5,	2022	Thu-Fri: Faculty & Staff Orientation
August 7,	2022	Deadline for Thesis Defense SGS
August 7-8,	2022	Sun-Mon: Students Arrival
August 8-12,	2022	Mon-Fri: Registration
August 14,	2022	Registration/ Classes begin SGS
August 15,	2022	Mon: Classes begin/Late Registration
August 16,	2022	Tue: Orientation of New Students
August 24,	2022	Wed: Last Day for late Registration
September 16,	2022	Fri: Last Day for ADD/DROP
September 18,	2022	Sun: Deadline for Thesis book submission SGS
September 21,	2022	Wed: BU Research Forum
September 30,	2022	Fri: End of Clearance for Graduation
October 3-7,	2022	Mon-Fri: Mid semester Exams
October 9,	2022	Sun: Independence Day

October 11,	2022	Tue: Food Fair and Cultural Emphasis
October 30,	2022	Sun: Counselling Day
November 4-6,	2022	Fri- Sun: Graduation
November 13- 19,	2022	Sun – Sat: Week of Spiritual Emphasis
November 14 – 18,	2022	Mon-Fri: Exam Clearance and Pre-Registration for 2nd Sem.
November 22,	2022	Tue: Last Day Special Registration
Nov. 23 – Dec. 9,	2022	Wed – Fri: Final Examinations
December 12-16,	2022	Mon - Fri: Lecturers' Marking Days
December 22,	2022	Thu: GRADES DUE
December 12, 2022 – Jan 6,	2023	Mon-Fri: RECESS

Second Semester

January 8-9,	2023	Sun-Mon: Students Arrival
January 9 – 13,	2023	Mon - Fri: Registration
January 15,	2023	Sun: Registration / Classes Begin SGS
January 16,	2023	Mon: Registration / Classes Begin
January 17,	2023	Tue: Orientation of New Students
January 26,	2023	Thu: NRM Anniversary
January 30,	2023	Mon: Last day for Late Registration
February 6,	2023	Mon: Last Day to ADD/DROP
February 13-15,	2023	Mon- Wed: Research Conference
February 20 - 24,	2023	Mon – Fri: Grade Auditing
February 26,	2023	Sun: Proposal Defence begins SGS
March 2,	2023	Thu: Freshers' Ball
March 7,	2023	Tue: Honors Convocation
March 7,	2023	Tue: Senior Class Formation
March 13 - 17,	2023	Mon – Fri: Mid – Semester Exams
March 19-25,	2023	Sun-Sat: Environmental Stewardship Week
March 23-24,	2023	Thu-Fri: Sports Day
March 28,	2023	Tue: BUSA Election
April 2,	2023	Sun: Counselling Day
April 4,	2023	Tue: Senior Class Presentation
April 9- 15,	2023	Sun – Sat: Week of Spiritual Emphasis
April 7-10,	2023	Fri-Mon: Easter Weekend
April 17– 21,	2023	Mon – Fri: Exam Clearance and Pre-Registration for Summer
April 25,	2023	Tue: Last day Special Registration
April 26 – May 12,	2023	Wed – Fri: Final Examinations
May 12 – Aug 5,	2023	Fri – Fri: SUMMER & RECESS
May 15– 19,	2023	Mon. – Fri: Lecturers Marking Days
May 26,	2023	Fri: GRADES DUE
May 28,	2023	Sun: End of Proposal Defence SGS

Summer School

May 15 – June 9,	2023	Mon – Fri: Taught Summer
May 15,	2023	Mon: Registration
May 16,	2023	Tue: Classes Begin
June 3,	2023	Sat: Martyrs Day
June 7-8,	2023	Wed-Thu: Exams Taught Summer

June 9,	2023	Fri: Heroes Day
June 16,	2023	Fri. Last Day Practicum Registration
June 23,	2023	Fri. GRADES DUE

BUGEMA UNIVERSITY ACADEMIC CALENDAR 2023 – 2024

First Semester	August 6 – December 11,	2023
Christmas Break	December 12, 2023 - January 7,	2024
Second Semester	January 8 - May 10,	2024
Summer School	May 15 – July 15,	2024

First Semester

August 3-4,	2023	Thu-Fri: Faculty & Staff Orientation
August 6-7,	2023	Sun-Mon: Students Arrival
August 7-11,	2023	Mon-Fri: Registration
August 13,	2023	Sun: Deadline for Thesis Defence SGS
August 13,	2023	Sun: Classes begin/Late Registration SGS
August 14,	2023	Mon: Classes begin/Late Registration
August 15,	2023	Tue: Orientation of New Students
August 23,	2023	Wed: Last Day for late Registration
September 15,	2023	Fri: Last Day for ADD/DROP
September 17, SGS	2023	Sun: Deadline for Thesis Book Submission
September 20,	2023	Wed: BU Research Forum
September 29,	2023	Fri: End of Clearance for Graduation
October 2-6,	2023	Mon-Fri: Mid semester Exams
October 9,	2023	Mon: Independence Day
November 3-5,	2023	Fri- Sun: Graduation
November 12- 18,	2023	Sun – Sat: Week of Spiritual Emphasis
November 13 – 17,	2023	Mon-Fri: Exam Clearance and Pre-Registration for 2nd Sem.
November 21,	2023	Tue: Last Day Special Registration
Nov. 22 – Dec. 8,	2023	Wed – Fri: Final Examinations
December 11-15,	2023	Mon - Fri: Lecturers' Marking Days
December 21,	2023	Thu: GRADES DUE
Dec. 11, 2023 – Jan 5,	2024	Mon-Fri: RECESS

Second Semester

January 7-8,	2024	Sun-Mon: Students Arrival
January 8 – 12,	2024	Mon - Fri: Registration
January14,	2024	Sun: Registration / Classes Begin SGS
January15,	2024	Mon: Registration / Classes Begin
January 16,	2024	Tue: Orientation of New Students
January 26,	2024	Fri: NRM Anniversary
January 29,	2024	Mon: Last day for Late Registration
February 5,	2024	Mon: Last Day to ADD/DROP
February 12-14,	2024	Mon- Wed: Research Conference
February 19 - 23,	2024	Mon – Fri: Grade Auditing
February 25,	**2024**	**Sun: Proposal Defence begins SGS**
March 5,	2024	Tue: Honors Convocation

March 5,	2024	Tue: Senior Class Formation
March 11 -15,	2024	Mon – Fri: Mid – Semester Exams
March 17-23,	2024	Sun-Sat: Environmental Stewardship Week
March 21-22,	2024	Thu-Fri: Sports Day
March 26,	2024	Tue: BUSA Election
April 2,	2024	Tue: Senior Class Presentation
April 7- 13,	2024	Sun – Sat: Week of Spiritual Emphasis
April 5 - 8,	2024	Fri-Mon: Easter Weekend
April 15 - 19,	2024	Mon – Fri: Exam Clearance and Pre-Registration for Summer
April 23,	2024	Tue: Last day Special Registration
April 24 – May 10,	2024	Wed – Fri: Final Examinations
May 10 – Aug 8,	2024	Fri – Fri: SUMMER & RECESS
May 13– 17,	2024	Mon. – Fri: Lecturers Marking Days
May 24,	2024	Fri: GRADES DUE
May 26,	2024	Sun: End of Proposal Defence SGS

Summer School

May 13 – June 7,	2024	Mon – Fri: Taught Summer
May 13,	2024	Mon: Registration
May 14,	2024	Tue: Classes Begin
June 3,	2024	Mon: Martyrs Day
June 5 - 6,	2024	Wed - Thu: Exams Taught Summer
June 9,	2024	Sun: Heroes Day
June 14,	2024	Fri. Last Day Practicum Registration
June 21,	2024	Fri. GRADES DUE

ABOUT THIS BULLETIN IN YOUR HAND

You will need to refer to this bulletin time and again during your stay at Bugema University. This bulletin describes the academic program you have selected and the requirements you must fulfil in order to graduate. Therefore, it is imperative that you become familiar with it. As a matter of fact, if you make informed decisions after reading this bulletin, you should have no problems in selecting courses and determining the date of your graduation.

It is our endeavour to provide you with advice, suggestions, and choices based on what is laid out in this bulletin. It is advisable that you take advice from your official advisor at the University during registration, or while making important decisions regarding your academic life here.

Make sure you read this bulletin and do not lose your copy. This is your University Manual.

Have a good stay at Bugema University.

Dr. Rosette Kabuye
Dean, School of Graduate Studies
Bugema University

MESSAGE FROM THE VICE CHANCELLOR

Welcome!

Post Graduate Studies is for mature and disciplined people. It's for people who can reason, initiate and work independently. It is a stage or a level in education where spoon feeding takes a back seat.

The core functions of a university demonstrate themselves forcefully at the graduate level.
These include:
- Teaching
- Conducting research
- Participating in community outreach

This is the reason why a graduate school academic bulletin must be comprehensive allowing the students to participate more fully in fulfilling the core functions.

Bugema University prides itself in offering relevant accredited and chartered graduate programs. The graduate courses offered at the university are well selected to meet the demands of students, and the satisfaction of stakeholders and society. Many of the activities of the graduate school are research based. Students are motivated to be creative enough to initiate research-based activities which are geared towards finding solutions to challenges of the community.

To effectively fulfil our mandate, the graduate school comes out with an Academic bulletin after every five years incorporating all the academic programs and activities of the School. The Academic Bulletin serves as a roadmap that explains the various graduate programs of the University; augmented by information on academic rules and procedures, with supplementary information in services and resources available to graduate students.

Registered students are guided and directed by the Bulletin in use. Even though changes in programs and policies may occur while the Bulletin is still in use, it still remains the Bulletin for that period. Whenever changes are critical, they are included as 'Addendum'.

The Deputy Vice Chancellor for Academics, the Dean of the Graduate School, as well as members of the Graduate School Council are well equipped to help you understand the contents of the Bulletin.

On behalf of the University Administration, I would like to thank the Committee members who sat together many times, putting information together, consulting each other, and finally coming up with this new Bulletin.

We want to welcome you as a graduate student of Bugema University. May this Bulletin in your hand be your guide, and help you to finish your course of study on time.

BU
Building Unity around world
God bless all.
Sincerely,

Prof. Patrick Manu
Vice Chancellor

MESSAGE FROM THE DEAN GRADUATE SCHOOL

School of Graduate Studies at Bugema University offers advanced education and research in a novel process that creates knowledge looking at the bigger picture and probing the importance of discovering something new or facts chosen in the field of study.

We are a self-sustaining graduate school producing skilled manpower for diverse development. And this runs along with the reason of your being here. At this level we expect you to gain higher level skills and more specialized understanding of your subject area. Graduate students are the keystones of a vibrant, research active university, threading together all aspects of campus life. Every day of graduate life is diverse and full of challenges, including teaching, conducting research, performing, writing, serving, and, yes, recreating.

Graduate students are expected to be self-reliant, responsible for what you do and for insuring that you do the work that will be required of you. While we expect you to assume a new level of responsibility please realise that you are not alone. If you find things difficult do not run away; please seek help.

We encourage the faculty and the students to engage in social and scientific research aimed to enhance the development of society and its institutions. We reach out to the community, through direct and indirect communication, to disseminate information acquired by means of instruction and research through seminars, conferences, workshops, and different community service and spiritual programs. With the above obligation, I imagined a situation where graduate students display their skills to carry out quality research in order to meet their objectives.

Thank you for your interest in graduate education at Bugema University. We hope that you will enjoy the opportunities to broaden your knowledge and grow with us.

Best wishes,

Dr. Rosette Kabuye
Dean, School of Graduate Studies
Bugema University

ABOUT BUGEMA UNIVERSITY-SCHOOL OF GRADUATE STUDIES

Mission Statement of the University

To offer excellent and distinctive wholistic Christian education designed to prepare our students through training, research and scholarship for productive levels of useful service to God and to society with uncompromising integrity, honesty and loyalty.

Vision

A self-sustaining graduate school producing skilled manpower for diverse development.

Mission Statement for the School of Graduate Studies

A Seventh-day Adventist institution of higher learning providing wholistic and sustainable education through imparting quality skills to graduate students and community members for excellence in service.

Goal of the School of Graduate Studies

Provide access to post graduate studies to the community.

Objectives

Guided and propelled by the general objective of backstopping Bugema University in undertaking efforts to make more meaningful contribution to the realization of the goals of national development through human resource development, the Bugema University-School of Graduate Studies trains its efforts and resources towards the achievement of the following specific objectives:

1. To develop graduate students' ability to undertake research or scholarly work in business administration, development studies, counselling, psychology, education management, public health and international business.
2. To develop highly trained human resources imbued with universal values and professionalism, work and discipline.
3. To offer programs responsive to the needs of the learners and of their communities through holistic education.
4. To institutionalize a system of continuing education to sustain professional growth and promote long life learning.
5. To establish an education network through collaborative arrangements, institutional linkages and other appropriate mechanisms to enhance the delivery of education programs and to generate awareness of and support to Bugema University-School of Graduate Studies program.
6. To foster a culture of performance excellence, accountability and stewardship consonant with Bugema University's values, objectives, institutional identity and culture.

Values

1. Commitment
2. Self-reliance
3. Team spirit
4. Professionalism and competence
5. Transparency
6. Equity and fairness

COURSES OFFERED BY BUGEMA UNIVERSITY
SCHOOL OF GRADUATE STUDIES

1. Masters of Business Administration (MBA)
   - Finance
   - Accounting
   - Human Resource Management
   - Entrepreneurship
   - Marketing
2. Master of Procurement and Logistics
3. Master of Project Planning and Management
4. Master of Science in Counselling Psychology
5. Master of Art in Development Studies
6. Master of Art in Education
   - Educational Management
   - Curriculum and Instruction
7. Masters in Public Health
   - Health Promotion
   - Enviromental & Occupation Health
   - Nutrition
8. Master of Public Administration and Management
   - Public Administration
   - Local Government and Administration
   - Social Services
9. Master of Social Work
10. Master of Science in Information Technology
    - Software Engineering
    - Network Security
    - Information Systems
11. Post Graduate Diploma in Information Technology
12. Post Graduate Diploma in Business Management
13. Post Graduate Diploma in Public Administration and Management;
14. Post Graduate Diploma in Education
15. Post Graduate Diploma in Public Health
16. Post Graduate Diploma in Counseling

ADDRESS AND CONTACT INFORMATION

Main Campus
Physical Address
Bugema University main campus is located 32 kilometres north of Kampala on Gayaza-Zirobwe Road. Public Taxis are available from the Old Taxi Park in Kampala city, or special cars can be hired at an affordable cost.

Main Campus Post Office Address
Bugema University
Post Office Box No. 6529, Kampala, Uganda
Telephone: (+256) 31341400 ; Mob / Whatsapp (+256) 773 408 090
Email: registrar@bugemauniv.ac.ug
Website: www.bugemauniv.ac.ug

Kampala Campus
Physical Address
Bugema University, Kampala Campus is located on Bombo Road after Makerere Eastern gate off Shell Petrol Station on Muganzi Awongera Road.

Office Address
Post Office Box No. 6529, Kampala, Uganda
Telephone: (+256) 393 266 630
Email: sgs@bugemauniv.ac.ug
Website: www.bugemauniv.ac.ug

ABOUT BUGEMA UNIVERSITY

History of Bugema

Bugema University is located on a 640-acre piece of land in Luwero district, Bamunanika County, Kalagala sub-county. The institution started in 1948 as a training school for teachers and pastors for the Seventh-day Adventist Church in East Africa. By then it was called Bugema Missionary Training School. Later, the name changed to Bugema Missionary College and then to Bugema Adventist College. In 1978, Bugema Adventist College graduated its first degree class with Bachelor of Theology. The College expanded and by the late 1980's curricula for Business and Education were added.

In 1994, Bugema Adventist College changed its status from college to university, and in 1997, Bugema University was granted a license from the Ministry of Education and Sports to operate as a university offering Bachelor of Theology, BBA in Management and Accounting, and BA in Education with History, Religion, English and Literature as teaching subjects.

Due to continued interest shown by prospective students and sponsors in the academic programs offered by Bugema University, progressive steps were taken and the curricula expanded to meet the demands of the constituency.

Today, Bugema University runs Masters program at Kampala, and Arua campuses, offering Master of Business Administration, Master of Arts in Development studies, Master of Arts in Education, Master of Public Health and Master of Science in Counselling Psychology. With all these behind, we look forward to new accomplishments in the coming years. Bugema University is committed to equal opportunity and does not discriminate against qualified persons on the basis of gender, colour, religion, national, or ethnic origin in its educational admission policies. Nevertheless, attendance at Bugema University is a privilege and not a right.

Accreditation

Bugema University is fully Chartered by the National Council of Higher Education and recognized by the Ministry of Education as an institution of higher learning. It is also fully accredited as a university by the Adventist Accrediting Association based in Maryland, USA.

Mission

The mission of Bugema University is to offer an excellent and distinctive holistic Christian education designed to prepare students, through training, research, and scholarship, for productive lives of useful service to God and to the community with integrity.

Philosophy

Bugema University holds as its philosophy the belief that true education fosters the restoration of the lost image of God in human beings through the harmonious development of the physical, mental, social, and spiritual dimensions of life. The philosophy is manifested in the _3H program of the University curriculum, which emphasizes the learners 'balanced and positive development of the Head, Heart, and Hand as they prepare for service here and for life in the hereafter.

Vision

Bugema University envisions training for Excellence in Service.

Functions: The University seeks to fulfil its vision, mission, and objectives by undertaking the following functions:

Instruction: Bugema University offers degrees, diplomas, and certificates in various areas.

Research: The University encourages the faculty and the students to engage in social and scientific research aimed to enhance the development of society and its institutions.

Community Extension: The University reaches out to the community, through direct and indirect communication, to disseminate information acquired by means of instruction and research through seminars, conferences, workshops, and through different community service and spiritual programs.

Spiritual Life at Bugema University

A fundamental objective of the University is to develop the spiritual faculties of the student. Bugema University believes that God created human beings in His own image so that humanity should worship Him.

Convocation

Choosing to come to Bugema University implies willingness to attend these appointments as part of the total educational package. Daily worship, weekend services, as well as weekly assemblies are important components of the University program in pursuit of this objective. All students are encouraged to attend these convocations, which are part and parcel of the academic program. There are other religious activities, which offer students additional opportunities for Christian development and service. Among these are group prayers, off-campus witnessing, and activities of the Adventist Youth Society.

Sabbath Observance

The Seventh-day Sabbath is observed at Bugema University from sunset Friday to sunset Saturday according to the Bible. Seventh-day Adventists believe that this is a day to take a holiday from work and study, but take time to relax, rest, worship and praise God. All students are expected to conduct themselves in harmony with the sacredness of this day. In addition to the structured meetings and worship services, the students are encouraged to participate in the prayer bands, witnessing programs, and other less formal religious activities that promote Christian development and service.

Student Life and Services

Bugema University, being a Seventh-day Adventist institution, recognizes that true education has to do with the harmonious development of the whole person. To achieve this broad aim, the University provides an environment in which students are encouraged to develop and strengthen their commitment to Jesus Christ, experience personal and social growth, develop their appreciation for beauty, and develop a pattern of healthful living, as well as achieve academic excellence.

Housing and Accommodation

There are no housing facilities at the Kampala campus but there are several private hostels for university students in the vicinity.

Student Handbook

Each student is provided with a student handbook, which contains guide- lines, rules and regulations governing the student 's stay in this University. It is the responsibility of the student to obtain a copy and get acquainted with the information therein.

Literature Evangelism Ministry

Students can earn a substantial amount of money towards their University fees by engaging in the Literature Evangelism Ministry during the holidays, particularly during long vacations (June-July). This can be done in a number of territories in the East and Central Africa Division, and even outside of Africa, e.g. in Scandinavian countries.

Student Government

The Bugema University Student Association (BUSA) is the primary student association in which all registered students, including in-service, satellite campus, and graduate students are members. This organization exists to give leadership opportunities to students and to provide a formal means of communication with the faculty and administration for the purpose of improving the learning environment of the university. Elections to student government are held once a year.

Student Clubs

There are several academic clubs and special interest clubs that have been established at the university to help the students develop in their fields of study and other interests. Students are invited to join clubs according to their interests, which may have a nominal membership fee.

Student Vehicles

The University regulates the use of student owned vehicles. Students are permitted to have their own vehicles on campus under the following conditions: on arrival, the vehicle must be registered with the office of the Director and the security offices; the driver of the vehicle must be properly licensed and the vehicle appropriately insured. Bringing a vehicle to campus is a privilege and not a right. Driving recklessly, using the vehicle for unauthorized trips off campus, or any other abuse of the privilege may be cause for its withdrawal. Further information on this issue is stipulated in the Student Handbook.

Work Program

The University operates a number of auxiliary and vocational services where students may work part-time to earn some money in order to defray some of their school expenses. These opportunities, to engage in productive and useful labour, help develop character traits of industry, dependability, and initiative. In the process, students may also acquire valuable vocational skills.

Code of Conduct

Bugema University is a Seventh-day Adventist institution of higher learning founded on Christian principles; a conscious effort is made to maintain standards of dress, conduct, social standards and self-control, which reflect the spiritual heritage of Seventh-day Adventist Church.

The Christian ethics demand respect for duly constituted authorities. This includes both civil authorities and those other authorities such as parents, teachers, work supervisors, University administrators, etc., to whom the individual is subordinated.

Bugema University is dedicated to upholding respect for civil law as well as respect for the principles of Christian deportment. Off-campus misconduct will call for disciplinary action by the Student Disciplinary Committee. Further, the academic role does not grant student's legal immunity or sanctuary. At the same time, misconduct on campus may be judged not only by the standards of the legality and suitability, but also by disruption of the normal functioning of the University. Thus, it is recognized that some types of misconduct may constitute violations of both civil and University codes, and actions may be taken by both civil and University authorities without constituting double jeopardy.

While enforcement of rules and regulations is of subsidiary concern to this institution, the primary concern is to maintain the integrity of its educational function by upholding the principles on which it was founded.

Bugema University recognizes that its work, while being educative and redemptive, involves a certain level of custodial function, and it takes seriously these responsibilities. It asks the students to seek to live by the principles of the Scriptures. Students who are committed to being Christian ladies and gentlemen are not likely to find themselves in conflict with University expectations.

Students who, through dress, appearance, conduct, or attitude, clearly demonstrate an unwillingness to cooperate with the expectations of the University, as outlined in the Student Handbook, may be asked to withdraw from the University or may be denied readmission for the succeeding semester(s). Christ is our example - the following activities are not Christ like and are not permitted on or off campus:

1. Possessing or using illegal drugs, tobacco, or intoxicating drinks in any form.
2. Stealing or gambling of any kind.
3. Using vulgar language or possessing degrading literature.
4. Defying authority and inciting others to insubordination.
5. Using violence in any form, including cruelty to animals.
6. Tampering with locks; illegally possessing keys to any university lock; vandalizing; illegally entering university buildings.
7. Possessing firearms or weapons of any kind.
8. Engaging in any form of immorality.
9. Instigating or inciting other students into lawlessness.
10. Any form of public display of sexual intimacy.
11. Convening, attending or addressing unauthorized meetings. Further information on this can be found in the Student Handbook.

THE E. W. PETERSEN MEMORIAL LIBRARY

The library is named after one of our pioneers, E. W. Petersen, who in 1948, helped to found the institution that has become Bugema University. The library is central to academic life at the university. It provides resources for use in the instructional, professional and curriculum programs of the faculty, students and other users to achieve intellectual growth and academic excellence though scholarship, research and quality Christian education.

The university library supports the academic program by maintaining important facilities and valuable collections such as internet access, printed materials, CD-ROMs, theses, e-journals and e-books, on line catalog access, listening and viewing room for multi-media equipment. When using any library facilities, please do not hesitate to approach any member of the library administration or staff for assistance.

Library Mission Statement
The primary objective of the library is to provide quality and substantial collections to assist faculty, staff, students and researchers increase their knowledge in any area of development. It provides religious materials to strengthen their faith so that they can achieve personal and spiritual goals. To effectively serve faculty and staff members, students, researchers or any users in the community with adequate, high technology facilities, services and resources that they will have better academic achievement, for a better future.

Library Vision
To organize and have a readily accessible collection of right materials by having updated materials and high technology equipment to support and meet the institution academic curriculum requirements, instructional, research work and individual needs.

Library Schedule
Sunday	8:00 am - 9:00pm
Monday	8:00 am - 10:00pm
Tuesday	8:00 am - 10:00pm
Thursday	8:00 am - 10:00pm
Friday	8:00 am - 12:00 noon

Learning Resources
- Books
- Periodicals and Serials
- Undergraduate & Graduate Thesis
- CD-ROMs (Compact Disk – Read Only Memory)
- Audio-Visual Room

Special Collections Ellen G. White Africana Collection

Library Orientation
Every Semester just after the opening of classes, the university Librarian in Coordination with the school, departmental lecturer conducts a library orientation. Copies of the handbook are distributed to complement the presentation.

Recall and Reservation

If a book cannot be located, a library user may fill out a call slip (found at the top of the card catalogue) with the complete call number, author 's surname and title of the book. The call slip may be submitted to the circulation staff on duty and a search will be conducted for the item.

Current Awareness

The library carries out selective dissemination of information where relevant articles from recent periodicals in different disciplines. They are gathered together and disseminated to respective Deans of Schools and Faculty.

Reference and Information Service

This is a service for library users concerning how and where to locate information needs.

Internet

The internet is a complex web of smaller regional networks. The net superhighway is the high – speed internet. Connected to this are computers that use a particular system of transferring data at high speeds. Connected to the backbone computers are smaller networks serving particular geographic regions. Feeding off these are even smaller networks or individual computers. A great deal of information is available on the internet and is accessible from the library and all campuses of the University.

E-Library

This is a digital library that delivers fast access to a million educational and research resources including video, audio, journals, books and a thousand websites.

ACADEMIC SERVICES

Bugema University believes in academic excellence, and therefore strives to ensure that there are sufficient academic services in form of a well- stocked library, an up-to-date computer centre, an audio-visual services centre, a centre for research and statistics is equipped with computers and statistical packages.

The Computer Centre

The Graduate School computer centre contains essential computer hardware and software, together with internet services, available for use by students, and the teaching and non-teaching staff.

Audio-visual Services

Audio-visual services exist to help Bugema University students and staff with the design and dissemination of information. There is a section which handles photocopy needs of the university community. Lecture halls are provided with audio-visual equipment such as overhead, slide, video projectors on request.

Centre for Research and Statistics

The Centre for Research and Statistics, managed by the office of Graduate Studies and Research, provides research and statistical consultancy services, statistical analysis of data, and Research Seminars and Proposal Presentations to graduate and undergraduate students, faculty and staff and researchers.

Bulletin

The School of Graduate Studies bulletin is the primary source of academic information regarding the University and its Graduate Studies programs. It describes the academic policies of the University and defines the requirements that must be met for completing a program of studies. A student should become familiar with the Bulletin and clearly understand its policies prior to registration. It is the authoritative source of information for the planning of the student's course of study.

The graduate programs at Bugema University are governed by policies designed to encourage continued intellectual growth. The purpose of these policies is to ensure the high academic standards expected of a high quality education. They help monitor a student 's progress and they encourage students towards a serious pursuit of their educational goals.

The university may change its policies without prior notice. Academic policies developed and announced in the course of the school year have the same authority as those described in this Bulletin. This Bulletin supersedes all previous Bulletins and in case of any discrepancy between this and other earlier publications, this Bulletin will be authoritative.

Admission & Registration

Students are required to report to the university on the scheduled date so that they may register on time and begin classes on time. Usually, one week is set apart for registration. During registration, new students are given orientation to the university and its programs and facilities.

Identity Cards

The Registrar's Office in collaboration with United Bank of Africa (UBA) prepares the student identity cards immediately after registration. Students are issued a card that is valid for duration of their academic program free of charge. The same card can be activated, but not compulsory, to act as a VISA card in case one wants to open an account with UBA according to the bank's requirements. In the event that a BU identity card is lost or stolen, the student should report to the police and obtain a police report, which must be presented to the Registrar's Office staff to process a new identity card at a fee

Non English Speakers

Students coming from non-English speaking countries will be required to write an English placement examination prior to enrolling for their first semester. If the student does not obtain 50% in this test, he/she will be required to attend remedial English classes for one semester.

Semester Sessions

The university operates under a semester system. Each semester runs for 18 weeks subdivided in this way: one week of registration, 15 weeks of instruction, and two final weeks of examination. The value of each course offered is expressed in terms of credit units. One credit unit represents one fifty-minute class period in each of 15 weeks, two hours of tutorial, or two to three hours of practical periods per week for 15 weeks of the semester. The student is expected to spend a minimum of two hours of outside preparation for each class period. Every academic year consists of two regular semesters: first semester from mid-August to mid- December; second semester from early January to early May.

Summer Sessions

Summer sessions are optional. However, some schools or departments offer some courses during summer, on the condition that a minimum of five students is enrolled for the course. The summer session is six weeks long and the maximum class load that can be taken during the summer is 12 credit units.

Mode of Instruction

While lectures are considered the primary mode of instruction, the university recognizes that students have different learning styles and need to experience other learning environments. Each lecture class involves at least one other type of learning environment, and credit is awarded on the basis of attendance and performance in either tutorial or practical learning experiences, or both. Tutorial sessions, are semi-structured, in which students are invited to engage in the material of the course through other means, such as discussion, debate, group study, problem solving and projects. Practical lessons often involve hands-on experiences in science or computer laboratories or some other practical setting. Other courses may be entirely practical and have no lecture component, such as industrial attachment or teaching practice. In addition, each degree program requires independent research under the supervision of an individual faculty member as a capstone to the degree.

Withdrawal from the University

Students who wish to withdraw from the University must obtain a Clearance Form from the Registrar's office. A student should fill in the form and obtain all the signatures on the form as indicated. Withdrawal from the University only becomes effective on submission of the withdrawal form duly filled out.

Adding and Dropping Courses

If you wish to add or drop a course, you must fill out a form from the Registrar's office, get the approval of the lecturer(s) concerned, and return the form to the Registrar's office. A fee is charged for any changes in this respect. Courses may be added up to the published "Last day to enter any class". Courses dropped by this date will not appear on the student's permanent record. When courses are dropped after this date but before the published "Last day to drop a class with W", a W (Withdrawn) will be recorded, but no tuition refund can be given. If any course is dropped after this date, an F (Failure) is recorded.

Absences

Students are required to attend all class activities, including lectures, tutorials and practical lessons. Attendance is regarded as a vital aspect of education at Bugema University. Absences are counted from the first day of classes and are classified as excused and unexcused. Excused absences involve reasons of illness, authorized trips, or circumstances beyond the students 'control. Absences for any reason other than those mentioned above are considered unexcused. Class work such as quizzes and tests missed during an excused absence may be made up through arrangements with the instructor(s) involved. Class work missed during an unexcused absence may not be made up. If the student's number of absences exceeds 25 percent of the total number of contact hours in the semester for a particular class, the student may be advised to drop the course.Consistently coming late to class is not acceptable. Coming to a class late 5 - 10 minutes three times is counted as one absence. Entering a class after 15 minutes or missing 15 minutes or more from a class is considered an absence.

Grading System

Grading Scale

The demarcations of grades are based on a nine-point scale pass outlined below:

From	To Grade		Points	Rating
80.00	100.00	A	5.00	Excellent
75.00	79.00	B+	4.50	Very Good
70.00	75.00	B	4.00	Good
65.00	69.00	C+	3.50	Above Average
60.00	64.00	C	3.00	
55.00	59.00	D+	2.50	Average
50.00	54.00	D	2.00	Below Average
00.00	49.00	F	0.00	Failure

The final grades for each semester are recorded on the student's permanent record.

GPA Calculation

Credits for each course are multiplied by grade point and then the total number of credits is divided by the total number of grade points according to the scale below:

Course	Grade	Credits	Sample Points	Total
Course 1	A	3	5.0	15.0
Course 2	B	3	4.0	12.0
Course 3	A	3	5.0	15.0
Course 4	A	4	5.0	20.0
Course 5	B+	3	4.5	13.5
Course 6	C	3	3.0	9.00
	Total	**26.5**	**84.5**	

Note:

Total is obtained by multiplying credit say 3, by the points, say 4.0, to get 12.0

GPA = Sum of Total / Sum of Points, [e.g. 77.0 / 19 = 4.05 (second up- per)].

Other Grade Symbols

Other symbols that may appear on the grade report are as follows:

DG - Deferred Grade

A deferred grade (DG) is assigned in certain courses that are of such a nature that they may not be completed within one semester. A DG will be given each semester until the project is completed and a final grade is assigned. Courses for which a DG is assigned normally run over two semesters. Any extension of time beyond two semesters needs the approval of the Deputy Vice-Chancellor, Academics. A DG has no effect on the grade-point average.

I - Incomplete Grade

Students may receive the grade of I (Incomplete) in a course because of illness or other circumstances beyond their control. If you, for reasons of illness or emergency at home, lack of fees, incomplete assignments, projects, or examination, and do not wish to receive an F grade for the course, you must apply for an Incomplete

Grade (I). The procedure is as follows: Get a form from the Registrar's office, fill it out and get the approval of the concerned lecturers. Then return it to the Registrar's office, with a copy to the Examination Office. You will be given a time limit to complete the assignment. In such cases, for a fee the Examination Council will organize a special exam. An "I" grade should be cleared within the stipulated time. If it is not cleared, it automatically changes into an F grade. If an exam is missed for academic negligence, the student will receive an F Grade and will be asked to register for the course again.

Minimum Standards for Masters Degree

Candidates for graduate degrees must satisfactorily fulfil the course of study for the degree program they select subject to these standards:

- A minimum GPA of 3.00 (5.00 system) is required in those courses that apply to the degree.
- No course with a grade of D and below should not count toward a graduate degree. Some departments may require a higher satisfactory grade in certain courses.
- If a student receives an unsatisfactory grade as defined above, the student is given a chance to sit for supplementary exam and a grade earned will be used in calculating the GPA.
- Credit by examination is not accepted toward a graduate degree.
- Candidates for a master's degree must pass and/or formally defend a master's thesis or an acceptable alternative for a particular program as approved by the Graduate Council.

Additional Graduation Requirements

A Graduate student is expected to be well-rounded competent professional, before graduation he must attend at least one national or international conference, present a paper or poster at a workshop/ conference or publish a paper in an academic journal before graduation.

Special & Supplimentery Exam

When a student misses a paper because of any genuine and verifiable reason, a student is given a second chance to seat for special exam within one academic year. Any missed exam that is NOT cleared within the stipulated time will translate into a F, and the student will be required to re-register the course

At Graduate School D+ is a passable grade, a student whose grade is a D and has scored above average in the coursework, is eligible to seat for a supplimentary exam. A highest grade that can be earned from this such exam is a D+.
A supplimentary exam is taken only once. In a situation where a student fails supplimentary exam he/she will have to re-register the course.

Change of Grades

After grades are recorded in the records office, grade changes can only be made if:
i. An error in calculating or recording has been made
ii. The instructor and the dean agree to a grade change process
iii. A student's petition is accepted by an officially appointed fairness committee.
iv. Approved change of grade form is completed and duly signed by the instructor/Dean.

Credit Transfer

Not more than 45 credit units of graduate courses of training may be credited for a graduate degree. Credits may be transferred if they meet all the following conditions

1. Approval of the program/department committee and the school dean
2. A transcript or official certification is submitted
3. A grade was earned which meets the minimum transfer policy of the students program (C and above)
4. The credits are not older than permitted by the program (five years maximum)
5. The course is equivalent to the course for which credit is being sought. Equivalency must be established by the program director or department chairperson

Credits from BU transferred to another BU program will be recorded with the grade earned and any difference in tuition between the two programs will be charged. Credits from other institutions will be recorded with an S.

Duration of Academic Programs

The duration of Masters Program shall run for a minimum of two (2) years and a maximum of five (5) years. An academic year shall consist of two semesters of 17 weeks each. Any student who fails to complete within the stated should seek for re-admission.

Applicable Bulletin

The student will graduate using the curriculum requirements of the bulletin in effect during the time of his/her first enrolment except where the student broke his student status for 3 semesters (15 months). The student in this case will graduate using the curriculum requirements of the bulletin in effect at the time he/she commences study.

Internship/Practicum/Apprenticeship

The student will be required to cover a period of time consisting of a minimum of 224 hours or 28 days (8 hours per day) of practical experience in a specific area of educational activity.

Credit for Previous Work

Students who had previously enrolled at the University and who have broken residency for a period of more than one calendar year will be evaluated for completion of their selected degree program under the requirements outlined in the current edition of the Academic Calendar. Courses completed within seven years of the student's readmission to the University will be applied towards the completion of the selected degree program. Both the Registrar and a Department Head or School Dean will evaluate courses completed more than seven years prior to the student's readmission to the University to determine if the courses are applicable to the selected degree program. In some circumstances, the student may be required to repeat a previously completed course where substantive content changes have been made during the student's break in residency.

Transfer of Credits from Bugema University

Students may transfer credits earned in Bugema University; however, they should understand that each receiving institution would evaluate the suitability of the courses in relationship to its own programs and requirements. The Registrar's office issues transcripts of academic record on written request by the student, but no transcript can be issued until all financial obligations to the University are met. The first transcript is free, but there is a fee for all subsequent copies of the transcript.

Transfer of Credits to Bugema University

Bugema University gives you the privilege to transfer credits from a recognized university you have been attending in order to complete your degree requirements here. For this reason, if you are a transfer student, you must be in good social and academic standing at any colleges or universities you previously attended. Please note that your transcripts will not be regarded as valid unless the registrars of these institutions send them directly to the Office of the Registrar of Bugema University. Students who have attended other institutions of higher learning must submit complete transcripts of studies, even though no credit was earned. Such credit will not enter GPA calculation but can be counted toward degree requirements.

Assessment Sheets

Besides the grade slip that shows the students 'performance per semester, the Registrar's office prepares an assessment sheet that indicates all the courses covered, grades earned, and the cumulative grade point average of all the subjects covered. The student receives this only on request and at a small fee.

Grade Slips

The Registrar's office compiles each student's semester records into a small summary called a grade slip. Grade slips are sent to students and to parents of dependent students. Sponsoring organizations frequently require regular grade reports as a condition of sponsorship. At registration, students should specify any sponsoring persons or organizations that should receive their grades. Candidates should immediately report any change of address to the Registrar. The grade slip shows the subjects a student registered for, the grades attained in each subject and the GPA for that particular semester.

Examinations

Exams are important an opportunity for you to let your instructor know how much you have learned and for your instructor to evaluate your performance. Exams are serious, well-organized, and essential academic exercises to which a lot of money, effort, and time are dedicated. Information about examinations is given in the Examinations Policy and Regulations document that is issued to every student by the Examinations Council of the University. However, the following should be noted.

Final Examinations

All students are required to take the final examinations at the time scheduled. Credit is not granted for a course unless the student completes the required examinations. Failure to take the final examination at the scheduled time will automatically result in a failing (F) grade despite passing course work. In a situation where you fail to sit for an examination paper due to illness or any emergency, you will be allowed to sit for that exam during the next semester after approval from the Deputy Vice-Chancellor Academic Affairs. Such special exams shall be given on payment of a special exam fee.

Examination Period

The last two weeks in the semester are reserved for writing final examinations. There are usually two examination sessions each day: First session 09:00 - 12:00 am and Second session 02:00 - 05:00 pm. All final examinations must carry 50% of the final grade and all continuous assessments must carry the remaining 50%. The formal university examinations are compulsory, and performance in these examinations, together with performance during the semester (continuous

assessment), determines the candidates' results. No student will be permitted to write final examinations unless all fees are paid or satisfactory arrangements have been made with the business office. All final examinations are held at specified venues and times.

Examination Schedule

Students are expected to adhere to the published examination schedule. However, should the examination schedule require students to sit for more than two examinations in one day, this matter may be brought to the attention of the chief examination officer for possible re-scheduling.

It is the candidates 'responsibility to make sure that they know the correct date, time and venue of each examination as given in the final copy of the examination timetable; they should not depend on information given by classmates, or information communicated by telephone. Misreading the timetable is not an acceptable excuse for missing an examination. Any queries should be directed to the respective head of department.

Candidates must bring their exam pass and valid student ID card to show to the invigilator(s) when requested to do so. Students unable to identify themselves will be barred from writing the examination. Candidates must see to it that the invigilator duly signs the exam pass. Candidates must sign the exam attendance list as appropriate. On entering the examination venue, candidates must find their desks and be seated as quickly as possible, and await further instructions from the individual responsible for starting the examination.

Writing Examinations

The following are some of the rules that apply to examinations:

1. Candidates are not admitted into the examination room fifteen (15) minutes after the start of an examination.
2. During the first 30 minutes of the final examination, examinees are not allowed to leave the examination room.
3. Answer booklets, graph paper, and any other essential reference materials are provided at the exam hall.
4. Candidates are expected to bring their own supplies like pens, pencils, rulers, unprogrammed calculators, rubbers, etc. No borrowing is allowed in the examination room.
5. A blue ink pen (not red) should be used for all examinations.
6. Unauthorized materials - such as bags, briefcases, parcels, or other such items are not allowed into the examination room.
7. Non-programmable electronic calculators are allowed provided they are checked and cleared by a member of staff in attendance before the start of the examination. All such special materials are allowed subject to scrutiny by an invigilator.
8. For exams in the laboratory, candidates must hand in to an invigilator their laboratory notebooks, which are retained for inspection by the university examiners.

For more information, please consult the Examination Policy and Regulations document.

Failure to Sit for Examinations

Candidates who fail to attend an examination must notify the Registrar immediately and confirm the absence with an explanation in writing. A written report by a medical practitioner must be submitted to the Registrar within 7 days of the examination missed. The University does not accept any excuses for absences that are not properly substantiated and authenticated.

Oral Examination

This is possible in order to clarify or probe further aspects relating to the written examination. Candidates are reminded that the examiners may require them to attend an oral examination after the written examination.

Examination Appeal

A candidate who is not satisfied with examination results has the right to appeal against this decision. But this must be done within 21 days after the publication of the examination results. Candidates whose names do not appear on the result list, or who do not receive formal notification of the results in the usual time, should immediately contact the Registrar to establish the position.

Examination Remarking

Students who want to request a remarking of an examination script should do the following:
1. Obtain approval from the department head or dean of school;
2. Pay the required fee; and
3. Submit the application for remarking to the department head or dean of school.

Lecturers should keep final examination scripts for at least 12 months. After three years, a representative of the department should destroy the scripts.

Academic Dishonesty

Bugema University expects integrity, including academic honesty, from all members of the University community. Therefore, all forms of academic dishonesty are strongly discouraged. This includes, but is not limited to, plagiarism, cheating, misrepresentation, and other forms of academic misconduct.

Plagiarism

Plagiarism can be either intentional or unintentional. Intentional plagiarism occurs when students present the words, ideas, or data of someone else including information from electronic sources as their own. Unintentional plagiarism can occur when students present another person's words, ideas, or data including those from electronic sources without proper documentation. Examples of plagiarism include the following:
1. Submitting, for evaluation, an essay, written by someone else as if it were one's own text.
2. Submitting, for evaluation, an essay written in part by someone else as if the entire essay were one's own work.
3. Paraphrasing or summarizing words, ideas, or data without properly documenting the source of that information.
4. Buying essays or assignments and submitting them as one's own work.
5. Submitting, for evaluation, the same essay or assignment in more than one course without the permission of both instructors.

Cheating

Cheating occurs when students pretend to have a level of competence they do not possess. Examples of cheating include the following:

1.   Copying from another person's work during an examination or while completing an assignment.
2.   Using a cheat sheet or any other memory or skill aid without permission during an examination or while completing an assignment.
3.   Collaborating on an examination or assignment without permission.

Misrepresentation

Misrepresentation occurs when students fabricate a source of information or distort information from sources. Examples of misrepresentation include the following:

1.   Documenting or referring to a source that does not exist.
2.   Attributing incorrect or non-existent information to an existing source.

Academic Misconduct

Academic misconduct occurs when students commit academically dishonest acts other than plagiarism, cheating, and misrepresentation. Examples of academic misconduct include the following:

1.   Being a party to any act of plagiarism, cheating, misrepresentation, or academic misconduct (i.e. selling term papers, permitting someone to copy one's work, writing essays for someone else).
2.   Attempting to gain or gaining an unfair advantage over other students by offering services or materials in exchange for favourable consideration.
3.   Changing or altering grades on essays, examinations, or assignments.
4.   Changing or altering grades on official documents, electronic or otherwise.
5.   Any act associated with obtaining and sharing examinations or answers to examinations before the examinations are given.
6.   Theft or unauthorized use of library materials.
7.   Copyright infringement of published materials, including print, recordings, video or internet media.

Penalties for Academic Misconduct

Students found guilty of academic misconduct will receive a penalty, or penalties. Class instructors will stipulate how they will deal with plagiarism in their course outlines. Actions may include the following:

a.   Reduced grade on the assignment or examination, or final grade in the course.
b.   An F grade in the assignment or examination, or in the course.In all cases where plagiarism is proved, the class instructor will inform the Registrar in writing of both the infraction and action taken. This information will be kept in the student 's file and in cases of severe infraction or repeated incidents of plagiarism, the name and incident(s) will be reported to the Senate, which may choose to take further action. This may include the following:

1.   Written reprimand.
2.   Academic probation.
3.   Suspension from the University.
4.   Dismissal from the University.
5.   Suspension of any degree/diploma/certificate already awarded.

6. Withdrawal of any degree/diploma/certificate already awarded. Students who are penalized for plagiarism may appeal through the regular academic grievance procedure.

Academic Grievances

All academic grievances should be resolved at the lowest possible level. In the case of a grievance relating to a particular class, students should first try to resolve the issue with the course instructor, then where applicable, the Heads of Departments, and then the Dean of School. Any concern that cannot be resolved at the level of the Dean of School or Registrar should be referred to the Senate.

Graduation

Graduation is held once a year at Bugema University Main Campus. Because of the flexibility and nature of courses offered, it is possible for a student to take more than three years to complete all the requirements for graduation. Depending on the class load taken each semester, and on the student's academic performance, a student may complete their course requirements at the end of first, second, or summer semester. Whenever a student completes all the requirements, they are ready for graduation. Those who complete all their requirements at the end of the first semester are required to wait until the graduation ceremony of the following calendar year. A student will qualify for graduation if he/she has a cumulative Grade Point Average of 3.00 and above. Any student who has completed all the course requirements but falls below this GPA will be required to repeat some courses to raise his GPA to a minimum of 3.00.

General Requirement for Graduation

Before you may participate in the graduation exercises and receive your Certificate, you must:
1. Have completed all relevant requirements for the program of study.
2. Have official transcripts of any transfer credit, including credits earned through correspondence, submitted to the Registrar's office at least one month prior to the date of graduation.
3. Have been given clearance from all service departments.

Application to Graduate

It is the responsibility of the student to apply for graduation. This application should be filed four months prior to the graduation ceremony. Students are encouraged to formalize all graduation application on procedures two weeks before the graduation ceremony. The student is permitted to take part in the graduation ceremony and to receive a degree only after all degree requirements have been met.

Graduation in Absentia

Candidates for graduation must be present at the convocation to receive their certificates unless they apply in writing to the Deputy Vice Chancellor, Academics for permission to graduate in absentia. The application, which must be processed at least three weeks before the convocation, must include the reason for the request and the appropriate fee. Permission will be granted only in cases of obvious necessity. The procedure for application to graduate in absentia is as follows:
1. Apply to the Deputy Vice-Chancellor, Academics with genuine reasons.

2. You must have fulfilled all requirements for graduation including payment of graduation fee.

NB: Permission to graduate in absentia will not be granted when the student is on campus.

The Senate

The Senate is responsible for all academic policies, dates, programs, courses and all other matters pertaining to academics. The committee also acts on appeals and requests from students regarding their academic issues. Such issues may include conflict resolutions between students and lecturers, the granting of exemptions to academic policies, or graduation requirements.

Maintaining Registration

Student status is broken in 3 consecutive semesters (15 months) have passed since the student last enrolled. If this occurs, the student must follow the bulletin in effect when study is recommenced, except where there are nine or fewer remaining semester hours to complete program requirements. Only then may the student elect to graduate under the bulletin in effect at the time of initial entry. Registration for required independent work such as project, thesis, Dissertation, fieldwork, and field learning internship will be valid for a maximum of two semesters (inclusive of summer session) after which the student will be expected to enrol for the corresponding academic semester until the requirements for a degree are completed.

Residence Requirement

The minimum residence for a masters 'degree is four semesters at the university devoted wholly or partly to graduate work. A satisfactory completion of all the requirements of the study program under the guidance of the university is required. The masters 'degree must be completed within five calendar years from the day of 1st registration.

Thesis Defence

Thesis defence is an oral examination administered to a candidate for a Masters 'degree. A student may defend his thesis if he has:
1. Completed all formal coursework for the degree
2. Has thesis manuscript approved by the advisory committee?
3. Submitted to school of graduate studies a copy of the manuscript two weeks before the scheduled date of defense. The student is encouraged to see the dean, for more guidelines

Records and Transcripts

A private and confidential academic record is kept for each student in Records office. The first official transcript is free, but a transcript fee is charged for any additional official transcripts issued. All fees and costs for transcripts must be paid before a transcript will be issued.

Internship/Practicum/Apprenticeship

The student will be required to cover a period of time consisting of a minimum of 224 hours or 28 days (8 hours per day) of practical experience in a specific area of educational activity. Details are provided in the school practicum guidelines.

Awarding Degrees for Graduate Programs

While additional specific departmental requirements may be described under some specific programs in later sections of this bulletin, the general minimum requirements for awarding masters degrees include the following:

1. A student must satisfactorily fulfil a schedule of studies approved by the student's advisor and the graduate program coordinator or dean of the appropriate school.
2. The number of credits to be completed depends on the minimum requirements for the degree.
3. The student's schedule of studies must include at least one-half of the required minimum credits in course work numbered 500 and above. Exceptions are made where a course of study specifically outlined in this bulletin makes provision for an adjustment to the required number of credits numbered 500 and above.
4. The student must submit evidence of competence in conducting investigation in his/her field of study. A student may fulfil his requirement by one of the following, depending on the particular degree program:
   a. A thesis
   b. Written reports of one or two research projects
   c. Research methods or other appropriate course work.

A Post Graduate Diploma or certificate may be awarded to a student who fails to complete the Thesis work and other requirements for the completion of masters degree provided the course work requirements have been fulfilled as stated below

a **Award of a Post-Graduate Diploma**
Candidates who successfully complete at least 50% (or 30 credit units) of the graduation workload and, for any reason, wish or are obliged to terminate their studies may be awarded a post-graduate diploma. The diploma shall be awarded on condition that such students undertake a practicum and produce an acceptable report. The transcript shall indicate that the post-graduate diploma is an intermediate qualification.

b **Award of a Post-Graduate Certificate**
Candidates who successfully complete at least 20% (or 15 credit units) of the graduation workload and, for any reason, wish or are obliged to terminate their studies may be awarded a post-graduate certificate. The transcript shall indicate that the post-graduate certificate is an intermediate qualification.

Change in Policies or Requirements

The provisions of this bulletin are not regarded as an irrevocable contract between the student and Bugema University. All regulations adopted and published after a bulletin has been issued, have the same force as, or may supersede the regulations published herein. Students may be assured, however, that any change in existing policy or any new policy may be considered with the students' interests in mind.

Minimum Standards of Scholarship

Candidates for graduate degrees must satisfactorily fulfil the course of study for the degree program they select subject to these standards:

- A minimum GPA of 3.00 (5.00 system) is required in those courses that apply to the degree.
- No course with a grade of D or F (or I) should count toward a graduate

degree. Some departments may require a higher satisfactory grade in certain courses.

- If a student receives an unsatisfactory grade as defined above, the course may be repeated once. The credits and quality points earned in the most recent course will be used to calculate the GPA.
- Credit by examination is not accepted toward a graduate degree.
- Candidates for a master's degree must pass and/or formally defend a master's thesis or an acceptable alternative for a particular program as approved by the Graduate Council.

Standards for Progression

In addition to the following standards, master's students should consult the appropriate section of this bulletin and their respective handbook.

1. The cumulative GPA must be at least 3.00 calculated using all graduate work taken at Bugema University including courses taken for other degrees, courses taken prior to the time limits for degrees. Exceptions to this standard must be recommended by the dean/graduate program coordinator and approved by the Dean of the School of Graduate Studies.

2. A student whose cumulative GPA drops below 3.00 in any given semester is placed on academic probation. Such a student must work with the advisor to develop a schedule of courses that ensures the student will raise his/her cumulative GPA above the required 3.00 in a timely manner— normally, the following semester. The dean/graduate program coordinator of the school/college must approve such a plan. A student who does not meet such a plan may not continue except by the recommendation of the dean/graduate program coordinator and
approval by the dean of the School of Graduate Studies. Normally, students who accumulate more than 12 semester credits below C (including I) are not allowed to continue. Petitions for exceptions must include a plan to maintain the required GPA for the degree and be approved by the appropriate dean/graduate program coordinator of the school and the dean of the School of Graduate Studies.

3. Students who have been accepted provisionally to a degree program must meet the planned schedule for removing any deficiencies or earning a minimum GPA.
    a. English-language deficiencies must be met by the time the student has completed no more than 50% of his/her course work for a masters degree.
    b. Undergraduate deficiencies should be met by the time the masterss degree student has completed no more than 50% of his/her course work.
    c. A minimum GPA equal to the GPA requirements for graduation from the program must be met by the time the student has completed 9 graduate credits.
    d. A student who does not meet this schedule is not allowed to continue except by the recommendation of the dean/graduate program coordinator and approval by the dean of the School of Graduate Studies.

4. Students on academic probation or provisional status may not
    a. Register for thesis / dissertation, or independent study
    b. Register for project credit except by permission from the dean/ graduate program coordinator of the school
    c. Advance to degree candidacy.

FINANCIAL INFORMATION

Fees

Our fees are competitive and are determined by the number of academic hours taken and other services provided by the University, such as Boarding, Library, etc. The fees structure is subject to change. However, it may not change within the academic year.

The total amount to be charged to every student is computed by using the academic fees structure approved by the University Council. The copies of fees structures of different courses are available in the Registrar's Office and Business Office of the University and they are given free of charge on request.

Payments

All fees must be paid in any of the bank accounts of the University given below before registration. Bank charges for the other banks vary depending on their internal policies. The deposit slip must be presented to the receiving cashier within the month of the deposit.
Currently the following are the University account numbers in various banks:

a.	Standard Chartered Bank-Kenya	0102009067700
b.	Standard Chartered Bank-Uganda	0102010609600
c.	Standard Chartered Bank-Uganda (Forex)	8702010609600
d.	Bank of Africa	200122003
e.	Centenary Rural Development Bank	3510621398
f.	Barclays Bank – Uganda	1067030
g.	UBA	0106000027
h.	Ecobank Kenya	5001023595
i.	Equity Bank	1017200261563

Refunds

The refund rules apply when a student makes changes in course load, withdraws, drops out, takes an unapproved leave of absence, fails to return from an approved leave of absence, is expelled, or otherwise fails to complete the period of enrolment for which he or she was charged.

The effective date for refunds of tuition or payments is made according to the date the student notifies the University and completes the withdrawal form. If the student fails to officially withdraw or appropriately notify the University, the last recorded date of class attended by the student, documented by the University, will be the effective date.
Institutional charges (tuition and fees, room and board) are refunded based on the total semester charges appropriately as follows for drop/withdrawal:

Week	1	80% (any time after registration)
Week	2	70%
Week	3 - 4	60%
Week	5	50%
Week	5+	0% (No refund)

The University runs some summer/holiday programs. Tuition and fees refunded, based on total charges for the mini-summer, holiday classes and summer term, are as follows for drop/withdrawal:

- First 2 class days 80% (any time after registration) Next 4 class days 10% less each day
- After 5 class days 0% (No refund)

Late Fees

Continuing students who report for registration after the last day of normal registration and before closure of registration are charged a late fee. The late fee increases for each day the student is late to a maximum limit. Late fees are meant to encourage students to arrive early, complete registration and begin classes on time.

Post-dated and Unpaid Cheques

Post-dated cheques are not acceptable. No student presenting a post-dated cheque will be financially cleared. Cases related to bounced cheques or unpaid cheques are to be treated in compliance with banks and other government regulations in place.

General Financial Matters

If a student neglects or refuses to pay amounts owed to the University, the Administrative Board deserves the right to withhold any or all registration materials, student examination results, transcripts, or diplomas until the student settles the amount with the University. Such fees include tuition, room and board charges, library fines, book costs, damage costs, and other legitimate charges.
Breakage or Damage - Students are held responsible for the cost of any breakage or damage which they may cause.
Personal Effects - Students should ensure that personal effects are covered by insurance. The University accepts no liability for loss or damage by any cause.

Audit Courses

A duly registered student may audit courses designated by his advisor. Such courses must be entered in the registration forms of the student subject to payment of 50% of the tuition fee as audit fee. Audit courses are not given grades or credits.

Payment of Fees and Charges

Tuition and fees are collected at registration. Registration is not complete until prior accounts with BU have been paid and at least 50% of the total cost for the semester. The student will be expected to clear all outstanding fees before he/ she will be cleared to write examinations. An examination pass will be obtained from the business office. Clearance to graduate is also given when all accounts with BU are settled.

Responsibility of the Student to Know Policies

The student is responsible for knowing degree requirements and for making sure that the requirements are met. The student is expected to be informed regarding policies and regulations published in the bulletin. The bulletin information covers matter of general concern and interest related to academic policy. Individual problems and concerns are to be referred to the appropriate staff member, faculty member, or administrator for consideration.

SPECIFIC INFORMATION FOR MASTERS PROGRAM

Admission Procedure

An applicant must submit the following to the registrar of admissions

- Duly accomplished application forms for admission
- Original or certified copy of academic transcript of records and certificate showing a grade point average of at least 2.8 or its equivalent of the bachelors 'degree, secondary school certificates, two recent passport size photos and any other certificates/diplomas if applicable.
- Two letters of recommendation from any of the following church pastor, employer or former professors or supervisors.
- An application fee which will be communicated from time to time. Students coming from countries where English is not the medium of instruction have to take an English proficiency examination. If the student fails to obtain the minimum qualifying scores; he/she will be allowed to enrol for only 6 units during the first semester plus an intensive English course.

Program Admission Requirements

An applicant must have a Bachelor degree or its equivalent or post Graduate Diploma, with at least 2nd class lower (GPA of 2.80 or above in a 5-point scale) from a recognized institution. A prospective student who does not meet the entry level GPA requirement will not be admitted. In a situations where other scales are used, they must me converted into a 5-point scale.

Program of Study

This is a listing of courses and other requirements to be taken or accomplished by the student to enable him to earn the degree being pursued. The regular load is 15 units per semester.

Registration

Students who wish to register for a course must register for either credit or audit. If the application materials are complete, registration is a simple process. The student will receive instructions/materials at registration, and when the steps are completed, registration becomes official.

Course Load

The minimum course load for a full-time master's student is six (6) credits and a maximum of Eighteen (18) credits per semester or per school-based session. The minimum course load for a part time student is six (6) credits and the maximum is twelve (12) credits per semester.

Contact Hours

A one-credit course in a graduate program is equivalent to 15 lecture (contact) hours in a session (regular or school- based session) and in a regular or modular mode of study.

Class Size

The minimum number of students registered in a course should be five (5).

Curriculum Check Sheet

A curriculum check sheet lists all courses in progression a student must take every semester to graduate. It is given to a student on the day of his/her first registration at Bugema University.

DEPARTMENT OF BUSINESS ADMINISTRATION

Head of Department: Martin Lubowa; PhD (Cand.)-Kabarak University, MBA-Solusi University, BBA- Bugema University.

Program offered:
1.   Master of Business Administration with emphasis:
   - Accounting
   - Finance
   - Human Resource Management
   - Entrepreneurship
   - Marketing
2.   Master of Procurement and Logistics
3.   Master of Project Planning and Management
4.   Post Graduate Diploma in Business Management

MASTER OF BUSINESS ADMINISTRATION

Program Description
The School of Graduate Studies, Bugema University offers the MBA, to create skilful and wise business leaders who add value to the organizations, business and economic sectors, and the community. The major purpose for this academic program is to make a significant contribution to their organizations competitive and effectiveness as well as to the wider context of society as a whole.

This MBA program therefore provides training in business for students interested in understanding the working nature of business in a competitive environment. Courses in the MBA program integrate information and theories from various disciplines, including Finance, Accounting; Human Resource Management; Marketing and Entrepreneurship

This program develops students to be broadly educated business managers, leaders and executives who understand the nature of business as a whole, with the tools and techniques applicable to a wide variety of business situations.

The capstone for the MBA program gives students the chance to bring together all of the theories, skills, and tools studied during the program and integrate them into a learning experience that highlights the nature of competition and the kind of strategic manoeuvring that must be done in order to succeed.

Program Objectives
To develop students to be broadly educated business managers, leaders and executives who understand the nature of business as a whole, with the tools and techniques applicable to a wide variety of business situations.

Specific Objectives
The specific objectives of the program encompass the following:
1.   To prepare professionals for leadership who will advocate for harmonious development by striving for spiritual maturity, mental excellence, and physical wellbeing;

2. To enable students to integrate consistent values with sound business and organizational functions by combining knowledge with analytical skills in order to identify and accurately solve problems and also to be self-reliant;
3. To undertake quality research in leadership, administration or management theory and practice in order to be competent in large multinational enterprises.
4. To equip students with skills, knowledge and attitude that will help improve the current practices in the business environment;

Learning Outcomes
By the end of the MBA program at Bugema University students should be able to:
1. Carry out business transactions based on legal frameworks, biblical and business ethics.
2. Prepare strategic plans for the operations of business organizations based on market demands, supply and best business practice;
3. Evaluate, analyse and interpret the performance of business enterprises based on accounting records, audit reports and customers 'feedback reports;
4. Conduct quantitative and qualitative research projects on business operations, marketing, and development with a view of improving their operations.

Entry Requirements
As per Admission requirements for the School of Graduate Studies.

Program Structure
All MBA students will be required to satisfactory complete the following:
- Basic Courses   18 Credit Units
- Cognate Courses   18 Credit Units
- Core Courses   12 Credit Units
- Research Courses   12 Credit Units
                    Total   60 Credit Units

Completion Requirements
This program has a listing of courses and other requirements to be taken or accomplished by the student to enable him to earn the degree being pursued. The regular load is 18 units per semester.

To qualify for graduation, a student must have:
  i. Passed all the examinations in all the examinable courses, and attained a cumulative Grade Point Average of at least 3.00; and
  ii. Been cleared for graduation by the different service centres of the University.

MBA Graduation Requirements
The general minimum requirements for awarding MBA degrees include the following:
  i. An MBA student must satisfactorily fulfil a schedule of studies approved by the student's advisor and the graduate program coordinator or dean of the appropriate school.
  ii. A total of 60 credit units must be completed by an MBA student as a minimum degree requirement.
  iii. The student's schedule of studies must include at least one-half of the required minimum credits in course work numbered 500 and above.

Exceptions are made where a course of study specifically outlined in the bulletin makes provision for an adjustment to the required number of credits numbered 500 and above.

iv. An MBA student must submit evidence of competence in conducting investigation in his/her field of study. A student may fulfil his requirement by one of the following, depending on the particular degree program:

    i. A thesis

    ii. Written reports of one or two research projects.

    iii. Research methods or other appropriate course work.

NB: A Post Graduate Diploma may be awarded to a student who fails to complete the Thesis work provided the course work requirements have been fulfilled.

MBA - ACCOUNTING

Learning Outcomes

By the end of the Master of Business Administration program in Accounting, students should be able to:

1. Design, analyse and interpret accounting systems, services and structures in profit and non-profit making organizations and institutions;
2. Prepare, analyse and interpret audit reports of profit and non-profit making organizations;
3. Develop internal and external accounting control structures in organizations and institutions;
4. Carry out accounting research based studies for purposes of improving institutional or organizational performance.

Basic Cross Cutting Courses

Code	Course Name	CH
GRGS 5101	Ethics, Cultural & Religious Values	03
GRGS 5204	Proposal & Grant Writing	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
MBAG 5102	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
Total		**18**

Cognate Courses

Code	Course Name	CH
MBAF 5101	Accounting and Finance for Business	03
MBEC 5201	Managerial Economics	03
MBHR 5201	Human Resource Management	03
MBAG 5203	Organizational Behavior	03
MBAG 5204	Strategic Management & Governance	03
MBMK 5101	Marketing Management	03
Total		**18**

Core Courses

Code	Course Name	CH
MBAC 6102	Financial Reporting	03
MBAC 6103	Management Accounting	03
MBAC 6104	Auditing and Assurance Services	03
MBAC 6105	Advanced Accounting	03
Total		**12**

Research Courses

Code	Course Name	CH
GRGS 5203	Research Methods	03
GRGS 6206	Research Seminars and Proposal Presentations	03
GRGS 6207	Thesis Presentation &Defense	06
Total		**12**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CH
MBAF 5101	Accounting and Finance for Business	03
GRGS 5101	Ethics, Cultural & Religious Values	03
GRGS 5102	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
MBKT 5101	Marketing Management	03
Total		**15**

1st Year 2nd Semester

Code	Course Name	CH
GRGS 5203	Research Methods	03
GRGS 5204	Proposal & Grant Writing	03
MBEC 5201	Managerial Economics	03
MBHR 5201	Human Resource Management	03
MBAG 5204	Strategic Management & Governance	03
MBAG 5203	Organizational Behaviour	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CH
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
MBAC 6102	Financial Reporting	03
MBAC 6103	Management Accounting	03
MBAC 6104	Auditing and Assurance Services	03
MBAC 6105	Advanced Accounting	03
Total		**18**

2nd Year 2nd Semester

Code	Course Name	CH
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Presentation and Defense	06
Total		**09**

MBA - FINANCE

Learning Outcomes

By the end of the Master of Business Administration program in Finance students should be able to:

1. Analyze the techniques of managing finances in organizations.
2. Evaluate and appraise long term investments and financing decisions including portfolio management.
3. Evaluate the management of financial institutions and financial markets
4. Value both financial and real assets and advice accordingly.

Basic Cross-Cutting Courses

Code	Course Name	CH
GRGS 5101	Ethics, Cultural & Religious Values	03
GRGS 5204	Proposal & Grant Writing	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
GRGS 5102	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
Total		**18**

Cognate Courses

Code	Course Name	CH
MBAF 5101	Accounting and Finance for Business	03
MBEC 5201	Managerial Economics	03
MBHR 5201	Human Resource Management	03
MBAG 5203	Organizational Behavior	03
MBAG 5204	Strategic Management & Governance	03
MBMK 5101	Marketing Management	03
Total		**18**

Core Courses

Code	Course Name	CH
MBFN 6101	Corporate Finance	03
MBFN 6102	Financial Institutions and Markets	03
MBFN 6103	Investment and Portfolio Management	03
MBFN 6104	International Finance	03
Total		**12**

Research Courses

Code	Course Name	CH
GRGS 5203	Research Methods	03
GRGS 6206	Research Seminars and Proposal Presentations and Thesis	03
GRGS 6207	Thesis Presentation & Defense	06
Total		**12**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CH
GRGS5101	Ethics, Cultural & Religious Values	03
MBAF 5101	Accounting and Finance for Business	03
GRGS 5102	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
MBMK 5101	Marketing Management	03
Total		**15**

1st Year 2nd Semester

Code	Course Name	CH
GRGS 5203	Research Methods	03
GRGS 5204	Proposal & Grant Writing	03
MBEC 5201	Managerial Economics	03
MBHR 5201	Human Resource Management	03
MBAG 5204	Strategic Management & Governance	03
MBAG 5203	Organizational Behaviour	03
Total		**18**

2ndYear 1st Semester

Code	Course Name	CH
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
MBFN 6101	Corporate Finance	03
MBFN 6102	Financial Institutions and Markets	03
MBFN 6103	Investment and Portfolio Management	03
MBFN 6104	International Finance	03
Total		**18**

2nd Year 2nd Semester

Code	Course Name	CH
GRGS 6207	Research Seminars and Proposal Presentation	03
GRGS 6208	Thesis Presentation and Defense	06
Total		**09**

MBA - HUMAN RESOURCE MANAGEMENT

Learning Outcomes

By the end of the Master of Business Administration program in Human Resource Management, students should be able to:

1. Design organizational structural organograms depicting human resources managerial and supervisory systems of executive and rank and file relationships.
2. To carry out job analysis and identify the main sources of recruitment, selection and placement of personnel.
3. Discuss, interpret, and apply the legal frameworks and organizational policies in human resources recruitment, hiring, placement, development, development, relation, firing, and compensations;
4. Apply biblical and business ethical norms and values in dealing with human resources.

Basic Cross-Cutting Courses

Code	Course Name	CH
GRGS 5101	Ethics, Cultural & Religious Values	03
GRGS 5204	Proposal & Grant Writing	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
GRGS 5102	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
Total		18

Cognate Courses

Code	Course Name	CH
MBAF 5101	Accounting and Finance for Business	03
MBEC 5201	Managerial Economics	03
MBHR 5201	Human Resource Management	03
MBAG 5203	Organizational Behaviour	03
MBAG 5204	Strategic Management & Governance	03
MBMK 5101	Marketing Management	03
Total		**18**

Core Courses

Code	Course Name	CH
MBHR6102	Labour Legislations and Conflict Resolution	03
MBHR6103	Management Skills and Development	03
MBHR6204	Compensation Management	03
MBHR6205	Strategic Human Resource Management	03
Total		**12**

Research Courses

Code	Course Name	CH
GRGS5203	Research Methods	03
GRGS6206	Research Seminars and Proposal Presentations and Thesis	03
GRGS6207	Thesis Presentation & Defense	06
Total		**12**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CH
MBAF 5101	Accounting and Finance for Business	03
GRGS 5101	Ethics, Cultural & Religious Values	03
GRGS 5102	Statistics Applied to Research	03
MICT 5101	Management Information Systems	03
MICT 6105	Marketing Management	03
Total		**15**

1st Year 2nd Semester

Code	Course Name	CH
GRGS5203	Research Methods	03
GRGS5204	Proposal & Grant Writing	03

MBEC5201	Managerial Economics	03
MHRM5201	Human Resource Management	03
MBAG 5204	Strategic Management & Governance	03
MBAG5203	Organizational Behavior	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CH
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
MBHR 6102	Labour Legislations and Conflict Resolution	03
MBHR 6103	Management Skills and Development	03
MBHR 6104	Compensation Management	03
MBHR 6105	Strategic Human Resource Management	03
Total		**18**

2nd Year 2nd Semester

Code	Course Name	CH
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Presentation and Defense	06
Total		**09**

MBA - ENTREPRENEURSHIP

Learning Outcomes

By the end of the Master of Business Administration program in Marketing, students would have acquired the ability to:

1. Generate and plan for new business ideas/opportunities.
2. Evaluate viability of business ventures.
3. Design strategies for business growth and financing.
4. Evaluate the business environment for small business.
5. Develop new ventures and launch innovative initiatives.

Basic Cross-Cutting Courses

Code	Course Name	CH
GRGS 5101	Ethics, Cultural & Religious Values	03
GRGS 5204	Proposal & Grant Writing	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
GRGS 5102	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
Total		**18**

Cognate Courses

Code	Course Name	CH
MBAF 5101	Accounting and Finance for Business	03
MBEC 5201	Managerial Economics	03
MBHR 5201	Human Resource Management	03
MBAG 5203	Organizational Behavior	03
MBAG 5204	Strategic Management & Governance	03
MBMK 5101	Marketing Management	03
Total		**18**

Core Courses

Code	Course Name	CH
MBEN 6101	Entrepreneurship Theory and Practice	03
MBEN 6102	Entrepreneurial Finance	03
MBEN 6103	Monitoring and Evaluation	03
MBEN 6104	Corporate Entrepreneurship	03
Total		**12**

Research Courses

Code	Course Name	CH
GRGS 5203	Research Methods	03
GRGS 6206	Research Seminars and Proposal Presentations	03
GRGS 6207	Thesis Presentation & Defense	06
Total		**12**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CH
MBAF 5101	Accounting and Finance for Business	03
GRGS 5101	Ethics, Cultural & Religious Values	03
GRGS 5102	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
MBMK 5101	Marketing Management	03
Total		**15**

1st Year 2nd Semester

Code	Course Name	CH
GRGS 5203	Research Methods	03
GRGS 5204	Proposal & Grant Writing	03
MBEC 5201	Managerial Economics	03
MBHR 5201	Human Resource Management	03
MBAG 5204	Strategic Management & Governance	03
MBAG 5203	Organizational Behavior	03
Total		**18**

2ndYear 1st Semester

Code	Course Name	CH
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
MBEN 6101	Entrepreneurship Theory and Practice	03
MBEN 6102	Entrepreneurial Finance	03
MBEN 6103	Monitoring and Evaluation	03
MBEN 6104	Corporate Entrepreneurship	03
Total		**18**

2nd Year 2ndSemester

Code	Course Name	CH
GRGS 6207	Research Seminars and Proposal Presentation	03
GRGS 6208	Thesis Presentation and Defense	06
Total		**09**

MBA - MARKETING

Learning Outcomes

By the end of the Master of Business Administration program in Marketing, students would have acquired the ability to:

1. Develop marketing strategies based on consumers' behavioural analyses and marketing techniques;
2. Analyse, interpret and report on market issues for the purpose of managing and controlling sales efforts at national and global levels;
3. Identify, evaluate and interpret market needs and wants for purposes of developing marketing strategies and maximize sales;
4. Analyse and interpret financial data for purposes of laying out realistic marketing strategies.

Basic Cross-Cutting Courses

Code	Course Name	CH
GRGS 5101	Ethics, Cultural & Religious Values	03
GRGS 5204	Proposal & Grant Writing	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
GRGS 5102	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
Total		**18**

Cognate Courses

Code	Course Name	CH
MBAF 5101	Accounting and Finance for Business	03
MBEC 5201	Managerial Economics	03
MBHR 5201	Human Resource Management	03
MBAG 5203	Organizational Behaviour	03
MBAG 5204	Strategic Management & Governance	03
MBMK 5101	Marketing Management	03
Total		**18**

Core Courses

Code	Course Name	CH
MBMK 6102	Consumer Behaviour	03
MBMK 6103	Business to Business Marketing	03
MBMK 6204	Channels Management and Logistics	03
MBMK 6205	Service Marketing	03
Total		**12**

Research Courses

Code	Course Name	CH
GRGS 5203	Research Methods	03
GRGS 6206	Research Seminars and Proposal Presentations	03
GRGS 6207	Thesis Presentation & Defense	06
Total		**12**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CH
MBAF 5101	Accounting and Finance for Business	03
GRGS 5101	Ethics, Cultural & Religious Values	03
GRGS 5102	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
MBMK 5101	Marketing Management	03
Total		**15**

1st Year 2nd Semester

Code	Course Name	CH
GRGS 5203	Research Methods	03
GRGS 5204	Proposal & Grant Writing	03
MBEC 5201	Managerial Economics	03
MBHR 5201	Human Resource Management	03
MBAG 5204	Strategic Management & Governance	03
MBAG 5203	Organizational Behavior	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CH
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
MBMK 6102	Consumer Behaviour	03
MBMK 6103	Business to Business Marketing	03
MBMK 6204	Channels Management and Logistics	03
MBMK 6205	Service Marketing	03
Total		**18**

2nd Year 2nd Semester

Code	Course Name	CH
GRGS 6207	Research Seminars and Proposal Presentation	03
GRGS 6208	Thesis Presentation and Defense	06
Total		**09**

MASTER OF PROCUREMENT AND LOGISTICS

Program Description

The School of Graduate Studies, Bugema University offer Master of Procurement and Logistics. Since the focus of purchasing and supply function has shifted from internal processes to value – adding benefits and from a tactical to a strategic focus. During this century, the focus of the function is on its integration with the total business process. The structure, process, and people driven by e–commerce, globalization and computerization are in transition in many organizations. Structurally, commodity teams, product supply groups and cross functional teams are more prevalent than in the past. The process itself is less transactional oriented and

depends on implementation of good information system and e – commerce strategies. The challenges arising from these new developments include the achievement of greater efficiency through technology; attainment of process improvement through supply chain management, capturing purchasing and supply function's contribution through better management; application of purchasing expertise to non– traditional purchases and the need to increase the contribution of the purchasing and supply function to corporate strategy. This program has been developed to address these and other challenges likely to emerge in not so distant future.

Program Objectives

General Objective
To train and equip graduate with adequate knowledge that will enable them to develop analytical decision making skills so that he or she can be able to identify and detect problems, formultate different solutions and make rationale and ethical decisions

Specific Objectives
The specific objectives of the program encompass the following:
1. To prepare procurement professionals for leadership who will advocate for harmonious development by striving for spiritual maturity, mental excellence, and physical wellbeing.
2. To provide learners with knowledge and skills to improve the tactical and strategic performance of purchasing function in their organizations.
3. To develop an understanding of issues and approaches on world- class development of purchasing and supply function.
4. To conduct procurement research and develop solutions to problems identified.
5. To evaluate efficiency and effectiveness of purchasing and supply performance in organizations.

Learning Outcomes
By the end of the Master of Procurement and Logistics program at Bugema University students should be able to:
1. Procurement professionals with leadership abilities that will advocate for harmonious development by striving for spiritual maturity, mental excellence, and physical wellbeing.
2. Have the knowledge and skills to improve the tactical and strategic performance of purchasing function in their organizations.
3. Develop an understanding of issues and approaches on world- class development of purchasing and supply function.
4. Conduct procurement research and develop solutions to problems identified.
5. Evaluate efficiency and effectiveness of purchasing and supply performance in organizations.

Entry Requirements
As per Admission requirements for the School of Graduate Studies.

Program Structure

Category	Credits Units
Basic Courses	18
Cognate Courses	18
Core Courses	12
Research Courses	12
Total	**60**

Completion Requirements

This program has a listing of courses and other requirements to be taken or accomplished by the student to enable him to earn the degree being pursued. The regular load is 18 units per semester.

To qualify for graduation, a student must have:
1. Passed all the examinations in all the examinable courses, and attained a cumulative Grade Point Average of at least 3.00; and
2. Been cleared for graduation by the different service centres of the University.

Master of Procurement and Logistics Degree Graduation Load

The general minimum requirements for awarding Master of Procurement and Logistics degree include the following:
1. A Master of Procurement and Logistics degree student must satisfactorily fulfil a schedule of studies approved by the student's advisor and the graduate program coordinator or dean of the appropriate school.
2. A total of 60 credit units must be completed by a Master of Procurement and Logistics student as a minimum degree requirement.
3. The student's schedule of studies must include at least one-half of the required minimum credits in course work numbered 500 and above. Exceptions are made where a course of study specifically outlined in the bulletin makes provision for an adjustment to the required number of credits numbered 500 and above.
4. A Master of Procurement and Logistics student must submit evidence of competence in conducting investigation in his/her field of study. A student may fulfil his requirement by one of the following, depending on the particular degree program:
   i.   Thesis
   ii.   Written reports of one or two research projects.
   iii. Research methods or other appropriate coursework.

NB: A Post Graduate Diploma may be awarded to a student who fails to complete the Thesis work provided the course work requirements have been fulfilled.

Basic Cross Cutting Courses

Code	Course Name	CH
GRGS 5101	Ethics, Cultural & Religious Values	03
GRGS 5204	Proposal & Grant Writing	03
GRGS 6106	Computer Application in Research	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 5202	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
Total		**18**

Cognate Courses

Code	Course Name	CH
MBAC 6103	Management Accounting	03
MBAG 5204	Strategic Management & Governance	03
MPRL 5205	Electronic Procurement Management	03
MPRL 6102	Procurement Principles and Ethics	03
MPRL 5203	Procurement and Project Management	03
MPRL 5101	Procurement and Supply Chain: Theory and Practice	03
Total		**18**

Core Courses

Code	Course Name	CH
MPRL 5204	Supply Chain and Logistics Management	03
MPRL 6106	International Procurement and Supply Chain Management	03
MPRL 6107	Procurement Legal Framework in Uganda (PPDA)	03
MPRL 6108	Procurement Audit and Logistics Management	03
Total		**12**

Research Courses

Code	Course Name	CH
GRGS5203	Research Methods	03
GRGS6207	Research Seminars and Proposal Presentations	03
GRGS6208	Thesis Presentation and Defence	06
Total		**12**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CH
GRGS 5101	Ethics, Cultural & Religious Values	03
GRGS 5102	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
MPRL 5101	Procurement and Supply Chain: Theory and Practice	03
MPRL 5102	Procurement Principles and Ethics	03
Total		**15**

1st Year 2nd Semester

Code	Course Name	CH
GRGS 5203	Research Methods	03
GRGS 5204	Proposal & Grant Writing	03
MBAG5204	Strategic Management & Governance	03
MPRL 5203	Procurement and Project Management	03
MPRL 5204	Supply Chain and Logistics Management	03
MPRL 5205	Electronic Procurement Management	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CH
MBAC 6103	Management Accounting	03
GRGS 6106	Computer Application in Research	03
GRGS 6105	Scholarly Writing and Publication Skills	03
MPRL 6106	International Procurement and Supply Chain Management	03
MPRL 6107	Procurement Legal Framework in Uganda (PPDA)	03
MPRL 6108	Procurement Audit and Logistics Management	03
Total		**18**

2nd Year 2nd Semester

Code	Course Name	CH
GRGS 6207	Research Seminars and Proposal Presentation	03
GRGS6208	Thesis Presentation and Defense	06
Total		**09**

MASTER OF PROJECT PLANNING AND MANAGEMENT

Program Description

The School of Graduate Studies, Bugema University offers Master of Project Planning and Management. Uganda's Vision 2040 aims at strengthening countries competitiveness for sustainable wealth creation, employment and inclusive growth. To address implementation bottlenecks, existing institutional implementation arrangements was strengthened and the reforms implemented. A Delivery Unit was established in Office of the Prime Minister (OPM) with a fully functional technical team to fast track implementation of the core projects, Presidential initiatives and key sector results. Projects have always played an important role in the development and introduction of new products and technology, and are increasingly becoming the dominant means by which, many countries, institutions and companies execute their strategy and operations. Project management has evolved into a skill set required. The target group for the program is Project Managers and Members of Project teams, · Project coordinators, Senior project Analysts, Donor Coordination officers, Development Consultants, program Managers, company executives and students aspiring to work as Project Management Professionals.

Program Objectives

General Objectives

To deepen the critical understanding of the strategies, processes, techinques and issues involved in taking ideas for project development and turning them into practical realities with identifiable outcomes and benefits.

Specific Objectives

The specific objectives of the program encompass the following:
1. To prepare project planning and management professionals for leadership who will advocate for harmonious development by striving for spiritual

maturity, mental excellence, and physical wellbeing.
2. To provide learners with knowledge and skills to improve the tactical and strategic performance of project function in their organizations.
3. To develop an understanding of issues and approaches on world- class development of project planning and management function.
4. To conduct projects research and develop solutions to problems identified.

Learning Outcomes
By the end of the Master of Project Planning and Management program at Bugema University students should be able to:
1. Be project planning and management professionals with leadership abilities that will advocate for harmonious development by striving for spiritual maturity, mental excellence, and physical wellbeing.
2. Have the knowledge and skills to improve the tactical and strategic performance of project functions in their organizations.
3. Develop an understanding of issues and approaches on world-class development of project planning and management functions.
4. Conduct project research and develop solutions to problems identified.

Entry Requirements
As per Admission requirements for the School of Graduate Studies.

Program Structure
All Master of Project Planning and Management students will be required to satisfactory complete the following:

Catergory	Credits Units
Basic Courses	18
Cognate Courses	18
Core Courses	12
Research Courses	12
Total	**60**

Completion Requirements
This program has a listing of courses and other requirements to be taken or accomplished by the student to enable him to earn the degree being pursued. The regular load is 15 units per semester.

To qualify for graduation, a student must have:
i.   Passed all the examinations in all the examinable courses, and attained a cumulative Grade Point Average of at least 3.00; and
ii. Be cleared for graduation by the different service centres of the University.

Master of Project Planning and Management Degree Graduation Load
The general minimum requirements for awarding Master of Project Planning and Management degree include the following:
1. A Master of Project Planning and Management degree student must satisfactorily fulfil a schedule of studies approved by the student's advisor and the graduate program coordinator or dean of the appropriate school.
2. A total of 60 credit units must be completed by a Master of Project Planning

and Management student as a minimum degree requirement.

3. The student's schedule of studies must include at least one-half of the required minimum credits in course work numbered 500 and above. Exceptions are made where a course of study specifically outlined in the bulletin makes provision for an adjustment to the required number of credits numbered 500 and above.

4. A Master of Project Planning and Management student must submit evidence of competence in conducting investigation in his/her field of study. A student may fulfil his requirement by one of the following, depending on the particular degree program:
   - i   Thesis
   - ii   Written reports of one or two research projects.
   - iii Research methods or other appropriate coursework.

NB: A Post Graduate Diploma may be awarded to a student who fails to complete the Thesis work provided the course work requirements have been fulfilled.

Basic Cross-Cutting Courses

Code	Course Name	CH
GRGS 5101	Ethics, Cultural & Religious Values	03
GRGS 5101	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
GRGS 6204	Proposal & Grant Writing	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
Total		**18**

Cognate Courses

Code	Course Name	CH
MBAC 6103	Management Accounting	03
MBAG 5201	Strategic Management & Governance	03
MPPM 5204	Project Procurement and Supply Management	03
MPPM 5205	Project Quality and Risk Management	03
MPPM 6108	Project Time and Cost Management	03
MPPM 5203	Project Leadership and Communication	03
Total		**18**

Core Courses

Code	Course Name	CH
MPPM 5101	Fundamentals of Project Management	03
MPPM 5102	Project Planning and Design	03
MPPM 6107	Project Monitoring Control and Evaluation	03
MPPM 6106	Project Management Consultancy	03
Total		12

Research Courses

Code	Course Name	CH
GRGS 5203	Research Methods	03
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Presentation and Defense	06
Total		**12**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CH
GRGS 5101	Ethics, Cultural & Religious Values	03
GRGS 5102	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
MPPM 5101	Fundamentals of Project Management	03
MPPM 5102	Project Planning and Design	03
Total		**15**

1st Year 2nd Semester

Code	Course Name	CH
GRGS 5203	Research Methods	03
GRGS 5204	Proposal & Grant Writing	03
MPPM 5203	Project Leadership and Communication	03
MPPM 5204	Project Procurement and Supply Management	03
MPPM 5205	Project Quality and Risk Management	03
MBAG 5204	Strategic Management & Governance	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CH
MBAC 6103	Management Accounting	03
GRGS 6106	Computer Application in Research	03
GRGS 6105	Scholarly Writing and Publication Skills	03
MPPM 6106	Project Management Consultancy	03
MPPM 6107	Project Monitoring Control and Evaluation	03
MPPM 6108	Project Time and Cost Management	03
Total		**18**

2nd Year 2nd Semester

Code	Course Name	CH
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis presentation and Defense	06
Total		**09**

POST GRADUATE DIPLOMA IN BUSINESS MANAGEMENT

Program Description

The companies are looking for graduates who can solve cross-cultural problems and think on a global scale. This program's graduates are well prepared to have a comprehensive understanding of business and management issues, and will be qualified for a career in organizations in any corner of the world. With a post graduate diploma in business management, one can follow a career in management, finance, marketing, entrepreneurship, human resource management, procurement and logistics management, and project planning and management.

General Objectives

To develop students to be broadly educated business managers, leaders and executives who understand the nature of business as a whole, with the tools and techniques applicable to a wide variety of business situations.

Specific Objectives

The specific objectives of the program encompass the following:

1. To prepare professionals for leadership who will advocate for harmonious development by striving for spiritual maturity, mental excellence, and physical wellbeing;
2. To enable students to integrate consistent values with sound business and organizational functions by combining knowledge with analytical skills in order to identify and accurately solve problems and also to be self-reliant;
3. To undertake quality research in leadership, administration or management theory and practice in order to be competent in large multinational enterprises.
4. To equip students with skills, knowledge and attitude that will help improve the current practices in the business environment;

Learning Outcomes

By the end of the PGD program at Bugema University students should be able to:

1. Carry out business transactions based on legal frameworks, biblical and business ethics.
2. Prepare strategic plans for the operations of business organizations based on market demands, supply and best business practice;

Entry Requirements

As per Admission requirements for the School of Graduate Studies.

Program Structure

Category	Credits Hours
Basic Courses	06
Cognate Courses	21
Research Courses	03
Total	**30**

Completion Requirements

This program has a listing of courses and other requirements to be taken or accomplished by the student to enable him to earn the degree being pursued. The regular load is 15 units per semester.

To qualify for graduation, a student must have:

I. Passed all the examinations in all the examinable courses, and attained a cumulative Grade Point Average of at least 3.00; and
II. Been cleared for graduation by the different service centres of the University.

PGD Graduation Load

The general minimum requirements for awarding PGD include the following:

I. A PGD student must satisfactorily fulfil a schedule of studies approved by dean of the school.
II. A total of 30 credit units must be completed by a PGD student as a minimum requirement.

Basic Cross Cutting Courses

Code	Course Name	CH
GRGS 5102	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
Total		**06**

Cognate Courses

Code	Course Name	CH
PGAF 5101	Accounting and Finance for Business	03
PGEC 5201	Managerial Economics	03
PGHR 5201	Human Resource Management	03
PGBA 5203	Organizational Behaviour	03
PGBA 5204	Strategic Management & Governance	03
PGMK 5101	Marketing Management	03
PGHR6103	Management Skills and Development	03
Total		**21**

Research Courses

Code	Course Name	CH
GRGS5203	Research Methods	03
Total		**03**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CH
PGAF5101	Accounting and Finance for Business	03
GRGS 5102	Statistics Applied to Research	03
MICT 6105	Management Information Systems	03
PGMK5101	Marketing Management	03
PGHR6103	Management Skills and Development	03
Total		**15**

1st Year 2nd Semester

Code	Course Name	CH
PGBA 5204	Strategic Management & Governance	03
PGEC 5201	Managerial Economics	03
PGHR 5201	Human Resource Management	03
GRGS 5203	Research Methods	03
PGBA 5203	Organizational Behaviour	03
Total		**15**

COURSE DESCRIPTION

MBAF/PGAF 5101 Accounting and Finance for Business   3 CU

This course unit aims to enable the students to critically understand and analyse the information found in published financial accounts and other accessible data sources and to evaluate the financial performance of a business. No prior knowledge of accounting is assumed: students learn how financial information is prepared and communicated and how it is used as an effective tool for decision making and control. This information includes areas of financial and management accounting and the main principles of finance.

MBAC 6102 Financial Reporting   3 CU

This course covers advanced financial reporting issues and accounting methods for company accounting. Topics include an introduction to international accounting and the development of accounting standards; temporary and long-term investments in debt and equity securities; business combinations; consolidation at acquisition; consolidation subsequent to acquisition; consolidation and intercompany profit in inventory, land, and depreciable assets; foreign currency transactions; translation and consolidation of
international operations.

MBAC 6103 Management Accounting   3 CU

The course objective is to give students a good understanding about the concepts and techniques of management accounting. This course focuses on activity-based product cost allocation methodology in terms of: basic concepts and rationale; applicability in both manufacturing and service industries; strategic cost analysis; and applicability in total quality management programs. Other topics include cost pools, two stage costing methodologies, and the behavioural aspects of cost systems. Finally, student implement and activity based on cost system using commercially developed software
.

MBAC 6104 Auditing Standards and Practices   3 CU

This course includes a consideration of the role of the auditor, the organization of the accounting profession, and the current audit environment. It introduces the student to generally accepted auditing standards, professional ethics, and legal liability. A conceptual theory of auditing is discussed and practical examples of auditing techniques and work programs are used to illustrate the application of the theory. The course also covers the auditor's reporting standards and uses case studies and professional journal articles as basis for discussion.

MBAC 6105 Advanced Accounting   3 CU

This course is a course covers special topics and in accounting, some of the content that will be covered include: accounting for not-for-profit organizations including public sector reporting, accounting for agriculture, accounting for government grants, accounting for partnerships and correction of errors. At the end of this course students should be able to construct and interpret financial reports prepared for external users.

MBEC 5201 Managerial Economics 3 CU
This course exposes students to the managerial practical values of basic economic tools such as present value analysis, supply and demand, regression, indifference curves, isoquants, production, costs, and the basic models of perfect competition, monopoly, and monopolistic competition. The course includes managerial economics topics such as: oligopoly, penetration pricing, multistage and repeated games, foreclosure, contracting, vertical and horizontal integration, networks, bargaining, predatory pricing, principal–agent problems, raising rivals' costs, adverse selection, auctions, screening and signaling, search, limit pricing, and a host of other pricing strategies for firms enjoying market power. Real-world and modern examples are used to illustrate the microeconomic tools needed to identify and implement the business strategies that are optimal in a given situation.

MBEN 6101 Entrepreneurship Theory and Practice   3 CU
This course addressed to students interested in exploring the benefits of entrepreneurship. The course covers the aspects of selecting and testing a moneymaking idea, preparing a business plan, raising finance, the exit. The course will also provide an insight into the entrepreneurial process and in particular: The challenges of getting into a new venture creation; The challenges of boosting the business; The challenges of deciding whether to re-invest; or exit; The challenges of keeping the entrepreneurial spirit in small and large organizations

MBEN 6102 Entrepreneurial Finance   3 CU
This course offers an overview of financial issues affecting entrepreneurial investments with high-risk/high-reward opportunities often associated with small and rapidly growing ventures. This course goes beyond startups and early stage investment situations. The course goes is case-oriented and aims at instructing the student in how "real world" professional investors and corporate managers operate to create wealth from such situations.

MBEN 6103 Monitoring and Evaluation   3 CU
The purpose of this course is to introduce students to the monitoring and evaluation in small enterprises. The course will expose its students to the following areas such as benefits of monitoring and evaluation, purpose, role and nature, types/approaches, tools, methodologies and models, Success factors and indicators. Evaluation criteria and process.

MBEN 6104 Corporate Entrepreneurship   3 CU
This course explores prevailing issues facing corporations as they attempt to create a sustainable competitive advantage through entrepreneurial activities. Modern companies find themselves in a fast-paced, highly threatening, and increasingly global environment which forces them to continually redefine their markets, restructure their operations, and modify their business models. The abilities to think and act entrepreneurially and to innovate are becoming an increasingly important source of competitive advantage. In spite of widespread recognition of the imperative for companies to behave entrepreneurially, most corporations struggle in these efforts. Traditional management practices emphasize safe, slow, and steady growth within hierarchical organization structures. Entrepreneurial management, on the other hand, focuses on rapid growth as the top priority, accepts the risk attendant with this growth philosophy, and implements flat organizational

structures with multiple informal networks. The course will cover the entrepreneurial imperative for corporations, the unique nature of corporate entrepreneurship, and the levels and forms of entrepreneurship in established organizations.

MBFN 6101 Corporate Finance   **3 CU**
This course is an introductory course in financial management. It stresses the modern fundamentals of corporate financial decision making with special reference to investment, financing and dividend distribution. While building upon introductory courses in accounting, economics and quantitative analysis the course develops distinctive conceptual frameworks and specialised tools for solving real world financial problems at both the individual and corporate level. The course is a blend of theory and practice. While diligent practice will make you competent in financial techniques, a good grasp of theory will help you think systematically about ways to solve a problem for which no existing technique is suitable or available. Specific topics to be covered include: financial mathematics, security valuation, techniques for capital investment decisions, financial decision making under uncertainty (portfolio theory and capital market theory), corporate capital structure, cost of capital, dividend decision and policy.

MBFN 6102 Financial Institutions and Markets   **3 CU**
This course focuses on the foundations of the financial markets. It equally intents to introduce one of the most important sources of financing for companies and governments: public markets. A thorough understanding of the basics will be important for any senior manager or aspiring one.

MBFN 6103 Investment and Portfolio Management   **3 CU**
This course introduces investment analysis. Topics covered include: securities markets, participating in these markets, valuation of stocks and bonds, risk and return, options, futures, theory and evidence of market efficiency, concepts concerning diversification, and an introduction to both portfolio theory and the capital asset pricing model, and its impact on finance. The emphasis in this course is portfolio construction, risk assessment, the use of derivatives and their impact on concepts related to risk and return, and asset allocation decisions relative to market condition. Much of this is done in the context of mutual funds.

MBFN 6104 International Finance   **3 CU**
The study of international financial management involves analysing compar-ative international financial issues and methods, discussing the harmonization process, interpreting financial reports of foreign companies, and analyzing foreign exchange, financial instruments and market efficiency.

MBHR /PGEN 5201 Human Resource Management   **3 CU**
Human Resources (HR) are the most valued assets of the Organization that are very influential in determining the success of any organization depending on how they are managed. Their optimal allocation/utilization means proper planning, acquisition, skills development, motivation and maintenance, which bring both business and non-business organizations a long way towards growth and development. It therefore follows that as trainee people Managers, we need to appreciate theoretical and practical underpinnings of this field of operation and academics.

MBHR 6102 Labour Legislation and Conflict Resolution   3 CU

This course examines elements of public and private law, Uganda law, civil and commercial law, labour law (labour accidents, engineers 'liability). The course includes the following themes: latest labour legislation; grievances and dismissals; collective bargaining structures and processes; industrial relations, history of labour legislation in Uganda, laws relating to wages, social security fund, industrial disputes, trade union act, the legal policies aimed at enhancing the flexibility of the labour market, environmental influences on labour conventions, contracts for employees, anti- discrimination and occupational health and safety legislation, the subject of occupational health and safety, causes of conflict, effects of conflicts, types of conflicts, solutions to conflicts, mediation, arbitration.

MBHR/PGHR 6103 Management Skills and Development   3 CU

This course will provide an opportunity for participants to develop critical managerial skills relating to, among others, public sector organizations. The course introduces, develops and familiarizes participants with specific concepts of Management. It develops a coherent and logical approach to Management Skills Development and Application that are likely to contribute to individual, group and organizational efficiency and effectiveness. The course helps the participants to integrate all the necessary wisdom, knowledge and skills required to manage better or propagate and share such wisdom, knowledge and skills. It facilitates them to develop the principles and practices of efficient and effective management. The purpose of this course is to provide instruction on effective managerial skills and their impact on individual, team and organizational performance. The course builds on the theoretical knowledge and abilities of the participants obtained from earlier studies to enable them concretize the special skills and knowledge of specific managerial processes, inter alia, delegation, human resources capacity development, conflict management, stress management, problem solving & decision making and building effective teams.

MBHR 6104 Compensation Management   3 CU

The course introduces students to pay and reward management issues. It provides a definitive overview of the reward process detailing the key role that compensation plays in communicating values, promoting flexibility and maximizing individual contributions to organizational objectives. This course examines the theories, practices and debates in contemporary reward and compensation systems management, with special reference to the trends advocating a move away from 'traditional' pay-for-position to performance related remuneration at individual, work group and organizational levels.

MBHR 6105 Strategic Human Resource Management   3 CU

This course involves the critical examination of strategic human resource management (SHRM) in the context of a changing business environment. It is about defining and managing the boundaries of the corporation. Emphasis is placed on the development, implementation and evaluation of change. The role of strategic HRM in facilitating this process is discussed and critically examined. Previous study in Human Resource Management (HRM) is assumed. the course underscores how the management of people is strategic or crucial to success. Thus, the course highlights the complex human issues which invariably affect the formation and execution of strategy. On the HRM side, the course examines how HR strategies are not ends in themselves and thus need to be integrated with other management functions and with the overall sense of direction (or strategy) of the firm. It examines these issues with an analytical view of recent developments in the field of

human resource management. It sets changes in human resource practices against the background of business strategy and objectives, and links human resource practices to business performance and outcomes.

GRGS 5102 Statistics   Applied to Research   3 CU
Business statistics is the science of collecting, organizing, and summarizing data to provide information, stated in numerical forms, for purpose of making objective business decisions. Descriptive statistics will be the focus of the course with abbreviated introduction to inferential statistics. Topics include the foundation of statistical methods of sampling, classifying, regression analysis and presentation of numerical data, frequency and sampling distribution, central tendency, dispersion, hypothesis testing, analysis up to two population and population proportions index number and non-parametric statistics.

GRGS 5203 Research Methods   3 CU
This course is mainly for business students. It emphasizes an applied approach that gives students a basic understanding, skills and the scope of research. This course includes a study of how to specify what information is required, designing the method for collecting information, managing and implementing the collection of data, how to analyze the results and communicate the findings and their application. In this course, the students are guided in the development of an independent research proposal in areas of business. At the end of the course, students are required to develop, submit and present a research proposal to the class coordinator which will be analyzed and graded to qualify for the course - MBA6205 Research Seminars and Proposal Presentations and Thesis Writing & Defense

MBAG/PGBA 5203 Organizational Behaviour   3 CU
In this course, students are helped to discuss and learn concepts of organization citizen behavior, values and ethics. Some other concepts addressed in this course include personalities, perceptions, job satisfaction and commitment; motivation theories and application, stress management, models of team effectiveness.
Furthermore, this include topics like effects of group cohesiveness on productivity, power and influencing tactics, perspectives of leadership, organizational culture and performance, organizational change, interpersonal/group relations, problem solving, decision making and conflict process and management resolution, continuous performance improvement methods and learning strategies.

MBAG/PGBA 5204 Governance & Strategic Management   3 CU
This course focuses on the evolution and nature of management, team work, planning, problem solving, overcoming resistance to change, actively listening to and appreciating other's point of view and opinions, communication process, motivation and influence tactics, recognize, create and compare effective plans and decision making processes, critically appraise issues concerning organizing and staffing, identifying important issues related to motivation and leadership, understanding control and operational management issues.

MBAG 6205 Business and Law   3 CU
This course highlights on issues relating to sources of law and business law in general. The student will be enlightened about the evolution of law and judicial system and how this system applies to commercial law. Introduction to contracts, formation of sales contracts and the law of Agency will be studied. The course will also focus on the law relating to Partnerships and company law. Commercial papers (negotiable instruments are pertinent to this course. Other relevant topics

to this course will be: Bankruptcy law, legal and professional responsibilities of auditors, Law of Property and Employment law.

MICT 6105 Management Information Systems   3 CU
This course introduces important Management Information Systems (MIS) concepts. It surveys information systems technologies and their role in supporting a wide range of organizational functions including administrative operations, decision making, strategic initiatives, and corporate philosophies. The course also provides a managerial perspective on the use, design, and evaluation of information systems.

MBMK /PGMK 5101 Marketing Management   3 CU
An analytical and practical approach to marketing management tasks and decisions directed at successfully meeting opportunities and threats in the dynamic environment by effectively developing and transferring need- satisfying products offered to customers in such a way that the objectives of the enterprise, the consumer and the society will be achieved, geared to the improvement of the effectiveness of marketing practice. This course provides the fundamentals of marketing management. Contemporary marketing concepts and elements of marketing practice are applied to marketing activities within Uganda, East African region and the global economy.

MBMK 6102 Consumer Behaviour   3 CU
This course introduces students to the influence that consumer behaviour has on marketing activities. Students will apply theoretical concepts to marketing strategies and decision making. Topics include consumer and marketing segments, environmental influences, individual determinants, decision processes, and information research and evaluation.

MBMK 6103 Business to Business Marketing
Prerequisite: MKT 5101 Marketing Management   3 CU
This course explores the business-to-business (B2B) marketplace, including understanding the unique nature of the business customer's needs, and the complexities of developing an effective B2B marketing strategy. Students learn about organizational buying behaviour and the unique characteristics of the B2B customer and will design strategies and presentations to effectively market to this customer. This course is essential since the marketing of products and services to businesses, organizations, and institutions is a major component of the marketing activity in the world economy today.

MBMK 6204 Channels Management and Logistics   3 CU
This course addresses issues of designing, implementation, evaluation of marketing channel, channel theory, channel member interactions, retail marketing systems, wholesaling, franchising and logistics concepts (transportation, warehousing, location analysis). Pricing issues, regulatory impact and deregulation particularly in the international markets.

MBMK 6205 Service Marketing   3 CU
This course is designed to introduce the changing nature of services marketing environment and how information technology is enabling the convergence of manufacturing and service industry. The course will strive to familiarize course members with marketing principles that can be specifically applied to service businesses. This course will provide course members a learning environment that will focus on practical applications of services marketing concepts, tools and techniques.

MPRL 5101 Procurement and Supply Chain: Theory & Practice 3 CU

This course provides students with an overview of the ever-changing profession of Procurement and supply chain management by tracing the historical developments of the discipline, identifying fundamental concepts in the discipline. It will also address the major trends and influences in the discipline of procurement and supply chain management.

MPRL 5102 Procurement Principles and Ethics   3 CU

This course involves the student through scission of ethical and principles of procurement issues. Ethical issue like impartiality, objectivity, openness, confidentiality, conflict of interest, and due diligence will be fully covered. The course will further deliberate on procurement principles which include but not limited to accountability, competitiveness, integrity, transparency, value for money efficiently.

MPRL 5203 Procurement and Project Management   3 CU

Project management: evolution, contributions, discipline, and philosophy of project management; systems context; project management functions; and project culture. Project cycle; structured approach to project planning and control, Project appraisal; Requirements management; schedule management; accounting and financial management; Information management, ICT project planning and management tools, Ethics management, team infrastructure management. Procurement: roles and responsibilities in a traditional procurement strategy, roles and responsibilities in alternative procurement strategies, emerging procurement routes, future trends. Special characteristics of project procurement, sub – contracting, purchase cycle, purchased materials and equipment, contract formation, invalidity factors and frustration, conditions and warranties, guarantees and exclusion clauses. Contract structures, contract price, terms of payment. Standard forms of contract, managing bidding process, main activities in the bidding process, post bid review. Variations, claims, disputes, adjudications.

MPRL 5204 Supply Chain and Logistics Management   3 CU

Concept of supply chain management; evolution of supply chain management: organization design and management of the supply chain: strategic supply chain management; customer focus in supply chain; value chain and value delivery systems; facilities decision; supply chain communication; transportation choices in the supply chain, inventory management; formulating supply chain strategy; distribution channel design and management: forming strategic alliances and partnerships; supply chain structure; inter - organizational relationships; distribution, production issues for supply chain; procurement, transportation and logistics; managing supply chain; information systems for supply chain; market relationships, global issues ; strategic modeling and location; strategy of supply chain; supply chain and corporate strategy. Best practices and benchmarking; optimization of supply chain, Ethical considerations.

MPRL 5205 Electronic Procurement Management   3 CU

E-Procurement is the method that businesses use to procure and sell goods and services across the Internet. This method of using the Internet is becoming more frequent as companies are finding that e-procurement is not only facilitating the process but they are making significant savings in costs. This course focuses on the development and management of e- procurement in an organization which leads onto the management of the complete procurement process

MPRL 6106 International Procurement and Supply Chain Management   **3 CU**

Rationale benefits and problems of global procurement. Market research and selection: of suppliers; Overseas cultural studies; formulating buying strategy and plans. Managing logistics. Negotiating the contract; international legal issues; Financing of imports; Import documentation; Formulation and implementation of international physical distribution strategy: international distribution options; choice of distribution channel; logistics strategy, customs planning, multi – modalism, containerization; airfreight; international rail transport; transport distribution analysis; freight rates, dangerous cargo and international transport conventions. Cargo insurance: benefits to buyer; basic principles of cargo insurance; coverage; types of cargo insurance policies, claims and their prevention. Import customs practice Costs incurred by businesses; customs tariffs, value added tax (VAT); rejected imports. Processing imported consignment: contracts of affreightment and terms of delivery, use of ICT tools. Ethical considerations.

MPRL 6107 Procurement Legal Framework in Uganda (PPDA) 3 CU

This course will provide students with fundamental principle of procurement law with emphasis on general contract law and specific procurement laws applicable to Uganda. In this course, students will discuss Uganda procurement system and the Public Procurement and Disposal of Public Assets Authority.

MPRL 6108 Management Procurement Audit and Logistics   **3 CU**

The course focuses on the relationship between two major areas, that's Procurement Audit and Logistics management: it provides students with the principles and practices of procurement audit and investigations; enables students to understand the essential tools needed to perform internal-control related services. Students will be able to design, or implement programs and controls to prevent, deter, and detect fraud. The course will also provide useful indicators and checklists. Furthermore, it will cover areas such as types of procurement audits, professional and legal requirements of procurement auditing, ethical conduct, fraud detection, prevention, investigation and prosecution; execution of the procurement audit process among others. All the above are tackled in relation to Logistics Management such as inventory planning, transportation, packaging, warehousing, materials management, production planning, managing project procurement, soliciting planning, evaluation criteria, among others.

MPPM 5101 Fundamentals of Project Management   **3 CU**

Definitions, Skills needed for a project manager, Project Life Cycle, The Project Manager and Project Team, Project Acceptance and Requirements Review, Project planning: project plan, resource plan, financial plan, quality plan, risk plan, communication plan, procurement plan, Project Planning tools : WBS, Gantt charts, PERT/CPM charts, milestone charts, estimation techniques, cumulative cost curves, resource histograms, and the earned value method, Cost and Schedule Performance Monitoring, Managing Project Risk, Planning Project Quality, Monitoring Project Quality, Reducing project duration, Leading projects and managing project teams, Project measurement and evaluation, Changing the Plan and Project Closure.

MPPM 5102 Project Planning and Design   **3 CU**

Planning: Determine the Scope of Work, Scope Management, Plan The Work Breakdown Structure (WBS) Creating the Work Breakdown Structure, WBS, Unique WBS Identifiers, Determine Deliverable- Specific Task List, Define Task

Descriptions, Planning the Time Element, Time Estimates, Time Estimate: Mathematical Method, PERT Calculations Buffer Time, The Project Schedule, Project Schedule Charts, Updating Project Assumption & Time Constraints, Assigning Resources and Responsibility, Planning the Cost Element Resource Identification, Cost Estimation Methods, Administrative Costs, Buffer Costs, Procurement Plan, Human Resource Management Plan, Project Cost Constraints and Assumptions, Planning the Quality Element, Decision Making and Risk Taking Skills. Design: Logical framework design, Situation analysis/ Conducting need assessments, Formulating objectives and outputs, Developing verifiable indicators, monitoring and evaluation, writing a good proposal developing

MPPM 5203 Project Leadership and Communication   3 CU
Leadership vs. management, Authority levels of project leaders, leadership and ethics, Leadership and decision making, leadership and management of change, team building, motivational theories, leadership theories, leadership styles, coaching, problem solving. Basics of effective Communication, Communications model, communication planning, Information distribution, Barriers to communication, Verbal & non- verbal communication, the art of listening, conducting effective meetings, project performance reporting, Communication Matrix,

MPPM 5204 Project Procurement and Supply Chain
Management   3 CU
Definitions, project procurement management process, procurement planning tools and techniques, JIT, Make or buy decisions, Contract administration, Invitation for a bid, Requests for Proposals, request for quote, Contracts types, Statement of work, Selecting Sellers, Contract Closure, using software to assist in project procurement management: word processing, e procurement and the Internet. Current issues in procurement management.\ Legal issues on purchase of capital goods, commodities, services and works: contract documentation; appraisal and control of purchasing and supply performance. Best practices in purchasing and supply and bench marking; Physical distribution: storage faculties; inventory, transportation, fleet management; distribution operations; and physical distribution issues; Challenges of public purchasing and supply: Social, economic, professional development, ethical and organizational issues; performance measurements Development and application of ICT based public purchasing and supply system.

MPPM 5205 Project Quality and Risk Management   3 CU
Quality Planning (cost benefit analysis, benchmarking, DOE, COQ, Quality Metrics, checklists, baseline) Perform Quality Assurance (approved change requests, quality audits, process analysis) Perform Quality Control (prevention, attribute saMPPing, special and common causes, tolerance, Tools & Techniques: cause and effect diagram, control charts, flowcharting, histogram, Pareto charts, run charts, scatter diagram, statistical saMPPing), Risk Management Plan (methodology, R&R, Budgeting, Timing, categories, definitions and impact, matrix, tolerances, formats, tracking) Risk Identification (documentation review, information gathering techniques: brain storming, Delphi, interviewing, root cause, SWOT, check list analysis, diagramming techniques, Risk register) Qualitative Risk Analysis (probability and impact assessment & matrix, risk data quality assessment, categorization) Quantitative Risk Analysis (interviewing, probability distribution, sensitivity analysis, EMV, decision trees, modelling & simulation) Risk Response Planning (strategies for negative risks or threats, strategies for positive risks or opportunities, both, contingency plans), Risk Monitor and Control (tools and techniques).

MPPM 6106 Project Management Consultancy   3 CU
Nature and purpose of management consulting; the process of consulting; dimension of the consulting process; type of client systems. Phases in consulting: Initial contact and entry, making first contact, identifying and clarifying the need for change; exploring the readiness for change. Consulting in various aspects of Project Management. Managing consulting organization.

MPPM 6107 Project Monitoring, Control And Evaluation   3 CU
Review of Monitoring and evaluation, Benefits, The need and importance of M & E, Establishing baselines, Models of evaluation, Planning an evaluation, Tools for project control, Designing a Monitoring System Monitoring and control of: Time, cost, communication procurement, scope and quality, Preparing for Evaluations, Selecting Indicators, Deciding Data Collection Strategies, Developing Data Collection Instruments, Monitoring Tools, Methods and Procedures, Evaluation Types (process evaluation, impact evaluation), Evaluation Models and Implementation, Planning the Flow of Information, Designs for Evaluation, Dealing with multiple projects, Stakeholder Analysis, Key Success Areas and Logic Models, Key Performance Indicators, Responding to Monitoring Results, M&E Challenges, Critical Success Factors, Action Planning.

MPPM 6108 Project Time and Cost Management   3 CU
Cost Estimating (CA, ROM, enterprise factors, organizational assets, tools & techniques, activity cost estimates and supporting details), Activity Resource Estimating (top down and bottom up) Activity Duration Estimating (analogous, parametric, three point estimate, reserves) Schedule Development (network analysis, CPM, Schedule compression, Fast tracking, Crashing, Resource leveling, Mile stone charts, project network diagrams) Schedule Control (Baselines, progress, performance and trend reports), Cost Estimating (CA, ROM, enterprise factors, organizational assets, tools & techniques, activity cost estimates and supporting details), Cost Budgeting (inputs, aggregation, reserve analysis, cost baseline, project funding requirements) Cost Control (change control system, performance measurement analysis "PV, EV, AC, ETC, CV, SV, CPI, SPI, EAC", project performance reviews.

GRGS 5101 Ethics, Cultural & Religious Value   3 CU
This is a study of the Bible and philosophical basis for Christian ethics and its relevance for moral and social decision-making. The discussion takes into account major ethical alternatives such as antinomianism, situationism, unqualified absolutism; criteria for making moral judgment, human dignity and human rights, duty and responsibility, and state and citizens. Also, ethical issues such as abortion, war, birth control, etc. will be discussed.

GRGS 5204 Proposal and Grant Writing   3CU
The ability to effectively communicate scientific ideas, project goals and experimental approaches is vital for graduate students (and all scientists). To assist in developing these skills, students will receive a series of formal lectures/discussions on how to prepare an effective grant proposal. This course introduces students to the process of creating a competitive grant proposal. Students critique funding opportunities and develop a project consistent with the Request For Proposal (RFP). Detailed examination of the proposal components are considered, including the narrative, methodology and budget. Emphasis is placed upon aligning project objectives with strategic institutional goals.

GRGS 6106 Computer Applications in Research   **3 CU**
This course provides hands-on experience with using computers in research. The focus is on computer applications in literature searches, in conducting actual and simulated experiments, and in statistical data analysis. Various software applications and tools are discussed with respect to research activities like data collection, analysis, etc. The course contents include research methodology, statistical techniques, data analysis, interpretation of results and preparation of reports with computer orientation and various techniques of data entry and software packages for statistical analysis.

GRGS 6105 Scholarly Writing and Publication Skills   **3 CU**
This skills training course 'Research Skills: An Introduction to Academic Research & Writing' introduces students to academic research and writing, particularly in the interdisciplinary field of Studies. It also serves as a prelude to other skills training courses, during which several major research skills and methods will be addressed in more detail. Introduction to Academic Research and Writing starts by discussing what makes academic research and writing different from other forms of writing. In subsequent tutor meetings we will discuss the importance of good research questions, various choices and decisions that have to be made during the academic research and writing process, acquiring and using different sources, the organization of both the research process and the actual paper, and the importance of connecting to readers. Throughout the course students will have to complete several hands-on assignments and at the end of the course they will have to submit their publishable academic paper.

GRGS 6207 Research Seminars and Proposal Presentation   **3 CU**
Prerequisite: GRGS 5102 Statistics Applied to Research, & GRGS5203 Research Methods.
This course is an interactive and intensive examination, analysis, intended for students to grasp more research skill. Students are taken through discussion seminars by research experts to gain more insights of research as a discipline. Advanced topics of data collection and analysis are considered. At the end of the course students will have an opportunity to review and fine-tune their research proposals.

GRGS 6208 Thesis Presentation and Defence   **6 CU**
Prerequisite: GRG6207 Research Seminars and Proposal Presentations
Students will be guided in the development of an independent research project in their areas of study. It is mainly a field research course comprised of gathering primary data, analysing, presenting and defending the research-based facts discovered. Students are guided to study, discuss and analyse the systematic and objective process of information generation to aid appropriate decision making and policy formulation. This an applied approach course, aimed to equip students with the basic understanding and experience of research scope. Students will gain experience on the methods for collecting data, managing, structuring and computing the collected data, analysing the results and communicating the findings techniques. Students are therefore required to present and defend their research findings to the selected panellists in their area of study for approval and submit their bound research report or project as required for the award of the degree within a period less than six months from the time the student registers for this course.

FACULTY

Paul Katamba Ass. Prof -Vice Chancellor
PhD Development Education, Central Luzon State University, Philippines; MPS Education Management, Central Luzon State University, Philippines; MA Education Newport University, USA: Dip. Computer Science (ICIE) South Africa; BA Education, Makerere University, Uganda.

Magunda Hilary
PhD (Continuing) Political Science and Public Administration, Makerere University; ICSA,(UK), PGDPAM (UMI), Masters in Management Studies in Public Administration and management, Uganda Management Institute; Diploma in Management Accounting (CIMA)

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PhD Finance; Makerere University; FCCA, Association of Certified Chartered Accountants; MBA Accounting and Finance, Makerere University; BSc Chemistry and Geology, Makerere University.

John Alfred Biretwa
PhD Business Administration Management, Cambridgeshire University; USA. MBA Strategic Management, Maastricht school of Management, Netherland; MSc Public Administration, Madison School of Post Graduate Studies, USA; Post Graduate Diploma in Public Administration and Management, Weimer Institute of Post Graduate, Berlin, Germany; Certificate in effective Management, UMI; Certificate in Law, LDC; BA, Makerere University.

Kizza Ssengendo Stephen
PhD Rural Development, CLSU, Philippines; MA Development Studies, Bugema University; Bsc Forestry, Makerere University

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PhD (Cand.) Kabarak University; MBA, Solusi University, Zimbabwe; BBA Accounting, Bugema University, Uganda.

Nsubuga Tom
PhD, MBA, Kent University UK; BBA Kampala University, Uganda; DBA University of London.

Nkote Nabeta Isaac (Adjunct)
PhD: International Finance and Central Banking, Humboldt University, Undergraduate and Masters Degree in Finance, Banking and Economics, Faculty of Economic Sciences, Humboldt University.

Francis, Lowu
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Mpanga, David
PhD in Information Technology (Ongoing) at Kabarak University in Kenya; Masters of Science, University of Greenwich, London; Bachelor of Science, Makerere University; Diploma in Management, Makerere University; Diploma Postgraduate in Education, Makerere University; BSc Education Makerere University.

Kenneth Kisakiro
Marketing Digital Essentials, Chartered Institute of Marketing (UK) 2019; Masters of Business Administration (Marketing), Cavendish University, Uganda 2015; Oil and Gas, Management Essentials Institute of Petroleum Studies (Quest Energy), 2014; Bachelors of Busing Administration (Marketing), Uganda 2011.

Philip Oundo Okumu
Post Graduate Diploma in Monitoring and Evaluation, Uganda Management Institute, Uganda 2012; Masters in Business Administration, Makerere University, Uganda 2005.; Bachelor of Business Administration, Makerere University, Uganda 2000.

Edward Ssenyange
PhD (Sustainable Development & Socioeconomic Transformation), Atlantic International University, USA 2014; M. A. (Economic Policy Management), Makerere University, Uganda 2003; B.A. (Economics) Makerere University, Uganda 1987; Certificate in Integrity, Central European University, Integrity Summer School, Hungary 2010; National Technical Facilitator HIV/AIDS- Certificate, Uganda Aids Commission and Ministry of Local, 2008; Mission Accomplishment – Certificate, International Law Institute, 2003; Training of Trainers - Certificate, International Law Institute, 2002; French – Certificate, Makerere University, Uganda 2000; Financial Management – Certificate, Sage Associates, 1997; Basic Resource Management – Certificate, Uganda Commercial Bank Ltd, 1992; Basic and Advanced Banking – Certificate, Uganda Commercial Bank Ltd, 1989.

DEPARTMENT OF SOCIAL SCIENCES

Head of department: Keith Tibenda, PhD Leadership (Cand.) AUA, MSA International Development- Andrews University, 2000; BBA Management- University of Eastern Africa Baraton, 1993

Programs offered:
1. Master of Science in Counselling Psychology
2. Post Graduate Diploma in Counselling Psychology
3. Master of Arts in Development Studies
4. Master of Social Work
5. Master of Public Administration and Management with emphasis:
   - Public Administration
   - Local Government and Administration
   - Social Services
6. Post Graduate Diploma in Public Administration & Management

MASTER OF SCIENCE IN COUNSELLING PSYCHOLOGY

Program Description

The Master of Science in Counselling Program, is one of the programs offered in the school of Social Sciences of Bugema University. This program focuses on teaching, training and exposing our students to research and intervention approaches in the field of Counselling and Psychology. The program aims at training students for excellence in service and professionalism when handling clients in today's highly competitive global environment. In principle the program equips the counsellor with knowledge and skills to use in helping people in their consultation and engagement to understand themselves better hence enabling the clients to live better and meaningful lives. In accordance to the mission of the University, a holistic approach to education and scholarly approach is given. Students will engage in research, training and practical engagements in the course of their studies.

Program Objectives

General Objective

The general objective of the program is to produce professional Counselling psychologists who are capable of handling diverse psycho social issues or problems as they arise.

Specific Objectives
1. Equip students with knowledge and skills needed to function as effective Counselling Psychologists.
2. Equip students with self-awareness mechanisms to enable them make rational, realistic, and independent decisions.
3. Engage students in research on psycho social issues and consultancy.
4. Engage students in practical situations of psycho social interventions.
5. Equip students with the capacity to plan, manage and provide leadership in the mental health sector.

Learning Outcomes
By the end of the program the student will be able to:
1.   Demonstrate practical and theoretical competence in handling clients and pertinent issues in their community and environment at large.
2.   Demonstrate knowledge of appropriate scientific methods of research in the field of Counselling Psychology.
3.   Demonstrate knowledge and self-awareness and others as shaped by cultural diversity and individual differences.
4.   Demonstrate Competence in diagnosis and application of intervention procedures for individual cases.
5.   Practice Professional and ethical standards by the students in the field.
6.   Career progress and growth of the respective student of Counselling psychology.

Entry Requirements
As per Admission requirements for the School of Graduate Studies.

Program Structure
All Master of Science in Counselling Psychology students will be required to satisfactory complete the following:

Category	Credits Units
Basic Courses	24
Major Courses	37
Electives	03
Total	**64**

Completion Requirements
To complete the program and be awarded a Master of Science in Counselling Psychology degree, a candidate must:
1.   Complete a minimum of 60 semester hours of credit units, excluding the culminating phase
2.   Passed all the examinations in all the examinable courses, and attained a cumulative Grade Point Average of at least 3.00
3.   Have been cleared for graduation by the different service centres of the University.

Practicum Requirements
• Attend to 40 clients, 5 of whom are in a group
• Should have a mentor
• Do projects – and present them on PowerPoint
• Must do 360 hours of counselling work

Basic Cross Cutting Courses

Code	Course Title	CU
GREC 5101	Ethics and Legal Issues in Counselling	03
MSCG 5102	Theories of Counselling & Practice	03
MSCG 5103	Development Psychology & Social Psychology	03
GRGS 5203	Research Methods	03
GRGS 5101	Statistics Applied to Research	03
GRGS 5204	Proposal & Grant Writing	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
TOTAL		**24**

Major Courses

Code	Course Title	CU
MSCG 5104	Principles and Practices of Counselling Psychology	03
MSCG 5205	Social and Community Psychology	03
MSCG 5206	Marriage and Family Systems Intervention	03
MSCG 5307	Internal Counselling Practicum	03
MSCG 5208	Counselling Workshop	03
MSCP 5209	Abnormal Psychology and Treatment	03
MSCG 5210	Biblical, Religious and Mind Counselling	03
MSCG 6211	External Counselling Practicum	04
MSCG 6112	Psychometric Assessment	03
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Writing & Defense	06
Total		**37**

Elective Courses (Choose one)

Code	Course Title	CU
MSCG 5313	Principles and Practices of Psycho–Trauma Healing	03
MSCG 5314	Psychology of Addiction & Substance Abuse	03
MSCG 5315	Counselling Consultancy Approaches	03
Total		**03**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Title	CU
GREC 5101	Ethics and Legal Issues in Counselling	03
GRGS 5102	Statistics Applied to Research	03
MSCG 5102	Theories of Counselling & Practice	03
MSCG 5103	Development Psychology & Social Psychology	03
MSCG 5104	Principles &Practice of Counselling Psychology	03
Total		**15**

1st Year 2nd Semester

Code	Course Title	CU
GRGS 5203	Research Methods	03
GRGS 5204	Proposal & Grant Writing	03
MSCG 5208	Counselling Workshop	03
MSCG 5205	Social & Community Psychology*	03
MSCP 5209	Abnormal Psychology and Treatment	03
MSCG 5210	Biblical, Religious and Mind Counselling	03
Total		**18**

1st Recess Semester

Code	Course Title	CU
MSCG 5307	Internal Counselling Practicum	03
	Elective	03
Total		**06**

2nd Year 1st Semester

Code	Course Title	CU
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Applications in Research	03
MSCG 6106	Marriage & Family Systems Interventions	03
MSCG 6112	Psychometric Assessment	03
Total		**12**

2nd Year 2nd Semester

Code	Course Title	CU
MSCG 6211	External Counselling Practicum	04
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Writing & Defence	06
Total		**13**

POST GRADUATE DIPLOMA IN COUNSELLING PSYCHOLOGY

The full course outline with the names of the course, brief course description of the course, objectives of the course, expected outcomes, duration of the course, year when it is taught, and delivery methods.

Program Objectives

General Objective
The general objective of the program is to produce professional Counselling psychologists who are capable of handling diverse psycho social issues or problems as they arise.

Specific Objectives
1. Equip students with knowledge and skills needed to function as effective Counselling Psychologists.
2. Equip students with self-awareness mechanisms to enable them make rational, realistic, and independent decisions.
3. Engage students in practical situations of psycho social interventions.
4. Equip students with the capacity to plan, manage and provide leadership in the mental health sector.

Learning Outcomes
By the end of the program the student will be able to:
1. Demonstrate practical and theoretical competence in handling clients and pertinent issues in their community and environment at large.
2. Demonstrate knowledge and self-awareness and others as shaped by cultural diversity and individual differences.
3. Demonstrate Competence in diagnosis and application of intervention procedures for individual cases.
4. Practice Professional and ethical standards by the students in the field.
5. Career progress and growth of the respective student of counselling psychology.

Entry Requirements
As per Admission requirements for the School of Graduate Studies.

Program Structure
All Post Graduate Diploma in Counselling Psychology students will be required to satisfactory complete the following:

Type of Course	Credits Units
Basic courses	12
Major courses	15
Electives	03
Total	**30**

Completion Requirements
To complete the program and be awarded a PGD in Counselling Psychology, a candidate must:

1. Passed all the examinations in all the examinable courses, and attained a cumulative Grade Point Average of at least 3.00
2. Have been cleared for graduation by the different service centres of the University.

Practicum Requirements
- Attend to 40 clients, 5 of whom are in a group
- Should have a mentor
- Do projects – and present them on PowerPoint
- Must do 360 hours of counselling work

Basic Cross Cutting Courses

Code	Course Title	CU
PGSL 5102	Theories of Counselling & Practice	03
PGEC 5101	Ethics and Legal Issues in Counselling	03
PGSL 5103	Development Psychology & Social Psychology	03
PGSR 5203	Research Methods	03
Total		**12**

Major Courses

Code	Course Title	CU
PGSL 5104	Principles& Practice of Counselling Psychology	03
PGSL 5204	Psychology and Family Counselling	03
PGSL 5307	Internal Counselling Practicum	03
PGSL 6211	External Counselling Practicum	06
Total		**15**

Electives (Chose one)

Code	Course Title	CU
PGSL 6112	Psychometric Assessment	03
Total		**30**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Title	CU
PGEC 5101	Ethics and Legal Issues in Counselling	03
PGSL 5102	Theories of Counselling & Practice	03
PGSL 6112	Psychometric Assessment	03
PGSL 5104	Principles & Practice of Counselling Psychology	03
Total		**12**

1st Year 2nd Semester

Code	Course Title	CU
GRGS 5203	Research Methods	03
PGSL 5103	Development Psychology & Social Psychology	03
PGSL 5204	Psychology and Family Counselling	03
PGSL 5307	Internal Counselling Practicum	03
Total		**12**

1st Summer

PGSL 6211	External Counselling Practicum	06
		06

COURSE DESCRIPTIONS

GREC/ PGEC 5101 Ethics and Legal Issues Counselling   3 CU
This course introduces the ethical and legal framework a counselor should work within. It assists students in exploring personal values, social expectations/sanctions and professional standards of behaviour. It also identifies issues that may impact on the client/counselor.

MSCG /PGSL 5102 Theories of Counselling & Practice   3 CU
The course presents to the student's various theories and techniques used by psychologists to do counselling, or research; it gives an overview of the historical background and development, and application of those theories. This course provides students with an understanding of the essential functions, scope and parameters of counselling within the correctional environment. Students examine the elements and challenges inherent in developing and maintaining a sound therapeutic alliance. Theoretical and practical approaches to counselling are reviewed and critiqued, assisting students in the development of the skills required for effective intervention. This course promotes the melding of theory, practice and African psychotherapeutic systems as they relate to real-life cases and best practices while ensuring that the outcome of the intervention is evaluated.

MSCG 5104 Principles &Practice of Counselling Psychology   3 CU
This course covers the principles and Practices of counselling and its concept of ethical standards in doing things which are in line with what is expected of a professional person on the job. What a counsellor says and does in counselling should be fully in line in the provision of the law. And the philosophical discipline that is concerned with human conduct and moral decision making. It focuses on principles and standards that govern relationships between individuals, such as counsellors and clients.

MSCG/PGSL 5103 Development Psychology & Social Psychology 3 CU
This is as theoretical and research-based study that covers physical, social, emotional and cognitive aspects of human development throughout the life-span. It is the area of psychology that concerns itself with human development across the entire life span and it involves both research and application.

MSCG 5208 Counselling Workshop   3 CU
This is a practical experience for Counselling majors to demonstrate their accumulated Counselling skills and techniques through Counselling with peers and assigned counselees. They will be observed by supervisors and have videotaped or recorded sessions. Feedback and critiques on Counselling sessions will be given to students on both individual and group levels.

MSCG 6106 Marriage and Family Systems Interventions   3 CU
The day-to-day issues that are involved in groups and families are looked at. These include composition, interactions, relations and the dynamics are all explored. The strategies and skills used in group and family therapies are also dealt with.

PGSL 5204 Psychology and Family Counselling 3 CU

Approaches to family therapy including the structural and systemic therapy are explored to give the student an insight into the dysfunctions in families.Techniques based on sound theoretical background for family counselling intervention are also looked at.

MSCG 5313 Principles and Practices in Psycho-Trauma Healing 3 CU

An overview of trauma recovery and initiatives, psych traumatic experiences, diagnosis of posttraumatic stress disorder, resilience coping and emotional intelligence, and insight. Intervention approaches.

MSCG 5314 Psychology of Addiction and Substance Abuse 3 CU

Psychological manifestations of the effects of substance and addiction, assessment criterion using DSM-IV, treatment approaches, counselling and other related addiction behaviours rehabilitation programs and centres.

MSCG 5315 Counselling Consultancy Approaches 3 CU

This course takes the students through the practical aspects of Counselling practice for example responding to bids, writing proposals both technical and financial, doing needs assessment Counselling projects along with on sights into financial planning and management.

MSCP 5209 Abnormal Psychology and Treatment 3 CU

This course provides an overview of the etiology, symptomology, and treatment of the major clinical disorders. Students will be asked to consider the historically and socially constructed nature of mental illness. The examination of neurotic, psychotic, and personality disorders, as well as some developmental problems will also be covered. Additionally, identity problems, anxiety conditions, and learned (phobias, substance abuse, cultural deprivation, etc.) patterns of abnormal behaviour will be studied. Overall, this course is designed to provide you with an introduction to adult psychopathology and to develop your ability to think critically about issues pertaining to mental health.

MSCG/ PGSL 6112 Psychometric Assessment 3 CU

The course is an overview of a comprehensive assessment and status examination of clients during the counselling process. This course provides students with information regarding the proper selection and use of standardized and non-standardized assessment instruments and the integration of the assessment and Counselling process.

GRGS 6207 Research Seminars and Proposal Presentation 3CU

This course focuses on developing the essential components of the student's dissertation. This seminar is designed to assist students in making substantive progress in identifying and developing their dissertation proposal. Students will critically examine the current literature associated with their research interests and examine applicable conceptual constructs and methodologies. Students will complete the first drafts of the first three chapters of their dissertation, which will be used for their dissertation proposal. A complete review of the literature and draft of the dissertation proposal will be evaluated for methodological strengths and weaknesses. By the end of year three, semester one, students should be able to present their research findings and subsequently in semester two submit their thesis.

MSCG/ PGSL 6211 External Counselling Practicum 3 CU
This course provides students an opportunity to develop necessary basic Counselling skills to prepare them for block field placement in a wide variety of settings through the use of review and critiquing of audio and video taped client sessions, and in-class practice demonstrations. It also equips them with information and technicalities vital for carrying out block field exercises and their presentation in a report format.

MSCG/ PGSL 5307 Internal Counselling Practicum   3 CU
This is a hands on practicum experience where students are attached to an on campus practicum site to put into practice the theory learnt in class. They are expected to meet their supervisor every week to review their skills and challenges in psychosocial counselling.

GRGS 5102 Statistics Applied to Research   3 CU
This course mainly focuses on quantitative research statistics including data collection methods, proper arrangement of data analysis and interpretation. SPSS is introduced to students.

GRGS 5203 Research Methods   3 CU
This course serves the purpose of preparing students for proposal and Thesis Writing & Defense by expounding the various research methods including qualitative/ quantitative approaches. The students will have an overview of all the methodology and should be able to employ it in their own research.

GRGS 5204 Proposal and Grant Writing   3 CU
The ability to effectively communicate scientific ideas, project goals and experimental approaches is vital for graduate students (and all scientists). To assist in developing these skills, students will receive a series of formal lectures/discussions on how to prepare an effective grant proposal. This course introduces students to the process of creating a competitive grant proposal. Students critique funding opportunities and develop a project consistent with the Request For Proposal(RFP). Detailed examination of the proposal components is considered, including the narrative, methodology and budget. Emphasis is placed upon aligning project objectives with strategic institutional goals.

MSCG 5205 Social & Community Psychology   3 CU
The community as a collection of different personalities who think and behave differently is assessed. Experiences of the community and interventions to restore order are looked at e.g. Crises, disasters, social support and cross cultural differences are handled; on the other hand, social psychology is a study of human behavior in relation to others (in social contexts). It studies human aspects such as: attitudes, aggression, altruism, attraction, authority, attachment, advertising, anonymity, and attributions, conformity, persuasion, interdependence, stereotypes, gender roles, prejudice, deindividuation, cognitive biases, and peace, etc.

MSCG 5210 Biblical, Religious and Mind Counselling   3 CU
The purpose of the course is to help the student to open up to diverse cultural Religious influences in counselling. This is because the counsellor has a religious culture just as the client has. The course is designed to assist the student not only to evaluate one 's own culture on one 's counselling style, but also to respect and appreciate cultural backgrounds of clients.

GRGS 6105 Scholarly Writing and Publication Skills   3 CU
This skills training course 'Research Skills: An Introduction to Academic Research & Writing' introduces students to academic research and writing, particularly in the interdisciplinary field of Studies. It also serves as a prelude to other skills training courses, during which several major research skills and methods will be addressed in more detail. Introduction to Academic Research and Writing starts by discussing what makes academic research and writing different from other forms of writing. In subsequent tutor meetings we will discuss the importance of good research questions, various choices and decisions that have to be made during the academic research and writing process, acquiring and using different sources, the organization of both the research process and the actual paper, and the importance of connecting to readers. Throughout the course students will have to complete several hands-on assignments and at the end of the course they will have to submit their publishable academic paper.

GRGS 6106 Computer Applications in Research   3 CU
This course provides hands-on experience with using computers in research. The focus is on computer applications in literature searches, in conducting actual and simulated experiments, and in statistical data analysis. Various software applications and tools are discussed with respect to research activities like data collection, analysis, etc. The course contents include research methodology, statistical techniques, data analysis, interpretation of results and preparation of reports with computer orientation and various techniques of data entry and software packages for statistical analysis.

MASTER OF ARTS IN DEVELOPMENT STUDIES

Program Description
The widespread poverty in the world has led scholars to engage in an academic discipline intended for the understanding of the marginalized people in society. While the world is full of people of different walks of life, 80% of the people in the world are living in poverty and the world's wealth is consumed by the 20%, especially in Western industrialized countries. Up to 1 billion people in the world are living under one dollar a day and many are hardly able to afford a satisfactory meal a day.

This is especially true in the Sub Saharan Africa in which Uganda is located. Development Studies is more understandable when the students of the course are living in the laboratory where the specimens are people living in the community. It is most appropriate to study development where there is a need for development than studying it where there are no living examples to observe from.

A Masters Degree in Development Studies is necessary because of the presence of many individuals in the discipline who have undergraduate degrees and have been working for long and do need a higher degree. It is mainly geared to research and it is now necessary that these people's knowledge and experience should be used to explain the disparities in welfare in a world where the majority of the people are in depravation and hungry yet there a few resources available for them to survive.

It is a desire in present Uganda for people who will work in the different parts of the world to relieve the plight of the marginalized in society. A higher degree in Development Studies will be useful for this purpose in the job market.

Bugema University's program grooms graduates to be pro-active in job creation, rather than job-seeking. This meets the policy of governmental and non-governmental organizations when it comes to development.

Program Objectives

Genearal Objective
To integrate resources from a variety of disciplines in order to provide an individual a holistic approach to development issues.

Specific Objectives
Development Studies at Master's level seeks to;
1. Develop critical thinking, analytical and research skills that will be indispensable in solving the problems of Sub-Saharan African communities and elsewhere offering enduring solutions issues of poverty, ignorance and environmental degradation.
2. Equip the student with pertinent knowledge and skills in order to realize improved livelihood of in Africa and beyond.
3. Provide a firm academic foundation for students hoping to enrol for PhD in Development Studies.
4. Educate program planners and project implementers towards sustainable development.

5.   Help students integrate theoretical knowledge and practical experience in development practice in varied contexts.

Learning Outcomes
By the end of the program, graduates should be able to:
1.   Develop skills in critical evaluation of any development approaches to fit them in the context of the issues that confront humanity providing solutions to problems at hand.
2.   Be able to collect and analyse data searching for answers to human development issues.
3.   Gain knowledge in understanding current trends in development program and different approached to development.
4.   Intelligently and effectively contribute to sustainable development taking up roles in program implementation, policy formulation, analysis and evaluation, involvement in research and development issues.
5.   Have a multi-disciplinary approach to development issues that confront humanity, being able to engage in civil service, government agencies, refugee camps, consultancies, teaching and research.

Entry Requirements
As per Admission requirements for the School of Graduate Studies.

Program Structure

Category	CU
Basic Courses	09
Major Courses	24
Cross-cutting Courses	12
Electives	03
Research	15
Total	**63**

Basic Course

Code	Course Name	CU
MDVS 5102	Public Policy & Implementation	03
MDVS 5103	Theories and Philosophy of Development	03
MDVS 5204	Sustainable Development	03
Total		**09**

Major Courses

Code	Course Name	CU
MDVS 5205	Project Planning and Management	03
MDVS 5206	Environmental Health & Sanitation	03
MDVS 5107	Gender and Development	03
MDVS 6108	Monitoring and Evaluation of Dev't Programs	03
MBAG 6101	Strategic Planning & Management	03
MDVS 6109	Disaster Preparedness & Management	03
MDVS 5310	Practicum	06
Total		**24**

Cross-cutting Courses

Code	Course Name	CU
GRGS 5101	Ethics, Cultural and Religious Values	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Applications in Research	03
GRGS 5204	Proposal & Grant Writing	03
Total		**12**

Research Courses

Code	Course Name	CU
GRGS 5102	Statistics Applied to Research	03
GRGS 5203	Research Methods	03
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Writing & Defense	06
Total		**15**

Electives (Choose One)

Code	Course Name	CU
MHRM 5201	Human Resource Management	03
MDVS 5211	Negotiation & Conflict Resolution	03
MDVS 5212	Leadership Theory and Governance	03
Total		**03**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
GRGS 5101	Ethics, Cultural and Religious Values	03
MDVS 5101	Development Ethics,	03
MDVS 5102	Public policy & Implementation	03
MDVS 5103	Theories & Philosophy of Development	03
GRGS 5102	Statistics Applied to Research	03
MDVS 5107	Gender and Development	03
Total		**18**

1st Year 2nd Semester

Code	Course Name	CU
GRGS 5203	Research Methods	03
GRGS 5204	Proposal & Grant Writing	03
MDVS 5204	Sustainable Development	03
MDVS 5205	Project Planning and Management	03
MDVS 5206	Environmental Health & Sanitation	03
	Elective	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CU
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Applications in Research	03
MDVS 6108	Monitoring & Evaluation of Dev't Prog	03
MDVS 6109	Disaster Preparedness & Management	03
Total		**12**

2nd Year 2nd Semester

Code	Course Name	CU
MDVS 6210	Practicum	06
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Writing & Defense	06
Total		**15**

COURSE DESCRIPTIONS

GRGS 5102 Statistics Applied to Research   **3 CU**

This course reviews the fundamental concepts of statistics, which covers the study of descriptive statistics such as frequency distribution, measures of central tendency, measure of variability and the concept of the normal curve. It also deals with the study of measures of association such as simple and linear regression and correlation, introduction to statistical inferences such as sampling, testing hypothesis, introduction of ANOVA and some applications of non-parametric statistical analysis tests to social and behavioural science researches.

GRGS 5203 Research Methods   **3 CU**

The course provides an understanding of the role of research in development. Specifically, some of the topics handled they include; types of research, selecting a research problem, designing and focusing a research problem, research objectives, research questions, proposal writing, hypothesis construction, research design, tools/instruments, methods of data collection, sources of credible data, data analysis qualitative and quantitative approaches, SPSS Analysis, interpretation of data and report writing.

GRGS 6105 Scholarly Writing and Publication Skills   **3 CU**

This skills training course 'Research Skills: An Introduction to Academic Research & Writing' introduces students to academic research and writing, particularly in the interdisciplinary field of Studies. It also serves as a prelude to other skills training courses, during which several major research skills and methods will be addressed in more detail. Introduction to Academic Research and Writing starts by discussing what makes academic research and writing different from other forms of writing. In subsequent tutor meetings we will discuss the importance of good research questions, various choices and decisions that have to be made during the academic research and writing process, acquiring and using different sources, the organization of both the research process and the actual paper, and the importance of connecting to readers. Throughout the course students will have to complete several hands-on assignments and at the end of the course they will have to submit their publishable academic paper.

GRGS 6106 Computer Applications in Research   **3 CU**

This course provides hands-on experience with using computers in research. The focus is on computer applications in literature searches, in conducting actual and simulated experiments, and in statistical data analysis. Various software applications and tools are discussed with respect to research activities like data collection, analysis, etc. The course contents include research methodology, statistical techniques, data analysis, interpretation of results and preparation of reports with computer orientation and various techniques of data entry and software packages for statistical analysis.

MDVS 5204 Sustainable Development   **3 CU**

The world has changed dramatically during the last century, both technologically and socially. We have seen dramatic increases in average lifespan in many countries, the growth of multinational businesses, the depletion of national and natural resources, and the tremendous advances in technology and production capacity

in many countries. Sustainable Development will introduce to students the core concepts, principles and practices of Sustainable Development Goals (SDG). It examines the environmental, economic, and social dimensions of SDG by focusing on changing patterns of consumption, production, and distribution of resources. This course includes an international focus and examines the impact of globalization, the role of the private sector, and NGOs. This course also considers the evolving models of the economic evaluation of SDG initiatives and programs. Students with little to no actual experience or background in SDG will become familiar with the core concepts and models associated with SDG and those students who have some experience in this area will benefit by expanding the breadth and depth of their understanding of SDG.

MDVS 5102 Public Policy & Implementation 3 CU
This course covers the generic policy management framework based on research studies mainly of African commonwealth jurisdictions. It emphasizes the policy making process, challenges and its relationship to rural development in Africa. The course demonstrates that policy is a core business of government and to urge all stakeholders including academicians to focus more on how the policy function is actually delivered in the various African governments

MDVS 5103 Theories and Philosophy of Development 3 CU
This course teaches the philosophical and historical foundations of rural development. This enables students to critically examine the origin of the concept of development up to the and how it is understood in contemporary world. It deals with major theories and models in development

MDVS 5107 Gender and Development 3 CU
The aim of this course is to develop a greater understanding of the nature and importance of gender roles and gender relations in development processes, with a particular focus on project planning and management and to introduce students to a range of gender analysis frameworks and tools which can be applied to promote greater awareness and equity in development interventions and organizations.

MDVS 5212 Negotiation and Conflict Resolution 3 CU
This course introduces students to the fields of negotiation and conflict resolution from a historical analytical and psychological perspective. Some of the topics to be covered in this class will include; history of conflict, an analysis of modern conflict and their resolutions, including case studies such The Somalia conflict, Libya, Israeli and Palestine conflict, theories of cause and prevention of violent conflict, and ways to successfully resolve conflicts. Different perspectives will be applied to the art of negotiation to include; institutional, psychological/cognitive and the analytical.

MDVS 6113 Leadership Theory and Governance 3 CU
This Course introduces the basic concepts of Governance and Leadership to the students. The course is divided into two parts. The first part that is related to Leadership deals with the topics: Definitions and Concepts of Leadership; Theories of Leadership; Essential features of Good Leaders including a discussion on motivational aspects; Dynamism in Social setting of Leadership; Change Leadership and Leadership for the 21st Century. The second part is related to the Governance and covers

following topics: Conceptualizing Governance; Theories and Models of Governance; Classification and types of Governance; Good Governance and; Governance and the Governing Process

MHRM 5201 Human Resource Management   3 CU

This course deals with functions of the human resource manager in an organization in facilitating mutually satisfying climate between the employee and the organization. Topics consist of recruitment, selection, training and development, motivation, compensation administration, communication, organizational development and industrial relations, among others.

MDVS 5205 Project Planning and Management   3 CU

This course explains project planning and management. It exposes students in detail to the project cycle, project design, project organization, budgeting and management. Concepts and strategies of project writing will be given a lot of attention in to project planning and management.

MDVS 5206 Environmental Health and Sanitation   3 CU

This course introduces a student to the fundamental principles of sanitation in public health, with in-depth exploration of the nature and role of environmental factors in causation of health and disease (HIV/AIDS, TB, Malaria, Cholera **…**)

MDVS 6108 Monitoring & Evaluation   3 CU

This course is designed to provide skills and methods in project monitoring and evaluation that are appropriate to actual situations in their own organizations practical activities and a personal and professional action plan

MDVS 6109 Strategic Planning and Management   3 CU

Given that world economies face rapidly changing and challenging environments, it is vital for governments and all actors of the development process to comprehensively review the environment affecting the development process along the entire value chain and then commence to develop strategic actions to encounter challenges and help to achieve desired goals. Goal achievement actions have to be categorically spelt out as well as agencies responsible for implementation and monitoring and evaluation. Given a comprehensive strategy, effective implementation and Monitoring and Evaluation, it should be possible for companies and economies to take strides in the development process.

MDVS 6110 Disaster Preparedness & Management   3 CU

The purpose of the course is to provide participants with comprehensive Disaster Preparedness and Management knowledge and skills to enhance their capabilities in their key Disaster Preparedness and Management responsibilities. It is designed to enable participants to effectively integrate Disaster Preparedness and Management skills and knowledge into their programs and policies. Participants will be encouraged to develop key skills and adopt proactive attitudes related to dealing with situations that involve disasters.

GRGS 6207 Research Seminars and Proposal Presentations   3 CU

This class delves into discussion of current trends in development including theories and their applications, case studies and proposal presentation. It is not a formal

lecture-method class but a workshop leading learner in appropriate methods of preparing research reports.

GRGS 6208 Thesis Writing & Defense   6 CU
Guided independent research to demonstrate the student's skills in the use of the research design. The research process typically includes description and purpose of the study, limitations, literature review, methodology, data presentation and analysis, conclusion and recommendations. Thesis Writing & Defense is mandatory to all students before clearance for graduation.

GRGS 6204 Proposal and Grant Writing   3 CU
The ability to effectively communicate scientific ideas, project goals and experimental approaches is vital for graduate students (and all scientists). To assist in developing these skills, students will receive a series of formal lectures/discussions on how to prepare an effective grant proposal. This course introduces students to the process of creating a competitive grant proposal. Students critique funding opportunities and develop a project consistent with the Request for Proposal (RFP). Detailed examination of the proposal components is considered, including the narrative, methodology and budget. Emphasis is placed upon aligning project objectives with strategic institutional goals.

MASTER OF SOCIAL WORK

Program Description

Master of Arts in Social Work arose from the desire of the many organizations managers, both in Seventh-day Adventist and non- Seventh-day Adventist organizations, to add to their management skills in organizations and public sector in order to be competitive to meet the administrative challenges in today's ever changing and increasingly complex world.

The need of training is to have Social work who will perform their work according to the Code of Ethics of Social Workers in Uganda and elsewhere in the world based on the professional body regulating the policies of social workers. The program will comprise with 3 basic courses, 10 major courses, 2 electives and 14 for research. The course will be covered within 4 semesters in 2 years and a course has specific sequences that are well arranged.

Thus, individuals and organizations require skilled and knowledgeable individuals to manage the work assigned too. Social Work is being attracted with many NGOs, institutions which increase the growing influence in many social sectors need skilled and knowledgeable individuals trained at master's level. The proposed programme is therefore meant to produce suck skilled and knowledgeable graduates.

Program Objectives

General Objective

Producing practitioner Social Workers with high level as agents of change in the service provision of humanity and God.

Specific Objectives

1. To train practitioner Social Work with high level as agents of change in the service provision of humanity and God;
2. To provide tools to be used while dealing with clients at micro, macro and mezzo levels;
3. To ensure research, seminars, and conferences fit into social work professional are meet at the local and international level;
4. To work in jurisdictions of social work practice while learning how social services function;
5. To deal with ethical related to the human rights that is a major concern to both social work and clients, and
6. To prepare students with critical thinking skills in areas of practice, research, and ethics to help and ensure success in graduate social work program.

Learning outcomes

By the end of the Programme, the learners will be able to:

1. Prepare outstanding profession social work to a number of academic disciplines and to enable them to think critically and honestly and to make their decisions in regard to their profession;
2. Promote and facilitate social welfare inclusion into development;
3. Advance social work knowledge and practice through research,

publication, knowledge sharing, and skills to offer quality services and engage activities that are in harmoniously with community developing skills in an innovative method of helping profession;

4. Integrate Christian values in order to train whole being through bible examples and Christian life experience related to courses taught; and

5. Increase the number of social workers who observe the professional code of conduct with high ethical and moral values while promoting the welfare and development of individuals, groups, families, communities, organizations and the nation at large; and

6. Put into practice the values, ethics and research unto the area of practice.

Entry Requirements

As per Admission requirements for the School of Graduate Studies.

Completion Requirements

To complete the program and be awarded the degree of Master of Social Work, a candidate must meet satisfactory the following requirements:

1. Complete a minimum of 64 semester hours of course work, excluding the culminating phase.

2. Complete the culminating phase of the degree program in the following modalities: 6 credit hours.

Program Structure

Category	CU
Major Courses	33
Crosscutting Courses	15
Research	12
Total	**63**

Major Courses

Code	Course Name	CU
MSWG 5101	Management of NGOs, CBOs and Disaster Relief Services	03
MSWG 5102	Social Administration and Management	03
MSWG 5103	Clinical Theories and Practice	03
MSWG 5204	Social Work and HIV/AIDS Management	03
MSWG 5205	Social Work Practice	03
MSWG 5206	Human Behaviour in Social Environment	03
MSWG 5207	Social Justice and Human Rights	03
MSWG 6108	Social Gerontology and Welfare System	03
MSWG 6109	Mental Health and Social Work	03
MSWG 6110	Children Protection and Family Systems	03
MSWG 6211	Project Report (Practicum)	06
Total		**36**

Cross-cutting Courses

Code	Course Name	CU
GRGS 5101	Ethics, Cultural and Religious Values	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Applications in Research	03

GRGS 5204	Proposal & Grant Writing	03
GRGS 5102	Statistics Applied to Research	03
Total	**15**	

Research Courses

Code	Course Name	CU
GRGS 5203	Research Methods	03
GRGS 6207	Research Seminars and Proposal Presentation	03
GRGS 6208	Thesis Writing & Defense	06
Total		**12**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
GRGS 5101	Social Ethics, Cultural and Religious Values	03
GRGS 5102	Statistics Applied to Research	03
MSWG 5101	Management of NGOs, CBOs and Disaster Relief Services	03
MSWG 5102	Social Administration and Management	03
MSWG 5103	Clinical Theories and Practice	03
Total		**15**

1st Year 2nd Semester

Code	Course Name	CU
GRGS 5203	Research Methods 03	
MSWG 5204	Social Work and HIV/AIDS Management	03
MSWG 5205	Social Work Practice	03
MSWG 5206	Human Behaviour in Social Environment	03
MSWG 5207	Social Justice and Human Rights	03
GRGS 5204	Proposal & Grant Writing	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CU
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
MSWG 6108	Social Gerontology and Welfare System	03
MSWG 6109	Mental Health and Social Work	03
MSWG 6110	Children Protection and Family Systems	03
Total		**15**

2nd Year 2nd Semester

Code	Course Name	CU
MSWG 6211	Project Report (Practicum)	06
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Writing & Defense and Viva Voce/Defense	06
Total		**15**

COURSE DESCRIPTIONS

MSWG 5204 Social Work Practice   **3 CU**

This course examines the core of social work knowledge and skills and application to social work purposes and activities and helping process. The course is designed to deal with area of social work intervention during the practice of the profession. It encompasses on micro, mezzo and macro levels. It covers areas of social work in health services like psychiatrics, prisons, people with disability, rehabilitation centres and many areas that a social work need to help individual to uplift the well- being.

MSWG 5103 Management of NGOS, CBOS & Disaster Relief Services 3 CU

The course is designed to give the students the introduction and background knowledge of Civil Society/NGOs/CBOs working at local, regional, national and International level. Due emphasizes is also given on the Formation and registration of NGOs/ CBOs in Uganda. This specialization course further gives an insight to the students into the management of Society/NGOs/CBOs. Students will be well equipped with the knowledge of tools and techniques adopted by NGOs and will also be able to prepare project proposal. It will equip students on how to deal with disaster relief services.

GRGS 5102 Statistics Applied to Research   **3 CU**

This course reviews the fundamental concepts of statistics. It covers the study of descriptive statistics such as frequency distribution, measures of central tendency, measure of variability and the concept of the normal curve. It also deals with the study of measures of association such as simple and linear regression and correlation, introduction to statistical inferences such as sampling, testing hypothesis, introduction of ANOVA and some applications of non-parametric statistical analysis tests to social and behavioral science research.

MSWG 5104 Social Administration and Management   **3 CU**

The course presents a management approach to the administrative process in social agencies. It is concerned with the interaction and interconnection between structure and operations of the administrative process. The underlying theme of the course is the need for (a) administrative effectiveness; (b) improvement in the quality of management action; (c) quality assurance and recognition of the important role of management as an integrative activity in the administrative process in social agencies.

MHRM5201 Social Justice and Human Rights   **3 CU**

This course is based on the philosophical foundations of social justice and human rights. It explores the interpretive difficulties related to identifying what constitutes human rights abuses, and evaluates regional perspectives on human rights. Analyzes institutions that strive to promote and enforce social justice and human rights standards including the United Nations system, regional human rights bodies, and domestic courts.

GRGS5203 Research Methods   **3 CU**

The course emphasizes the definition, importance and types (basic and applied) of social research, problems in social research, topic selection and formulation,

sampling techniques (probability and non-probability), data collection techniques (questionnaire, interview, observation, data analysis techniques (descriptive and inferential) and data presentation (drafting, revising, editing and composing)

MSWG 6108 Social Gerontology and Welfare Systems 3 CU
This course explores the sociological aspects of aging how the elderly affect society do and how does society affect the elderly. We examine the interaction of the elderly with society and with many of our social institutions such as religion, healthcare, government, and the economy. We look at the issues associated with our aging population and how those issues affect people of all ages. We examine several current controversies associated with our changing population structure. We might not reach a consensus on how to solve the problems but we should all leave the course with a better understanding of our society and hopefully ways in which we can improve it.

MSWG 5205 Human Behavior in the Social Environment   3 CU
Human Behavior and the Social Environment focuses groups, communities, and organizations. The focus of this course is on the micro/macro dimensions of the social environment which the individual inhabits and the impact of these surroundings, whether physical or political or spiritual on the individual, family, or group. This course presents a holistic model that encompasses mind, body, spirit, and environment. The biological portion of bio-psycho-Social-spiritual framework takes as its focal point, the physical world of the air we breathe, the soil as a source of nourishment for plant and animal life, and the water that sustains the existence of all living things. Theoretically, ecosystems concepts direct our attention to interrelationships as between humans and the earth or the family and work or school. In addition, we draw on an empowerment perspective as we seek intervention strategies toward humanistic social change.

MSWG 6303 Gender and Development   3CU
This course introduces on gender and development focuses on gender – experiences of socio-economic development in Uganda and other countries. It will examine the theories between gender stratification and development, considering the framework that emphasized on the role of economic growth, policies, global development agencies, globalization, gender mainstreaming based on cultural, and religions practices.

MSWG 6305 Mental Health and Social Work 3 CU
This course aims to equip students to provide sensitive and effective help to clients by presenting material concerning a range of mental health problems and their treatment. The course considers social work practice across the continuum of mental health care services. Attention is focused on how social workers assess, support and intervene with consideration of both the client and his or her environment. It prepares students with knowledge, skills and attitudes to care for persons, families and communities with mentally ill persons. It highlights the key concepts in mental health, assessment of mentally ill persons by using DSM-IV and other tools. It elaborates on forms of interventions used in psychiatry to ensure the promotion of mental health.

MSWG 6211 Project Report (Practicum)   3 CU
The Field Work is aimed at providing practical experience to gain professional knowledge and develop skills and attitudes appropriate to the practice of Social Work. The Social Work students will carry out concurrent and Block Field Work under the supervision of a faculty member in a Social Welfare Agency or Community setting.

GRGS 5101 Social Ethics, Cultural and Religious Values 3 CU
This course takes into account major ethical alternatives; criterion for moral judgment, human dignity and human rights, duty and responsibility, and citizens and state. Ethical issues such abortion, war, birth control, euthanasia, capital punishment, human ecology, biomedicine, homosexuality, lesbians, transgender, marriage, divorce, corruption and exploitation will be discussed.

MSWG 5203 Social Work and HIV/AIDS Management 3 CU
It provides the basic health status of Uganda where a social work helps individual with HIV/AIDS. The levels of health sector on HIV management from top to down wards. These include health centres, hospitals government and non-government, regional and national referral hospitals and services operation in each level helping individuals to access anti retroviral therapy.

MSWG 5105 Management of Drugs and Substance Abuse 3 CU
This course will focus on uses of drugs and substance abuse. Measures for drugs addiction will be discussed. The causes and consequences of dependency will be emphasized based on prevention, control strategy. It will discuss the role of national and international bodies in drugs and substance abuse based on measures and current policy.

GRGS 5102 Statistics Applied to Research   3 CU
The course aims at providing students with knowledge of major types of qualitative and quantitative research methodologies, as a preparation for application in their own research work.

GRGS6105 Scholarly Writing and Publication Skills 3 CU
This skills training course 'Research Skills: An Introduction to Academic Research & Writing' introduces students to academic research and writing, particularly in the interdisciplinary field of Studies. It also serves as a prelude to other skills training courses, during which several major research skills and methods will be addressed in more detail. Introduction to Academic Research and Writing starts by discussing what makes academic research and writing different from other forms of writing. In subsequent tutor meetings we will discuss the importance of good research questions, various choices and decisions that have to be made during the academic research and writing process, acquiring and using different sources, the organization of both the research process and the actual paper, and the importance of connecting to readers. Throughout the course students will have to complete several hands-on assignments and at the end of the course they will have to submit their publishable academic paper.

GRGS 6106 Computer Applications in Research   **3 CU**
This course provides hands-on experience with using computers in research. The focus is on computer applications in literature searches, in conducting actual and simulated experiments, and in statistical data analysis. Various software applications and tools are discussed with respect to research activities like data collection, analysis, etc. The course contents include research methodology, statistical techniques, data analysis, interpretation of results and preparation of reports with computer orientation and various techniques of data entry and software packages for statistical analysis.

GRGS 5204 Proposal and Grant Writing   **3 CU**
The ability to effectively communicate scientific ideas, project goals and experimental approaches is vital for graduate students (and all scientists). To assist in developing these skills, students will receive a series of formal lectures/discussions on how to prepare an effective grant proposal.This course introduces students to the process of creating a competitive grant proposal. Students critique funding opportunities and develop a project consistent with the Request For Proposal (RFP). Detailed examination of the proposalcomponents are considered, including the narrative, methodology and budget. Emphasis is placed upon aligning project objectives with strategic institutional goals.

MASTER OF PUBLIC ADMINISTRATION AND MANAGEMENT

Program Description
This course focuses on critical issues and key developments relating to public administration and management; leadership and institutional management, social service systems, administrative law and public service, public finance and human resource management. The MAPAM curriculum has been developed to train students in applied research and provide opportunities for real world applications. The faculty strives to support evidence based decision making through our research and community outreach activities, as well as our teaching.

The MAPAM is an internationally recognized cross cutting qualification that provides graduates with the competencies and knowledge necessary for managing creatively in dynamic policy environments in Africa and particularly Uganda. It is suitable for academia, practitioners, researchers and consultants. Contemporary public administration challenges around the world make it imperative to study public sector, governance and government, and the delivery of services to meet people's needs.

The general objective of this Programme is to equip learners with the skills, knowledge and tools to make sense of the world of public administration and management to analyze situations to improve practice and administration of public affairs.

Program Objectives
To build national capacity in public policy formulation, social service, administration and management and promote democratic values and practices in the Ugandan society through studies related to decentralized service delivery.

Specific Objectives
1. To strengthen the capacity of Bugema University in teaching and research in the realm of public administration and management.
2. To re-skill public servants and provide high level man power to ministries, departments and agencies, and non-state agencies in service delivery.
3. To enhance capacity in designing, re-designing and management of policy in institutions and organizations.

Learning Outcomes
1. Producing well rounded and effective Public Administration Managers who are able to understand and respond to the demands of community in the changing administrative environment.
2. Producing students who will develop and test empirical hypothesis, use statistical research methods and communicate results using multi-media presentation in capstone courses and internship
3. Achieving proficiency in understanding and developing positive organizational behaviour as well as in effectively utilizing a full range of management and administration techniques
4. Embracing sound values in the ethical management of public organization

Entry Requirements
As per Admission requirements for the School of Graduate Studies.

Program Structure

Category	CU
Major Courses	27
Crosscutting Courses	12
Specialization/Electives	09
Research	12
Total	**60**

Option One: PUBLIC ADMINISTRATION

Basic Courses

Code	Course Name	CU
MPAG5101	Political Economy	03
MPAG5102	Administrative Law	03
MPAS5103	Project Design, Management and Implementation	03
MPAG5104	Environmental Management	03
MBHR6103	Management Skills & Development	03
MPAG5205	Administrative Ethics	03
MPAG5206	Public Financial Management	03
MPAG5207	Theory of Organizations and Management	04
MPAG6108	Public Policy Analysis & implementation	04
Total		**29**

Cross-cutting Courses

Code	Course Name	CU
GRGS5101	Ethics, Cultural and Religious Values	03
GRGS6105	Scholarly Writing and Publication Skills	03
GRGS6106	Computer Applications in Research	03
GRGS5204	Proposal & Grant Writing	03
Total		**12**

Research Courses

Code	Course Name	CU
GRGS5203	Research Methodology	03
GRGS6207	Research Seminars and Proposal Presentations	03
GRGS6208	Thesis Writing & Defence	06
Total		**12**

Specialization

Code	Course Name	CU
MHRM5201	Human Resource Management	03
MPAP6109	Comparative Public Administration	04
Total		**07**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
GRGS 5101	Ethics, Cultural and Religious Values	03
MPAG5101	Political Economy	03
MPAG5102	Administrative Law	03
MPAS5103	Project Design, Management & Implementation	03

MPAG5104	Environmental Management	03
MBHR6103	Management Skills & Development	03
Total		**18**

1st Year 2nd Semester

Code	Course Name	CU
GRGS 5203	Research Methodology	03
GRGS 5204	Proposal & Grant Writing	03
MPAG5205	Administrative Ethics	03
MPAG5206	Public Financial Management	03
MPAG5207	Theory of Organizations and Management	04
Total		**16**

2nd Year 1st Semester

Code	Course Name	CU
GRGS6105	Scholarly Writing and Publication Skills	03
GRGS6106	Computer Application in Research	03
MPAG6108	Public Policy Analysis & Implementation	04
MHRM5201	Human Resource Management	03
MPAP6109	Comparative Public Administration	04
Total		**17**

2nd Year 2nd Semester

Code	Course Name	CU
GRGS6207	Research Seminars and Proposal Presentations	03
GRGS6208	Thesis Writing & Defense	06
Total		**09**

Option Two: LOCAL GOVERNMENT AND ADMINISTRATION

Basic Courses

Code	Course Name	CU
MPAG5101	Political Economy	03
MPAG5102	Administrative Law	03
MPAS5103	Project Design, Management & Implementation	03
MPAG5104	Environmental Management	03
MBHR6103	Management Skills & Development	03
MPAG5205	Administrative Ethics	03
MPAG5206	Public Financial Management	03
MPAG5207	Theory of Organizations and Management	04
MPAG6108	Public Policy Analysis & implementation	04
Total		**29**

Cross-cutting Courses

Code	Course Name	CU
GRGS5101	Ethics, Cultural and Religious Values	03
GRGS6105	Scholarly Writing and Publication Skills	03
GRGS6106	Computer Applications in Research	03
GRGS6204	Proposal & Grant Writing	03
Total		**12**

Research Courses

Code	Course Name	CU
GRGS5203	Research Methodology	03
GRGS6207	Research Seminars and Proposal Presentations	03
GRGS6208	Thesis Writing & Defence	06
Total		**12**

Specialization

Code	Course Name	CU
MPAL6110	Managing Public & Non-Profit Organizations	04
MPAL6111	Local Government Administration	04
Total		**08**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
GRGS 5101	Ethics, Cultural and Religious Values	03
MPAG5101	Political Economy	03
MPAG5102	Administrative Law	03
MPAS5103	Project Design, Management & Implementation	03
MPAG5104	Environmental Management	03
MBHR6103	Management Skills & Development	03
Total		**18**

1st Year 2nd Semester

Code	Course Name	CU
GRGS 5203	Research Methodology	03
GRGS 5204	Proposal & Grant Writing	03
MPAG5205	Administrative Ethics	03
MPAG5206	Public Financial Management	03
MPAG5207	Theory of Organizations and Management	04
Total		**16**

2nd Year 1st Semester

Code	Course Name	CU
GRGS6105	Scholarly Writing and Publication Skills	03
GRGS6106	Computer Application in Research	03
MPAG6108	Public Policy Analysis & implementation	04
MPAL6110	Managing Public & Non-Profit Organizations	04
MPAL6111	Local Government Administration	04
Total		**18**

2nd Year 2nd Semester

Code	Course Name	CU
GRGS6207	Research Seminars and Proposal Presentations	03
GRGS6208	Thesis Writing & Defense	06
Total		**09**

Option Three: SOCIAL SERVICES

Basic Course

Code	Course Name	CU
MPAG5101	Political Economy	03
MPAG5102	Administrative Law	03
MPAS5103	Project Design, Management and Implementation	03
MPAG5104	Environmental Management	03
MBHR6103	Management Skills & Development	03
MPAG5205	Administrative Ethics	03
MPAG5206	Public Financial Management	03
MPAG5207	Theory of Organizations and Management	04
MPAG6108	Public Policy Analysis & implementation	04
Total		**29**

Crosscutting Courses

Code	Course Name	CU
GRGS 5101	Ethics, Cultural and Religious Values	03
GRGS6105	Scholarly Writing and Publication Skills	03
GRGS6106	Computer Applications in Research	03
GRGS6204	Proposal & Grant Writing	03
Total		**12**

Research Courses

Code	Course Name	CU
GRGS5203	Research Methodology	03
GRGS6207	Research Seminars and Proposal Presentations	03
GRGS6208	Thesis Writing & Defense	06
Total		**12**

Specialization

Code	Course Name	CU
MPAS6112	Community and Rural Development	04
MPAS6113	Social Service Systems	04
Total		**08**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
GRGS 5101	Ethics, Cultural and Religious Values	03
MPAG5101	Political Economy	03
MPAG5102	Administrative Law	03
MPAS5103	Project Design, Management and Implementation	03
MPAG5104	Environmental Management	03
MBHR6103	Management Skills & Development	03
Total		**18**

1st Year 2nd Semester

Code	Course Name	CU
GRGS 5203	Research Methodology	03
GRGS 5204	Proposal & Grant Writing	03
MPAG5205	Administrative Ethics	03
MPAG5206	Public Financial Management	03
MPAG5207	Theory of Organizations and Management	04
Total		**16**

2nd Year 1st Semester

Code	Course Name	CU
GRGS6105	Scholarly Writing and Publication Skills	03
GRGS6106	Computer Application in Research	03
MPAG6108	Public Policy Analysis & implementation	04
MPAS6112	Community and Rural Development	04
MPAS6113	Social Service Systems	04
Total		**18**

2nd Year 2nd Semester

Code	Course Name	CU
GRGS 6206	Research Seminars and Proposal Presentations	03
GRGS 6207	Thesis Writing & Defense	06
Total		**09**

COURSE DESCRIPTIONS

MPAG 5101 Theories of Public Policies   **3 CU**
The course unit will enable the students to understand Classical Liberalism, Utilitarianism, Sociological Conceptions of the State, System Analysis, Max Weber and the Modern State and the Classical Elite Theory. The students will be exposed to the Contemporary Elite Theory, Pluralism, Modern Pluralism, Classical Marxism, Neo-Marxist Theories, Anarchist Critique and the Feminist Theory applied in the public policies.

MPAG 5102 Philosophy of Public Administration
Historical and political context of public administration. This course reviews the classical and emerging theoretical perspectives on human organizations and critically analyzes emerging domestic and global ideas and issues shaping and being shaped by the public sector.

MPAG 5103 Administrative Ethics   **3 CU**
This course unity will expose the students to the fundamentals of ethics, branches of ethics, ethical theories, understanding administrative ethics, ethics as a sub-discipline of philosophy, what are moral principles, what are ethics in contract to morals, administrative ethics in Judaism, Christianity, and Islam, ethics and responsibility. The students will be able to understand the ethical principle of justice and administrative ethics, professional values and ethics, the significance of morality and ethics for public managers, ethical decision making and the public managers, internal and external pressures to violate morality and ethics, building a personal code of ethics. The students will able to comprehend Administrative ethical studies with all moral aspects of public administration employee and senior management activities.

MPAG 5104 Organizational Behaviour   **3 CU**
This course unit will expose the students to concept, components and typologies of organization, What Organizational Behaviour is, Importance of organizational behaviour, Foundations of Individual Behaviour, Biographical Characteristics, Ability, Learning, Organizational behaviour from indigenous perspective, Understanding human psychology. The learners will comprehend the theoretical approaches, decision making process, communication process, leadership, basic motivation process, organizational change and conflict resolution.

MPAG 5105 Public Policy Analysis   **3 CU**
This course unit will enable the students to comprehend the basic concepts regarding public policy. Students will be initiated to understand the key issues of the policy process, including: problem definition, agenda setting, actors and stakeholders; policy formulation; policy adoption; policy implementation and evaluation, interest groups &policy advocacy.

MPAG 5206 Gender and Local Government Systems
The contents of the course will expose a student to various concepts concerning gender in the local government. In this course the content focuses on women, youth and children. It also highlights on the aspects of legal and policy frame-work for gender, institutional framework, role of Councilors and technical officers

in promoting gender issues in the local government. Participant will also be able to discover the Setup of Women in the Councils and the establishment of youth councils at different levels in the government.

MPAG 5207 Political Economy of the Development State
This course examines theoretical and empirical approaches to understanding the process of late development. Topics include the role of the state in alleviating or exacerbating poverty, the politics of industrial policy and planning and the relationship between institutional change and growth. How over the past century have some of the world's poorest nations achieved wealth? How have others remained mired in poverty? What are the social consequences for alternative strategies of development?

MPAG 5208 Principles of Public Finance for Policy Analysis   3 CU
The course unit will allow students to understand the rationales for government intervention in the market place, methods of resolving conflicts over the size of the public sector budget, the rationales and issues of various sources of public revenue. The students will be exposed to reviews and the effects of public sector spending and taxes on the aggregate economy, the consequences of government policies on resource allocation and income distribution affecting welfare of the people, fiscal federalism and issues therein.

MPAG 5209 Management Skills & Development   3 CU
This course will provide an opportunity for participants to develop critical managerial skills relating to, among others, public sector organizations. The course introduces, develops and familiarizes participants with specific concepts of Management. It develops a coherent and logical approach to Management Skills Development and Application that are likely to contribute to individual, group and organizational efficiency and effectiveness. The course helps the participants to integrate all the necessary wisdom, knowledge and skills required to manage better or propagate and share such wisdom, knowledge and skills. It facilitates them to develop the principles and practices of efficient and effective management.

MPAL 6110 Administrative Law & Local Government   3 CU
This course unit will enable the students to understand the major tenets of Administrative Law, Administrative Justice and Accountability; Constitutional Background; The Institutions of Administrative Justice: Courts, Agencies and Tribunals; Constitutional Theory and Administrative Law: Legislative Supremacy, Separation of; Powers and Rule of Law; the learners will be exposed to the Administrative Process: Individual Decision-Making; Administrative Process: Rule/Policy- Making; Judicial Review: Access, Scope and Remedies; Judicial Review: Grounds and Standards; Non-Judicial Review; Non-Adjudicative Control; Tort Liability of Public Authorities.

MPAL 6111 Managing Public and Non-Profit Organizations   3 CU
The contents of the course include: Budgeting in a Non-profit Organization, fundraising for Non-profit Organizations How to Read a Non-profit Financial Statement, Leadership in a Non-profit Organization, Non-profit Board and Volunteer Development, principles of marketing for non-profit organizations, Strategy for Non-profit Organizations, Capital Campaigns, Introduction to Grant Writing, Social Media for Non- profits, Leading the Courtney Museum Simulation.

MPAL 6112 Local Government Administration　　　3 CU
Aimed at strengthening administrative capacity of public officers in local government authorities, the course will expose to students the theoretical, administrative and political aspect of local government. The course will critically examine theories of centralization and decentralization, public choice, legal structure and functions of local authorities, the relationship between central government and local authorities utilizing models in participatory development, the Resistance Council (RC) System in Uganda being a case in point.

MHRM 5201 Human Resource Management　　　3 CU
The modern business and not-for-profit organizations demand high caliber of human resource eiders and planners equipped with sound knowledge of personnel policies and procedures to motivate the workforce for higher efficiency and maximum productivity. In considering the demand, this course is designed to given an overview of current ideas and issues in Human resource development. The core objective of the course is to provide students with clear thinking and understanding of how to plan, recruit, train, develop, appraise, compensate and lead human resource.

GRGS 5203 Research Methods　　　3 CU
The course emphasizes the definition, importance and types (basic and applied) of social research, problems in social research, topic selection and formulation, sampling techniques (probability and non-probability), data collection techniques (questionnaire, interview, observation, data analysis techniques (descriptive and inferential) and data presentation (drafting, revising, editing and composing)

MPAS 6110 Project Design, Management and Implementation 3CU
This course unit will enable the students to acquire know on project design and management. The learners will be exposed to the understanding of Project Management; Project Selection and its strategic relevance; Project Management Phases; Project Initiation / Definition; The project planning phase 1; The work break down structures; The project planning phase 2; Human Recourse Issues costing Risk analysis project partnering and outsourcing; The project planning phase 3 scheduling project activities; Project Implementation including Project Leadership, Communication and Teams; Project evaluation, monitoring and Control; Project Closure / Termination.

MPAS 6111 Social Entrepreneurship　　　3 CU
This course unit will have a strong focus on practical assignments. Students are advised to actively read material relevant to lectures. Students are encouraged to actively contribute to class discussion and a heavy weight age would be assigned to class participation. Students would be divided into teams and each team would work on a business idea throughout the semester and would present a business plan towards the end of the semester. Through these highly interactive sessions students would be encouraged to gain the most out of experiences and comments of each other.

MPAS 6112 Social Service Systems　　　3 CU
The course content concentrates on the concept of social development and its role in national development drives. Relevant theories and models will be analyzed, particularly the economic growth model, modernization dependency and the political economy models. In addition, the course will examine both the residual

institutional and community community- based approaches in the design and administration of social policy.

MPAP 6110 Comparative Public Administration   **3 CU**

The contents of the course include: Introduction and Course Overview, Societal Approaches to Comparative Public Policy, Partisan Politics and Public Policy, Institutional Approaches to Comparative Public Policy, Ideational Approaches to Comparative Public Policy, Fiscal Policy, Taxation Policy, Social Policy, Health Care Policy, Immigration Policy, Education Policy, and Environmental Policy. The aims of the course are to compare and contrast the administrative structures and processes of developed and developing political systems including Ugandan and to examine the various conceptual frameworks relevant to the comparison of those structures and processes. This course will necessarily explore the particular difficulties that administrative systems face in their response to contemporary demands made upon them. Students should be able to appreciate and to analyse the administrative problems of developing societies at cross-cultural levels.

MPAP 6111 Public Financial Management   **3 CU**

The module will study the application of modern financial management techniques in the public sector at governmental, sectorial, organisational and unit levels. It will look at budgetary cycles, financial and budget controls, cash and accrual (resource) accounting, management of working capital, capital budgets and programmes, project appraisal, cost benefit and cost effectiveness analysis, audit of public organisations. It will look at both theoretical and practical methods as well as common developments in government policies. It facilitates participants to develop the principles and practices of efficient and effective public resources.

GRGS 6105 Scholarly Writing and Publication Skills   **3 CU**

This skills training course 'Research Skills: An Introduction to Academic Research & Writing' introduces students to academic research and writing, particularly in the interdisciplinary field of Studies. It also serves as a prelude to other skills training courses, during which several major research skills and methods will be addressed in more detail. Introduction to Academic Research and Writing starts by discussing what makes academic research and writing different from other forms of writing. In subsequent tutor meetings we will discuss the importance of good research questions, various choices and decisions that have to be made during the academic research and writing process, acquiring and using different sources, the organization of both the research process and the actual paper, and the importance of connecting to readers. Throughout the course students will have to complete several hands-on assignments and at the end of the course they will have to submit their publishable academic paper.

GRGS 6106 Computer Applications in Research   **3 CU**

This course provides hands-on experience with using computers in research. The focus is on computer applications in literature searches, in conducting actual and simulated experiments, and in statistical data analysis. Various software applications and tools are discussed with respect to research activities like data collection, analysis, etc. The course contents include research methodology, statistical techniques, data analysis, interpretation of results and preparation of reports with computer orientation and various techniques of data entry and software packages for statistical analysis.

GRGS 5204 Proposal and Grant Writing   **3 CU**

The ability to effectively communicate scientific ideas, project goals and experimental approaches is vital for graduate students (and all scientists). To assist in developing these skills, students will receive a series of formal lectures/discussions on how to prepare an effective grant proposal. This course introduces students to the process of creating a competitive grant proposal. Students critique funding opportunities and develop a project consistent with the Request For Proposal (RFP). Detailed examination of the proposal components are considered, including the narrative, methodology and budget. Emphasis is placed upon aligning project objectives with strategic institutional goals.

GRGS 6207 Research Seminars and Proposal Presentations   **3 CU**

This seminar series is intended to guide students through the process of identifying and formulating a research problem, formulating research objectives and questions, developing a research design, and generally generating a research proposal. The course will be conducted through individual and group presentations and discussions, mainly by students, but also by lecturers and invited guests.

GRGS 6208 Thesis Writing & Defense   **6 CU**

Guided independent research to demonstrate the student 's skills in the use of the research design. The research process typically includes description and purpose of the study, limitations, literature review, methodology, data presentation and analysis, conclusion and recommendations.

POST GRADUATE DIPLOMA IN PUBLIC ADMINISTRATION AND MANAGEMENT

Programme Description
The program intends to address the worldwide growing demand of graduates with professional managerial capability in Public Administration, Management and Development so as to add value on employees there by bestow upon them a stong competitive advantage since today public administration is no longer considered a mere support department but a key to sustained growth.

Program Objectives

General Objective
The Post Graduate Diploma in Public Administration and Management (PGD-PAM) is designed to equip students with the knowledge and skills needed for effective public and private sector management in a global changing environment.

Specific Objectives:
1. **To strengthen the capacity of Bugema University in teaching and** research in the realm of public administration and management.
2. To re-skill public servants and provide high level man power to ministries, departments and agencies, and non-state agencies in service delivery.
3. To enhance capacity in designing, re-designing and management of policy in institutions and organizations.

Learning Outcomes
1. Producing well rounded and effective Public Administration Managers who are able to understand and respond to the demands of community in the changing administrative environment.
2. Producing students who will develop and test empirical hypothesis, use statistical research methods and communicate results using multi-media presentation in capstone courses and internship
3. Achieving proficiency in understanding and developing positive organizational behaviour as well as in effectively utilizing a full range of management and administration techniques
4. Embracing sound values in the ethical management of public organization

Entry Requirements
As per Admission requirements for the School of Graduate Studies.

Programme Structure
Basic Courses	21
Core Courses	08
Cross Cutting	06
Total	**35**

Basic Courses
Code	Course Title	CU
PGDP 5101	Political Economy	03
PGDP 5102	Administrative Law and Ethics	03
PGDP 5103	Project Design, Management & Implementati	03

PGDP 5104	Environmental Management	03
MBHR6103	Management Skills & Development	03
PGDP 5205	Fundamentals of Public Administration and	
	Management	03
PGDP 5206	Public Financial Management	03
Total		**21**

Core Courses

Code	Course title	CU
PGDP 5207	Theory of Organizations and Management	04
PGDP 5208	Public Policy Analysis & Implementation	04
Total		**08**

Cross-cutting Courses

Code	Course title	CU
GRGS 5101	Ethics, Cultural and Religious Values	03
GRGS 5203	Research Methods	03
Total		**06**

Course Allocation per Semester

1st Year 1st Semester

Code	Course title	CU
GRGS 5101	Ethics, Cultural and Religious Values	03
PGDP 5101	Political Economy	03
PGDP 5102	Administrative Law and Ethics	03
PGDP 5103	Project Design, Management & Implementation	03
PGDP 5104	Environmental Management	03
MBHR 6103	Management Skills & Development	03
Total		**18**

1st Year 2ndSemester

Code	Course title	CU
GRGS 5203	Research Methods	03
PGDP 5208	Public Policy Analysis & Implementation	04
PGDP 5205	Fundamentals of Public Administration & Mgt	03
PGDP 5206	Public Financial Management	04
PGDP 5207	Theory of Organizations and Management	03
Total		**17**

COURSE DESCRIPTIONS

PGDP 5101 Political Economy

The course aims at empowering students with essential skills of analyzing the domestic policies of any given state visa vie the global developmental agenda. The students are introduced to the concept of the state and its related concepts like government. Marxist and liberal theories of the state are explored at much length. The course then, discusses the various theories of development with illustrations across the world. The course concentrates on a discussion of the theory of the developmental state where arguments are raised like why countries like Taiwan are far much better than Uganda in terms of development yet, Uganda was slightly better than them in the 1960s. OR why Kenya is far better than other East African countries in terms of development yet, they almost got independence at the same time. OR why USA and the new emerging China, have proved to be better than their former colonial masters in terms of development (Japan for the case of China and the UK for the case of USA). The course also looks at state owned enterprise in Africa and why they failed. The course ends with debates centered at the role of intellectual property rights in fostering development.

PGDP 5102: Administrative Law and Ethics

This course unit will enable the students to understand the major tenets of Administrative Law, Administrative Justice and Accountability; Constitutional Background; The Institutions of Administrative Justice: Courts, Agencies and Tribunals; Constitutional Theory and Administrative Law: Legislative Supremacy, Separation of; Powers and Rule of Law; the learners will be exposed to the Administrative Process: Individual Decision-Making; Administrative Process: Rule/Policy-Making; Judicial Review: Access, Scope and Remedies; Judicial Review: Grounds and Standards; Non-Judicial Review; Non-Adjudicative Control; Tort Liability of Public Authorities.

PGDP 5103: Project Design, Management & Implementation

This course unit will enable the students to acquire know on project design and management. The learners will be exposed to the understanding of Project Management; Project Selection and its strategic relevance; Project Management Phases; Project Initiation / Definition; The project planning phase 1; The work break down structures; The project planning phase 2; Human Recourse Issues costing Risk analysis project partnering and outsourcing; The project planning phase 3 scheduling project activities; Project Implementation including Project Leadership, Communication and Teams; Project evaluation, monitoring and Control; Project Closure / Termination.

PGDP 5104: Environmental Management

Environmental Management is concerned with how both the natural and built environment affect human health, by looking at the impact of physical, chemical and biological factors external to humans. Therefore, this course covers the theory and practice of assessing, controlling, and preventing environmental and occupational hazards that may adversely affect the health of present and future generations. The course covers a wide range of topics, including biological agents of disease; zoonotic and vector-borne diseases; environmental toxicology; remediation of contaminated sites; water and air quality; food safety; occupational health; ergonomics and safety; and standards and regulation.

PGDP 5206: Public Financial Management

The module will study the application of modern financial management techniques in the public sector at governmental, sectoral, organisational and unit levels. It will look at budgetary cycles, financial and budget controls, cash and accrual (resource) accounting, management of working capital, capital budgets and programmes, project appraisal, cost benefit and cost effectiveness analysis, audit of public organisations. It will look at both theoretical and practical methods as well as common developments in government policies. It facilitates participants to develop the principles and practices of efficient and effective public resources.

GRGS 5203: Research Methods

This course focuses on the nature and scope of research, scientific research, and the research process, ethical considerations in social science research, writing of research proposal, methods of data collection, and methods of data analysis. The course addresses management questions in areas of basic, applied and evaluative research. Specifically, the course will focus on the research process, hypothesis testing, statement of the problem, literature review, research methodology.

PGDP 5208: Public Policy Analysis & Implementation

This course introduces students to the public policy function in effective and efficient management of organizational activities. At the end of the course, students will be able to enumerate the rationale for public policy and explain how public policy works in public administration and management. It has become inevitable that both government and non-governmental organizations address public issues unwaveringly. Therefore, we will not waiver to address issues of public policy in the course since it will help students in their working environment at all levels to make appropriate policies to smoothen and regulate their running. This will be in form of laws, regulations, decisions and actions. As a function of this course, successful students should be better prepared to design and evaluate policies and also use the Cost Benefit Analysis (CBA) Model in explaining how the benefits-cost ratio decision criteria is applied in regulatory/policy selection. During the course, students will be introduced to the following areas; public policy definition, nature theories and concepts, approaches to public policy/critique, the public policy process, problem analysis and option generation, policy/decision making models, policy actors and institutions involved in the policy making process, policy actors and institutions in public policy in Uganda, agenda setting in public policy, legal and institutional frameworks for public policy making process, policy making in Uganda: Cabinet memo formulation, Public policy in Uganda: The practical challenge and way forward, policy analysis, ethics and policy framework, policy monitoring and evaluation, regulatory/policy instruments used in Africa, the rationale for regulatory/policy instruments, Regulatory Best Practices (RBP), policy/regulatory impact analysis/ assessment, Cost Benefit Analysis of proposed public policies or regulations, Public Management-Shift to New Public Management and good governance and public sector management. Successful students will be able to understand how regulatory best practices can be incorporated in designing regulatory policies for effective and efficient organizational performance.

GRGS 5101: Ethics, Cultural and Religious Values

This discussion takes into account major ethical alternatives: criterion for moral judgment, religious values human dignity and human rights, duty and responsibility, and state and citizens. Also ethical issues such as abortion, war, birth control will be discussed. Euthanasia, capital punishment, human ecology, biomedicine, homosexuality, marriage and divorce, corruption, and exploitation, will be more issues discussed (see BU School of Graduate Studies 2011-2013 bulletin, pp. 110, 111).

MBHR 6103 Management Skills & Development

This course will provide an opportunity for participants to develop critical managerial skills relating to, among others, public sector organizations. The course introduces, develops and familiarizes participants with specific concepts of Management. It develops a coherent and logical approach to Management Skills Development and Application that are likely to contribute to individual, group and organizational efficiency and effectiveness. The course helps the participants to integrate all the necessary wisdom, knowledge and skills required to manage better or propagate and share such wisdom, knowledge and skills. It facilitates them to develop the principles and practices of efficient and effective management.

PGDP 5207 Theory of Organizations and Management

Organization theory is an evidence-based, sociological approach to organizations that allows managers to analyze and design organizations (that is to say, firms as well as non-profit organizations) more effectively. Organization theory also allows us to understand the social forces that affect our own careers in a more accurate and nuanced way. Modern society is highly organised, and most of our daily lives either play out in organisations or are deeply affected by organising. While organisation theory traces its intellectual roots to economic sociology, it has developed by integrating insights from decision making, network and political science theory to become a central theory in modern social science. The course will provide an overview of various strands of organisation theory, insights into current debates, and provide a language that enables a discussion of questions like the distinction between organisation and organising, the role of external and internal forces in shaping organisation and of competition as a relationship between, as well as a managerial principle for, organisations

This course emphasizes the practical applications of organization theory in topics that are essential to organizational success, including strategy implementation, innovation, organizational structure and culture, change management, and power and influence. Throughout the course, we will also consider the lessons and implications that organization theory offers for individuals' careers. In short, this course is about ideas and practices that can make or break organizations and careers. Thus this course is relevant to students considering careers in a wide range of fields, including (but not limited to) public Administration, corporate management, strategy and management consulting, HR, entrepreneurship, finance, and law.

FACULTY

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PhD Counselling Psychology-Egerton University, Kenya 2007; M.Ed. Guidance and Counselling - Egerton University, Egerton University, Kenya 2002; PGDE Education (Psychology) -Egerton University, Kenya 2000; Bachelor of Theology - Bugema University, Uganda 1995.

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MA Development Studies 2007, Bugema University, Uganda; BA Development Studies 2000, Bugema University, Uganda.

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MA Sociology 1992, University of Zambia, Lusaka, Zambia; BA Sociology and Social Administration 1985, Makerere University

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MSA International Development, Andrews University, USA 2000; BBA Management; University of Eastern Africa Baraton, Kenya 1993.

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PhD in Counselling Psychology, Nkumba University 2016, MA Counselling, Nkumba University, BA Social Sciences, Uganda Martyrs University.

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PhD (Sustainable Development & Socioeconomic Transformation), Atlantic International University, USA 2014; M. A. (Economic Policy Management), Makerere University, Uganda 2003; B.A. (Economics) Makerere University, Uganda 1987; Certificate in Integrity, Central European University, Integrity Summer School, Hungary 2010; National Technical Facilitator HIV/AIDS- Certificate, Uganda Aids Commission and Ministry of Local, 2008; Mission Accomplishment – Certificate, International Law Institute, 2003; Training of Trainers - Certificate, International Law Institute, 2002; French – Certificate, Makerere University, Uganda 2000; Financial Management – Certificate, Sage Associates, 1997; Basic Resource Management – Certificate, Uganda Commercial Bank Ltd, 1992; Basic and Advanced Banking – Certificate, Uganda Commercial Bank Ltd, 1989.

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Master of Public Health, University of North Carolina at Chapel Hill (USA) 1985; Bachelor of Medicine and Bachelor of Surgery (MBChB) Makerere University 1977.

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PhD Rural Development, Central Luzon State University, Philippines; MTH, MA Ministry, Adventist International Institute of Advanced Studies, Philippines; Bachelor of Theology, University of Eastern Africa Baraton, Kenya

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PhD in International and Intercultural Studies, Deusto University, Spain 2015; Masters in Sustainable Regional Health Systems, Spain 2011; Bachelors of Arts in Education, Makerere University, Uganda 2004.

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Doctoral Fellow; November 2006 – March 2008. Education for Sustainable Development, United Nations University, Institute of Advanced Studies, Japan; PhD (Doctor of Philosophy); Environment Management, Makerere University,

Uganda 2004; MSc (Master of Science); Zoology: Applied Entomology and Parasitology, Makerere University, Uganda 1992; BSc (Bachelor of Science Honors); Biology: Botany and Zoology, Makerere University, Uganda 1989; Certificate in Technical Teacher Education, Makerere University, Uganda 1983 Diploma in Agricultural Mechanics; Makerere University 1982.

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Ph.D. in Development Economics, University of Bradford in the United Kingdom, 2001; Postgraduate Diploma in Research Methodology at Bradford University, Development and Project Planning Centre, United Kingdom, 1997; Master of Arts in Development Economics, Pontifical Gregorian University, Italy,1994; Bachelor of Statistics and Applied Economics, Makerere University, Uganda 1990.

Bwambale, Lemuel:
MA Development Studies 2006, Nkumba University, Uganda; BA Education 2004, Uganda Christian University Mukono, Uganda.

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MA Development Studies 2007, Bugema University, Uganda; BA Economics 2002, Goa University, India.

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DEPARTMENT OF EDUCATION

Head of Department: Awoniyi A. Samuel, PhD (Educational Research, Measurement & Evaluation) Med (Educational Research, Measurement & Evaluation), PGDE, BSc (Hons) Ilorin, Nigeria

Program offered:
1. Master of Arts in Education Management
2. Master of Arts in Curriculum and Instruction
3. Post Graduate Diploma in Education

MASTER OF ARTS IN EDUCATION

Program Description
One of the core tasks of any Faculty of Education is to train education managers, leaders and curriculum specialists capable of implementing and improving current education policies, managing and reviewing current education programs, and ensuring that the education system is in line with national and global development plans and aspirations. The teaching profession is so sensitive that it needs quality professionals who are eager to learn, search for more knowledge of ensuring excellent academic services and creativity for inducing quality teaching, appropriate curriculum delivery and effective institutional management skills. Therefore, this program answers the questions of poor curriculum delivery in schools, and poor management of educational institutions. It challenges its consumers to adopt successful management and curriculum delivery skills. The MA in Education is offered with major in the areas of Education Management, and Curriculum and Instruction

Education Management
Education Management as a Major is primarily intended to equip educational managers, primary and secondary school head teachers. The emphasis consists of the knowledge and skills needed by Christian school managers to lead teachers, students, parents and church members as well as creating a learning and conducive environment.

Curriculum and Instruction
Curriculum and Instruction is aimed to prepare outstanding teachers and curriculum specialists, giving knowledge and developing skills in innovative methods of instruction, curriculum evaluation, and classroom management and integrating Christian values in order to train the whole being.

Program Objectives General objective
The general objective of the program is to equip prospective school managers and curriculum specialist with necessary skills that meet the national and international standards of quality education.

Specific Objectives
The objectives of the program encompass the following:
1. To prepare educators/ Teachers and managers of education with adequate knowledge, skills and command of issues necessary for designing,

implementing, supervising and evaluation curricula and programs
2. To prepare professionals for leadership who will advocate for harmonious development by striving for spiritual maturity, mental excellence, and physical well-being;

Learning Outcomes
By the end of the program, graduates should be able to:
1. Fully participate in, and influence, new applicable trends of curriculum design, implementation, supervision, and evaluation education programs;
2. Explore effective skills of institutional management that would cause change for national development;
3. Apply comparative learning approaches that would cater for categorical learners; and Ethically lead educational programs as educational leaders and professionals.

Entry Requirements
As per Admission requirements for the School of Graduate Studies.

Program Structure

Category	Credits
Basic Courses	21
Major Courses	34
Electives	07
Total	**62**

MASTER OF ARTS IN EDUCATION MANAGEMENT

Basic Courses

Code	Course Name	CU
GRGS 5101	Ethics, Cultural and Religious Values	03
MEDG 5101	Socio-Cultural Foundations of Education	03
MEDG 5102	Strategic Planning, Mgt. & Evaluation of Education Programs	03
GRGS 5102	Statistics Applied to Research	03
GRGS 5204	Proposal & Grant Writing	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
Total		**21**

Major Courses

Code	Course Name	CU
MEDM 5101	International Comparative Development Education	03
MEDG 5203	School Resource Management & Public Relations	03
MEDM 5202	Instructional Leadership & Supervision	04
MEDM 5203	Education Finance and Planning	04
MEDM 6104	Legal and ethical Issues in Education	04
MEDM 6105	School Leadership, Administration & Management	04

GRGS 5203	Research Methods	03
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Writing & Defense	06
Total		**34**

Electives (Choose 7CU)

Code	Course Name	CU
MEDC 5203	Instructional Media (Technology)	03
MEDC 5202	Curriculum Planning, Design & Development	03
MEDC 6106	Project Planning & Management	04
MEDM 5206	Student Administration and services	04
Total		**07**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
GRGS 5101	Ethics, Cultural and Religious Values	03
MEDG 5101	Socio - Cultural Foundations of Education	03
MEDG 5102	Strategic Planning, Mgt. & Evaluation of Education Programs	03
GRGS 5102	Statistics Applied to Education Research	03
MEDM 5101	International Comparative Development Education	03
	Elective 1	03
Total		**18**

1st Year 2nd Semester

Code	Course Name	CU
GRGS 5203	Research Methods	03
GRGS 5204	Proposal & Grant Writing	03
MEDG 5203	School Resource Management & Public Relations	03
MEDM 5202	Instructional Leadership & Supervision	04
MEDM 5203	Education Finance and Planning	04
Total		**17**

2nd Year 1st Semester

Code	Course Name	CU
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
MEDM 6104	Legal and ethical Issues in Education	04
MEDM 6105	School Leadership, Administration and Management	04
	Elective 2	04
Total		**18**

2nd Year 2nd Semester

Code	Course Name	CU
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS6208	Thesis Writing & Defense	06
Total		**09**

MASTER OF ARTS IN CURRICULUM AND INSTRUCTION

Basic Courses

Code	Course Name	CU
GRGS 5101	Ethics, Cultural and Religious Values	03
MEDG 5101	Socio-Cultural Foundations of Education	03
MEDG 5102	Strategic Planning, Mgt. & Evaluation of Education Programs	03
GRGS 5102	Statistics Applied to Research	03
GRGS 5204	Proposal & Grant Writing	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
Total		**21**

Major Courses

Code	Course Name	CU
MEDC 5201	Instruction, Monitoring and evaluation (Classroom)	03
MEDC 5202	Curriculum Planning, Design & Development	03
MEDG5203	School Resource Management and Public Relations	03
MEDC 5203	Instructional Media (Technology)	03
MEDC 6104	Measurement and Evaluation	03
MEDC 6105	Implementing Content Area Curriculum	03
GRGS 5203	Research Methods	03
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Writing & Defense	06
Total		34

Electives (Choose 7CU)

Code	Course Name	CU
MEDC 6106	Project Planning & Management	04
MEDC 6107	Instruction of the Exceptional Child	03
MEDM 5101	International Comparative Development Education	03
MEDM 5203	Education Finance and Planning	04
Total		**07**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
GRGS 5101	Ethics, Cultural and Religious Values	03
MEDG 5101	Socio - Cultural Foundations of Education	03
MEDG 5102	Strategic Planning, Mgt. & Evaluation of Education Programs	03
GRGS 5102	Statistics Applied to Education Research	03
MEDM 5101	International Comparative Development Education	03
	Elective 1	03
Total		**18**

1st Year 2nd Semester

Code	Course Name	CU
GRGS 5203	Research Methods	03
GRGS 5204	Proposal & Grant Writing	03
MEDC 5201	Instruction, Monitoring and evaluation (Classroom)	03
MEDC 5202	Curriculum Planning, Design & Development	03
MEDG5203	School Resource Management and Public Relations	03
MEDC 5203	Instructional Media (Technology)	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CU
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
MEDC 6104	Measurement & Evaluation	04
MEDC 6105	Implementing Content Area Curriculum	04
	Elective 2	04
Total		**18**

2nd Year 2nd Semester

Code	Course Name	CU
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Writing & Defense	06
Total		**09**

COURSE DESCRIPTIONS

MEDG5203 School Resource Management & Public Relations   3 CU
This course is intended to equip students with the knowledge and skills of managing school resources and community relations. It covers many topics, including definitions of school resources, long-range planning in a school, human resource development, communication in a school, leadership, sociological theories, the school and the community, and current practices in partnerships in Uganda. Others are: selecting and designing a school community relations plan, and types of school community involvement.

MEDC 5201 Instruction, Monitoring & Evaluation (Classroom) 4 CU
This course explores the instruction, supervision and evaluation of instructional programs in classrooms. The topics covered include effective techniques for managing curriculum, effective evaluation instruments, conferencing, classroom instruction and management, the concept of learning, models of instruction, cognition and learning, instructing, and monitoring and supervision of adult learners. Other topics are: interpersonal/ technical skills of supervision, instruction, monitoring and supervision improvement plan, lesson planning, assessment and reflection and recommendations for improvement. Traditional and alternative methods of evaluating student achievement are also discussed.

MEDG 5101 Socio-Cultural Foundations of Education   3CU
Cultural Foundations of Education introduces students to the contemporary cultural forces that shape the contextual relationship between the teacher and the student, the nature of the subject matter, views of achievement and the critical role that education plays in society. The course is geared towards a deeper understanding of the ideological and theoretical underpinnings of contemporary educational practices within a cultural context. The course content includes a detailed exploration of the historical relationship between culture and educational policy and practice, and the impact of this relationship on contemporary educators and their students. As such, the course draws heavily on primary source material, published narratives, and critical evaluations of schoolings in addition to theoretical insights from educational sociology, history, philosophy, psychology and comparative education.

MEDC 5202 Curriculum Planning, Mgt & Design and Development 4 CU
This course seeks to equip students with knowledge and skills of curriculum planning, design and development. The themes covered include the theoretical, psychological and philosophical foundations of curriculum development; the features of a curriculum; various models of curriculum planning, design, development and evaluation. The topics covered include the concept, aims, goals and objectives of a curriculum; historical background of a curriculum; curriculum dimensions, domains and philosophy; curriculum theory, components and sources of curriculum design; and approaches and models of curriculum development. Other topics are: stages in the curriculum development process; contents to consider in developing a curriculum; history of curriculum development in Uganda; formal establishment and operation of NCDC; curriculum supervision and evaluation; and curriculum evaluation models.

MEDC 5203 Instructional Media (Technology)   3 CU

Education media is a broad and dynamic field that intersects many other disciplines and offers numerous opportunities for individuals with varied interests and talents. This course is intended present a simple approach to teaching procedures for classroom instruction. It offers practical principles on areas like modules, preparation and use of audio-visual materials, effective demonstration processes, development and practicing on--the-job teaching programs. It also gives valuable tips on how to be an efficient teacher, effective motivation techniques and how to flash out teaching objectives based on the aids to be applied. The course thus refines, redefines and reshapes the participants' perspectives of technology relevant to their future career and society. It provides experiences that facilitate individual thinking.

GRGS 5101 Ethics, Cultural and Religious Values   3CU

This course introduces students to the philosophical basis for ethics and its relevance to moral and social decision-making. The course takes into account major ethical alternatives, such as antinomianism, situationism, unqualified absolutism; criteria for making moral judgment, human dignity and human rights, duty and responsibility, and state and citizens. Also, ethical issues around such phenomena as abortion, war and birth control are discussed.

MEDM 5202 Instructional Leadership & Supervision   4CU

This course is intended to improve management of teaching and learning specifically inside the classroom and proper evaluation of student varying academic abilities. The head teacher who is the top leader in an institution shapes a culture that creates a climate for adequate performance of students. Therefore, this course will be very good for students in education management for improvement of their leadership skills at their work place.

GRGS 5102 Statistics Applied to Research   3 CU

Review of the fundamental concepts, which covers the study of description statistics such as frequency distribution, measures of central tendency, measures of variability and the concept of normal curve. It also deals with the study of measures of association such as simple and linear regression and correlation, introduction to statistical inferences such as sampling testing hypothesis, introduction of ANOVA and some application of parametric statistical analysis tests to social and behavioral science research.

MEDM 5206 Student Administration & Services   4 CU

Philosophy and principles underlying the administration and management of student personal services, inter-relationships of student's services, current issues and trends including management of student activism.

GRGS 5203 Research Methods   3 CU

This course helps the student to adopt research methods and techniques in education, communication and other areas of specialization. Emphasis is on appropriate methods in the preparation of thesis and dissertations. It also reveals the difference between an ordinary project and a thesis.

MEDM 6104 Legal and Ethical Issues in Education   4 CU

This course gives an overview of educational policies and their justification; the topics covered include the framework for policy analysis, educational policies and their justification; the process of educational planning and policy decisions as rational choice; policy making theories and the policy formulation process. In addition, this course examines the key legal issues that govern daily and long-range decisions of education leaders. The course focuses on the relevant legal codes of Uganda, case law, policies, and significant precedents, with an emphasis on an analysis of key legal concepts and the application of law to major areas, including finance, personnel, risk management, the curriculum, student services, teacher rights and access. The course also examines trends in law and the initiation and influence of educational law to positively influence education institutions. The ethics, philosophical and historical foundations that should guide education managers in their choice to do what is right and avoid what is wrong are also examined. The legal and ethical situations (relations) that are expected of educational institutions by all relevant stakeholders are critiqued, including the government, district inspectors of schools, head teachers, foundation bodies, teachers, directors of schools, boards of governors, management committees, pupils and students, the community, NGOs and business companies. Regarding the law, the emphasis is put on what is legal and ethical within education circles and patterns.

MEDG 5102 Strategic Planning, Mgt & Evaluation of Education Programs

The course introduces students to the basic principles, procedures and constraints in strategic planning, management and evaluation of education programs. The topics covered include the conditions for successful educational planning, political and administrative constraints to successful education planning, educational planning and human resource development; a model for meeting the needs and demand for education; systems analysis approach to human resource development planning; and the United Nations Secretariat on human resources development. Others are: case studies of Human resource management and professional development in education, and of mapping of human resource skill gaps in India; and a study of human resource management in education by the National Open University of Nigeria.

MEDC 6104 Measurement and Evaluation 3 CU

This course addresses issues related to assessment practices in schools and classroom in particular. Theoretical background and practical application will both be stressed. In addition, the course will cover measurement and evaluation steps in classroom situation, develop theoretical understanding of the evaluation contexts with the new reform, develop necessary measurement and evaluation instrument and application to improve the teaching and students.

MEDC 6106 Project Planning and Management   3 CU

This course explains project planning and management. It exposes students in detail to the project cycle, project design, project organization, budgeting and management. Concepts and strategies of project writing will be given a lot of attention in to project planning and management.

MEDC 6107 Instruction of the Exceptional Child   3 CU
This course is an exploration of approaches that can be used by teachers for inclusion of exceptional children including gifted children into the regular classroom setting. The characteristics of enabling conditions will be analyzed and appropriate education programs and issues of assessment will be addressed. Current trends and the impact of legislation upon special education practices, including inclusion, will be reviewed. Techniques for dealing with different levels of ability within the class room will be examined

MEDM 6105 School Leadership, Administration and Management 4 CU
The course is intended to equip students with knowledge and skills of school leadership, administration and management. It covers the different leadership attributes, skills and styles; paradigms for effective leadership, administration and management of educational institutions and projects; leadership variables; the power of vision; the importance of ethics; empowerment; leadership principles; performance management; the roles of leaders; developing a personal vision of school leadership; comparative management of private and government schools; bad leadership; and leadership and bureaucratic principles. Others are: power and authority; leadership and administration; building and managing effective teams in school leadership; management theories; human relations movement; theories of education administration and motivation; communication; decision-making; delegation; and leadership evaluation skills.

MEDC 6105 Implementing Content Area Curriculum   3 CU
The course seeks to equip students with knowledge and skills of designing and implementing content area curricula. It covers a wide range of topics, including curriculum implementation; curriculum implementation as a change process; resistance to curriculum change; curriculum implementation models; key players in curriculum implementation; and learner observation in curriculum implementation. Others are: special needs learners and curriculum implementation; developing and implementing an ideal curriculum project; implementing an impact on student learning project; and psychology, philosophy, sociology and curriculum implementation.

MEDM 5101 International Comparative Development Education 3 CU
Comparative, international and development education is a fully established academic field of study that examines issues of education in one country (or group of countries) by using data and insights drawn from the practices and situation in another country, or countries. Programs and courses in this academic field of education deals with issues such as reforms, innovations, policy changes, and systems that focus on economic development through a comparative nature. Additionally, the course leads to the achievement of society development at international and global levels through the study of education values and standards.

GRGS 6207 Research Seminars and Proposal Presentations   3 CU
This seminar series is intended to guide students through the process of identifying and formulating a research problem, formulating research objectives and questions, developing a research design, and generally generating a research proposal. The course will be conducted through individual and group presentations and discussions, mainly by students, but also by lecturers and invited guests.

GRGS 6208 Thesis Writing & Defense   6 CU

Guided independent research to demonstrate the student 's skills in the use of the research design. The research process typically includes description and purpose of the study, limitations, literature review, methodology, data presentation and analysis, conclusion and recommendations.

MEDM 5203 Educational Finance and Planning   4 CU

The course takes students through an in-depth analysis of the financial and economic aspects of school administration, including sources of long-term financing, resource management, planning the use of funds, internal control capital, budgeting, risk and returns analysis, and cost control.

GRGS 6105 Scholarly Writing and Publication Skills   3 CU

This skills training course 'Research Skills: An Introduction to Academic Research & Writing' introduces students to academic research and writing, particularly in the interdisciplinary field of Studies. It also serves as a prelude to other skills training courses, during which several major research skills and methods will be addressed in more detail. Introduction to Academic Research and Writing starts by discussing what makes academic research and writing different from other forms of writing. In subsequent tutor meetings we will discuss the importance of good research questions, various choices and decisions that have to be made during the academic research and writing process, acquiring and using different sources, the organization of both the research process and the actual paper, and the importance of connecting to readers. Throughout the course students will have to complete several hands-on assignments and at the end of the course they will have to submit their publishable academic paper.

GRGS 6106 Computer Applications in Research   3 CU

This course provides hands-on experience with using computers in research. The focus is on computer applications in literature searches, in conducting actual and simulated experiments, and in statistical data analysis. Various software applications and tools are discussed with respect to research activities like data collection, analysis, etc. The course contents include research methodology, statistical techniques, data analysis, interpretation of results and preparation of reports with computer orientation and various techniques of data entry and software packages for statistical analysis.

GRGS 5204 Proposal and Grant Writing   3 CU

The ability to effectively communicate scientific ideas, project goals and experimental approaches is vital for graduate students (and all scientists). To assist in developing these skills, students will receive a series of formal lectures/discussions on how to prepare an effective grant proposal. This course introduces students to the process of creating a competitive grant proposal. Students critique funding opportunities and develop a project consistent with the Request for Proposal (RFP). Detailed examination of the proposal components are considered, including the narrative, methodology and budget. Emphasis is placed upon aligning project objectives with strategic institutional goals.

POST GRADUATE DIPLOMA IN EDUCATION

Program Description

The Postgraduate Diploma in Education at Bugema University is designed to produce graduates who intend to teach in secondary schools, and those who do not intend to teach in a secondary school but wish to have pedagogical skills in teaching and learning. It is, therefore, intended for those teaching, or intending to teach, in secondary and tertiary educational institutions and those working with numerous their instructional, organizational and educational leadership competencies. The program is also intended for those with a Bachelors' degree in any field apart from Education and wish to pursue studies leading to a Master's degree in Education. In addition, those with a mere pass in their Bachelor of Education degree must do this program as a prerequisite to admission into a Masters degree program in Education.

This program covers a wide range of courses, including Comparative & Historical Development of Education, Socio-philosophical Foundations of Education, Psychology of Learning and Human Development, and Economics of Education Administration & Management. Others are: Principles and Methods of Teaching, Instructional Technology (Media) and Curriculum Principles, Development and Implementation. The content of the program is delivered by means of lecturers, tutorials and seminars, practical work in laboratories and in the field, and both individual and group work. The performance of students is assessed through coursework which consists of classroom attendance and participation, individual and group presentations as well as school practice. Therefore, the program prepares graduates for career opportunities in teaching, educational administration and management, and curriculum design and research while at the same time constituting a foundation for advanced studies in Education.

Program Objectives

Geneeral Objective

The general objective of the program is to equip prospective individuals intending to be teachers with necessary skills that meet national and international standards of quality education as proffetional teachers.

Specific Objectives
1. To provide the required professional training in order to develop the intellectual and social characteristics of the students to enable them be come responsible teachers and leaders in secondary schools.
2. To provide a basis for advanced training in Education in both professional and specialized subject areas.
3. To develop the capability of students in conducting research and write a research report in education.
4. To prepare students sufficiently for further studies in their areas of interest and ability in Education.

Learning Outcome

At the end of the program learners should be able to;

- Fully participate and influence new applicable trends of curriculum design, implementation, supervision, evaluation education programs
- Explore effective skills of teaching and institutional management that would cause change for National development
- Apply comparative learning approaches that would cater for categorical learners
- Ethically lead educational programs as educational leaders and professionals.

Entry Requirements

As per Admission requirements for the School of Graduate Studies.

Program Structure

Professional Education Courses 1 Year

Teaching Methodology (Choose any 6 Credit Units as Applicable)

Code	Course Name	CU
PGTA 5101	Economics Teaching Methods	03
PGTA 5102	Geography Teaching Methods	03
PGTA 5103	History Teaching Methods	03
PGTA 5104	Religious Educ. Teaching Methods	03
PGTA 5105	Entrepreneurship Teaching Methods	03
PGTA 5106	Language Teaching Methods	03
PGTA 5107	Literature Teaching Methods	03
PGTS 5101	Biology Teaching Methods	03
PGTS 5101	Chemistry Teaching Methods	03
PGTS 5103	Physics Teaching Methods	03
PGTS 5104	Agriculture Teaching Methods	03
PGTS 5105	Mathematics Teaching Methods	03
PGTS 5106	ICT Teaching Methods	03
Total		**06**

School Practice

PGSP 5103	School practice (1 full term)	06

ELECTIVES (Choose One Elective 3CU)

Code	Course Name	CU
PGED 5107	Adult Education	03
PGED 5108	Special Needs Education	03
PGED 5206	Instructional Technology (Media)	03
PGED 5207	Guidance and Counseling psychology	03
PGED 5208	Economics of Education, Administration & Management	03
Total		**03**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
PGED 5101	Psychology of Learning and Human Development	03
PGED 5102	Curriculum Principles, Development and Implementation	03
PGED 5103	Principles and Methods of Teaching	03
PGED 5104	Professional Ethics in Education	03
PGED 5105	Methods of Teaching subject 1	03
PGED 5106	Socio-Philosophical Foundations	03
Total		**18**

1st Year 2nd Semester

Code	Course Name	CU
PGDE 5201	Pedagogy (for Tertiary/Higher Education)	03
PGED 5202	Comparative & Historical development of education	03
PGED 5203	Classroom Testing and Evaluation	03
PGED 5204	Educational Research Methods	03
PGED 5205	Methods of Teaching Subject II	03
	Elective	03
Total		**18**

1st Recess Semester

Code	Course Name	CU
PGSP 5103	School practice (1 full term)	06
Total		**06**

COURSE DESCRIPTIONS

PGED 5101 Psychology of Learning and Human Development 3CU
This course introduces learners to the principles of learning and behaviours by surveying relevant theoretical and empirical approaches with in psychological knowledge that can be applied to the teaching learning process will be studied. The course content includes; the factors affecting learning, individual differences, personality motivation, theories of learning such as association, gestalt, and cognitive will be studied. The overall emphasis is on the theoretical foundations of psychology as they relate to human learning behaviour. The following topics will be reviewed: historical perspectives of early learning theories, prevailing theories of human development, classical and operant conditioning, effects stimuli have on learning and behaviour, social learning, motivation, cognitive development theory in the context of learning stages and processes, memory and human information processing models, and problem solving methods. Understanding of these human behaviours in relation to marketing, sports, health, education and social relations will be considered. Part two of this course is the psychology of human growth and development. It aids a teacher understanding of the psychological changes of the prenatal period, infancy, babyhood, puberty, adolescence, and early child hood will be studied.

PGED 5102 Curriculum Principles, Development and implementation 3 CU
This course introduces students to the basic principles that define and govern the curriculum. The focus will be on the conceptual definitions of curriculum; the foundations of the curriculum; the processes of curriculum development, curriculum planning, design, implementation and evaluation. The agencies of curriculum development and implementation e.g. NCDC; and the relationship between curriculum and instruction will be examined.

PGED 5103 Principles and Methods of Teaching   3 CU
The course is designed to help prepare participants for an academic career in teaching. Participants are expected to have some experience in teaching at third level institution. The overreaching goal of this course is to allow participants to develop their practical teaching skills. This will be achieved through engagement in pedagogical issues pertaining to education and through the application of these practical skills. The frame work of this course is the development of a teaching dossier

PGED 5104 Professional Ethics in Education 3 CU
This course has two parts: Communication skills and professional ethics in Education. Communication skills is a performance based course designed to cover a wide variety of communication topics especially related to education setting and situations and will include various skills needed for effective communication. Written oral and nonverbal communication skills will be practiced. Communicating with various stake holders with in the school setting will be taught using relevant situations. Professional ethics helps student teachers develop whole some personalities, moral character, personal efficiency, democratic ways of life, useful citizenship, practical nationalism, and international good will so that they can be men and women of sound character, high ideas, broad background and of profound understanding of human nature for they are called upon to be devoted to duty and to be honest, punctual and efficient in every way possible.

PGED 5106 Socio- Philosophical Foundations of Education 3 CU

There are two parts of this course; Philosophy of education and Sociology of Education. In the objective is to provide students with the framework of the critical evaluation and intelligent discussion of problems and issues which philosophers in their endless search for wisdom have entertained over ages. Acquisition of basic philosophical knowledge will in turn enable the student to rationally and effectively political, religious, economic and social issues that face them without dependence on others. In the second part, problems and issues of contemporary education are examined from a social perspective. Topics to be discussed include; Society, its values, norms, functions and institutions as attached to education in all its forms. Formal and non-formal, socialization, social stratification, culture, the school as a social organization, the sociology of the classroom, deviant behaviour in schools among others. This course also explores the role of education in industrialization, bureaucracy, culture, religion, professionalism and stratification.

PGED 5107 Adult Education   3 CU

This course provides an introduction to adult education with an emphasis on providing instruction to adult learners developing their ability to listen, speak, read, and write in English. Key areas include adult education theories, principles, methods and techniques; adult education legislation, initiatives and movements; adult basic education services and service providers; understanding the adult learner; metacognition; the instructional environment; and professional development for adult educators.

PGED 5108 Special Needs Education   3 CU

The course discusses historical, philosophical and legal bases for special education. It identifies the different categories of learners with special needs and the provision of curricular programs which includes effective techniques and methods that are appropriate for early intervention.

PGED 5201 Pedagogy (For Tertiary / Higher Education)   3 CU

The aim of the course is to provide the participant with the opportunity to develop knowledge of tertiary education pedagogy and to develop professional role as a teacher. The course content is grounded in theories of teaching and learning with in higher education as well in the practical experience of course participants. The course focuses on the chronology and the methodologies which lecturers, tutors, instructors and professors should apply while delivering the content to university students. Participants are required to develop the subject specific expertise by creating a complete description of a course in their field. Therefore, the course is to introduce participants' approaches in higher education teaching and learning, and thus provide a pedagogical foundation on which to build. The overall goal is to increase participants' pedagogical awareness so that in their teaching can make well-founded decisions that benefit student learning.

PGED 5202 Comparative and Historical Development of Education 3 CU

This is part begins with African indigenous education. It surveys the development of formal education in East Africa by missionaries up to the time of independence. Various education missions before and after independence will be studied. The comparative education section surveys major education systems of the ancient and modern times. It analyses the Impact of western education on African education

systems. It further studies modern Uganda, Kenya, Tanzania, India, UK and the Wales and U.S.A educational systems and their implication on the political, social and economic aspects.

PGED 5203 Classroom Testing and Evaluation 3CU

This course looks at educational terms of instructional objectives. It covers construction of tests and examinations used in the classroom setting such as essays and objective questions. The concepts of reliability and validity measures like mean, mode, median, and standard deviation will be discussed.

PGED 5204 Educational Research Methods 3 CU

This course introduces students to the needs and functions of research in education. Emphasis is placed on practical application of basic research techniques and designs. The course will include the following topics: development of a research problem, objectives, hypothesis, significance, limitations and delimitations, review of literature, a research theory, theoretical framework, various methods of data collection, descriptive and inferential data analysis and their interpretation. The following terms shall be emphasized: variables, sampling, research validity and reliability, degree of freedom, significance and non-significance of research findings. The use of computer in analysis of research findings may also be emphasized.

PGED 5206 Instructional Technology [Media] 3 CU

The course is intended to present a simple approach to teaching procedures for classroom instruction. It offers practical principles on areas like modules, preparation and use of audio-visual materials, correct demonstration processes, development and practicing on – the job teaching programs. It gives valuable tips on how to be an efficient teacher, effective motivation techniques and how to flash out teaching objectives based on to the aids to be applied.

PGED 5207 Guidance and Counselling Psychology 3 CU

Guidance and counselling deals with the study of the meaning, nature, development, needs, functions, principles and practices of guidance and counselling and the role of the teacher as a counsellor. Theories of counselling, types and stages of counselling and communication techniques will be explored. Personality, occupational choice and career development will also be done. This course gives an introduction to the field of special education which caters for learners considered exceptional. Psychological and physical characteristics are discussed as well as problems faced by exceptional people in schools and society at large. It also examines ways of dealing positively with these issues. Some areas covered are hearing, vision and physical impairment, behaviour disorders, mental challenges, gifted and talented children.

PGED 5208 Economics of Education, Administration, and Management 3 CU

This has two parts: Educational Administration and Management and Economics of Education. The Administration and Management part of the course equips the students with knowledge of the administrative structure of the education systems in East Africa. It introduces them to the styles of leadership and the theories and techniques of school administration, management and supervision. It further equips the students with knowledge and techniques of handling human relations especially in the school setting. Topics among others include ; Nature and

approaches to school supervision, Theories of Education administration; Organizational theory, the human theory, Needs theory, Motivation-Hygiene theory, functions of administration, characteristics of effective administration, Classical Management movement/ Scientific Management theory, Human relations Movement , Leadership and Management, Theories and styles of Leadership, power and authority in education administration and Management, Education supervision and Evaluation skills. Economics of education discusses ways schools are funded, utilization of school finance in order to achieve maximum results, budgeting: its language and implementations and various ways of controlling finance in the school system, and the role of auditing school books. The course coverage includes some general economic aspects such as the economic role of government in a mixed economy and its impact on schooling and school products. Principles of accounts will also be stressed. Students will mainly be trained in the procedures of lesson planning and schemes of work relevant to economics, commerce and principles.

PGTA 5101 Economics Teaching Methods   3 CU
The course introduces students to the professional qualities of a teacher, responsibilities of a teacher in the school, the basic knowledge about teaching, and the nature of learners and learning in general. The course deals with various methods and strategies of teaching economics in secondary schools. Relevant subjects such as commerce

PGTA 5102 Geography Teaching Methods   3 CU
The course introduces students to the professional qualities of a teacher, responsibilities of a teacher in the school, the basic knowledge about teaching, and the nature of learners and learning in general. The course covers geography as a school subject, aims and objectives of geography education, curriculum context, design and development, planning for teaching and geography teaching in secondary schools, methods of geography teaching indoors and in the field. Piaget's model of mental development, evaluation in geography i.e. environment, photographs and maps in teaching of geography will be discussed.

PGTA 5103 History Teaching Methods 3 CU
The course introduces students to the professional qualities of a teacher, responsibilities of a teacher in the school, the basic knowledge about teaching, and the nature of learners and learning in general. This course deals with the meaning and importance of teaching history. It looks at the aims of teaching history. The UNEB O -Level and A-Level history syllabi will be discussed, together with specific methods and instructional aides that are suitable for teaching history.

PGTA 5104 Religious Educ. Teaching Methods 3 CU
The course introduces students to the professional qualities of a teacher, responsibilities of a teacher in the school, the basic knowledge about teaching, and the nature of learners and learning in general. This course deals with selected methods and instructional aides used in Religious Education. Students will be taught how to develop a course outline, schemes of work and lesson plans that incorporate creative methods of teaching including the cognitive, affective, and psychomotor aspects of instruction. Discussion will also include the application of some of the following teaching methods: inductive and deductive methods, review method,

topical method, expository method, textual method, problem method, questioning method, contextualization, application, project method, role play method, lecture method, team teaching, group dynamics, discussion, assignment and recitation. The relevance of teaching religious education as a course in upholding and instilling moral and social values in modern society will be stressed.

PGTA 5105 Entrepreneurship Teaching Methods   3 CU
The course introduces students to the professional qualities of a teacher, responsibilities of a teacher in the school, the basic knowledge about teaching, and the nature of learners and learning in general. The course deals with various methods and strategies of teaching entrepreneurship in secondary schools. Relevant subjects such as commerce and principles of accounts book keeping will also be stressed. Students will mainly be trained in the procedures of lesson planning and schemes of work relevant to entrepreneurship.

PGTA 5106 Language Teaching Methods   3 CU
The course introduces students to the professional qualities of a teacher, responsibilities of a teacher in the school, the basic knowledge about teaching, and the nature of learners and learning in general. The course deals with the development of language skills necessary for teaching English, Kiswahili and Luganda. Emphasis is placed on teachers-in- training developing a repertoire of strategies that enhance a variety of learning outcomes. Students will be trained in the procedures of lesson planning and schemes of work relevant to language teaching.

PGTA 5107 Literature Teaching Methods   3 CU
The course introduces students to the professional qualities of a teacher, responsibilities of a teacher in the school, the basic knowledge about teaching, and the nature of learners and learning in general. The course deals with various methods and strategies of teaching literature in O'and A'levels. Students will be trained in the procedures of lesson planning and schemes of work relevant to literature in English. Relevant methods in teaching drama, prose, and poetry will be fully discussed.

PGTS 5101 Biology Teaching Methods   3 CU
The course introduces students to the professional qualities of a teacher, responsibilities of a teacher in the school, the basic knowledge about teaching, and the nature of learners and learning in general. This course introduces the student to various methods used in teaching biology at O' & A' levels. It will delineate aims and objectives of teaching biology in secondary schools. It will also guide a student in the interpretation and usage of a biology syllabus and how to prepare a sound scheme of work and lesson plan. Biology laboratory design, management and usage will also be emphasized. It will also guide the student in how to create a biological teaching environment such as aquarium, botanical garden, etc.

PGTS 5102 Chemistry Teaching Methods 3 CU
The course introduces students to the professional qualities of a teacher, responsibilities of a teacher in the school, the basic knowledge about teaching, and the nature of learners and learning in general. This course introduces the student to chemistry as a secondary school subject. It delineates aims and objectives of teaching chemistry in school (O & A- level). It will orient the student in the interpretation of a syllabus

and preparation of a sound scheme of work and lesson plan. Methods of teaching chemistry and secondary school laboratory design and use will be emphasized. Comparison between the syllabus of Uganda and selected countries will be made. The course will also give the student an opportunity to prepare and deliver a lesson and a practical class.

PGTS 5103 Physics Teaching Methods   3 CU
The course introduces students to the professional qualities of a teacher, responsibilities of a teacher in the school, the basic knowledge about teaching, and the nature of learners and learning in general. This course introduces the student to physics as a secondary school subject. It delineates aims and objectives of teaching physics in school (O & A- level). It will orient the student in the interpretation of a syllabus and preparation of a sound scheme of work and lesson plan. Methods of teaching physics and secondary school laboratory design and use will be emphasized. Comparison between the syllabus of Uganda and selected countries will be made. The course will also give the student an opportunity to prepare and deliver a lesson and a practical class.

PGTS 5104 Agriculture Teaching Methods   3 CU
The course introduces students to the professional qualities of a teacher, responsibilities of a teacher in the school, the basic knowledge about teaching, and the nature of learners and learning in general. This course is intended for students who are being prepared to teach agriculture in secondary schools (O &A-level). It will discuss aims and objectives of teaching agriculture in secondary schools. It will also guide a student in the interpretation and usage of a syllabus and how to prepare a scheme of work and lesson plan. Agricultural laboratory design, management and usage will also be emphasized.

PGTS 5105 Mathematics Teaching Methods   3 CU
The course introduces students to the professional qualities of a teacher, responsibilities of a teacher in the school, the basic knowledge about teaching, and the nature of learners and learning in general. Mathematics Teaching Methods is intended for prospective mathematics teacher at secondary school. The course deals with the many ways and requirements of teaching mathematics. It presents the basic techniques and materials, which every mathematics teacher must have and know in order to be a successful teacher. The course will also discuss the challenges of teaching mathematics in today's society thus deducing ways of making it attractive to students. The interpretation of a syllabus and preparation of a scheme of work and lesson plan will be emphasized. The course will guide the students in creating mathematical models to be used in mathematics classes.

PGTS 5106 ICT Teaching Methods   3 CU
The course introduces students to the professional qualities of a teacher, responsibilities of a teacher in the school, the basic knowledge about teaching, and the nature of learners and learning in general. Computer Teaching Methods is intended for prospective computer science teachers at secondary school. The course deals with the many ways and requirements of teaching computer science. It presents the basic techniques and materials, which every computer science teacher must have and know in order to be a successful teacher. It will also envisage the necessity of teaching computer in today's society. The course will also discuss the challenges of

setting up a computer laboratory and teaching computer science given the limiting environment of the East African region.

PGSP 5103 School Practice 3CU
The course provides the intern with on job assignments; activities guided experiences and observations under the supervision and direction of the University supervisor, a mentor and the campus principal. Therefore, the course introduces participants to the professional qualities of a teacher, responsibilities of a teacher in tertiary institutions, the basic knowledge about teaching, and the nature of learners and learning in general. This is an application of teaching theory in the classroom. In school practice, participants are given real life experiences. There is one semester of school practice, for the whole semester in recognized school. During school practice, participants will be exposed to all aspects of school life.

FACULTY

Paul Katamba –
Assoc. Prof. Development Education, Central Luzon State University, Philippines; MPS Education Management, Central Luzon State University, Philippines; MA Education Newport University, USA: Dip. Computer Science (ICIE) South Africa; BA Education, Makerere University, Uganda.

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PhD Educational Research, Measurement and Evaluation, 2002, University of Ilorin, Nigeria, MEd Educational Research, Measurement and Evaluation, 1993, University of Ilorin, Nigeria, Postgraduate Diploma in Education (PGDE), 1989, University of Ilorin, Nigeria, B.Sc (Hons) Biology, 1982, University of Ilorin, Nigeria, Certificate in Computer Concept and Desktop Publishing, 2001, College of Education (Technical), Lafiagi, Nigeria.

Worancha, Gebre (Professor) - Doctor of Pastoral Theology,
Adventist International Institute of Advanced Studies Philippines; PhD in Development Education, Central Luzon State University, Philippines; MA in Pastoral Theology Adventist International Institute of Advanced Studies (AIIAS) Silang, Cavite, Philippines; BA Theology & Bachelor of Secondary Education University of Eastern Africa, Baraton, Eldoret, Kenya Africa.

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PhD Education Management Planning and Administration; Makerere University; MA English Language Studies, Makerere University; Diploma in Education; Institute of Teachers Education - Kyambogo

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MSc in Chemistry University of Dar es Salaam, Tanzania BSc. Education Chemistry, Biology, Education University of Dar Es Salaam, Tanzania Dip. Education Chemistry, Biology, Education Klerruu Teachers College, Iringa, Tanzania.

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PhD (Cand.) Nkumba University, MA Educ – Leadership Track, 2015, Walsh – USA, B.A. Education, 2006, Makerere University, Kampala.

Charles Serunjogi
PhD Education Management, Nkumba University; Master of Education Management, Bachelor of Education, Ndejje University; Diploma in Education, Kyambogo University; Grade III Teachers' Certificate, Kyambogo University.

Nabunya Kulthum
PhD, in Educational Management, Makerere University; Masters of Arts in Educational Policy and Planning, Makerere University, Uganda 2013; Bachelor of Arts with Education, Makerere University, Uganda 2009; Certificate in Administrative Law, Law Development Center 2018, Certificate in Basic Sign Language, Uganda National Association of the Deaf, 2017.

Muhamadi Kaweesi
PhD Education Management, Makerere University, Uganda 2018; Certificate in Philosophy of Methods (2015); Certificate in Research Methodology (2015); Masters of Education (MED- Educational Foundations and Management), Makerere University, Uganda 2003; Certificate in Entrepreneurship Action Training Pedagogy, Leuphana University, Germany 2017, Certificate in Training the Trainers Course for Student Training for Entrepreneurial promotion (STEP), Leuphana University, Germany 2018; Masters in Management Studies (MMS). Human Resource Management (HRM), Uganda Management Institute, Uganda 2010; Post Graduate Diploma (PGDHRM-2004), Uganda Management Institute; Certificate in Basic Principles of Decentralization Uganda Management Institute, Uganda (2006); Bachelor of Arts with Education (Majoring in Economics) Islamic University in Uganda (1997).

Asiimwe Specioza
PhD in Education Management, University of South Africa (UNISA) – 2012; Master of Educational Planning and Management, Uganda Christian University-2006; Bachelor of Arts with Education, Ndejje University - 2004

David Robinson Mutekanga PhD
Doctoral Fellow; November 2006 – March 2008. Education for Sustainable Development, United Nations University, Institute of Advanced Studies, Japan; PhD (Doctor of Philosophy); Environment Management, Makerere University, Uganda 2004; MSc (Master of Science); Zoology: Applied Entomology and Parasitology, Makerere University, Uganda 1992; BSc (Bachelor of Science Honors); Biology: Botany and Zoology, Makerere University, Uganda 1989; Certificate in Technical Teacher Education, Makerere University, Uganda 1983 Diploma in Agricultural Mechanics; Makerere University 1982.

DEPARTMENT OF COMPUTING & INFORMATICS

Head of Department: Mpanga David, PhD. (Continuing) Kabarak University MSc. Distributed Computing Systems 2003, University of Greenwich London, United Kingdom; Graduate Diploma Management Information System 2002, School of Computing London, United Kingdom, Higher Diploma Management Information System 2001, School of Computing London, United Kingdom; PGD Education 1993, Makerere University, Uganda; BSc. Chemistry 1986, Makerere University, Uganda -

Course offered:
1. Master of Science in Information Technology with emphasis:
- Software Engineering
- Network Security
- Information Systems
2. Post Graduate Programme in Information Technology (PGDIT)

MASTER OF SCIENCE IN INFORMATION TECHNOLOGY

Program description
Master of Science in Information Technology program intends to give students an advantageous mix of cyber/network preparation with marketable leadership skills for planning and implementing critical computer activities in an organization and managing IT professionals. Graduates will be empowered with the knowledge and skills required to work as IT managers or cybersecurity specialists in business organizations and government agencies, non-governmental organizations, and international entities.

Program Objectives

General objective
To develop the mind through critical thinking skills to enhance innovation among faculty, staff and students through collaborative research development using multidisciplinary partnership approach with a focal point for computer science innovations and network security systems.

Specific Objectives
Graduates of the Master in Information Technology will be able to:
- Lead complex projects from today's information technology perspective.
- Quickly adapt to new technologies and the volatile global environment.
- Effectively identify and implement solutions through key leadership skills.
- Secure intellectual property and digital assets for an organization.
- Aid in evidence-based decision making by creating business intelligence.

Learning Outcomes
At the end of the program, students will be able to:
- Demonstrate a thorough understanding of the latest standards of terminology and practices in Computer Science.
- Gain confidence in their ability to evaluate the latest knowledge, IT issues and methodologies and apply them in practice to the analysis, design,

programming and implementation of IT systems.
- Able to translate operational requirements into clear work processes and fully equipped to lead teams in the IT industry, within IT departments and within global organizations.

Entry Requirements
As per Admission requirements for the School of Graduate Studies.

Program Structure

Category	Credits
Major/Core Course	27
Cognates	12
Research and Thesis	15
Crosscutting Courses	06
Total	**60**

SOFTWARE ENGINEERING

Category	Credits
Major/Core Course	27
Cognates	12
Research and Thesis	15
Crosscutting Courses	06
Total	**60**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
GRGS5101	Ethics, Cultural & Religious Values	03
MSCT5101	Business Process Management	03
MSCT5111	Managing Software Development	03
MICT 5101	Professional Ethics in Computing	03
MSCT5102	Web Applications Development	03
MICT 5102	Human Computer Interactions	03
Total		**18**

1st Year 2nd Semester

Code	Course Name	CU
MRCT5201	Research Methods	03
MSCT5203	Analysis and Design of Algorithms	03
MSCT 5204	Object Oriented Analysis and Design	03
MICT 5203	IS Project Management	03
MICT 5204	Database Systems 03	
MNCT5201	Internet of Things (IoT)	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CU
GRGS6103	Scholarly Writing and Publication	03
MNCT6102	Software Security Engineering	03

MNCT6103	Data Engineering & Analytics	03
MSCT6105	Embedded Systems Design	03
MSCT6106	Enterprise Software Systems	03
Total		**15**

2nd Year 2nd Semester

Code	Course Name	CU
MRCT6202	ICT Research Seminars and Proposal Presentations	03
GRGS6208	Research Thesis	06
Total		**09**

NETWORK SECURITY

Major/Core Course	27
Cognates	02
Research and Thesis	15
Cross-cutting Courses	06
Total	**60**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
GRGS5101	Ethics, Cultural & Religious Values	03
MNCT5106	Computer Forensics	03
MSCT5111	Managing Software Development	03
MICT 5101	Professional Ethics in Computing	03
MNCT5107	Computer &Network Security	03
MNCT5108	Mobile and Cloud Computing	03
Total		**18**

1st Year 2nd Semester

Code	Course Name	CU
MRCT5201	Research Methods	03
MSCT5203	Analysis and Design of Algorithms	03
MSCT5204	Object oriented Analysis and Design	03
MICT 5203	IS Project Management	03
MNCT5204	Wireless and Mobile Networks	03
MNCT5201	Internet of Things (IoT)	03
Total		**18**

2ndYear 1st Semester

Code	Course Name	CU
GRGS6103	Scholarly Writing and Publication	03
MNCT6105	Network Programming	03
MNCT6102	Software Security Engineering	03
MNCT6103	Data Engineering & Analytics	03
MSCT6106	Enterprise Software Systems	03
Total		**15**

2nd Year 2nd Semester

Code	Course Name	CU
MRCT6202	ICT Research Seminars and Proposal Presentations	03
GRGS6208	Research Thesis	06
Total		**09**

INFORMATION SYSTEMS

Major/Core Course	27
Cognates	12
Research and Thesis	15
Crosscutting Courses	06
Total Hours	**60**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
GRGS5101	Ethics, Cultural & Religious Values	03
MSCT5101	Business Process Management	03
MSCT5111	Managing Software Development	03
MICT 5101	Professional Ethics in Computing	03
MSCT5102	Web Applications Development	03
MICT 5102	Human Computer Interactions	03
Total		**18**

1st Year 2nd Semester

Code	Course Name	CU
MRCT5201	Research Methods	03
MICT 5206	Small Business Entrepreneurship	03
MSCT 5204	Object Oriented Analysis and Design	03
MICT 5203	IS Project Management	03
MICT 5204	Database Systems	03
MNCT5201	Internet of Things (IoT)	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CU
GRGS 6103	Scholarly Writing and Publication	03
MICT 6105	Management Information Systems	03
MNCT 6102	Software Security Engineering	03
MNCT 6103	Data Engineering & Analytics	03
MSCT 6106	Enterprise Software Systems	03
Total		**15**

2nd Year 2nd Semester

Code	Course Name	CU
MRCT6202	ICT Research Seminars and Proposal Presentations	03
GRGS6208	Research Thesis	06
Total		**09**

POST GRADUATE DIPLOMA IN INFORMATION TECHNOLOGY (PGDIT)

Program description
PGD in Information Technology program intends to give students an advantageous mix of cyber/network preparation with marketable leadership skills for planning and implementing critical computer activities in an organization and managing IT professionals. Graduates will be empowered with the knowledge and skills required to work as IT managers or cybersecurity specialists in business organizations and government agencies, non-governmental organizations, and international entities.

Program Objectives

General objective
To develop the mind through critical thinking skills to enhance innovation among faculty, staff and students through collaborative research development using multidisciplinary partnership approach with a focal point for computer science innovations and network security systems.

Specific Objectives
A PGD student of Information Technology will be able to:
- Lead complex projects from today's information technology perspective.
- Quickly adapt to new technologies and the volatile global environment.
- Effectively identify and implement solutions through key leadership skills.
- Secure intellectual property and digital assets for an organization.
- Aid in evidence-based decision making by creating business intelligence.

Learning Outcomes
At the end of the program, students will be able to:
- Demonstrate a thorough understanding of the latest standards of terminology and practices in Computer Science.
- Gain confidence in their ability to evaluate the latest knowledge, IT issues and methodologies and apply them in practice to the analysis, design, programming and implementation of IT systems.
- Able to translate operational requirements into clear work processes and fully equipped to lead teams in the IT industry, within IT departments and within global organizations.

Entry Requirements
As per Admission requirements for the School of Graduate Studies.

Program Structure

Category	Credits
Major/Core	18
Cognates	09
General	03
Research	03
Total	**33**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
GRGS 5101	Ethics, Cultural & Religious Values	03
PGCT 5104	Business Process Management	03
PGCT 5111	Managing Software Development	03
PGCT 5101	Professional Ethics in Computing	03
PGCT 5102	Web Applications Development	03
PGCT 5103	Human Computer Interactions	03
Total		**18**

1st Year 2nd Semester

Code	Course Name	CU
MRCT5201	Research Methods	03
PGCT 5204	Object Oriented Analysis and Design	03
PGCT 5203	IS Project Management	03
PGCT 5204	Database Systems	03
PGCT 5201	Internet of Things (IoT)	03
Total		**15**

COURSE DESCRIPTIONS

MSCT 5101 /PGCT 5104 Business Process Management   3CU
The course will provide an introduction to the concepts of business process modelling, the definition of a process, characteristics of a process-oriented application, business process analysis, basic design patterns for process control flow used to assemble tasks, and the standard graphical representations used to model a process. Students will use Oracle's Business Process Management Suite 11g to model, simulate, and implement a business process.

MSCT 5203 Analysis and Design of Algorithms   3CU
This course will consider the techniques for the design and analysis of efficient algorithms, emphasizing methods useful in practice. Topics will include sorting; search trees, heaps, and hashing; divide-and-conquer; dynamic programming; greedy algorithms; amortized analysis; graph algorithms; and shortest paths. Other topics may include network flow, computational geometry, number-theoretic algorithms, polynomial and matrix calculations, caching, and parallel computing.

MNCT 6222 Multimedia Technologies   3CU
Students will be introduced to industry-standard tools, skills, and materials that they can manipulate as the primary means of creative design. Students will explore basic applications of various multimedia tools to create visual, audio, video and written projects in both digital and print format.

MSCT 5111/ PGCT 5111 Managing Software Development   3CU
The need for software development is by day. Therefore, large scale software development requires the ability to manage resources effectively, in terms of both human and technology resources. This can happen through management and control of the software development process. This course technically trains students how to become proper software engineers and managers through acquiring the knowledge and skills necessary to lead a project team, understand the relationship of software development to overall project engineering, estimate time and costs of software, and understand the software process in areas such as estimating and scheduling.

MRCT 6202 ICT Research Seminars and Proposal Presentations 3CU
This course provides students with special topics in information technology and business related areas with learning seminar activities through presentation of concepts and abstracts based on communities and organizations problems. Identifying and solving problems in relation to ICT using research based approach. The specific contents and title will reflect the topic of the seminar. Students will work in groups of three and presentation will be done by each group.

MICT 5203/ PGCT 5203 Information Systems Project Management   3CU
This course trains students in the basic principles of information systems project management, and concepts which include project initiating; planning, executing, monitoring & controlling, and closing information systems process groups. It further introduces students to the fundamentals of the ten project management knowledge areas: integration, scope, time, cost, quality, human resources, communications, risk, procurement, and stakeholder management.

MICT 5204/ PGCT 5204 Database Systems   3CU

This course presents the fundamental concepts of database design and use. It provides a study of data models, data description languages, and query facilities including relational algebra and SQL/MYSQL, data normalization, transactions and their properties, physical data organization and indexing, security issues and object databases. It also looks at the new trends in databases. The knowledge of the above topics will be applied in the design and implementation of a database application using a target database management system. Different database systems will be analysed in the process.

MICT 5102/ PGCT 5103 Human Computer Interactions   3CU

This course examines a sampling of the social, technical and business challenges that social web sites must solve to be successful, it will teach students how to use high-level tools to analyse, design or build online communities, and help them understand the social impact of spending at least part of their lives online. This course will assist students to understand the technical or non-technical aspect of information access and dissemination.

MICT 6106 Small Business Entrepreneurship   3CU

This course introduces the fundamentals of business management, including planning, raising capital, using business information, managing employees, and marketing products and services. The course is oriented toward principles needed to operate a small business and is designed for those who may eventually have their own businesses or for those who desire to upgrade their skills in their present businesses.

MRCT5201 / MRCT5201 Research Methods   3CU

This course will provide an opportunity for students to establish or advance their understanding of research through critical exploration of research language, ethics, and approaches. The course introduces the language of research, ethical principles and challenges, and the elements of the research process within quantitative, qualitative approach, and other mixed methods approaches. Students will use this theoretical knowledge to begin to critically review literature relevant to their field of interests and determine how research findings are useful in informing their understanding of their environment.

MNCT5204 Wireless and Mobile Networks   3CU

This course covers the principles, standards, and practices of wireless telecommunications. The topics will include: fundamentals of radio, wireless data communications and wireless telephony. The course will further provide advanced coverage of wireless networks and the special security problems they pose. The other topics will include measures taken to secure wireless personal area networks (WPANs), wireless local area networks (WLANs), cellular wireless networks, and ad-hoc wireless networks. Threats, vulnerabilities and countermeasures specific to each type of network will be discussed.

MNCT5201 / PGCT 5201 Internet of Things (IoT)   3CU

The IoT Fundamentals provides students with a comprehensive understanding of the Internet of Things (IoT). It develops foundational skills using hands-on lab activities that stimulate the students in applying creative problem-solving and rapid

prototyping in the interdisciplinary domain of electronics, networking, security, data analytics, and business. The student-centric approach translates into the student being able to ideate, design, prototype and present an IoT solution for an identified business or society need.

MNCT6103 Data Engineering & Analytics 3CU
The course considers the complete breadth of technology choices. The content spans from traditional databases and business warehouse and big- data architectures, to streaming analytics solutions and graph processing. Students will consider both small and large datasets because both are equally important and both justify different trade-offs. Exercises and examples will consider both simple and complex data structures, as well as data that is both structured and unstructured. The course binds well with the Internet of Things (IoT).

MNCT5106 Computer Forensics 3CU
This course focuses on the forensic analysis of data from computer systems and looking at computer crime. This course covers topics which include: preservation and interpretation of evidence; file systems, storage behaviour of applications; forensic tools; tool development and automation; indexing documents; reporting and testimony. Other areas to be cover include topics such as: anti forensics; data mining; data recovery; intrusion detection; software forensics.

MNCT6105 Network Programming 3CU
This course covers interesting areas such as application layer protocol and how applications use the transport layer in the OSI model; principles and practices of network programming; the client-server model (CORBA, SOAP will be discussed); concurrent processing; introduction to sockets and related functions of the client and server software design with examples; principles, issues and challenges in email and web application protocols; certificates; security protocols; and network life system concepts.

MNCT6102 Software Security Engineering 3CU
This course considers the fact that software systems are increasingly under attack, which is why different available methods for developing secure systems need to be considered at each stage of development. This course focuses on methods and practices for the development of secure software systems.

MNCT5108 Mobile and Cloud Computing 3CU
This course introduces students to the concepts of mobile cloud computing where they will be taken through mobile computing technologies used in the modern smart systems, existing data centres and the synergy of mobile and cloud computing and their applications. Programming of smart devices and the utilization of data centres services will be discussed. The current challenges and primary areas of research within the field of mobile cloud computing, and a basic understanding of the role of mobile cloud computing in the context of the everyday living.

MSCT 5204/ PGCT 5204 Object Oriented Analysis and Design 3CU
In this course, the students will learn how to collect requirements and produce detailed object models and designs from user and system requirements; they will use the modelling concepts that are provided in UML; identify use cases and relate

them to a fully conceptual design; The course will further give an overview of the object oriented analysis and design to help trigger the understanding of the system construction requirements.

MSCT5102/ PGCT 5102 Web Applications Development   3CU
This course discusses the development of web-based business solutions using client-side and server-side technologies. The topics will include but not limited to; analysis and design of web projects for a business, web application and design patterns, server-side programming, client-side programming and access to databases. The understanding of both application developments for androids and windows will be emphasized to cater for mobile application development for mobile devices.

MSCT 6105 Embedded Systems Design   3CU
Microcontroller system hardware and software will be considered. Programming language for embedded microcontroller and peripheral devices will be covered. The principles and practice of using Embedded RTOS (Real Time Operating System) and peripheral devices such as sensors and actuators to build a small embedded system. Peripheral interfacing methods and standards. Analog-digital conversion methods and interfacing. Basics of digital communication signals, modulation schemes and error correction methods. Data compression, formats for audio, image and video coding will be discussed.

MSCT6106 Enterprise Software Systems   3CU
This course will introduce students to the concept of enterprise software systems. It covers areas of network operating system, enterprise security, DBMS, transaction monitors, groupware, distributed objects, system management and the Web including emerging technologies.

MRCT6202 ICT Research Seminars and Proposal Presentations   3CU
This course introduces students to the concepts of graduate research. Students are taken through the knowledge they gained in research methods to develop a research proposal that leads to the final master's thesis. A student will get a topic which is discussed with the supervisor and approved topics will be followed by a concept paper, detailing the problem statement, objectives and the methodology to be used among other key requirements in research. Each student will present the three chapters of the research leading a final compilation of the proposal. The course will climax with the student presenting her/his final proposal before being accepted to go in the field. The topics are expected in the field of Network and Computer Security, software engineering or information systems.

FACULTY

Paul Katamba:
PhD Development Education, Central Luzon State University, Philippines; MPS Education Management, Central Luzon State University, Philippines; MA Education Newport University, USA: Dip. Computer Science (ICIE) South Africa; BA Education, Makerere University, Uganda.

Lowu, Francis:
PhD (On Going) MSc Computer Science 2004, Makerere University, Uganda; PGDC Computer Science 2001, Makerere University, Uganda; BSc Physics/ Math 2001, Makerere University, Uganda

Lubowa, Martin:
 PhD. (On Going) Kabarak University; MBA 2006, Solusi University, Zimbabwe; BBA Accounting 2001, Bugema University, Uganda

Mpanga, David:
PhD (On Going) MSc. Distributed Computing Systems 2003, University of Greenwich London, United Kingdom; Graduate Diploma Management Information System 2002, School of Computing London, United Kingdom, Higher Diploma Management Information System 2001, School of Computing London, United Kingdom; PGD Education 1993, Makerere University, Uganda; BSc. Chemistry 1986, Makerere University, Uganda

Muwanga, Kosea
MSc in Telecom Technology, Sikkim Manipal University BSc in Information Systems, Bugema University, Cisco Certified Network Associate Security, Makerere University, Cisco Certified Network Associate, Makerere University

Onyango, Laban:
PhD (On Going) Master of Science in Information Technology Sikkim Manipal University health, Medical &Technological Sciences India; Bachelors of Information Technology, Nkumba University.

DEPARTMENT OF PUBLIC HEALTH (MPH)

Head of department: Dr. Fredrick Wasibani Ndoboli, Master of Public Health, University of North Carolina at Chapel Hill (USA) 1985; Bachelor of Medicine and Bachelor of Surgery (MBChB) Makerere University 1977.

Programs offered:
1. Master Of Public Health with emphasis in:
    - MPH General
    - Health Promotion
    - Environmental & Occupational Health
    - Nutrition
2. Post Graduate Diploma in Public Health
3. Post Graduate Certificate in Public Health

MASTER OF PUBLIC HEALTH (MPH)

Program Description
As a discipline and a profession, Public Health is concerned with the analysis of problems and the achievement of change in order to improve the health of people. It aims to improve health through a number of means, including the improvement of health services, the promotion of healthy living, and the control of environmental threats to health, including infectious diseases. The program aims to provide an overview of the development of public health practice as well as the scientific basis of the SDA Health Philosophy and the evidence-based rationale for a holistic view of man: the spiritual, physical, mental and social wellbeing. The program covers over 15 courses, including crosscutting courses, such as Proposal and Grant Writing, Writing and Publication Skills and Computer Applications in Research, public health-specific courses, such as Public Health Nutrition, Communicable and Non-Communicable Disease Control and Public Health Management and Financing and practical courses, such as Field Study and Practicum and research that culminates into an examinable Thesis. The program content is delivered mainly through lectures, tutorials, seminars and practical work. Student performance is assessed by means of coursework in the form of tests, individual and group presentations and other assignments, as well as a final examination in each course, except for the thesis. Coursework accounts for 50% while the final examination represents 50% of the total score.

Specific Concentrations

MPH General
Concentration in Health Promotion
Concentration in Environmental & Occupational Health
Concentration in Nutrition
Post Graduate Certificate in Public Health
Post Graduate Diploma in Public Health Program

Objectives

General objective
The general objective of the program is to produce public health professionals, with knowledge, skills and attitudes that will enable them to identify and assess the health needs of populations, and plan, implement and evaluate programs to protect and promote the health of populations.

Specific objectives
The specific objectives of the program are to:
1. Equip students with the capacity to identify public health problems, research on them and provide evidence-based solutions;
2. Produce public health professionals capable of responding to public health emergencies;
3. Provide students the opportunity to participate in public health professional organizations;
4. Expose students to public health activities within the health sector; and
5. Equip students with the capacity to plan, manage and provide leadership in the health sector appropriately.

Learning Outcomes
By the end of the program, graduates should be able to:
1. Demonstrate comprehensive knowledge and understanding of theory and practice in the core public health disciplines of epidemiology, bio statistics, health economics, occupational health, financial and material resources management, project planning and management environmental health, social and behavioral sciences;
2. Conceptualize, plan and conduct advanced research in public health, and critically evaluate published studies on public health problems;
3. Identify and assess public health problems in "developing" countries and evaluate policies and programs designed to improve public health in communities by means of leadership and analytic skills, financial planning and management skills, communication skills, cultural competency and ethical conduct in the provision of service;
4. Inform, educate, and empower communities about health issues, and engage critically with current public health issues and debates;
5. Think critically and reflectively, and act effectively in addressing priority public health problems, and provide strategic direction to the development of health policies and services;
6. Design, develop and implement community-empowerment projects with specific leadership capacity to mobilize community participation with regard to health problems;
7. Evaluate health services and programs, and institute changes required to improve their functioning; and
8. Collaborate with other health professionals on public health issues by providing consultancy services where appropriate.

Entry Requirements
As per Admission requirements for the School of Graduate Studies.

MPH GENERAL

Category	CU
Major Courses	49
Electives	03
Research	12
Total	**64**

Major Courses

Code	Course Name	CU
MPHG 5101	Philosophy and Foundation of Public Health	03
MPHG 5102	Epidemiology & principles of Diseases control	03
MPHG 5103	Communicable & Non- Communicable Disease Control	03
MPHG 5114	Bio-statistics	04
GREH 5105	Ethics and Integrity in Health Care	03
MPHG 5206	Health Promotion and Education	03
MPHG 5207	Public Health Management & Financing	03
MPHG 5208	Reproductive Health and Demography	03
MPHG 5209	Human Nutrition	03
MPHG 6210	Field Study and Practicum	06
GRGS 5204	Proposal & Grant Writing	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
MPHG 6111	Environmental & Occupational Health	03
MPHG 6112	Primary Health Care and Community Health	03
Total		**49**

Research Courses

Code	Course Name	CU
GRGS 5203	Research Methods	03
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Writing & Defense	06
Total		**12**

Elective Courses (Choose One)

Code	Course Name	CU
MPHN 6102	Maternal and Child Nutrition	03
MPHP6107	Health Policy and Planning	03
Total		**03**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
MPHG 5101	Philosophy and Foundation of Public Health	03
MPHG 5102	Epidemiology & Principles of Disease Control	03
MPHG 5103	Communicable and Non-Communicable Disease Control	03
MPHG 5114	Bio-Statistics	04
GREH 5105	Ethics and Integrity in Health Care	03
Total		**16**

1st Year 2nd Semester

Code	Course Name	CU
GRGS 5203	Research Methods	03
GRGS 5204	Proposal and Grant Writing	03
MPHG 5206	Health Promotion and Education (Social and Behavioural Models)	03
MPHG 5207	Public Health Management and Financing	03
MPHG 5208	Reproductive Health and Demography	03
MPHG 5209	Human Nutrition	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CU
GRGS 6105	Scholarly Writing and Publication	03
GRGS 6106	Computer Applications in Research	03
MPHG 6112	Primary Health Care and Community Health	03
MPHN6102	Maternal and Child Nutrition	03
MPHG 6111	Environmental and Occupational Health	03
Total		**15**

2nd Year 2nd Semester

Code	Course Name	CU
MPHG 6210	Field Study and Practicum	06
GRGS 6207	Research Seminars and Proposal Presentation	03
GRGS 6208	Thesis Writing & Defense	06
Total		**15**

MPH CONCENTRATION IN HEALTH PROMOTION

Program Structure

Category	CU
Major Courses	46
Specialisation/Electives	06
Research	12
Total	**64**

Major Courses

Code	Course Name	CU
MPHG 5101	Philosophy and Foundation of Public Health	03
MPHG 5102	Epidemiology & principles of Diseases control	03
MPHG 5103	Communicable & Non-Communicable Disease Control	03
MPHG 5114	Bio-statistics	04
GREH 5105	Ethics and Integrity in Health Care	03
MPHG 5206	Health Promotion and Education	03
MPHG 5207	Public Health Management &Financing	03
MPHG 5208	Reproductive Health and Demography	03
MPHG 5209	Human Nutrition	03
MPHG 6210	Field Study and Practicum	06
GRGS 5204	Proposal & Grant Writing	03

GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
MPHG 6111	Environmental & Occupational Health	03
Total		**46**

Research Courses

Code	Course Name	CU
GRGS 5203	Research Methods	03
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Writing & Defense	06
Total		**12**

Specialisation Courses (Choose Two)

Code	Course Name	CU
MPHP 6101	Gender Issues in Development	03
MPHP 6102	Monitoring and Evaluation of Health Programmes	03
MPHP 6103	Health Policy and Planning	03
MPHG 6112	Primary Health Care & Community Health	03
Total		**06**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
MPHG 5101	Philosophy and Foundation of Public Health	03
MPHG 5102	Epidemiology Principles of Disease Control	03
MPHG 5103	Communicable and Non-Communicable Disease Control	03
MPHG 5114	Bio-Statistics	04
GREH 5105	Ethics and Integrity in Health Care	03
Total		**16**

1st Year 2nd Semester

Code	Course Name	CU
GRGS 5203	Research Methods	03
GRGS 5204	Proposal and Grant Writing	03
MPHG 5206	Health Promotion and Education (Social and Behavioural Models)	03
MPHG 5207	Public Health Management and Financing	03
MPHG 5208	Reproductive Health and Demography	03
MPHG 5209	Human Nutrition	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CU
GRGS6105	Scholarly Writing and Publication	03
GRGS6106	Computer Applications in Research	03
	Specialisation Courses (Choose Two)	06
MPHG6111	Environmental and Occupational Health	03
Total		**15**

2nd Year 2nd Semester

Code	Course Name	CU
MPHG6210	Field Study and Practicum	06
GRGS6207	Research Seminars and Proposal Presentations	03
GRGS6208	Thesis Writing & Defense	06
Total		**15**

MPH CONCENTRATION IN ENVIRONMENTAL AND OCCUPATIONAL HEALTH

Program Structure

Category	CU
Major Courses	46
Specialisation/Electives	06
Research	12
Total	**64**

Major Courses

Code	Course Name	CU
MPHG 5101	Philosophy and Foundation of Public Health	03
MPHG 5102	Epidemiology & principles of Diseases control	03
MPHG 5103	Communicable & Non-Communicable\ Disease Control	03
MPHG 5114	Bio-statistics	04
GRHE 5105	Ethics and Integrity in Health Care	03
MPHG 5206	Health Promotion and Education	03
MPHG 5207	Public Health Management & Financing	03
MPHG 5208	Reproductive Health and Demography	03
MPHG 5209	Human Nutrition	03
MPHG 6210	Field Study and Practicum	06
GRGS 5204	Proposal & Grant Writing	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
MPHG 6111	Environmental & Occupational Health	03
Total		**46**

Research Courses

Code	Course Name	CU
GRGS5203	Research Methods	03
GRGS6207	Research Seminars and Proposal Presentations	03
GRGS6208	Thesis Writing & Defense	06
Total		**12**

Specialisation Courses (Choose Two)

Code	Course Name	CU
MPHE6101	Hazardous Materials Management	03
MPHE6102	Laboratory Safety and Management	03
MPHE6103	Solid Waste Management	03
MPHG6112	Primary Health Care and Community Health	03
Total		**06**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
MPHG 5101	Philosophy and Foundation of Public Health	03
MPHG 5102	Epidemiology & Principles of Disease Control	03
MPHG 5103	Communicable &Non-Communicable Disease Control	03
MPHG 5114	Bio-Statistics	04
GREH 5105	Ethics and Integrity in Health Care	03
Total		**16**

1st Year 2nd Semester

Code	Course Name	CU
GRGS 5203	Research Methods	03
GRGS 5204	Proposal and Grant Writing	03
MPHG 5206	Health Promotion and Education	03
MPHG 5207	Public Health Management and Financing	03
MPHG 5208	Reproductive Health and Demography	03
MPHG 5209	Human Nutrition	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CU
GRGS 6103	Scholarly Writing and Publication	03
GRGS 6104	Computer Applications in Research	03
	Specialisation Courses (Choose Two)	06
MPHG 6111	Environmental and Occupational Health	03
Total		**15**

2nd Year 2nd Semester

Code	Course Name	CU
MPHG 6210	Field Study and Practicum	06
GRGS 6207	Research Seminars and Proposal Presentation	03
GRGS 6208	Thesis Writing & Defense	06
Total		**15**

MPH CONCENTRATION IN NUTRITION

Program Structure

Category	CU
Major Courses	46
Specialisation/Electives	06
Research	12
Total	**64**

Major Courses

Code	Course Name	CU
MPHG 5101	Philosophy and Foundation of Public Health	03
MPHG 5102	Epidemiology & principles of Diseases Control	03
MPHG 5103	Communicable & Non- Communicable	

Code	Course Name	CU
	Disease Control	03
MPHG 5114	Bio-statistics	04
GREH 5105	Ethics and Integrity in Health Care	03
MPHG 5206	Health Promotion and Education	03
MPHG 5207	Public Health Management and Financing	03
MPHG 5208	Reproductive Health and Demography	03
MPHG 5209	Human Nutrition	03
MPHG 6210	Field Study and Practicum	06
GRGS 5204	Proposal & Grant Writing	03
GRGS 6105	Scholarly Writing and Publication Skills	03
GRGS 6106	Computer Application in Research	03
MPHG 6111	Environmental & Occupational Health	03
Total		**46**

Research Courses

Code	Course Name	CU
GRGS 5203	Research Methods	03
GRGS 6207	Research Seminars and Proposal Presentations	03
GRGS 6208	Thesis Writing & Defense	06
Total		**12**

Specialisation Courses (Choose Two)

Code	Course Name	CU
MPHN6101	Nutrition in Emergencies	03
MPHN6102	Maternal and Child Nutrition	03
MPHN6103	Nutrition Program Planning	03
MPHN6104	Therapeutic Nutrition	03
MPHG6112	Primary Health Care & Community Health	03
Total		**06**

Course Allocation per Semester

1st Year 1st Semester

Code	Course Name	CU
MPHG5101	Philosophy and Foundation of Public Health	03
MPHG5102	Epidemiology & Principles of Disease Control	03
MPHG5103	Communicable and Non-Communicable Disease Control	03
MPHG5114	Bio-Statistics	04
GREH5105	Ethics and Integrity in Health Care	03
Total		**16**

1st Year 2nd Semester

Code	Course Name	CU
GRGS5203	Research Methods	03
GRGS5204	Proposal and Grant Writing	03
MPHG5206	Health Promotion and Education	03
MPHG5207	Public Health Management and Financing	03
MPHG5208	Reproductive Health and Demography	03
MPHG5209	Human Nutrition	03
Total		**18**

2nd Year 1st Semester

Code	Course Name	CU
GRGS6105	Scholarly Writing and Publication	03
GRGS6106	Computer Applications in Research	03
	Specialisation Courses (Choose Two)	06
MPHG6111	Environmental and Occupational Health	03
Total		**15**

2nd Year 2nd Semester

Code	Course Name	CU
MPHG6210	Field Study and Practicum	06
GRGS6207	Research Seminars and Proposal Presentation	03
GRGS6208	Thesis Writing & Defense	06
Total		**15**

POST GRADUATE DIPLOMA IN PUBLIC HEALTH

Program Structure

Category	CU
Basic Courses	**09**
Cognate Courses	18
Elective	03
Research Courses	03
Total	**33**

Basic Courses

Code	Course Name	CU
PGPH 5101	Philosophy and Foundation of Public Health	03
PGPH 5209	Public Health Nutrition	03
PGPH 5114	Bio-Statistic	03
Total		**09**

Cognate Courses

Code	Course Name	CU
PGPH5103	Communicable and non-Communicable Diseases	03
PGPH 6102	Maternal, Child Health and Population Dynamics	03
PGPH6210	Field Study/Practicum	06
PGPH5102	Epidemiology and Disease Control	03
PGPH 5207	Public Health Management and Financing	03
Total		**18**

Elective

Code	Course Name	CU
PGPH 6111	Environmental and Occupational Health	03
Total		**03**

Research Courses

Code	Course Name	CU
PGPH5203	Research Methods	03
Total		**03**

Course allocation by semester

1st Year 1st Semester

Code	Course Name	CU
PGPH 5101	Philosophy and Foundation of Public Health	03
PGPH 6111	Environmental and Occupational Health	03
PGPH 5103	Communicable and Non-Communicable Diseases	03
PGPH 5114	Bio-Statistics	03
PGPH 5102	Epidemiology and Disease Control	03
Total		**15**

1st Year 2nd Semester

Code	Course Name	CU
GRGS 520	Research Methods	03
PGPH 5209	Public Health Nutrition	03
PGPH 5103	Maternal, Child Health and Population Dynamics	03
PGPH 5207	Public Health Management and Financing	03
Total		**12**

1st Summer

PGPH 6210	**Field Study and Practicum (320 clock hrs)**	**06**
Total		**06**

ADVISING

An advisor is appointed for each new master's student by the Director. Student and advisor together agree upon a study list for each academic quarter and both the advisor and the Director must approve any subsequent alterations. Students are expected to meet with their advisors each quarter.

An advisor is responsible for the student's academic progress. Progress is evaluated on an ongoing basis. At the end of each semester, the Director reviews academic listings of students and notifies them and the advisors when the cumulative grade-point average is below 3.0. Advisors review each case with their advisees and make recommendations to the Director for continuance via probation or termination. Students who wish to change advisors must file a petition which must be approved by the new advisor, the Director/Department Chair, and the Dean of the Graduate School.

MASTERS DEGREE BY COURSEWORK AND PROJECT

A student pursuing a Master's degree by coursework and project report shall be required to write a project report. The report shall be in form of a publishable journal article and shall carry no less than six credit units. The report is expected to be written in a clear and coherent prose and the body shall be in the range of twenty to forty pages. Unlike Master's degree by coursework and research, the project report is not expected to be based on primary data but may be based on secondary data or it may be a report on an internship undertake by the candidate. It may also be a report arising out of a critical review of literature relating to a

particular research topic. The report shall be examined internally and the candidate shall be subjected to a viva voce. For the case of reports out of an internship, the viva panel shall consist of supervisors from the organization where internships were carried out.

COURSE DESCRIPTIONS

MPHG/PGPH 5101 Philosophy& Foundations of Public Health
Public health is concerned with the analysis of problems and the achievement of change in order to improve the health of groups of people and population. It aims to improve health through a number of means including the improvement of health services, the promotion of health living, and the control of environmental threats to health including infections disease. The course unit aims to provide an overview of the development of public health practice as well as the scientific basis of the SDA Health Philosophy and the evidence based rationale for the holistic view of man, the spiritual, physical, mental and social wellbeing.

MPHG/PGPH 5103 Communicable & Non-Communicable Diseases
This course examines the etiology and development of major life style diseases and selected infectious diseases. HIV/AIDS and Malaria prevention will be studied. Emphasis is on identifying risk factors and examination of successful risk – reduction programs and associated ethical concerns. An in-depth study of the etiology and characteristics of lifestyle diseases and the exploration of scientific measures by which effective intervention and control could be adopted by the individuals concerned for the achievement of optimal health status. The principles of guiding lifestyle changes with be implemented with actual case management

MPHN/PGPH 5101 Public Health Nutrition
This course overviews the significance and role of nutrition in different ages, need and status of man throughout lifecycle. A comprehensive examination of the basic nutrition concepts and requirements in the preservation of health. The course gives attention to food sources, utilization, and functions of nutrients in the human body and the study of nutritional issues and problems at the household, community, national, and international levels, including a survey of the various methods for dealing with such problems. The role of diet and physical activity in the development of chronic diseases, such as cardiovascular disease, cancer, diabetes, etc., will be explored. Completion of UNICEF online course in malnutrition assessments and an outreach miniproject are course requirements.

MPHG/PGPH 5114 Bio-Statistics
This course is intended to equip students with statistical knowledge and skills relevant to public health. It covers the basic concepts and methods of statistics as applied in diverse areas of public health and medicine, including collecting, organizing and presenting data as well as the fundamentals of probability distribution, and conditional probability, including application to 2x2 tables. Also covered are: the foundation for statistical inferences, concepts of population, sample parameter and estimate, and approaches to inferences using the likelihood function, confidence intervals, and hypothesis testing. Students are also introduced to the use of SPSS, STATA or Excel statistical computing package to manipulate data. Ethical handling of data is emphasized throughout the course.

GRGS 5203 Research Methods

This course covers the principles and strategies of scientific research in the health professions. It also covers the fundamentals of finding research problems, designing study, meanings, variables, selecting a sample, and analysing data. Developing skills needed for analysing research and assessment of health behaviour. Ethical conduct of research will be analysed with the use of case studies. Completion of NIH course on Human Subjects required.

MPHG 5102 Epidemiology & Principles of Disease Control

This course is a study of the general principles involved in understanding the frequency, distribution, and etiology if acute and chronic diseases, and the methods of disease surveillance and control. It covers a variety of topics, including the definition, scope and manifestation of epidemics; common study designs in epidemiology; determining and interpreting association; establishing causation; and optimal screening and diagnostic tests; disease surveillance.

MPHG/PGPH 5207 Public Health Management and Financing

This course on health management and financing aims to develop learners' capacity to achieve results expected of them as efficiently and effectively as possible under prevailing circumstances through innovation. Innovation should accrue from a clear appreciation of the management process. Equally there should be financial prudence as a result of technical know how. Its scope, will include concepts of management and financing and practical skills and ethical dilemmas. It will expose learners to the field of study so that they will be empowered enough to motivate staff under their supervision through doing what is right and expected in transparent way. The value of financial discipline will be emphasized and demonstrated as a strong tool to improve motivation and performance in organizations. The Health care system current and historical perspective will be discussed. Comparative analysis with other health systems will also be discussed including issues like central and local government roles, staffing, and different financing modalities including insurance, government, community financing, out of pocket etc. Discussion of Generally Accepted Accounting Principles (GAAP) Thereafter the learners will be trained in the value and use and technics of research in health management and financing for policy moderation or influence.

MPHG 6107 Health Policy and Planning

The students will gain an understanding of the health care delivery system in Uganda for supporting the health managers in the implementation of the current policy issues towards the achievement of the overall national goal. In addition, the health care delivery system in some developed and developing countries will be also examined in order to highlight advantages and disadvantages of different systems. Students are expected to comprehensibly understand the concepts in health project planning. Students will learn about the project cycle approach, situational analysis, problem identification, priority setting, planning and managing project activities.

GREH 5105 Ethics and Integrity in Health Care

This course introduces students to the basic concepts and principles of ethics, ethical theories and moral values to prepare them for ethical professional conduct as public health professionals. It covers a wide variety of topics, including bio-ethics; professional ethics; and the moral responsibility of the state in providing health care for its citizens.

MPHG 5206 Health Promotion and Education

Health Education and health promotion, usually taken together form a vital ingredient in public health interventions to facilitate behavioural and attitude changes for individuals, groups or communities. Whereas Health Education is making people knowledgeable about health, health promotion is wider, more incorporating, but has health education as a prime pillar. Students of this course will acquire skills to design, implement and evaluate health promotion approaches in the framework of primary health care.

MPHG/PGPH 6111 Environmental & Occupational Health

The course provides a basic foundation on theory and practice in occupational and environmental hygiene. This course covers the history and regulations of occupational safety and health laws governing health and related issues like environmental exposures and disease, air pollution control, water pollution control, occupational health and safety, food safety, hazardous solid waste management.

MPHG 5102 Epidemiology & Disease Control

This course is a study of the general principles involved in understanding the frequency, distribution, and etiology if acute and chronic diseases, and the methods of disease surveillance and control. It covers a variety of topics, including the definition, scope and manifestation of epidemics; common study designs in epidemiology; determining and interpreting association; establishing causation; and optimal screening and diagnostic tests; disease surveillance.

PGPH 5103 Maternal, Child Health & Population Dynamics

This course draws from the disciplines of demography, epidemiology, biostatistics, and other social sciences to address the needs of today's health care planners. The course focuses on the basic methodologies of demographic analysis. The analytical methods covered include the structure of a population, the use of basic fertility and mortality measures, life table analysis and the use of model-life tables, period and cohort analysis of fertility, including determinants of fertility and healthy life expectancy. The course also surveys current knowledge concerning the epidemiology of reproductive outcomes and important exposures that affect reproductive health, such as infertility, miscarriage, infant mortality, HIV infection, and violence.

MPHE 6102 Laboratory Safety Management

This course provides an understanding of the critical components of a good laboratory safety program. Participants will become familiar with the skills necessary to create a safety culture and will be better able to deal with obstacles in implementing effective programs. Attendees will also gain insight into a wide range of resources to help with program development and implementation. The people aspects of safety management, including: Demonstrating the costs and benefits of safety initiatives; Encouraging compliance with the program by both new and long-term employees (dealing with perception and personalities): Managing change towards a safety culture; effective health and safety committees; Collecting and providing information and statistics that matter. International standards documents and the Chemical Hygiene Plan will be reviewed.

MPHG 5209 Human Nutrition

The students under this course will have a glimpse on the principles of nutrition. It will cover food sources for the different nutrients, nutritional needs at different life stages, make use of dietary guidelines, diet analysis strategies and assessment of nutritional status. Global issues related to food and nutrition, current dietary health promotion strategies, risks of undernutrition and over-nutrition. Climatic changes and global environmental problems in relation hunger and food will be covered. The students will be able to identify the socioeconomic, psychological, and cultural factors associated with food intake.

MPHG 6210 Field Study Practicum

This is hands on work experience that all graduates engage in through attachment to organizations and institutions of Public Health interest to enable them gain real situation experiences to enhance their knowledge and skills. The place of interest may include areas of displaced persons, refugee camps, water works, garbage management organizations, slum communities and any public place of choice.

MPHE 6101 Hazardous Materials Management

This course will introduce key principles in the management of hazardous substances, worker protection and worker training, community concerns and risk communication, and exposure and risk assessment. All hazardous waste shall be managed in accordance with local regulations and best practices.

MPHN 6101 Nutrition in Emergencies

Food, diet, nourishment and or nutrition is sustenance for live/living; without it, the body runs out vitality, drive and energy. I will use the metaphor of a vehicle and fuel to depict the relationship between living and food. There are certain conditions or situations such as emergencies that causes food crises and predicaments. And therefore, as a matter for public health; the course unit of nutrition in emergencies is very critical and paramount. The course unit will focus on helping learners to appreciate the different concepts in nutrition in emergencies, and the linkages and or effects/impacts of emergencies on food and nutritional requirements for people affected by emergencies. The course will also discuss the food and nutritional needs of different people, including infants, young children, pregnant women, the elderly, women and men (Gender responsive nutrition). And thereafter present different approaches used to meet the nutritional requirements of the different population in emergencies. In addition, the course will explore the effects of malnutrition, its effects and how to prevent and treat malnutrition. Depending on the availability of time and other resources, having individual or group field exposure as part of practical application of the class room knowledge could enhance better appreciation of course unit.

MPHG 6112 Primary Health Care and Community Health

At the end of this course students will be able to describe key concepts related to Primary Health Care, explain its rationale and be able to explain factors that are known to ensure successful implementation of PHC. They should be able to analyze the PHC policy and implement appropriate actions. They should be able to demonstrate proper understanding of the concept of community health, articulate the role of people as active participants of individual health and thereafter community health. Students will be able to apply the community health provinces

to the different age groups of people as well as substance abuse behaviors. They should be able to explain the different environmental factors that influence community health.

MPHG 5208 Reproductive Health and Demography
In this course, students will consider reproductive health from epidemiological and social perspectives. The occurrence and prevention of sexually transmitted diseases and unwanted pregnancy, optimal health care during pregnancy, reasons for poor pregnancy outcomes, reproductive health among disadvantaged groups, and strategies to reduce inequalities in reproductive health. Under demography, the learners will be able to covers the measures of mortality, fertility and migration. Life table construction; multiple decrement life tables; stable populations; population projections. The core areas of demography like ertility, mortality, migration, and population aging in grown and growing countries. In population aging, global trends in disease, disability, biologic and social aspects of aging, and health inequalities at older ages. The biological, social, and demographic factors explaining levels, trends, and differentials in human fertility transition will be explored.

MPHN 6102 Maternal & Child Nutrition
Course will cover 3 main aspects; Nutrition in Pregnancy, Lactation and Infant Nutrition, Child and Adolescent Nutrition. Analyses of the impact of nutritional status on the mother, foetus, and young child in domestic and global contexts; advanced aspects of the biological bases of nutritional requirements for reproduction, growth, and development. Will assess influences of diverse socioeconomic, cultural, and psychological factors on food and nutrition behaviour in mothers and their offspring.

MPHN 6103 Nutrition Program Planning
To enable students to plan appropriate nutrition interventions to improve the nutritional status of disadvantaged populations in low income countries. The selection, design and implementation of nutrition programs will be explored as well as how to construct a 'Logical Framework' and how to monitor and evaluate a nutrition program. The FAO- framework for nutrition education programs will be examined also.

MPHN 6104 Therapeutic Nutrition
Therapeutic nutrition is the provision of nutrients to maintain and/ or restore optimal nutrition and health. Therapeutic diets may be required as therapy for a disease e.g. coeliac disease, diabetes, cancer and more or to treat malnutrition arising from low energy and nutrient intakes or due to increased energy and nutrient needs. This course explores how different foods relate to different illnesses and affect recovery, nutrition assessment, meal planning and diet prescription will be covered.

GRGS 5204 Proposal and Grant Writing
This course trains the students on program proposal development. The goal of this course is to provide students an opportunity to enhance their skills in the area of grant writing and reviewing. The student will become familiar with the funding environment, distinguish among different types of grants, identify potential funders, plan and write a grant, and understand the submission and review process. Through selected learning opportunities (e.g., lectures, discussions, case studies, and class activities), students will have the opportunity to experience the range of activities involved in grant writing and proposal development.

MPHP 6101 Gender Issues in Development

This course will familiarize students with sources of information on the biology of sex differences in human physiology and pathophysiology for select health conditions. Expose students to case material illustrating the diversity of ways in which gender is manifest in different cultural spaces, and how gender norms can harm health.

MPHE 6103 Solid Waste Management

This course provides an introductory but comprehensive overview of the current status of solid and hazardous waste management in Uganda and developing countries. Major topics covered in the course are; Review of Solid waste definition and regulations in the US, Solid waste characteristics and generation, Solid waste storage, collection and transportation, Solid waste treatment, and Solid waste disposal.

GRGS6207 Public Health Research Seminars and Proposal Presentation

The role of research in Public Health and society, procedures in the selection and evaluation of research projects, and techniques of data analysis will be examined. The course will also emphasize how to write and present scientific information in a clear and interesting way. Students develop their own research topics and research proposals and present their own analysis of current issues in a professional manner. Students are required to defend proposal by the end of the class. Pre-requisite: a Research Topic approved by the MPH Program Director on Form 1

MPHN 6208 Thesis Writing & Defense

To be awarded the MPH, a Thesis must be submitted and a pass mark of at least (62.72 %) obtained. It proves the ability of each participant to plan and carry out relevant research, collect and interpret data, critically revise relevant literature, arrive to meaningful conclusions and elaborate feasible and meaningful recommendations. The University will provide relevant guidelines as a research protocol for health systems research. For the computation of the final mark of the course, the average of the marks obtained in all the course units weighs 80%, while the Thesis weighs 20%. To be awarded the Master's degree, participants must obtain at least a pass-mark in each and every course unit (including the Thesis).

GRGS 6105 Scholarly Writing and Publication Skills   3 CU

This skills training course 'Research Skills: An Introduction to Academic Research & Writing' introduces students to academic research and writing, particularly in the interdisciplinary field of Studies. It also serves as a prelude to other skills training courses, during which several major research skills and methods will be addressed in more detail. Introduction to Academic Research and Writing starts by discussing what makes academic research and writing different from other forms of writing. In subsequent tutor meetings we will discuss the importance of good research questions, various choices and decisions that have to be made during the academic research and writing process, acquiring and using different sources, the organization of both the research process and the actual paper, and the importance of connecting to readers. Throughout the course students will have to complete several hands-on assignments and at the end of the course they will have to submit their publishable academic paper.

GRGS 6106 Computer Applications in Research   3 CU
This course provides hands-on experience with using computers in research. The focus is on computer applications in literature searches, in conducting actual and simulated experiments, and in statistical data analysis. Various software applications and tools are discussed with respect to research activities like data collection, analysis, etc. The course contents include research methodology, statistical techniques, data analysis, interpretation of results and preparation of reports with computer orientation and various techniques of data entry and software packages for statistical analysis.

GRGS 5204 Proposal and Grant Writing   3 CU
The ability to effectively communicate scientific ideas, project goals and experimental approaches is vital for graduate students (and all scientists). To assist in developing these skills, students will receive a series of formal lectures/discussions on how to prepare an effective grant proposal. This course introduces students to the process of creating a competitive grant proposal. Students critique funding opportunities and develop a project consistent with the Request for Proposal (RFP). Detailed examination of the proposal components are considered, including the narrative, methodology and budget. Emphasis is placed upon aligning project objectives with strategic institutional goals.

FACULTY

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