



# Nkumba University

CHARTERED SINCE 2006 BY THE GOVERNMENT OF UGANDA

## OFFICE OF THE VICE-CHANCELLOR

The mission of the University is to provide an environment that enables the cultivation of Competence, Confidence, Creativity, and Character, in the academic, professional and social interactions.

Tuesday 12<sup>th</sup> December, 2023

**TO: PARENTS, STUDENTS, GUARDIANS AND ALL PARTNERS IN HIGHER EDUCATION**

### END OF YEAR CIRCULAR - 2023



#### 1. INTRODUCTION

On behalf of the University Board of Trustees, the University Council, Senate, Management, Staff and the Entire Nkumba University Community, let me take this opportunity to dispatch this circular to all students, sponsors, and other stakeholders of this University information regarding the academic activities of this semester. Congratulations upon completing this Semester.

#### 2. PROMOTIONS AND APPOINTMENTS

1. The new University Council was appointed with Dr. Christopher. S. Mayanja as the chairperson. Let me take this opportunity to thank the outgoing University Council for the guidance and good leadership during their time in service as I wish the new Council a fruitful time as they resume office.
2. Mr. Arthur Kasirye was appointed as the Multi-Media officer, Mr. Simon Nashogi as the Assistant Public Relations Officer, Mr. Hakim Mulinde as the Systems and Network Administrator and Mr. Kato Mustapha Sserwadda as the Ag, Director NUICTS.

#### 3. MAJOR ACTIVITIES HELD THIS YEAR

##### a) Nkumba University 24<sup>th</sup> Commencement Lecture and 25<sup>th</sup> Graduation.

The University held its 24<sup>th</sup> Commencement lecture on **Tuesday 24<sup>th</sup> October, 2023** presided over by **Mr. Leonard Mutesasira**, a Philanthropist and Environmental Conservationist under the theme: **"Positioning Oneself in the 21<sup>st</sup> Century"**.

The University also held its 25<sup>th</sup> Graduation ceremony on **Thursday 26<sup>th</sup> October, 2023** where the **Chancellor Mr. Emmanuel Katongole** conferred a total of **1857** degrees at degrees, diplomas, and certificates of Nkumba University in different disciplines. Of these, **53%** were females, and males constituted **47%**.

A total of **15** graduands received PhD Degrees, **236** Masters, **185** PGDs, **997** Bachelors, **247** Diplomas and **177** certificate graduands received certificates. This number confirms that the institution continues to perform its mandate of building capacity for this nation.

Among the 1857, Nkumba University was privileged to award the **Rt. Hon. Robinah Nabbanja**, the Prime Minister of Uganda a Masters of Monitoring and Evaluation. Also, the University recognised and awarded 2 individuals who have excelled in serving this country and awarded them Doctor of Letters of Nkumba University and that is, Hon. Gen. Dr. Edward Katumba Wamala and Dr. Ben Kamyia-Kintu. Let me take this opportunity once again to congratulate all the graduates as I wish them the best of luck.

#### **4. PARTNERSHIPS**

In this year, Nkumba University has been able to sign and renew multiple MOUs with Universities and organizations from across the world. These MOUs are supporting multiple partnerships in form of student and staff exchange, research undertaking, and capacity building, among others. Some of these include; **Uganda Police, AWL and Beagle** from Germany, **Holon Institute of Technology (HIT)** from Israel, **Technical University Dreseden** from Germany, **Vives University** from Belgium, **University of Viena** from Austria, **Johanneum University** from Austria, **Altverde University** from Belgium, **Protestant University of Applied Science** from Germany, **INTI University** Malaysia, **Paris Lodron University Salzburg** from Austria, **University of Applied Arts Vienna, Salzburg University of Applied Sciences, Mildmay Institute of Health Sciences, MasterCard Foundation, Cyber Schools Technologies, Windle Trust, Nile One** among others.

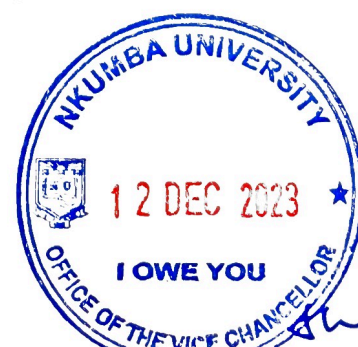
Our longstanding collaboration with the Uganda Police has yielded remarkable results and this year, over 6 high-ranking officers graduated with masters from NU. We have also had three female students from our international partner institution in Belgium, **Artevelde University of Applied Sciences on Exchange Programme for the August 2023 Semester.**

#### **5. STUDENTS AFFAIRS**

##### **a) GUILD ELECTIONS**

The University Guild leaders were voted at both campuses on the 16<sup>th</sup> September 2023 for Main Campus and 30<sup>th</sup> September 2023 at Kampala Campus. 4 candidates contested at Main Campus and Mr. Kangave Ignatius Musazi merged the winner.

At Kampala Campus, out of the 2 candidates that contested, Mr. Kayonde Abdallah merged the winner.



The Guild President and the Kampala Campus Governor were sworn in and resumed office for the 2023/2024 period on Wednesday 11<sup>th</sup> October 2023 and the new government started its operations for the term in office.

*Please note:* Elections for the next Government for both Campuses Main and Kampala Campus will take place on 27<sup>th</sup> of April 2024 and this will run up to April 2025. Able candidates are encouraged to prepare accordingly.

#### **b) NO MORE OFFER OF MEALS BY THE UNIVERSITY**

The University Council has taken a decision to stop offering food to students who reside in University hostels effective February 2023. The reason is that it has been costly and the university was incurring expenses so students **SHOULD NOT PAY** for meals. Parents should give money to their children to buy meals from nearby restaurants.

#### **c) SPORTS**

University Teams were involved in various tournaments and are all doing well. The Volleyball teams both men and women represented the University in the National Volleyball Championship in Mbarara from Saturday 23<sup>rd</sup> September to Sunday 24<sup>th</sup> September 2023 and were knocked out at the quarter final stage. They are apparently playing in National Volleyball League.

The University Basketball team is playing in the Second Division of the National Basketball league and registering victories.

The University Football team is also playing in the PEPSI University Football League and has qualified for the Quarter Finals that will be played next Semester Feb 2024 on a home/away formation.

The University will be represented by a team of sportsmen and sportswomen at this year's Inter-University Games that will be held at Uganda Christian University Mukono from the Saturday 16<sup>th</sup> December 2024 to Thursday 21<sup>st</sup> December 2024.

#### **c. DEATH ANNOUNCEMENT**

The Dean of Students' Office announces the death of four students and a Parent to one of the Staff members at the University.

Deceased students were;

- i) **MANYORK AROK JACOB (2300101293)**, a Day Student in the School of Business Administration, Year 1 Semester 1, Programme Higher Education Certificate in Business and Management Studies.
- ii) **NAYEBARE RUTH (2100102583)**, a weekend Student in the School of Social Sciences, Year 2 Semester 2, Programme Master of Arts in Public Administration and Management.
- iii) **NABWETEME DAMALIE (1900102103)**, a Day Student in the School of Business Administration, completed her course was awaiting graduation Programme Diploma in Business Administration.



- iv) **MUSANYANA ERUKANA (2200101007)**, a Day Student in the School of Sciences, Year 2 Semester 1, Programme Bachelor of Science in Tourism Operations and Management.

Staff who lost their beloved one included:

- v) Miss Robinah Mukasa the University Nurse lost her **Father Mr. LUKE MUKASA KAYIIMA**.
- vi) Miss Grace Namuyimbwa, Office Attendant-School of Social Science lost her **Daughter Miss NABUULE MUKISA JACKLINE**

We commend the souls of the faithful departed in the hands of the Lord.

## 6. OUTSTANDING STUDENTS & STAFF

Nkumba University continues to pride itself in highly competent and extra-ordinary staff, students and alumni. This year, we would like to specially recognize **Rt. Hon. Robinah Nabbanja**, the Prime Minister of Uganda and **Hon. Gen. Dr. Edward Katumba Wamala** the Minister of Works and Transport.

We also recognize and pride ourselves with all Sports Men and Women that have raised the Nkumba University Flag so high in all sports tournaments. We owe you.

## 7. BEGINNING OF FEBRUARY 2024/AUGUST 2024 SEMESTER FOR DAY, EVENING/WEEKEND & DISTANCE LEARNING STUDENTS

The University will officially open for the February 2024 Semester on **Wednesday 3<sup>rd</sup> January, 2024**. The dates to note are as indicated in the Table below: -

No	Study Session	Group	Activity	Date
1.	Distance for Main Campus	Continuing Students	Exams	9 <sup>th</sup> Jan to 14 <sup>th</sup> Jan 2024
2.	Distance for Liaison centres	Continuing Students	Exams	16 <sup>th</sup> Jan to 21 <sup>st</sup> Jan 2024
3.	Distance for Main Campus	Freshers and Continuing Students	Lectures	15 <sup>th</sup> Jan to 21 <sup>st</sup> Jan 2024
4.	Distance for Liaison centres	Freshers and Continuing Students	Lectures	22 <sup>nd</sup> Jan to 28 <sup>th</sup> Jan 2024
5.	Day	Freshers-Feb. 2024	Reporting & Orientation-Main Campus	5 <sup>th</sup> Feb 2024 6 <sup>th</sup> Feb to 9 <sup>th</sup> Feb 2024
6.	Weekend	Freshers-Feb. 2024	Reporting & Orientation-Kampala Campus	10 <sup>th</sup> Feb 2024
7.	Day	Freshers-Feb. 2024 and Continuing	Lectures both Campuses	12 <sup>th</sup> Feb 2024



		Students		
8.	Weekend	Freshers-Feb. 2024 and Continuing Students	Lectures both Campuses	17 <sup>th</sup> Feb 2024

### **8. TUITION PAYMENT &REGISTRATION AT THE BEGINNING OF THE SEMESTER**

All students are reminded to get the students ID for easy identification and access to the University premises. At the beginning of the semester, students are also reminded to enrol for their course units through the student portal as well as register with the Academic Registrar. Both enrolment and registration **MUST** be done within the first two weeks of the semester. Register every course-unit, missed paper(s) and retakes. Students, who will not abide by this regulation shall not be permitted to sit for the semester examinations.

A reminder to all students to follow the tuition payment policy (40:40:20).

- a) Pay 40% of the tuition fees in the first 6 weeks (1½ months) of the Semester to access lectures and Course works. Failure this amount will lead to a surcharge of Ugx 50,000/=.
- b) Pay 40% of the tuition fees by the 8<sup>th</sup> week of the Semester to access lectures and tests.
- c) Paying the remaining 20% before sitting Final Examinations.
- d) Permitting only students with zero balance to sit for exams.

**NOTE:** No student will be allowed to access the University before he/she meets the tuition policy. Therefore, parents and students are called on to cooperate accordingly to avoid any inconveniences.

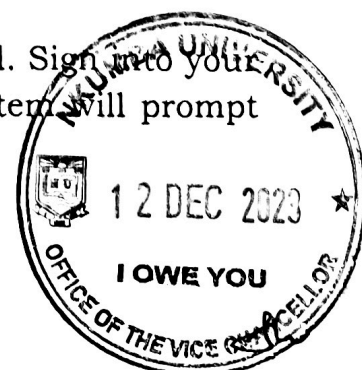
### **9. FEES FOR JANUARY 2024 SEMESTER**

Under the current circumstances, fees for all Continuing students remains unchanged.

### **10. TUITION PAYMENT PROCEDURE AND OTHER RELATED FEES**

All students are advised to pay their tuition and other fees, in a more convenient way by following simple steps to generate their payment invoice before proceeding to pay fees in the bank:

- a) Browse to <https://student.nkumbauniversity.ac.ug>
- b) For continuing students, log on using your credentials, (User name and Password). For first time students (freshers), enter your student number as both your user name and password (your student number can be found on admission letter)
- c) The System will give you an access code and temporary password. Sign into your Portal using the access code and temporary password. The System will prompt



you to change the temporary password to a desired password of at least six characters.

- d) Once logged in, make the payment reference “bottom left corner of the active window). Make an appropriate selection, enter the amount you intend to pay and click generate reference button.
- e) Take a picture of print the reference number
- f) Present the reference number at the bank counter along with the amount. Please remember to include the bank charges.
- g) You can get assistance from both the University (**NUICTS, ACADEMIC REGISTRAR AND FINANCE STAFF**) and the Banks. Seek for help from University Staff whenever you are stuck on the following telephone contacts:
  - Timothy Odeke +256782741948
  - Esther Nansamba +256775037833
  - Hakim Mulinde +256783637895
  - Robert Kitaka +256774264949
  - Mustafah Kato +256775386886
  - Vincent Malunda +256772919146

## **11. ADMISSIONS AT NKUMBA UNIVERSITY**

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Nkumba University is currently receiving applications for admission to both Kampala and Main campuses for the February 2024 Semester for all programmes.

The University offers courses on Certificate, Diploma, Degree, Postgraduate Diplomas, Masters, and PhD by research. “O” level leavers can also be admitted to Certificate programmes. So, inform all friends, relatives and other interested people to join the programmes.

Applications can be made online by visiting <https://admissions.nkumbauniversity.ac.ug/> or physically visiting the Front Desks at both Nkumba University Kampala and Main Campus; Application fees are **UGX50,000/=** for all programmes.

## **12. PhD PROGRAMME**

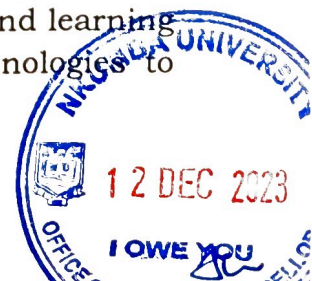
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Nkumba University runs PhD Programmes by Research. The programme takes a minimum duration of three years. In the first year, the candidates are equipped with advanced research skills. Admission to the PhD for the August 2024 Intake is ongoing. Interested students may contact **Ms. Joan Mugisa, Nkumba University** on **+256773226896** for more information.

## **13. MODE OF TEACHING**

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Nkumba University used both virtual and face to face learning for its August 2023 Semester. The University has the appropriate technologies for teaching and learning virtually. A new ELearning hub fully furnished with up to date technologies to



support teaching and learning was donated to Nkumba University by the Master Card foundation and Cyber school technologies. Lecturers have received the necessary pedagogical skills and very soon, some courses will be rolled out to be full taught online. All members are encouraged to embrace the emerging trend in teaching and learning. The National Council for Higher Education (NCHE) accredited the University to run an Open Distance and E-Learning (ODEL) mode of delivery since September 2020. This form of delivery has been successfully used in the past years and will continue to be used but with a lot of improvements. Students and staff are advised to acquire and use their university email address in order to have access to the EDUROM WIFI hotspots all-over the country for free.

Nkumba University is implementing the Bring Your Own Device (BYOD) policy and would want to request students and staff to acquire their personal ICT equipment to use during teaching and learning.

#### **14. 26<sup>TH</sup> GRADUATION CEREMONY AND COMMENCEMENT LECTURE**

The University has plans to hold two functions; Commencement Lecture and 26<sup>th</sup> Graduation Ceremony in October 2024. Both events shall be held in the same place at Nkumba University Sports Ground and will follow a blended format (physical and virtual).

#### **15. ACADEMIC PROGRAMMES**

Nkumba University offers academic programmes at the following levels.

<b>Level</b>	<b>School</b>	<b>Duration</b>
<b>Certificates</b>	SBA, SCOS, SOSS, SCIAD, SEDU, SCIT	<b>1 and 2 years</b>
<b>Diplomas</b>	SLAW, SBA, SCOS, SOSS, SCIAD, SEDU, SCIT	<b>2 years</b>
<b>Certificate in Nursing Certificate in midwifery</b>	SCOS	<b>2½ years</b>
<b>Bachelors</b>	SLAW, SBA, SCOS, SOSS, SCIAD, SEDU, SCIT	<b>4 and 3 years</b>
<b>Post graduate diploma</b>	SBA, SCOS, SOSS, SEDU, SCIT	<b>1 year</b>
<b>Masters</b>	SBA, SCOS, SOSS, SCIAD, SEDU, SCIT	<b>2 years</b>
<b>PhD (by Research)</b>	Postgraduate studies & research: SOSS, SCIAD, SBIT, SCOS, SEDU	<b>3-5 years</b>

**Key:**

SLAW	-	School of Law
SBA	-	School of Business and Administration
SCIT	-	School of Computing and Informatics
SCOS	-	School of Sciences
SOSS	-	School of Social Sciences
SCIAD	-	School of Commercial Industrial Art and Design
SEDU	-	School of Education



**Please note:** The Timetable for the February 2024 Semester shall be accessed from the University Website i.e., <https://nkumbauniversity.ac.ug/timetables/>

## **16. SCHOLARSHIPS**

Nkumba University is offering more than 200 scholarships for the February 2024 intake in different disciplines to applicants who have been successfully admitted for a degree programme. This opportunity is open for those who are joining the University for the first time.

**Application forms and more information can be gotten from the Office of the Director, Kampala Campus, Dr. Bbosa Sulaiman +256 782485058 or the Academic Registrar's Office Main Campus.**

## **17. OFFICIAL CLOSING DATES FOR THE FESTIVE SEASON**

Nkumba University will be closing officially on **Friday 15<sup>th</sup> December, 2023**. However, the following Units/Offices and Departments will remain open for services to the clients:-

- (a) Security
- (b) Academic Registrar's Office
- (c) Finance Department
- (d) IT Department

## **18. CONCLUSION**

Nkumba University still takes on its Vision and Mission to deliver quality teaching, learning, research and community engagement to all its stakeholders. We thank all the stakeholders for the diligent work, commitment and support that keep us thriving in the education sector.

We pledge our dedicated service to keep innovating, teaching and researching to produce ready graduates that match the 21<sup>st</sup> century market demands.

We continue to remind dear parents and guardians to support students with study aids like laptops and other gadgets that are used during learning.

Happy Holidays and May God bless all of you.

**I OWE YOU**



**PROF. JUDE T. LUBEGA  
VICE CHANCELLOR**

**Cc:** The University Secretary  
The Academic Registrar  
The University Librarian  
The University Bursar

