



MAKERERE UNIVERSITY BUSINESS SCHOOL

OFFICE OF THE SCHOOL REGISTRAR

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ANNOUNCEMENT OF 2024/2025 ACADEMIC YEAR ADMISSIONS FOR DIPLOMA PROGRAMMES OFFERED AT MUBS MAIN CAMPUS

The School Registrar, Makerere University Business School invites applications from Ugandan, East African, South Sudanese and International applicants for private sponsorship scheme for academic year 2024/2025

A) PROGRAMMES BEING ADVERTISED AT MUBS MAIN CAMPUS

1. Postgraduate Diploma in Business Intelligence and Data Analytics

Admission requirements

- Each applicant should have obtained at least a Bachelors degree in the following areas: Business Computing, Business Statistics, Bsc in Quantitative Economics, Bsc Engineering, Bsc Maths or Physics, Bsc IT, IS and any related bachelors degree in IT.
Or
- Any other bachelors degree with full certifications in Oracle Business Intelligence Certification, Certified Business Intelligence Professional, Microsoft's MCS (Data Management and Analytics), EMC Data Science and Big Data Analytics Certification, SAS Certified Scientist, Cloudera Certified Professional. Applicants with professional qualifications must have passed/completed level one of the professional qualifications from a recognized institution.

2. Postgraduate Diploma in Business Education

Admission requirements

Each applicant should have obtained at least a Bachelors degree or its equivalent from a recognized institution or an appropriate professional qualification like ACCA, CPA, CIM, ICSA.

3. Diploma in Business Intelligence and Data Analytics

Admission requirements

- Direct entry Scheme
A candidate must have sat Uganda Certificate of Education (U.C.E) examination (or equivalent) and obtained a Certificate with at least 5 passes with a credit in Mathematics or its equivalent; and obtained at least 1 principal pass and 2 Subsidiary passes at Uganda Advanced Certificate of Education (U.A.C.E) obtained at the same sitting.
- Applicants with Professional Qualifications must have passed at least a half of stage/level one of the professional qualifications from a recognized institution and a Ugandan Certificate in Education with at least three passes.

B) OTHER REQUIREMENTS FOR THE ADVERTISED PROGRAMMES

	Programme	CODE	Duration	Number of places	Tuition fees per semester (Ugandans, East African and South Sudan) UGX	Tuition fees per semester (International) US \$
1.	Postgraduate Diploma in Business Intelligence and Data Analytics(PGDBIDA)	PBIM	1 year	100	1,170,000	1007
2.	Postgraduate Diploma in Business Education	PBEM	1 year	100	1,170,000	1007
3	Diploma in Business Intelligence and Data Analysis	DBIM	2 years	100	764,750	483

Note that each student shall be required to pay non-refundable functional fees annually in Semester I in addition to the tuition fees as follows:

FUNCTIONAL FEES	UGANDANS, E. A & S. SUDANESE	INTERNATIONAL
Postgraduate Diploma programme	Shs 685,150/=	US\$ 635
Diploma programme	Shs.685,150/=	US\$ 635
National Council for Higher Education Fees	Shs.20,000/=	Shs.20,000/=

National Council for Higher Education fee 20,000/= payable to the National Council for Higher Education account.

HOW TO APPLY

- Applicants are required to apply online by filling in an online application form. Filling in online application forms can be done from any location where there is internet connectivity or MUBS Main Campus at Nakawa.
- Other relevant information can be obtained from **School Registrar's Office Block 5** or can be downloaded from the website www.mubs.ac.ug.
- Candidates who hold Grades **X, Y, Z, 7** and 9 of O'level results should **not** apply because they are **not** eligible for admission.

C. MAKERERE UNIVERSITY BUSINESS SCHOOL ON-LINE APPLICATION PORTAL USER GUIDE

Steps to follow

1. To access the system log on <https://apply.mubs.ac.ug> and click on **Apply Now**
2. Sign up using full name, e-mail and Mobile Number. Please note that your name must be similar to the one on your supporting academic documents for your application to be considered.
Note: For you to register you must have a valid email address. If you do not have sign up for one.
3. A password will be sent to both your e-mail and mobile number.
4. The system will prompt you to change the password to the one you can easily remember
5. **To fill a form, the applicant clicks on the APPLY NOW button displayed on the running scheme.**
6. After filling the application form, then attach the following **scanned** copies.
 - i. Passport Size photo (100KB).
 - ii. Birth Certificate (500KB).
 - iii. 'O' Level Certificate/Pass slip Or Equivalent (500KB).
 - iv. 'A' Level Certificate/Pass slip Or Equivalent (500KB).
 - v. Certified transcript for Degree/Diploma/Certificate holders (If required) (500KB).
 - vi. Previous school/institution Identification card.

7. Obtain a **payment slip/reference number** by clicking on "**Pay for Form**" button.

Make a non-refundable application fee of **UGX 30,000/=** plus a bank charge of **UGX. 3000/=** at any banks apart from Bank of India and Citi Bank

Note:

- i. Applicants, who completed their studies from outside Uganda, should have their academic documents equated by the Uganda National Examinations Board.
- ii. All Diploma programmes are offered during **day**.
- iii. A programme will only run if the breakeven number is realized.
- iv. Courses will be offered both online and in the typical classroom setting.
- v. The system is open for application from **August 01, 2024 to August 31, 2024**

The closing date for applying is August 31st, 2024

WARNING

- a) Applicants are strongly warned that cases of impersonation, falsification of information/documents, fraudulent access or giving false/forged/incomplete information whenever discovered, either at registration or afterwards, will lead to automatic cancellation of admission, revocation of award where applicable and prosecution in the Courts of Law.
- b) Do not buy any other documents not originating from the School Registrar's Office. Those who buy them do so at their own risk.
- c) The School Registrar has not appointed any agents to act on her behalf to solicit for additional funds other than the application fee stated above.


ELDRED M. KYOMUHANGI - MANYINDO
SCHOOL REGISTRAR