



MAKERERE UNIVERSITY BUSINESS SCHOOL

OFFICE OF THE SCHOOL REGISTRAR

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ANNOUNCEMENT OF ADMISSIONS FOR THE ACADEMIC YEAR 2025/2026, AUGUST INTAKE

THE SCHOOL REGISTRAR, MAKERERE UNIVERSITY BUSINESS SCHOOL, INVITES APPLICANTS FOR DIPLOMA AND CERTIFICATE PROGRAMMES OFFERED AT MAKERERE UNIVERSITY BUSINESS SCHOOL MAIN CAMPUS AND ITS REGIONAL CAMPUSES UNDER THE PRIVATE SPONSORSHIP SCHEME FOR THE ACADEMIC YEAR 2025/2026

1. PROGRAMMES OFFERED AT MAKERERE UNIVERSITY BUSINESS SCHOOL

1.1 MAKERERE UNIVERSITY BUSINESS SCHOOL MAIN CAMPUS

a) Postgraduate Diploma programmes

	Programme	Year of Study	Code	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	1 Year	PBIM	100	1,345,500	1,309
2	Postgraduate Diploma in Business Education	1 Year	PBEM	100	1,345,500	1,309

b) Ordinary Diploma and Certificate programmes

	Programme	Year of Study	CODE	Number of places	Tuition fees per semester UGX (Ugandans, East African and South Sudanese)	Tuition fees per semester (International) US \$
1	Diploma in Business Intelligence and Data Analytics	2 Years	DBIM	100	764,800	483
2	Diploma in Business Administration	2 Years	DBAM	250	764,800	483
3	Diploma in Computer Science	2 Years	DCSM	100	764,800	483
4	Diploma in Catering and Hotel Operations	2 Years	DHBM	100	764,800	483
5	Diploma in Business Computing	2 Years	DBCM	100	764,800	483
6	Diploma in Entrepreneurship	2 Years	DESM	100	764,800	483
7	Diploma in Human Resource Management	2 Years	DHRM	100	764,800	483
8	Diploma in Procurement and Supply Chain Management	2 Years	DPLM	100	764,800	483
9	Diploma in Accounting and Finance	2 Years	DAFM	100	764,800	483
10	National Certificate in Business Administration (UVTAB)	2 Years	CBMM	200	402,500	280
11	Higher Education Certificate in Business Studies	1 Year	HECBS	100	764,800	483

1.2 MAKERERE UNIVERSITY BUSINESS SCHOOL REGIONAL CAMPUSES

1.2.1 ARUA REGIONAL CAMPUS

	Programme	Year of Study	Code	No. of places	Tuition fees per semester (Ugandans, East African and South Sudanese)	Tuition fees per semester (International)
1	Diploma in Business Administration	2 Years	DBAA	200	483,000	402
2	Diploma in Procurement and Supply Chain Management	2 Years	DPSMA	200	483,000	402
3	National Certificate in Business Administration (UVTAB)	2 Years	CBMA	100	402,500	280
4	Higher Education Certificate in Business Studies	1 Year	HECBS	100	764,800	483

1.2.2 JINJA REGIONAL CAMPUS

	Programme	Year of Study	Code	No. of places	Tuition fees per semester (Ugandans, East African and South Sudanese)	Tuition fees per semester (International)
1	Diploma in Business Administration	2 Years	DBAJ	200	483,000	402
2	Diploma in Catering and Hotel Operations	2 Years	DHBJ	100	483,000	402
2	Diploma in Accounting and Finance	2 Years	DAFJ	100	483,000	402
3	Diploma in Procurement and Supply Chain Management	2 Years	DPSMJ	100	483,000	402

4	National Certificate in Business Administration (UVTAB)	2 Years	CBMJ	100	402,500	280
5	Higher Education Certificate in Business Studies	1 Year	HECBS	100	764,800	483

1.2.3 MBALE REGIONAL CAMPUS

	Programme	Year of Study	Code	No. of places	Tuition fees per semester (Ugandans, East African and South Sudanese)	Tuition fees per semester (International)
1	Diploma in Business Administration	2 Years	DBAH	200	483,000	402
2	Diploma in Accounting and Finance	2 Years	DAFH	100	483,000	402
3	National Certificate in Business Administration (UVTAB)	2 Years	CBMH	100	402,500	280
4	Higher Education Certificate in Business Studies	1 Year	HECBS	100	764,800	483

1.2.4 MBARARA REGIONAL CAMPUS

	Programme	Year of Study	Code	No. of places	Tuition fees per semester (Ugandans, East African and South Sudanese)	Tuition fees per semester (International)
1	Diploma in Business Administration	2 Years	DBAR	200	483,000	402
2	Diploma in Business Computing	2 Years	DBCR	200	483,000	402
3	Diploma in Procurement and Supply Chain Management	2 Years	DPSM	200	483,000	402
4	Diploma in Accounting and Finance	2 Years	DAFM	200	483,000	402
5	National Certificate in Business Administration (UVTAB)	2 Years	CBMR	100	402,500	280
6	Higher Education Certificate in Business Studies	1 Year	HECBS	100	764,800	483

Note: In addition to the tuition fees per programme listed above, each student shall be required to pay non-refundable functional fees annually in Semester I as follows:

FUNCTIONAL FEES	UGANDANS, E. A & S. SUDANESE	INTERNATIONAL
Postgraduate Diploma programme	Shs 685,900/=	US\$ 635
Diploma programme	Shs.685,900/=	US\$ 635
National Certificate programme	Shs. 582,900/=	US\$ 635
Higher Education Certificate in Business Studies	Shs.629,900/=	US\$ 612
National Council for Higher Education Fees (payable at NCHE account)	20,000/=	20,000/=

2. ADMISSION REQUIREMENTS FOR THE DIPLOMA AND CERTIFICATE PROGRAMMES

2.1 POSTGRADUATE DIPLOMAS

- Postgraduate Diploma in Business Education**
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
- Postgraduate Diploma in Business Intelligence and Data Analytics (PGDBIDA)**
Each applicant should have obtained 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 bachelor's degree in IT.
Or
- Any other degree with full certifications in Oracle Business Intelligence Certification, Certified Business Intelligence, Professional. Microsoft 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.

2.2 DIPLOMA PROGRAMMES

- Each applicant should either have obtained the Uganda Certificate of Education (UCE) with at least 5 passes and the Uganda Advanced Certificate of Education (UACE) with at least 1 principal pass and two subsidiary passes in principal subjects obtained at the same sitting.
Or
- Hold the Uganda Certificate of Education (UCE) with at least 3 passes and hold an Academic Certificate qualification from a recognized institution or a Certificate in Business Studies offered with at least 5 passes obtained from different stages. Certified copies of academic transcripts (not photocopies of certified) from the awarding Institutions MUST be attached.
Or
- 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 Uganda Certificate in Education (UCE) with at least three passes.
- In addition to a and b above for applicants to the Diploma in Intelligence and Data Analytics, the applicants should have a credit in Mathematics or its equivalent.

2.3 CERTIFICATE PROGRAMMES

2.3.1 HIGHER EDUCATION CERTIFICATE IN BUSINESS STUDIES

- a) Each applicant should have obtained the Uganda Certificate of Education (UCE) with at least 5 passes and the Uganda Advanced Certificate of Education (UACE) with at least 2 subsidiary passes or 1 principal pass obtained in principal subjects.
- b) Vocational qualifications at level 2 or level 3 of the Uganda Vocational Qualifications Framework or hold an Academic Certificate qualification from a recognized institution that are examined by UBTEB/UVTAB or DIT.

2.3.2 NATIONAL CERTIFICATE IN BUSINESS STUDIES (UVTAB)

Each applicant should have a Uganda Certificate of Education (UCE) with at least 3 passes at the same sitting.

3. PROCEDURE OF APPLYING

- a) 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 or its Regional Campuses.**
- b) Other relevant information can be obtained from **School Registrar's Office Block 5** or its Regional Campuses or it can be downloaded from the website www.mubs.ac.ug.
- c) Candidates who hold Grades X, Y, Z, 7 and 9 of O'level results should **not** apply because they are **not** eligible for admission.

4. ON-LINE APPLICATION PORTAL PROCEDURE

Steps to follow

- a) To access the system log on <https://apply.mubs.ac.ug> and click on **Apply Now**
- b) 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.

- c) A password will be sent to both your e-mail and mobile number.
- d) The system will prompt you to change the password to the one you can easily remember
- e) **To fill a form, the applicant clicks on the APPLY NOW button displayed on the running scheme.**
- f) 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.
- g) 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.

5. GENERAL INFORMATION

- a) Applicants, who completed their studies from outside Uganda, should have their academic documents equated by the Uganda National Examinations Board.
- b) **Certificate holder applicants must have done either UBTEB/UVTAB, UNIMEB/UAHEB, examinations or from Chartered Universities.**
- c) All Diploma programmes are offered during **day**.
- d) A programme will only run if the break-even number is realized.
- e) Courses offered will be taught using both online and the traditional physical classroom setting.
- f) The closing date for applying is June 30th, 2025.
- g) 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.
- h) Applicants are cautioned that they should not be requested to pay additional funds other than the application fee stated above.


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SCHOOL REGISTRAR