

GENERAL CIRCULAR

REF: KU/GEN-CIRCULAR/025/052

28th November, 2025.

To: Parents, Guardians, Sponsors, and All Students

Warm greetings and compliments from the University Council, Senate, Management, Staff, Students, and myself. We give thanks to the Almighty God for guiding our business throughout this busy semester. As usual, students are encouraged to share this circular and their fees invoice(s) with parents, guardians, sponsors, alumni, and other stakeholders to keep them informed.

As we close the August–December 2025 Semester, kindly take note of the following:

I) Commencement of the Semester

- The Semester ends on **30th November 2025**.
- The next Semester begins on **2nd February 2026** for both new and continuing students.
 - **2nd –8th February**: Orientation for new students
 - Lectures begin immediately for continuing students
- Attendance is mandatory. The Semester ends on **31st May 2026**.

II) 23rd Graduation Ceremony

- Tentatively scheduled for **Thursday, 23rd April 2026** at Ggaba Main Campus, presided over by the University Chancellor.
- Students who completed in **May 2025** must clear by **15th December 2025**.
- Students completing in **December 2025** must clear by **February 2026**.

III) Intent to Graduate Form

- All prospective 2026 graduands must complete the **Intent to Graduate Form** before **20th December 2025** at their respective campuses before leaving for the Christmas break.

IV) Updates on the Health of the Vice Chancellor

We give thanks to Allah for sustaining and steadily improving my health. I am deeply indebted to my children for their constant support during this recovery process. I also sincerely thank our students, staff, alumni, parents, and stakeholders for your prayers and well wishes, which have greatly aided my healing.

V) The Africa Elephant Award

At the **19th Africa Scout Conference** (18–21 September 2025, held at Antananarivo, Madagascar), the Vice Chancellor of Kampala University, Owek. Amb. Prof. Badru Ddungu Kateregga, who also serves as the Chief Scout of Uganda, was honored with the **Africa Elephant Award**—the highest distinction in African Scouting—for his outstanding contributions to Scouting in Uganda, Africa, and globally.

VI) Inauguration of the Kampala University Internal Hackathon

The University held its first **Internal Hackathon** on **30th October 2025**, officiated by the Founding VC Prof. Kateregga and Chief Guest Mr. Watasa Moses, Commissioner for Communication and Information Dissemination at the Ministry of ICT. Students presented innovations using artificial intelligence addressing education, health, smart agriculture, and environmental challenges. The Hackathon will now be an annual event at KU.

VII) Accreditation of Kampala University Jinja Campus

On **4th August 2025**, Kampala University officially submitted Jinja Campus to the **National Council for Higher Education (NCHE)** for separate campus accreditation. Significant resources were invested to upgrade the campus, and we await the Council's feedback with optimism.

VIII) Training Lecturers in Comprehensive Competence-Based Education and artificial intelligence technologies

With Uganda transitioning to competence-based education, and with artificial based technologies taking centre stage in both current and future education, Kampala University has begun training lecturers and reviewing curricula to align with this system, ensuring readiness to admit Senior Six graduates educated under the new CBE framework.

IX) Kampala University Honored with Trailblazer Award at African Academia Awards 2025

On 5th November 2025, Kampala University was proudly recognized with the **Trailblazer Award** at the African Academia Awards held in Kigali, Rwanda. This prestigious continental accolade celebrates our unwavering commitment to making higher education accessible, inclusive, affordable, and of the highest quality.

The award was received on behalf of the Founding Vice-Chancellor Owek.Amb.Al-haj Prof Badru Ddungu Kateregga by **Ms. Rashida Kateregga** (Resident Director) and **Mr. Muhammad Faquih Kateregga** (Deputy Resident Director), who represented the University at the ceremony.

This recognition reaffirms Kampala University's dedication to pioneering excellence in education and advancing opportunities for learners across Africa.

X) Staff Movements

Recent appointments and transfers include:

- Ms. Asio Caroline – Campus Administrator, Jinja
- Ms. Irene Nakatudde – Campus Administrator, Mutundwe
- Ms. Aidah Naisanga – Director, Human Resource
- Ms. Juliana Namayanja – Accountant, Masaka
- Ms. Nandawula Zaina – Accountant, Mutundwe
- Ms. Namakula Nicol – Accountant, Ggaba
- Mr. Wesonga Benson – Records Officer

XI) Students' tuition payment and online registration

- All students must register with the Academic Registry in the first week and complete ERP system registration after paying at least **60% of tuition**.
- All other payments i.e. statutory payments, meals and accommodation etc. should be fully paid before beginning of semester
- Registration closes on **20th March 2026**; late registration attracts a **UGX 50,000** penalty.
- All previous course units must be completed before progressing.
- Retakes cost **UGX 200,000** per course and require full participation in classes, coursework, and exams.

XII) Special Examinations

- For graduating students special exams: to take place **26th–30th January 2026**, preceded by a meeting on **21st January 2026**.
- For continuing students special exams: to take place on **2nd–6th March 2026**.
- Students who were eligible but missed final exams must apply for special exams by completing the **Special Examination Request Form** and attaching required documents.

XIII) Programmes with Practical Components

Students enrolled in **Science-based, practical-oriented, and field-attached** programmes are required to pay an **additional fee of 150,000/=** to cover the costs of practicals and field trips.

The affected programmes include:

- Bachelor of Science with Education (BSED)
- Higher Education Certificate -Physical Sciences (HEC-P)
- Higher Education Certificate -Biological Sciences (HEC-B)
- Bachelor of Science in Agriculture (BSAG)
- Bachelor of Agriculture and community development (BACD)
- Environmental Management
- Environmental Science and Technology
- Geography
- Industrial Art and Design

Students pursuing **Leisure Tourism and Hotel Management** will be required to pay **200,000/=** due to the higher demands of the programme, which involves both practicals and field trips.

XIV) School Practice and Internship Fees Adjustment

In recognition of the significant costs incurred during the supervision of international students—particularly as supervisors are required to travel across different countries—the expenses involved have proven to be high. To ensure that our teams can continue to carry out this exercise effectively and comfortably, the following adjustments to the School Practice and Internship fees have been introduced:

a) International Students (Outside Uganda but within the East African Region)

- New Fee: 550,000/=

This increment reflects the additional costs of travel and supervision across borders within the region.

b) For those students living in Uganda (both national and International)

- Kampala and other campus localities for the case of Luweero, Jinja, Masaka, Mutundwe Campuses: 150,000/=

- Outside Kampala or 40 kilometers from the locality of any campus: 250,000/=

These adjustments will enable supervisors to meet the demands of travel and supervision across different locations during the programme, ensuring the continued quality and effectiveness of the School Practice and Internship exercise.

XV) Academic Progression / Self Promotion

- Progression is not automatic if you have not fulfilled the requirements of senate.
- Missing exams (regular or special) disqualifies a student from progression.
- Failing over **30% of course units** requires repeating the entire semester and sitting exams again.
- Self-promotion is unacceptable and strictly prohibited.

XVI) Student Transfers

Transfers must be handled first at the Main Campus in line with the University and NCHE guidelines. Applicants must pay the required fees, receive provisional admission, and clear the transfer fee. KU reserves the right to verify applicants' details with the former institution.

XVII) Qualifications from Institutions outside Uganda

Qualifications obtained outside Uganda must be equated either by the **Uganda National Examinations Board (UNEB)** or the **National Council for Higher Education (NCHE)**.

XVIII) Updates from the Sports Arena

Kampala University proudly celebrates remarkable achievements across multiple sporting disciplines, underscoring its dedication to holistic student development:

- **Football Team** – Leads the league following a decisive 3–1 victory over Mountains of the Moon University.
- **Woodball Team** – Crowned regional champions in East Africa and national champions in Uganda.
- **Chess Team** – Holders of the KCB Trophy, now qualified for the World University Games in China.
- **Men's Netball Team** – Secured the East African league title and are due to travel to Malawi to secure the African title.
- **Taekwondo Team** – Earned strong placements in the Korean Ambassador's Cup.
- **Bridge Team** – Continued active participation, fostering critical thinking and teamwork.

These milestones highlight Kampala University's vibrant sports culture and commitment to nurturing talent both on and off the field. As preparations intensify for the **20th AUUS Games at Uganda Christian University (UCU) in December 2026**, the University stands poised to showcase excellence and unity on the national stage.

XIX) Kampala University School of Nursing and Health Sciences (KUSNHS) – Mutundwe

The School of Nursing successfully completed clinical placements and smoothly conducted internal examinations.

In the **June 2025 UHPAB examinations**:

- The nursing students performed very well with over 100 candidates passing with flying colours.

We extend our congratulations to the successful candidates.

Adjustment in clinical fees.

To sustain the quality and efficiency of clinical training, the **clinical placement fee has been revised to UGX 350,000, effective January 2026.**

Admissions for the **January 2026 intake in Nursing and Midwifery** are currently ongoing, and applicants are encouraged to submit their applications early.

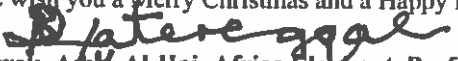
XIX) Updates from our Sister Universities

Please allow me to inform you that all our sister universities within the **BDK Universities Network International** continue to run their academic programs smoothly and steadily.

In particular, we are pleased to highlight that **The East African University (TEAU)** will be holding its **7th Graduation Ceremony on 11th December, 2025**. This milestone event marks yet another significant achievement in the university's journey and is an important occasion for our network community to note and celebrate.

May the Almighty Allah bless you all.

We wish you a Merry Christmas and a Happy New Year – 2026. Viva Kampala University!


O'wek. Amb. Al-Haj. Africa Elephant. Prof. Badru D. Kateregga
VICE CHANCELLOR

Copy: Chairman Council