



MAKERERE UNIVERSITY

OFFICE OF THE ACADEMIC REGISTRAR

P. O. Box 7062, Kampala- Uganda, Tel: +256 414 533332, Fax: +256 414 534125

E-mail: ar@acadreg.mak.ac.ug, Website: <http://www.mak.ac.ug>

Name: **ASHABA Mary Pearl**

Date: **19th Jul, 2024**

Registration No.: **24/U/03698/EVE**

Subject Combination: **N/A**

Student No.: **2400703698**

Sponsorship: **PRIVATE**

Gender: **FEMALE**

Scheme: **DIRECT ENTRY**

Hall: **MARYSTUART**

Year of Study: **YEAR 1**

Dear Sir/Madam,

PROVISIONAL ADMISSION LETTER FOR ACADEMIC YEAR 2024/2025

I write to offer you a place at Makerere University for a Programme of study leading to the following award as a privately sponsored student:

BACHELOR OF BUSINESS ADMINISTRATION - (BBAE)

This is a provisional offer made on the basis of the statement of your qualification as presented on your application form. The offer is subject to payment of 60% Tuition and all Functional Fees before issuance of Admission Letter from your respective College/School Registrar when the University officially opens.

The fees policy states as follows:

- i. All privately sponsored first year students should pay 60% tuition and full functional fees before the beginning of the orientation week which will be communicated at a later date.
- ii. All privately sponsored first year students should pay 60% tuition and all functional fees before issuance of original admission letters.
- iii. All students should have paid 100% tuition by the 12th week of the Semester as stipulated in the fees policy, approved by the University Council.
- iv. All privately sponsored students should have paid full functional and accommodation fees before staying in the Hall of Residence.
- v. Registration is a mandatory requirement of the University which **MUST** be done within the first two (2) weeks of the semester.
- vi. Internship fee of UGX.132,250 /= (one hundred thirty two thousand two hundred fifty shillings only) shall be paid in the first and second semesters of year one to cater for the administration and supervision of the exercise.

See detailed Fees Structure on the next page.

You **MUST** have a laptop computer as one of the essential tools for study purposes for your programme.

Please note that the University outsources catering services for students in the Halls of Residence at the Main Campus.



Professor Buyinza Mukadasi,

ACADEMIC REGISTRAR

FEES STRUCTURE

NO FEES STRUCTURE HAS BEEN DEFINED FOR YOUR PROGRAMME

You are expected to activate your **STUDENT'S PORTAL** in order to make payments and register every semester.

To do so access the students portal using the link;

<https://myportal.mak.ac.ug>

For the very first time, your **User ID** is your **Student Number** and your **Password** is also your **Student Number** found on your admission letter
Follow instructions to create your own password, login again to activate your student's portal to be able to make payments