BUSITEMA UNIVERSITY
Pursuing Excellence

P.O.Box 236, Tororo
Gen:+256-454448842
Dir: +256-454448864
Mob: +256-782999874
Fax: +256-454436517
Email:ar@acadreg.busitema.ac.ug
Website:www.busitema.ac.ug

OFFICE OF THE ACADEMIC REGISTRAR

A CALL FOR APPLICATIONS TO PROGRAMMES AT BUSITEMA UNIVERSITY FOR 2026/2027 ACADEMIC YEAR

Applications are invited from eligible candidates using A 'level Qualifications, Degree/Diploma and Certificate Holders for programmes tenable for 2026/2027. Detailed information is accessible on our website at www.busitema.ac.ug for clarity.

1. **A' level Direct General Requirements**

Interested applicants should have: Uganda Certificate of Education (UCE) with at least **five (5) passes**. (Candidates who obtained results **7, 9, X, Y and Z** at 'O' level need not apply) **And:**

i) **Degree Programmes**

Applicants should also have: Uganda Advanced Certificate of Education (UACE) with **at least two (2) principal passes** in essential subjects as obtained at the same sitting. Only candidates who sat A' Level in 2025, 2024, 2023, 2022 and 2021 are eligible to apply **EXCEPT** for those who wish to apply for ***BBW - Bachelor of Business Administration (Weekend)*** which is open for all years.

ii) **Diploma Programmes:-**

Applicants should also have: Uganda Advanced Certificate of Education (UACE) with at least ONE (1) principal pass and TWO (2) subsidiaries in principal subjects obtained at the same year of sitting. Only candidates who sat A' Level in 2025, 2024, 2023, 2022 and 2021 are eligible to apply.

2. **Diploma/Certificate Entry General Requirements**

Interested applicants should have obtained at least a 2nd class Diploma or Certificate from a National Council of Higher Education (NCHE) recognized Institution. Applicants with a pass qualification must provide evidence of Professional or Academic growth.

Mode of Application

All candidates will apply online using the ACMIS system. A 'level Direct Entry Applicants shall print their application form after confirming admission on the admission list that shall be posted to Busitema website. The last date for application shall be **Friday, 08rd May, 2026**.

NB:

1. All Admitted Candidates will be responsible for verification of their Academic documents from awarding institution where it is a requirement and whenever need arises.
2. A non-refundable application fee of Ug X 55,000 for East Africans or UgX 82,500 for Non East African must be paid on submission of application online.
3. Successful applicants shall be posted on www.busitema.ac.ug thereafter.

BUSITEMA UNIVERSITY ON LINE APPLCATION PORTAL USERGUIDE NOTES:

Busitema University Online Application Portal User Guide

1. Applicants should access the institution's Admission URL http://apply.busitema.ac.ug

2. Signup using full name, e-mail and mobile no. Please, note that your name must be similar to the one on your supporting documents for your application to be considered.
3. A default password will be sent to both your e-mail and mobile number.
4. The system shall prompt you to pay the application fee before proceeding to the next stage changing the password to the one you can easily remember and filling the form.
5. Upload your academic documents (in a single file pdf format) by clicking the **ATTACH FILES** button.
   (a) **For NON-Ugandan applicants, attach equated academic documents from Uganda National Examination Board (UNEB) or National Council for Higher Education (NCHE) and proof of English Proficiency where applicable.**
   (b) For PhD applicants, an additional softcopy (in pdf format) of the Research Concept Paper is required to be sent to the following email: dgsri.adm@busitema.ac.ug or Phone Nos. +256704563191/+256772558904

NOTES:

a) For any general inquiries visit www.busitema.ac.ug or call Tel no: +256393001033 /+256772675823

b) Non-Ugandan applicants are advised to seek guidance from the Principal Institutional Advancement Officer, Tel. No: +256772569055, Email: hnabirye22@gmail.com /ipo@busitema.ac.ug

Dr. Gimunguni Lillian Nabaasa (PhD)
ACADEMIC REGISTRAR