
**STATUTORY INSTRUMENTS
SUPPLEMENT No. 36**

25th November, 2005

STATUTORY INSTRUMENTS SUPPLEMENT

to The Uganda Gazette No. 75 Volume XCVIII dated 25th November, 2005

Printed by UPPC, Entebbe, by Order of the Government.

S T A T U T O R Y I N S T R U M E N T S

2005 No. 84.

**THE UNIVERSITIES AND OTHER TERTIARY INSTITUTIONS
(EQUATION OF DEGREES, DIPLOMAS AND CERTIFICATES)
REGULATIONS, 2005.**

ARRANGEMENT OF REGULATIONS

Regulation.

1. Title.
2. Interpretation.
3. Application for equation of degrees, diplomas and certificates.
4. Guidelines for equation of degrees, diplomas and certificates.

STATUTORY INSTRUMENTS

2005 No. 84.

The Universities and Other Tertiary Institutions (Equation of Degrees, Diplomas and Certificates) Regulations, 2005.

(Under sections 5(k) and 123(2) of the Universities and Other Tertiary Institutions Act, 2001, Act No. 7 of 2001)

IN EXERCISE of the powers conferred on the National Council for Higher Education by sections 5(k) and 123(2) of the Universities and Other Tertiary Institutions Act, 2001, these Regulations are made this 11th day of November, 2005.

1. These Regulations may be cited as the Universities and Other Tertiary Institutions (Equation of Degrees, Diplomas and Certificates) Regulations, 2005. Title.

2. In these Regulations, unless the context otherwise requires— Inter-pretation.

“Act” means the Universities and Other Tertiary Institutions Act, 2001;

“National Council” means the National Council for Higher Education established by section 4 of the Act.

3. An application to the National Council for equation of a degree, diploma or certificate under section 5(k) of the Act shall be in the form set out in Schedule 1. Application for equation of degrees, diplomas and certificates.

4. The National Council shall, in determining the equivalence of all types of academic and professional qualifications of degrees, diplomas and certificates obtained elsewhere with those awarded by Uganda institutions of higher education for recognition in Uganda, comply with the guidelines prescribed in Schedule 2. Guidelines for equation of degrees, diplomas and certificates.

SCHEDULE 1

Regulation 3

NATIONAL COUNCIL FOR HIGHER EDUCATION
APPLICATION FOR EQUATING OF DEGREES, DIPLOMAS
AND CERTIFICATES

(Fill all items on this form and append attachments wherever possible)

1. Name:
2. Present address
 - (a) Postal:
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.....
 - (b) Telephone number/e-mail address:
.....
3. Name of employer *(For employed applicants)*:
.....
4. Name and address of university/institution of higher education attended
 - (a) Name:
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.....
 - (b) Postal address
 - (c) Telephone number and e-mail address:
.....
 - (d) Period (e.g. 2000 – 2003):
.....
 - (e) Faculty/Programme:
.....

5. Last school attended in Uganda (*Where applicable*):
.....
6. Date of leaving school
7. Highest class attended
8. Duration of:
 - (a) Primary education
 - (b) Secondary education
9. Uganda Certificate of Education or equivalent examination
 - (a) Year of examination:
 - (b) Result:
10. Uganda Advanced Certificate of Education or equivalent examination
 - (a) Year of examination:
 - (b) Result:
(*Attach photocopies of results*)
11.
 - (a) Year of admission to university or college
 - (b) Qualifications considered to merit admission
.....
 - (c) Duration of Degree Course
 - (d) Certificate or Diploma
12. Did you have to learn a foreign language before you were admitted for the course? Yes/No.....
13. If yes, how long did it take you to learn the language?
.....
14. If you were not admitted to a university immediately after completing secondary education, state courses or employment you had prior to admission.

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15. State the sponsors of your scholarship

16. Did you at any time change your course without consulting your sponsor? If yes, state the reason

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17 Enclosures:

17.1 Enclosed herewith are photostat copies of the following certificates:

- (a) *Uganda Certificate of Education (UCE) or its equivalent
- (b) *Uganda Advanced Certificate of Education (UACE) or its equivalent
- (c) *Preparatory course document or certificate (*both in foreign language and in English where applicable*)
- (d) Degree or diploma certificate (*both in foreign language and in English where applicable*)
- (e) Other certificates (*to be named here*)

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- (f) Transcript
- (g) Curriculum/Course content
- (h) Copy of thesis or synopsis of dissertation (*For Masters and Ph.D. holders*)

17.2 I hereby solemnly declare that all statements above are correct and all documents forwarded to the National Council truly belong to me.

18. Date: Signature:

19. Designation of officer representing employer

SIGNATURE: DATE:

20. Official stamp or seal (*For employed applicants*)

*Delete whichever is inapplicable.

SCHEDULE 2

PART I

GUIDELINES FOR EQUATION OF DEGREE QUALIFICATION (First Degree, Second Degree and Doctorate Degree)

Category of Degree Award to be Equated:	Yes	No
1. Is the Institution accredited or recognised by the National Council?		
2. Minimum entry requirements (i) O' Level with 3 credits or its equivalent (ii) A' Level with 1 principal pass or its equivalent (iii) Diploma (iv) Other (specify)		
3. Mode of course delivery (i) Full time (ii) Part time (iii) Correspondence (iv) Other (specify)		
4. Minimum course duration (i) 3 years for undergraduates (ii) 9 months for Masters/M. Phil. (iii) 3 years for Ph.D.		
5. Minimum total course credits (i) 45 credits (675 contact hours) for undergraduates (ii) 30 credits (450 contact hours) for Masters Degree (iii) 30 credits (450 contact hours) for Ph.D.		

6. Evidence of research capacity
- (i) Project work or simple dissertation for undergraduates
 - (ii) Dissertation for Masters
 - (iii) Dissertation for Ph.D.

7. For Masters and Ph.D., is the dissertation published?

8. Relevance of the course undertaken for further studies or the practice of a profession

9. Is the curriculum available?

10. Proportion of time spent on practical work (At least 3 hours per week)

11. Course assessment modes:

- (i) Written assignments
- (ii) Written examinations
- (iii) Research/dissertation
- (iv) Practical examinations
- (v) Field attachment/practical/internship
- (vi) Other (specify)

12. General remarks

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Certification and recommendations:

- (i) This award has been duly evaluated in accordance with the terms and conditions set above by the National Council.
- (ii) The award was obtained from:
 - (a) A Commonwealth higher education institution

- (b) A State higher education institution
 - (c) A State registered institution
 - (d) Other
- (iii) It is recommended by the National Council that the award be recognised as:

Bachelor's Degree

Master's Degree

Doctoral Degree

Key:	Grading (1-11)	Yes = 1	No = 0
Score	75 - 100% (Good)	50 - 75% (Fair)	Below 50% (Poor)

11. General remarks

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Certification and recommendations:

- (i) This award has been duly evaluated in accordance with the terms and conditions set above by the National Council.

- (ii) The award was obtained from:
 - (a) A Commonwealth higher education institution
 - (b) A State higher education institution
 - (c) A State registered institution
 - (d) Other

- (iii) It is recommended by the National Council that the award be recognised as:
 - (a) Ordinary diploma
 - (b) Advanced diploma
 - (c) Postgraduate diploma

Key:	Grading (1-10)	Yes = 1	No = 0
Score	75 – 100% (Good)	50 – 75% (Fair)	Below 50% (Poor)

.....
Name of Evaluator

.....
Signature

.....
Date

PART III

GUIDELINES FOR EQUATION OF CERTIFICATES

Certificate Award to be Equated:	Yes	No
1. Is the Institution accredited/recognised by the National Council?		
2. Minimum entry requirements		
(i) Primary Leaving Certificate of grade III or higher, or its equivalent		
(ii) O' Level with 3 credits or its equivalent		
(iii) A' Level with 1 Principal pass or its equivalent		
(iv) Other (specify)		
3. Mode of course delivery		
(i) Full time		
(ii) Part time		
(iii) Correspondence		
(iv) Other (specify)		
4. Is the minimum course duration 3 – 6 months?		
5. Are the minimum course credits 6 credits (90 contact hours)?		
6. Evidence of research capacity e.g. project work		
7. Relevance of the course undertaken to the practice of a profession or further studies		
8. Is the curriculum available?		
9. Proportion of time spent on practical work (At least 2 hours per week)		
10. Course assessment modes		
(i) Written assignments		
(ii) Written examinations		
(iii) Research project		
(iv) Practical examinations		
(v) Other (specify)		

11. General remarks

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Certification and recommendations:

- (i) This award has been duly evaluated in accordance with the terms and conditions set above by the National Council.
- (ii) The award was obtained from:
 - (a) A Commonwealth higher education institution
 - (b) A State higher education institution
 - (c) A State registered institution
 - (d) Other
- (iii) It is recommended by the National Council that the above award be recognised as a:
Certificate

Key:	Grading (1-11)	Yes = 1	No = 0
Score	75 – 100% (Good)	50 – 75% (Fair)	Below 50% (Poor)

.....
Name of Evaluator

.....
Signature

.....
Date

PHENNY BIRUNGI,
Acting Executive Director,
National Council for Higher Education.