

STATUTORY INSTRUMENTS SUPPLEMENT
to The Uganda Gazette No. 72 Volume C dated 28th December, 2007
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 .

2007 No. 62.

**THE UNIVERSITIES AND OTHER TERTIARY INSTITUTIONS
(EQUATING OF DEGREES, DIPLOMAS AND CERTIFICATES)
REGULATIONS, 2007.**

ARRANGEMENT OF REGULATIONS

Regulation

1. Title.
2. Interpretation.
3. Application for equating of degree, diploma or certificate.
4. Guidelines for equating of degree, diploma or certificate.
5. Council to issue only one certificate.
6. Fees for equating of qualifications.
7. Revocation and savings

SCHEDULES.

SCHEDULE 1—Currency Point

SCHEDULE 2—Application for Equating of Degree, Diploma and Certificate

SCHEDULE 3—Guidelines for Equating of Qualifications.

SCHEDULE 4—Fees

STATUTORY INSTRUMENTS .

2007 No. 62.

The Universities and Other Tertiary Institutions (Equating of Degrees, Diplomas and Certificates) Regulations, 2007.

(Under sections 5(i),5(k) and 128 of the Universities and Other Tertiary Institutions Act, 2001, Act No. 7 of 2001)

IN EXERCISE of the powers conferred upon the National Council for Higher Education by sections 5(i), 5(k) and 128 of the Universities and Other Tertiary Institutions Act, 2001, and with the approval of the Minister, these Regulations are made this 28th day of February, 2007.

1. Title.

These Regulations may be cited as the Universities and Other Tertiary Institutions (Equating of Degrees, Diplomas and Certificates) Regulations, 2007.

2. Interpretation.

In these Regulations, unless the context otherwise requires—

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

“currency point” has the value given to it in Schedule 1;

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

3. Application for equating of degree, diploma or certificate.

An application to the National Council for equating of a degree, diploma or certificate under sections 5(i) and 5(k) of the Act shall be in the form set out in Schedule 2.

4. Guidelines for equating of degree, diploma or certificate.

The National Council shall, in determining the equivalence of an academic or professional qualification of a degree, diploma or certificate obtained in or outside Uganda, comply with the guidelines prescribed in Parts I, II and III respectively of Schedule 3.

5. Council to issue only one certificate.

(1) The National Council shall issue only one certificate of equivalence for a diploma, certificate or degree respectively, in respect of each successful applicant.

(2) A person who has previously been issued with a certificate of equivalence for a diploma, certificate or degree and who applies for another certificate of equivalence for a diploma, certificate or degree based on different qualifications from those for which the first certificate was issued, shall submit, together with the application, the first certificate of equivalence issued to him or her.

6. Fees for equating of qualifications.

An application to the National Council for equating of qualifications shall be accompanied by the fee prescribed in Schedule 4.

7. Revocation and savings.

(1) The Universities and Other Tertiary Institutions (Equating of Degrees, Diplomas and Certificates) Regulations, 2005 are revoked.

(2) Notwithstanding the revocation under subregulation (1), any action, appointment or programme made under the revoked regulations shall continue in force as if made under these Regulations.

SCHEDULES.

SCHEDULE 1

Regulation 2

CURRENCY POINT

A currency point is equivalent to twenty thousand shillings.

SCHEDULE 2

Regulation 3

APPLICATION FOR EQUATING OF DEGREE, DIPLOMA AND
CERTIFICATE

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

1. Name:.....
.....
2. Date of birth.....
3. Present address—
 - (a) Postal:
 - (b) Telephone number(s).....
 - (c) E-mail address:
4. Name of employer (*For employed applicants*):
5. Name and address of university or institution of higher education attended
 - (a) Name
 - (b) Postal address.....
 - (c) Telephone number(s):
 - (d) E-mail address
 - (e) Period (e.g. 2000 – 2003):
 - (f) Faculty
 - (g) Programme
6. Last school attended in Uganda (*Where applicable*)
7. Date of leaving school
8. Highest class attended
9. Duration of—
 - (a) Primary education: from to
 - (b) Secondary education: from to
10. Uganda Certificate of Education or equivalent examination
 - (a) Year of examination:
 - (b) Result:
11. Uganda Advanced Certificate of Education or equivalent examination
 - (a) Year of examination:
 - (b) Result:

12. (a) Year of admission to university or college.....
 (b) Qualifications considered to merit admission.....

 (c) Duration of degree course
 (d) Duration of diploma course
 (e) Duration of certificate course
 (f) Grade of pass (*where applicable*)
13. Did you have to learn a foreign language before you were admitted for the course? Yes/No.....
14. If yes, how long did it take you to learn the language?

15. If you were not admitted to a university immediately after completing secondary education, state courses or employment you had prior to admission

16. State the sponsors of your scholarship

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

18 Enclosures

Enclosed certified photocopies 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 (*In foreign language and in English*)
 (d) Degree or diploma certificate (*In foreign language and in English*)
 (e) Other certificates (*to be named here*)

 (f) Transcript
 (g) Curriculum/course content

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

NAME

SIGNATURE:

DATE:

**Delete whichever is inapplicable and attach all the relevant certified photocopies.*

SCHEDULE 3

Regulation 4

GUIDELINES FOR EQUATING OF DEGREES

PART I

GUIDELINES FOR EQUATING OF DEGREE QUALIFICATIONS

(Bachelor's, Master's and Doctoral Degree)

1. The institution must be accredited or recognised by the National Council or the accrediting agency in the country of origin.
2. Minimum entry requirements for Uganda Bachelor's degree—
 - (a) Direct entry from schools – Uganda Certificate of Education (UCE) with at least 5 credits and at least two principal passes at Uganda Advanced Certificate of Education (UACE) or its equivalent obtained at the same sitting;
 - (b) Mature age entry – aged 25 years and above and has passed mature age entry examinations with 50% mark and above. The mature age entry examinations have to be accredited by the National Council;
 - (c) Diploma entry – obtained at credit/distinction level in the relevant field from a recognised institution;
 - (d) Bridging/access/remedial courses for students who have done their secondary education outside Uganda. The National Council must accredit the courses.
3. Minimum entry requirements for master's degree—
 - (a) A bachelor's degree
 - (b) Other (specify)
4. Minimum entry requirements for a doctoral degree—
 - (a) A master's degree
 - (b) Other (specify)
5. Mode of course delivery—
 - (a) Full time
 - (b) Part time
 - (c) Correspondence
 - (d) Other (specify)

6. Minimum course duration—
 - (a) 3 years for undergraduate degree with the exception of in-service courses which may last two years.
 - (b) 1 year for masters.
 - (c) 3 years for doctoral degree.
7. Is the curriculum available? Yes/No
8. Proportion of time spent on practical work (At least 3 hours per week)
9. Course assessment modes—
 - (a) Written assignments
 - (b) Written examinations
 - (c) Research/dissertation
 - (d) Practical examinations
 - (e) Field attachment/practical/internship
 - (f) Other (specify)
10. The award was obtained from—
 - (a) A Commonwealth higher education institution
 - (b) A State higher education institution
 - (c) A State registered institution
 - (d) Other (specify)
11. General remarks
12. Certification
 - (a) This award has been duly evaluated in accordance with the terms and conditions prescribed by the National Council.
 - (b) The National Council certifies that the award be recognised as-
 - (a) A bachelor’s degree
 - (b) A master’s degree
 - (c) A doctoral degree

Name of equating officer.....
 Title

Signature

Date.....

PART II

GUIDELINES FOR EQUATING OF DIPLOMAS (*Ordinary, Advanced and Postgraduate Diploma*)

1. The institution must be accredited/recognised by the National Council or accrediting agency in the country of origin.
2. Minimum entry requirements for an ordinary diploma—
 - (a) Uganda Certificate of Education (UCE) with at least 5 passes;
 - (b) Uganda Advanced Certificate of Education (UACE) with 1 principal pass and two subsidiary passes obtained at the same sitting or its equivalent;
 - (c) Qualifications equivalent to Uganda Advanced Certificate of Education (UACE) as shall be determined by the National Council in consultation with the Uganda National Examinations Board;
 - (d) Certificate from a recognised institution;
 - (e) Other (specify).
3. Minimum entry requirements for an advanced or higher diploma
 - (a) Ordinary diploma
 - (b) Other (specify)
4. Minimum entry requirements for a postgraduate diploma
 - (a) Bachelor's degree
 - (b) Other (specify)
5. Mode of course delivery—
 - (a) Full time
 - (b) Part time
 - (c) Correspondence
 - (d) Others (specify)
6. Is the minimum course duration for ordinary diploma 2 (two) academic years? Yes/No

7. Is the minimum course duration for the advanced diploma 1 (one) academic year? Yes/No
8. Is the minimum course duration for the postgraduate diploma 1 (one) academic year? Yes/No
9. Is the curriculum available? Yes/No
10. Proportion of time spent on practical work (At least 3 hours per week)
11. Course assessment modes—
 - (a) Written assignments
 - (b) Written examinations
 - (c) Research project/dissertation
 - (d) Practical examinations
 - (e) Others (specify)
12. The award was obtained from—
 - (b) A Commonwealth higher education institution
 - (c) A State higher education institution
 - (d) A State registered institution
 - (e) Other
13. General remarks
14. Certification
 - (a) This award has been duly evaluated in accordance with the terms and conditions prescribed by the National Council.
 - (b) The National Council certifies that the award be recognised as—
 - (a) Ordinary diploma
 - (b) Advanced diploma
 - (c) Postgraduate diploma

Name of equating officer.....
 Title.....
 Signature.....
 Date.....

PART III

GUIDELINES FOR EQUATING OF CERTIFICATES

1. The Institution must be accredited or recognised by the National Council or accrediting agency in the country of origin.
2. Minimum entry requirements
 - (a) Uganda Certificate of Education (UCE) with at least 3 credits obtained at the same sitting;
 - (b) Other (specify).....
3. Mode of course delivery—
 - (i) Full time
 - (ii) Part time
 - (iii) Correspondence
 - (iv) Other (specify)
4. Is the minimum course duration one academic year? Yes/No
5. Is the curriculum available? Yes/No
6. Proportion of time spent on practical work (At least 2 hours per week)
7. Course assessment modes—
 - (a) Written assignments
 - (b) Written examinations
 - (c) Research project
 - (d) Practical examinations
 - (e) Other (specify)
8. The award was obtained from—
 - (a) A Commonwealth higher education institution
 - (b) A State higher education institution
 - (c) A State registered institution
 - (d) Other(specify)

9. General remarks.....
.....
.....

10. Certification

(a) This award has been duly evaluated in accordance with the terms and conditions prescribed by the National Council.

(b) The National Council certifies that the award be recognised as a certificate

Name of equating officer.....

Title.....

Signature.....

Date.....

PART IV

FEES PAYABLE ON APPLICATION FOR EQUATING QUALIFICATIONS

QUALIFICATION	FEES
Degree	10 currency points
Diploma	5 currency points
Certificate	3 currency points
Others	1 currency point for each document

PROF. MICHEL LEJEUNE,
*Deputy Executive Director,
National Council for Higher Education.*

Cross References

The Universities and Other Tertiary Institutions Act, 2001, Act No. 7 of 2001
The Universities and Other Tertiary Institutions (Equating of Degrees,
Diploma and Certificates) Regulations, 2005 S.I No. 80 of 2005