

MOUNTAINS OF THE MOON UNIVERSITY

P.O.BOX 837
FORT PORTAL
UGANDA, E.A
TEL: +256-483-422637
E-mail: registrar@mmu.ac.ug



Current Passport
Photograph

POST- GRADUATE APPLICATION FORM

Please complete all questions in **BLOCK CAPITALS** in blue ink and tick the boxes as appropriate

1.0 PERSONAL DETAILS

(Names filled must be as on birth certificate/Passport)

SURNAME:	Title (Mr/Mrs/Miss/Ms/Dr)
OTHER NAMES:	
DATE OF BIRTH AND AGE:	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE (Please Tick One)
COUNTRY OF BIRTH:	
COUNTRY OF RESIDENCE:	
RELIGIOUS AFFILIATION (If applicable):	
MARITAL STATUS (Married, Single, Divorced & others specify):	
NATIONALITY:	
DO YOU NEED ACCOMMODATION IN OUR HOSTELS? YES. <input type="checkbox"/> NO. <input type="checkbox"/>	

2.0 PERSONAL CONTACTS

VILLAGE:
PARISH:
SUB COUNTY:
DISTRICT OF BIRTH:

DISTRICT OF RESIDENCE (If different from above):	
POSTAL ADDRESS:	
HOME COUNTRY:	
HOME TEL:	MOBILE NUMBER:
FAX ADDRESS:	E-MAIL ADDRESS:

3.0 Have you ever enrolled at Mountains of the Moon University? **Yes** **No**

If yes, when did you graduate?

What qualification did you obtain?

4.0 COURSES AND PROGRAMS ON OFFER

Please tick the box of the course and program you're applying for.

COURSES	PROGRAMME	DURATION	PROGRAMME DELIVERY	OPTION (One Choice to be taken in the 2 nd Year of Study)
<input type="checkbox"/> Masters of Business Administration (MBA)	Masters	2 years	Blended Learning	<ol style="list-style-type: none"> 1. Human Resource Mgt. 2. Finance Services 3. Project Management 4. Marketing 5. Purchasing & Chain Mgt.
<input type="checkbox"/> Masters of Public Administration & Management (MPA)	Masters	2 years	Blended Learning	<ol style="list-style-type: none"> 1. Human Resource Mgt. 2. Public Policy Analysis.
<input type="checkbox"/> Post-Graduate Diploma in Public Administration & Management (PgDPAM)	Post-Graduate Diploma	1 year	Blended Learning	
<input type="checkbox"/> Post-Graduate Diploma in Human Resource Management (PgDHRM)	Post-Graduate Diploma	1 year	Blended Learning	
<input type="checkbox"/> Post-Graduate Diploma in Financial Management (PgDFM)	Post-Graduate Diploma	1 year	Blended Learning	

5.0 ACADEMIC HISTORY

Higher Education Institutions attended and qualifications obtained (you must supply full dates). Please start with the most recent.

**All applicants must enclose official transcripts of their qualifications.
Any discrepancy may lead to cancellation of application.**

Name & Address of Institution	Dates of Attendance		Qualification and Class Awarded	Date Awarded	Examining and Awarding Body
	Date Started	Date Ended			

6.0 REFERENCES

Please give the names of your two referees. At least one should be from an academic member of staff at the institution where you gained your most advanced qualification

Referee 1	Referee 2
Name	Name
Address	Address
Position	Position
Telephone/Mobile Number	Telephone/Mobile Number
Fax Number	Fax Number
E-mail Address	E-mail Address

7.0 HOW DID YOU LEARN ABOUT MOUNTAINS OF THE MOON UNIVERSITY AND ITS PROGRAMMES?

- | | |
|---|--|
| <input type="checkbox"/> Advertisement in the newspaper | <input type="checkbox"/> Personal recommendation |
| <input type="checkbox"/> Postgraduate Brochure | <input type="checkbox"/> University website |
| <input type="checkbox"/> University agent | <input type="checkbox"/> Exhibition/open day |
| <input type="checkbox"/> University staff | |
| <input type="checkbox"/> Others, (please specify) | |

8.0 PERSONAL STATEMENT

(All applicants) Please use this space to summarise your academic interests and your reasons for choosing your intended course of study.

9.0 CAREER HISTORY

Please give details of relevant employment and/or professional experience. Please start with the most recent. Please enclose Curriculum Vitae if necessary.

Date(s)		Nature of work and position held (please specify if position was full or part time)	Name and Address of employer
From	To		

Declaration:

I certify that the information given above is correct and I understand that the university will withdraw my admission if any aspect is found to have been falsified.

Signature of Applicant:..... Date:.....

For Official Use only: -----

Application and Admission

General Entry Requirements

The enrolment for post graduate courses will be open to students who are holders of a first class, second class upper division or second class lower division degree from a recognized institution.

How to Apply

Application forms may be downloaded from our Website: www.mmu.ac.ug or acquired at the Registrar's Office at Mountains of the Moon University or at any of the following centres:

Application forms may also be obtained by writing to the Registrar Academic using the address at the bottom of the page.

Note that an **application fee** must be submitted along with the completed application forms for your application to be processed. All post- graduate applicants pay Thirty Thousand shillings only 30,000/= for the application form.

The completed forms, together with certified Photostat (hard) copies of result slips and any academic records, must be hand delivered or posted to the Registrar Academic by post using the address below

Application fees can be paid directly to the Bursar's office or deposited on the University account. Mountains of the Moon University **Centenary Rural Development Bank- Fort- Portal Account No. 5510400018**. Ugandan Nationals who are not able to easily access the University's office in Kampala can pay application fees through **money order** at any post office or Money Gram agent closest to you. Receipt or money order to be included with application forms.

Deadline for 2011/2012 academic year is August 31, 2011.

Note: Once admitted to the University, names of successful applicants will be registered in the order in which they appear on the support documents submitted with the completed forms for the consideration of admission.

Accommodation for students

Accommodation is available in our hostels at 200,000/= (Two hundred thousand shillings only) for shared rooms and 400,000/= (Four hundred thousand shillings only) for single rooms. All payments are per semester.

Finances and Fees

All applicants are required to pay 50,000/= to the bursar's office before picking an admission letter from the office of the Registrar Academic. Note that, this amount is part of the total fees paid in a semester. Payment of the remaining fees is made as follows: 40% by the end of the second week of the semester, 40% by the end of the seventh week of the semester. And 20 % should be paid two (2) weeks to the end of semester examinations. Students who pay the total amount of the fees within the first two weeks at the beginning of a semester will receive 10% Discount on Tuition. Admission to exams is restricted to those whose fees are fully paid according to the above schedule.

The application fee is paid once either on acquisition of application forms or upon submission of the completed application forms to the university. **All non-Ugandans must pay in dollars or equivalent of UGX.**

Students are expected to provide their own stationery and text books, although the University Library is well stocked with text books for all courses and Broad Band IT System. For all matters concerning finances, the Registrar Administration of the University and the bursar can be contacted.

Mountains of the Moon University,
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Fax: (+256) 038-422637
Email: registrar@mmu.ac.ug

NB:

No forms shall be processed without receipt of the application fees. Please attach a photocopy of receipt and retain the original for reference purposes.

International Students can pay application fees through **International Money Order**. This can be done at any Money Gram agent closest to you or any other convenient way.

The completed forms, together with certified Photostat (hard) copies of result slips and any academic records, and application fees, must reach the Registrar Academic by post at the address above, on or before 30th May of the year in which admission is sought.