



MUKONO TECHNICAL BUSINESS INSTITUTE (MTBI)

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NAKIWAATE ZONE, NAKIFUMA TOWN ALONG MUKONO – KAYUNGA ROAD

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Website: www.mtbi.ac.ug

APPLICATION FOR STUDENT ADMISSION

INSERT
HERE
PASSPORT
PHOTO

Welcome to MTBI – We are excited & privileged to have you here !!!!

It's important that our Prospective Student completes all the Appropriate Sections of this Application Form & Returns it to The Academic Registrar's Office with a Non-Refundable Fee of 50,000 UGX for Admission as a Student at MTBI.

A). CATEGORY OF APPLICATION

I am applying as: *(Tick all that apply)*

| | | | |
|-------------------------|-----------------------------|---------------------------|--|
| National Diploma Holder | National Certificate Holder | A-Level Graduate | |
| O-Level Graduate | P.L.E Certificate Holder | Junior Certificate Holder | |

B). NATIONALITY

Ugandan International – Specify: _____

C). INTAKE: *(Fill & Tick)*

Academic Year: _____ January May August

D). PERSONAL INFORMATION

Surname: First Name..... Other Name.....

Date of Birth:/...../..... Age: Gender: MALE FEMALE

Marital Status: Single Married Personal Tel:

Home District: Sub County: Village/Zone:

Current Place of Residence: Zone: Village.....

Sub County District: Country

E). PARENT/GUARDIAN'S INFORMATION

| Father's / Guardian's Details | | Mother's / Guardian's Details | |
|-------------------------------|--|-------------------------------|--|
| Names | | Names | |
| Personal Phones | | Personal Phones | |
| Occupation | | Occupation | |
| Place of Work | | Place of Work | |
| Work Place Phones | | Work Place Phones | |
| Place of Residency | | Place of Residency | |
| Home Phones | | Home Phones | |
| Email | | Email | |
| Feature near home | | Feature near home | |

F). SPONSORING ORGANIZATION (if any)

Name of the Organization:

Address:

Email: Tel. Contacts:

NB: A Signed & Stamped letter addressed to the Principal confirming Sponsorship by the Organization should be written to accompany the Student's Application Form.

G). PROGRAMME / COURSE CHOICE - *Fill in the course(s) of your choice & examinations*

| ORDER OF PREFERENCE | COURSE NAME | ASSESSMENT BODY |
|------------------------|-------------|-----------------|
| 1 st Choice | | |
| 2 nd Choice | | |
| 3 rd Choice | | |

NB: Refer to the brochure for information about the full names of the various courses offered

H). APPLICANT'S ACADEMIC EXPOSURE

i). Primary Leaving Examination

| | | | | | | | | | |
|----------------|----------------|--------------------|----------------|-----------------------|-----------------|--|--|--|--|
| School: | | | | | Year: | | | | |
| Address: | | | | | Index No: | | | | |
| Subject | English | Mathematics | Science | Social Studies | | | | | |
| Grade | | | | | | | | | |

ii). Uganda Certificate of Education ('O' Level)

| | | | | | | | | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|-----------------|--|--|--|--|--|--|--|--|--|--|
| School: | | | | | | | | | | | Year: | | | | | | | | | | |
| Address: | | | | | | | | | | | Index No: | | | | | | | | | | |
| Subject | | | | | | | | | | | | | | | | | | | | | |
| Grade | | | | | | | | | | | | | | | | | | | | | |

iii). Uganda Advance Certificate of Education ('A' Level)

| | | | | | | | | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|-----------------|--|--|--|--|--|--|--|--|--|--|
| School: | | | | | | | | | | | Year: | | | | | | | | | | |
| Address: | | | | | | | | | | | Index No: | | | | | | | | | | |
| Subject | | | | | | | | | | | | | | | | | | | | | |
| Grade | | | | | | | | | | | | | | | | | | | | | |

iii) Other Academic Qualification (if any)

Award:

Class or Grade of Award:Year of Graduation:

Awarding Institution:

Period attended the Institution: From: To:

Institute Address: Tel.....

NB: Attach 4 Passport Size Photos & Photocopies of UNEB Results Slips, and Certified Transcripts relevant for Admission and which must be verified with the Originals during Admission.

CHECKLIST FOR SUBMITTING THIS APPLICATION FORM

- 1. Completed all Sections applicable to my Application*
- 2. Attached copies of Academic Documents*
- 3. 4 Coloured Passport Size Photos*
- 4. Attached copies of previous qualifications*
- 5. Attached other relevant documentary evidence as required in support of my application*
- 6. Signed the declaration*

ADMISSION PACKAGE WILL INCLUDE;

- 1. Institute Admission Letter from Registrar's Office*
- 2. Rules & Regulations to be signed on each page.*
- 3. Institute Leaflet / Flyer / Brochure*

NATIONAL COURSE ENTRY REQUIREMENTS & DURATION

- *Junior / Community Polytechnic Courses – Having Passed Primary Seven – 9 Terms in 3 Years*
- *National Technical Certificates Courses – At least Three Pass 8 or Two Pass 7 or 1 Credit at O-Level or Junior Certificate Transcript running for 6 Terms in 2 Years*
- *National Business, Computing & Humanities Certificate Courses – At least Three Pass 8 or Two Pass 7 or 1 Credit at O-Level or Junior Certificate Transcript running for 4 Semesters in 2 Years*
- *National Diploma Courses – 1 Principle Pass and 2 Subsidiaries at A-Level or a National Certificate Transcript running for 4 Semesters in 2 Years*
- *DIT Level 1 – Just your Primary 7 Pass Slip – Runs for 2 Years*
- *DIT Level 2 – O Level Pass Slip or DIT Level 1 Transcript – Runs for 2 Years*

