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**MAKERERE UNIVERSITY BUSINESS SCHOOL
MUBS FIRST CLASS STUDENTS' SCHOLARSHIP SCHEME
APPLICATION FORM FOR 2017/2018 ACADEMIC YEAR**

- Carefully read through the form before filling in Sections A – C as candidly as possible.
- You are advised to attach relevant photocopies to this form in support of all verifiable statements.
- Incomplete information will lead to rejection of the application.
- Applicants with a Cumulative Grade Point Average (CGPA) lower than 4.40 are not eligible to apply.
- The offer of the scholarship cannot be carried forward (*can not be deferred*). If the successful applicant wishes to be considered for the next academic year, he/she will be required to make a fresh application
- **LAST DATE FOR SUBMISSION OF COMPLETED APPLICATION FORM IS THURSDAY, AUGUST 31ST, 2017 AT 5.00 P.M.**
- **SHORTLISTED CANDIDATES WILL BE CONTACTED TO APPEAR FOR AN INTERVIEW ON WEDNESDAY, SEPTEMBER 13, 2017**

SECTION A: Applicant's Particulars

1. a) Surname..... b) First name
c) Middle name (if any).....
2. Title of Programme admitted to:
3. Year and Semester of Study:
4. Registration number: Student Number:
5. a) Sex: b) Nationality.....
6. a) Date of birth (Month)/.....(Year)/..... (Day)/..... b) Age as at August 2016.....
7. a) Marital status.....b) Number of children and their ages
8. a) District of origin..... b) County.....
c) Sub-County/Division..... d) Parish/Ward.....
e) LC1/Village.....
9. a) District of Residenceb) Postal address.....
c) Physical address.....
d) Phone contacts: i) Residence..... ii) Mobile.....

- e) If no. in 9 d) ii) above is not yours, indicate the owner's name.....
 f) E-mail address

SECTION B: Applicant's Education and Funding Levels

10. Please summarize the educational stages you went through (before applying to join the University for the Current Programme) in the table below. Please note that all applicants must have scored at least a first class

Level of Study	Name of School/College Attended	Dates From and To	Grade/CGPA	Name of Sponsor/Relationship
UCE				
UACE				
Certificate				
Diploma				
Bachelor's Degree				
Postgraduate Diploma				
Masters Degree				

[Please attach copies of relevant academic documents (Note: copies of transcripts should be certified).]

SECTION C: To be filled in by all Applicants

Declaration:

I hereby confirm and certify that the information I have filled in this form is correct.

Name:

Signature: Date:

SECTION D: To be filled by the Faculty Dean where the programme falls

11. Please comment on the applicant's suitability for a scholarship award:

Academic Performance (please state the applicant CGPA)

.....

Recommendation:

.....

.....

Faculty Dean's name in full: _____

Signature: _____ Date: _____

Faculty Stamp/Seal

REVIEWED POLICY ON GRANTING SCHOLARSHIPS TO MUBS FIRST CLASS STUDENTS

Approved by Council at its 38th Meeting of May 20, 2014

Policy Statement

Makerere University Business School (MUBS) wishes to promote learning by encouraging, supporting and granting scholarships to first class students at the undergraduate and postgraduate degree level for further studies. This will enable MUBS tap into its excellent students for academic development.

Policy objectives

- i) Identify first class students and promote scholarship with a view of identifying individuals who can do research and teach.
- ii) To facilitate academic development not only in the institution but also in the country.
- iii) To offer assistantship to those that complete their degree programmes
- iv) To promote learning.

Operationalisation of the policy

The scholarship will be extended to TWO (2) students and ONE (1) student per programme at Masters and Undergraduate levels.

Procedure:

The Scholarship will be advertised once in an academic year (August - September) and applications shall be received within the specified period. The applications will be received and considered by the School Admissions Board.

Eligibility:

- i) One must possess an Admission Letter to one of the MUBS programmes for the current academic year.
- ii) One must be a First Class degree holder of a programme jointly offered by Makerere University and MUBS or a First Class Diploma holder of a programme offered and taught at MUBS Main Campus or its Regional Campuses in Mbale, Jinja, Arua and Mbarara.
- iii) One must be a citizen of Uganda, not more than twenty six (26) years of age (*applicants for degree and masters applicants*) or twenty (20) years of age (*applicants for Diploma programmes*) at the time of application.
- iv) The Candidate must provide their Uganda National Examinations Board (UNEB) UCE and UACE Results Slips and Certificates or their equivalent and Diploma/Degree transcripts/Certificates for verification.

Terms of the Scholarship

- i) The Scholarship will cover 100% tuition waiver but the beneficiary will be required to pay the requisite functional fees;
- ii) The fellowship is valid for a period of one academic year and is renewable annually (*once for graduate programmes and twice for undergraduate programmes*) subject to satisfactory performance which includes but not limited to attainment of a minimum CGPA of 4.40
- iii) Termination can be by either party when one party fails to meet the requirements of the fellowship.
- iv) The beneficiary will be attached to a Department which may assign him/her duties for ten (10) hours, non remunerable, per week.
- v) The offer of the scholarship cannot be carried forward (*can not be deferred*). If the successful applicant wishes to be considered for the next academic year, he/she will be required to make a fresh application.
- vi) All University regulations apply through the duration of the scholarship.

Organization

- i) The advertisement will be sent out by the School Registrar, who will receive the applications.
- ii) The applications will be considered by the School Admissions Board which will interview, select and recommend the successful applicants to Management Committee, Academic Board and the School Council for consideration.