



UGANDA INSTITUTE OF INFORMATION AND COMMUNICATIONS TECHNOLOGY

7TH OCT 2020

CIRCULAR LETTER NO.1 2020

ALL UICT FINALISTS FOR ACADEMIC YEAR 2019/2020

RESUMPTION OF FINALISTS FOR ACADEMIC YEAR 2019/2020

Reference is made to the Presidential directive on 20th September, 2020 that eased the lock down with phased re-opening of educational institutions beginning with finalists on 15th October, 2020. Management in response to the above directive is informing all finalist students that preparations for re-opening have been finalized and the following road map has been agreed:

No.	DAY/DATE	TIME FRAME	ACTIVITY	RESPONSIBLE PERSON
1	Thursday, 15 th October, 2020	8:00am 5:00am	Reporting of Resident students	Custodian/Hostel Representatives
2	Friday, 16 th October, 2020	10:00am 12:00Noon	1 st Meeting with students	Academic Registrar Institute Secretary
3	Monday, 19 th Oct 2020	8:30am- 3:00pm	Lectures for day finalists will begin.	Lecturers and students
	Monday, 19 th Oct 2020	5:00 p.m. - 8:00 p.m	Lectures for evening finalists will begin.	Lecturers and students
4	Saturday 24 th Oct 2020	8:30 am	Lectures for weekend begin.	Lecturers
5	Monday 19 th -30 th Oct, 2020	8:00am 5:00pm	Finalists Registration for UBTEB Students	Academic Registrar UBTEB -Students

Management further informs students that all reporting students MUST take note of the following;

- a) Ministry of Health guidelines and other SoP's as issued from time to thwart the spread of COVID 19 Pandemic
- b) UBTEB registration for examinations timelines failure of which shall attract late registration fees of 50%. The UBTEB registration guidelines and UBTEB Circulars no. 2, and 3 have been uploaded

on UICT website. Please get to the UBTEB website <http://ubteb.go.ug/registration> and <http://ubteb.go.ug/admissions> for more information on registration.

- c) Diploma finalists with retakes shall be required to register for a special recess program before undertaking the takes.
- d) Registration at the gate before entry into the Institute as well as wearing of face masks and washing or sanitizing.
- e) Payment of tuition fees as per the admission rates in order to prepare for examinations. No additional tuition shall be charged.
- f) Evening session has been scheduled from 5:00- 8:00pm and to take care of the curfew hours. The extra one hour shall be compensated over the weekend.
- g) Weekend students shall be required to complete first semester for AY 2019/2020 after which they will embark on semester two of AY 2019/2020.

NB: Detailed teaching Times tables shall be availed on the Institute website and other critical information will be shared with you in the meeting scheduled on 16th October, 2020 at 10:00a.m.

I wish you well as you prepare to resume your studies at UICT

Thank you,



Dr. Fredrick Edward Kitoogo
PRINCIPAL