



# UGANDA CHRISTIAN UNIVERSITY

A Centre of Excellence in the Heart of Africa

Office of the Vice Chancellor

4<sup>th</sup> September 2020

Dear UCU Community,

I greet you in the name of our Lord and Saviour Jesus Christ! On 2<sup>nd</sup> September 2020, the University Senate held its 110<sup>th</sup> meeting and below is a summary of its resolutions:

1. National Council for Higher Education (NCHE) inspected UCU to assess our readiness to roll out emergency Online, Distance and e-Learning. It is my pleasure to inform you that the regulator officially permitted UCU to run its programmes (both undergraduate and postgraduate) online. In light of this development, we shall first complete the Easter Semester and carry on teaching for the Trinity and Advent semesters. In order to complete the Easter semester and give an opportunity to our finalists to graduate, examinations will begin on 15<sup>th</sup> September 2020 and end on 15<sup>th</sup> October 2020. These will be done as **Take-Home Examinations**, as is the practice in universities all over the world. Teaching for the Trinity/Advent semesters will commence on 15<sup>th</sup> October 2020.
2. Students who are supposed to be in session for both the Trinity and Advent Semesters will first complete the Trinity semester. We have planned to hold our first ever virtual graduation ceremony on 18<sup>th</sup> December 2020 and the Office of the Deputy Vice Chancellor for Academic Affairs will send out a detailed schedule in due course.
3. Please take note of the following:
  - a. Students who were supposed to be in session during the 2020 Easter Semester are requested to immediately complete their registration with the university.
  - b. Take-Home Examinations will largely be administered through questions that require application of knowledge. As a University, we shall reach out to students in preparation for the examinations.
  - c. We shall ensure that quality assurance standards are adhered to as required by the National Council for Higher Education.
  - d. We have put in place IT student support systems and we encourage the students to utilise them.
  - e. Students who may not be able to sit for the examinations will be free to apply for aegrotat examinations through the University Management Information System. Special/face-to-face examinations will be set and administered to these special groups of students once the government permits physical presence of students on campus.
  - f. Students who are not able to enrol for the virtual semester will be free to apply for a dead semester or dead year through the University Management System.
  - g. UCU has rich online library resources which staff and students should utilise. The University Library will ensure that you benefit from its online services.

- h. The University will dispatch Take-Home Examinations to all students, including those in far-flung areas. In addition to various online platforms that we have always utilised, students will also be able to pick examinations (in hard copy) from their nearest Church of Uganda Diocesan offices.
  - i. UCU is working with professional bodies to grant it permission to carry out online teaching of specific professional programmes such as Law, Nursing, Engineering, Dentistry and Medicine.
  - j. Programmes whose accreditation was overdue during the lockdown period should be reviewed and submitted to the academic office so that they can receive the NCHE accreditation.
  - k. The Office of the Deputy Vice Chancellor Finance and Administration is reviewing the fees structure that will apply to online learning, but this will be communicated in due course after consulting with the University Council. In principle, since students will not be on campus or in halls of residence during online learning, some functional fees will be waived.
4. As you are aware, the NCHE has allowed us to admit students to the UCU School of Medicine and UCU School of Dentistry. The Admissions Office will continue to invite applications and admit students to these programmes. Students who wish to enrol in Medicine and Dentistry degree programmes should apply through our UCU online platform.
  5. I am also pleased to inform you that the University Council approved the establishment of the following schools and faculties:
    - a. UCU School of Dentistry.
    - b. Faculty of Health Sciences (comprising Nursing, Public Health and Maternal & Child Health Departments).
    - c. The UCU School of Business.
    - d. Faculty of Engineering and Environment.

For further information, please contact the Office of the Deputy Vice Chancellor (Academic Affairs) as follows:

1. Dr. John Kitayimbwa, DVC (AA): [jkitayimbwa@ucu.ac.ug](mailto:jkitayimbwa@ucu.ac.ug) or Telephone 0794-770-803.
2. Mrs Christa Kyomya Oluka (Director for Admissions and Student Records): [ckyomya@ucu.ac.ug](mailto:ckyomya@ucu.ac.ug) or Telephone 0794-770-845.
3. Ms. Pamela Tumwebaze (DVCAA's Office): [registrar@ucu.ac.ug](mailto:registrar@ucu.ac.ug) or Telephone 0794-770-148.

I look forward to your cooperation as UCU embarks on this emergency e-learning journey, and I wish you God's blessings.



Assoc. Prof. Aaron Mushengyezi (PhD)  
Vice Chancellor