



**OFFICE OF THE ACADEMIC REGISTRAR**

From: Academic Registrar  
Busitema University

To: All Students  
Busitema University

Copy to: Vice Chancellor  
Deputy Vice Chancellor (AA)  
Top Managers  
Faculty Deans  
Campus Registrars

Date: April 12, 2023

**SUBJECT: ENROLLMENT AND REGISTRATION OF STUDENTS**

I take the opportunity to welcome you back from the Easter weekend. I hope the reminder and celebration of the death and resurrection of Jesus Christ brings you renewed strength for the task ahead of us.

It should be noted that all students are expected to enroll on the system within two weeks of the semester. However a good number of you have not yet enrolled and this makes planning difficult. This is to request you to make every effort to enroll on the system by the end of this week (15<sup>th</sup> April 2023).

I also wish to inform you that registration deadline for all students is on 12<sup>th</sup> May 2023. Those students who will have not registered by that time will have to pay late registration fee as indicated in the Academic Handbook.

Thank you for your usual cooperation.