



MUNI UNIVERSITY

Office of the Academic Registrar

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“GENERAL NOTICE”

Our Ref: MU/CR/200/214/5

Admitted applicants

(Graduate, Undergraduate, and Higher Education Certificate Programmes)

Muni University, 2025/2026 AY

Dear esteemed applicants,

PICKING OF ADMISSION LETTERS, 2025/2026 INTAKE / ACADEMIC YEAR

On behalf of University Management and Staff, I take this opportunity to congratulate you upon your admission to Muni University. I wish to inform you as follows:

- 1.0. Admission list/s can be viewed at all University Notice boards, and/or downloaded from the University Website at: <http://www.muni.ac.ug>.
- 2.0. In line with admission lists, Admission Letters for the under listed categories of admitted applicants are ready for picking from The Office of The Academic Registrar, Muni University, Main Campus in Arua City, with effect from July 7, 2025, Monday – Friday, 9:00 a.m. - 5:00 p.m.
 - 2.1. Government Sponsorship
 - (a) Direct Entry- National Merit, and (b) Diploma Holders’ Scheme.
 - 2.2. Private Sponsorship
 - (a) Master’s Degree and Postgraduate Diploma Programmes, except Postgraduate Diploma in Education (PGDE).
 - (b) Bachelor’s Degree Programmes, and
 - (c) Higher Education Certificate (HEC).
- 3.0. Details about commencement and reporting for the new Academic Year, Semester Schedule, University Fees, Registration, and other pertinent information have been communicated in the Admission Letter.
- 4.0. For purposes of picking admission letter/s, you are required to present identification (former School/College/Institution Student ID or National ID or Passport). It MUST be emphasized that Admission Letters shall only be issued to persons who present authentic identification.
- 5.0. Admission letters will not be issued to third party, unless officially authorized by the admitted applicant. Authorized persons are required to present copy of the applicant’s identification (in 4.0 above) before they are issued the admission letter.
- 6.0. You are advised to keep your Admission Letter secure and safe; as there is no provision for replacement once lost.
- 7.0. FURTHER NOTE THAT,
 - 7.1. Failure to pick admission letter, and register with the University; you will forfeit (lose) your place in the University.
 - 7.2. In as much as lists for selected applicants under the Government District Quota and Disability schemes were released in various media, admissions are NOT yet complete! In particular, the admission of applicants under District Quota awaits verification by their Districts and confirmation by Ministry of Education and Sports.
 - 7.3. The 2nd Batch of Admission List for applicants who responded to Extension of the Call for Application between 1st – 30th June 2025, PGDE, and other “Mop-up” cases of the 1st Call for applications will be released by 18th July 2025.

For enquiries, please contact The Office of The Academic Registrar on email: ar@muni.ac.ug; or call (+256) 476 420 314.

Sincerely,

Felix A. Opio Okello

ACADEMIC REGISTRAR

Thursday July 3, 2025

