



IMLS and Friends

International School of Music, Languages and Polytechnic Studies

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Attach 2 Learner
Passport
Photographs

(3.5cm*4.5cm)

DIPLOMA AND CERTIFICATE APPLICATION FORM

This form should be filled in Upper Case and all academic records in a language other than English must be accompanied by a certified English Translation. This form must reach the office of the Academic Registrar one month before the commencement of a new quarter or Semester.

SECTION A: BIO DATA

Surname:

First Name

Other Names:

Title (Rev. Dr. Mr. Mrs. Miss.)

Date of Birth (dd/mm/yy):

Gender: Male Female

Telephone Contact:

Email Address :

Marital Status : Married : Single :

NIN Number :

SECTION B: ADDRESS DETAILS

Nationality:

Home District:

District of Residence:

Constituency:

Sub County:

Village/ Ward:

SECTION C: PARENTS OR GUARDIAN INFORMATION

FATHER / GUARDIAN DETAILS

First Name :

Surname :

Nationality :

NIN :

Mobile Phone:

MOTHER / GUARDIAN DETAILS

First Name :

Surname :

Nationality :

NIN :

Mobile Phone:

SECTION D: PROGRAM INFORMATION

PROGRAM APPLIED FOR

First Choice :

First Choice :

Year of Entry: Academic Year : Intake :

Sponsorship: Private Government

If private: Name of Sponsor.....

Time of study Applied for: Day Evening Residence: Internal External

SECTION E: QUALIFICATIONS AND EDUCATION INFORMATION

PRIMARY LEAVING EXAMINATIONS.

Year of your PLE: Index Number : Examining Authority :

UCE CERTIFICATE.

Year of your UCE: Index Number: Examining Authority :

Result grade for the following subjects.

- | | |
|----------------------------|---------------------|
| • History..... | Geography..... |
| • Religious Education..... | English..... |
| • Political Education..... | Mathematics..... |
| • Physics..... | Chemistry..... |
| • Biology..... | Fine Art..... |
| • Music..... | Agriculture..... |
| • Commerce..... | Home Economics..... |
| • Luganda..... | Islam..... |
| • Swahili..... | French..... |
| • Literature..... | Accounting..... |
| • Computer Science..... | Others..... |

UACE CERTIFICATE.

Year of your UACE: Index Number: Examining Authority :

Result grade for the following subjects.

- | | |
|----------------------------|---------------------|
| • History..... | Geography..... |
| • Religious Education..... | English..... |
| • Political Education..... | Mathematics..... |
| • Physics..... | Chemistry..... |
| • Biology..... | Fine Art..... |
| • Music..... | Agriculture..... |
| • Commerce..... | Home Economics..... |
| • Luganda..... | Islam..... |
| • Swahili..... | French..... |
| • Literature..... | Accounting..... |
| • Computer Science..... | Others..... |

SECTION F: MEDICAL AND DISABILITY INFORMATION

Do you have any disability? Yes No

If yes, provide disability details:.....

Is there any medical information related to you that you would like the school to be aware of?: Yes No

If yes please give details:.....

NB: Attach all relevant medical documents.

SECTION G: ENTRY REQUIREMENTS:

MINIMUM ENTRY REQUIREMENTS:

- To qualify for Diploma enrollment one **MUST** possess at least **ONE** Principle and **TWO** subsidiaries at A' Level and a minimum of **FIVE** passes at O' level obtained at the same sitting or its equivalent.
- To qualify for certificate enrollment one **MUST** have **THREE PASSES** at O' level without restriction on subjects or its equivalent.
- To qualify for the Uganda Junior Certificate or Uganda Community Polytechnic Certificate one should have sat and passed the Uganda Primary Living Examinations or else their enrollment will be under the Skills Development program by the Directorate of Industrial Training.
- All students are subjected to either **Internal** or **National examinations** which constitute 60% and Mid Semester tests or Course works which constitute 40% and no student is allowed to sit for his / her papers before fully clearing the tuition and examination fees
- All Ordinary Diploma and Certificate students shall be subjected to National Examinations which shall to be paid for at a fee as shall be periodically decided by the government through its line agencies.
- Students and sponsors should note that all money once paid to the school shall never be refundable or transferable.

SEMESTERS AND QUARTERS:

- A semester runs for duration of **(17weeks)** of which the last 2 weeks are for the final examinations.
- A quarter runs for duration of **Three months (12weeks)** of which the 12th week is for examinations.

ACCOMODATION:

The school provides accommodation facilities to resident students however external students can be helped to locate affordable accommodation facilities from the nearby hostels and tenancies.

MEALS.

Resident students are entitled to 3 meals per day whereas external students who wish to have their meals at school are supposed to pay for them on semester basis at a fee as shall be deiced by the school.

ADMISSION REQUIREMENTS

- Photo copy of National identity card or any valid identity card (driving permit, passport etc)
- A National birth Certificate (obtained from NIRA) or provisional Birth Certificate (Obtained at the Sub County) all accompanied by original copies.
- Two colored Passport size photograph with a white back ground.
- Photocopies of P.L.E, U.C.E and UACE Certificates or their equivalent (accompanied by original copies).
- Copies of all previous professional qualifications documents.

SCHOOL RULES AND REGULATIONS:

For school rules, regulations and policies obtain a copy from the secretary or download one from the school website, read and sign to acknowledge your acceptance for abidance after which a copy of your signed rules should be handed in to the Academic registrar for filing.

ACKNOWLEDGEMENT AND DECLARATION

I have read and fully understood the above information and hereby declare that all information provided is non-other than the truth and that I am fully liable for all consequences that may arise due to any falsification.

.....
NAME	SIGNATURE	DATE

IN THE PRESENCE OF

.....
NAME	SIGNATURE	DATE