
OFFICE OF THE ACADEMIC REGISTRAR

TO ALL FIRST YEAR STUDENTS AND STAFF OF BUSITEMA CAMPUS

SUBJECT: ADMISSION CEREMONY FOR FIRST YEAR STUDENTS OF BUSITEMA CAMPUS FOR THE ACADEMIC YEARS 2021/2022 & 2022/2023

The ceremony of formally admitting all first year students of Busitema Campus will be held on Tuesday, 15th November, 2022 at Busitema Campus starting at 9:00a.m. The Vice Chancellor shall preside over the ceremony.

Students should be assembled at the venue of the ceremony by 8.30 a.m.

You are therefore requested to get familiar with the following order of the ceremony:

ORDER OF THE CEREMONY

1. Students assemble at the venue.
2. The Vice Chancellor and his entourage proceed to the venue.
3. Everybody stands up on arrival of the Vice-Chancellor and his entourage, and shall remain standing for the National Anthem
4. The National Anthem is sung.
5. Prayer
6. Everybody shall sit when the Vice-Chancellor sits.
7. Advancement officer introduces the Vice Chancellor and his entourage.
8. Remarks by the Vice Chancellor entourage: i.e University Secretary, Dean of students University Librarian, University Bursar and the Academic Registrar,
9. The Academic Registrar invites the Dean of the Faculty of Engineering and Technology to present his students.

The Dean of the Faculty of Engineering salutes the Vice-Chancellor and says:

“Mr. Vice-Chancellor Sir, I present to you for admission to the University, these new undergraduate students of the Faculty of Engineering and Technology who have duly subscribed their names to the declaration they have made.”

Both the Dean of the Faculty of Engineering & Technology and the Academic Registrar salute the Vice-Chancellor and resume their seats.

All newly-admitted students of the **Faculty of Engineering and Technology** resume their seats.

The Dean of the **Faculty of Engineering and Technology** stands up.

The Dean invites the new undergraduate students of the **Faculty of Engineering**; says:

“ALL STUDENTS OF THE FACULTY OF ENGINEERING & TECHNOLOGY PLEASE STAND UP FOR THE SWEARING”.

The Academic Registrar stands, salutes the Vice-Chancellor and says:

“Do you solemnly promise to seek the truth, to study diligently, to obey the Chancellor, Vice-Chancellor, and those in authority in the University, to observe the regulations of the University, to exercise discipline and to promote its good as far as in you lies.”

Newly admitted students of the **Faculty of Engineering & Technology** reply:

“ALL THIS I SOLEMNLY PROMISE TO UNDERTAKE.”

Newly-admitted students of the **Faculty of Engineering & Technology** remain standing.

1. The Academic Registrar invites the Vice-Chancellor to address the new students.
2. The Vice-Chancellor makes his address of welcome and formally admits the newly-admitted students to the University and he says;

“BY VIRTUE OF THE AUTHORITY ENTRUSTED TO ME, I ADMIT THE NEW STUDENTS TO BUSITEMA UNIVERSITY”.

3. All stand (**At the end of the Vice-Chancellor’s speech**).
4. The National Anthem is sung.
5. Group photographs with the Vice Chancellor.
6. Departure.



Dr. Gimuguni Lilian Nabaasa (PhD)
ACADEMIC REGISTRAR

Copy to: Vice Chancellor
Deputy Vice Chancellor (Research & Academic affairs)
University Secretary
Dean of Students
Dean Faculty of Engineering & Technology
University Librarian
University Bursar
Assistant Director Legal Affairs
Public Relations Officer
Heads of Department
Faculty Registrar