

Telegram: "EDUCATION"

G / Line 234451/8

Fax: 234920



Ministry of Education Science,  
Technology & Sports  
Embassy House  
P.O. Box 7063  
Kampala, Uganda

In any correspondence on  
this subject please quote No. BTV/81/171/01

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**CIRCULAR NO. 1/2016**

All Principals,  
Private and Government Health Training Institutions

**ADMISSION OF STUDENTS IN HEALTH TRAINING INSTITUTIONS**

This is to remind you that the admission of students in Health training institutions is done as follows:

- (i) All certificate courses are admitted once a year in November.
- (ii) All diploma programmes for extension are admitted once a year in May. These are students who have worked for 2 years and registered with Nurses Council and should apply through their employer.
- (iii) The direct students i.e. from S.6 for Diploma programmes are admitted by the JAB Committee and are sent to Government Schools and the training commences in November. Those who wish to apply for private sponsorship can contact the schools directly.

**NOTE:** Private Health Training Institutions are hereby informed that to admit students in category (i), (ii), the schools must have a Licence or Certificate of Registration clearly spelling out the number of students and the programmes the school is to offer. In the absence of any of the two documents the school is regarded as illegal. The proprietors in such category are advised to endeavor and apply for a licence.

The institutions that would wish to train direct students from S.6 need to have permission in writing from Ministry of Education, Science Technology and Sports.

  
Elizabeth K.M. Gabona

**For: PERMANENT SECRETARY**