

**MAKERERE**



**UNIVERSITY**

Affix  
Passport  
photo

**DEPARTMENT OF THE ACADEMIC REGISTRAR  
REVISED CLEARANCE FORM FOR FINAL YEAR STUDENTS**

Candidates who wish to graduate and request for their Academic Transcripts should be cleared by the various units in the university and submitted to their respective School/College Registrars.

1. Surname.....

2. Other names, (In full).....

(As registered in the University; the names must be those that appear on the previous academic documents)

**PLEASE NOTE THAT INITIALS CANNOT BE AND ARE THEREFORE NOT USED ON THE ACADEMIC DOCUMENTS. ALL INITIALISED NAMES MUST HAVE BEEN REVEALED AND WRITEN IN FULL AT THE REGISTRATION STAGE**

3. (a) REG.NO.....

(b) STUDENT NO.....

(c)PROGRAMME (e.g. B.Sc.).....

4. Date of birth (as given at **First Year Registration**).....

5. Hall of Residence.....6. Date of Graduation.....

7. Current Contacts: Email address.....

Tel.....

8. INDICATE WITHDRAWAL(S) / REPEATED YEARS OR SEMESTER(S) – IF APPLICABLE

.....

9. Indicate whether you changed program (if applicable)

From:..... TO:.....

10. Students who took foreign Language(s) should specify:.....

11. Submit your Completed Clearance Forms to Your College Registrar.

12. Attach two (2) Passport size photographs to this form

Signature of Applicant.....

Date.....

1. Surname.....

2. Other names, (In full).....

**CLEARANCES ARE REQUIRED FROM THE FOLLOWING UNITS / OFFICES;**

*(NB: In No Particular Order)*

Unit / Office	Name and Signature of the Official.	Stamp and Date
University Librarian		
University Bursar		

**NOTE: VERY IMPORTANT**

Bursars should ensure:

1. That Tuition, transcript, certificate and Graduation fees have been paid.