



MINISTRY OF EDUCATION AND SPORTS
SCHOOL OF HYGIENE - MBALE
"For Health Promotion"



Physical Address:
Hygiene Cell, Nkoma Ward
Northern Division, Mbale City

Postal Address:
P.O. Box 221, Mbale - Uganda
Website: www.mbaleschoolofhygiene.ac.ug

Principal's Office: +256 414 674 169
Academic Registrar's Office: +256 414 674 168
General Line: +256 414 670 507
Email: mbalesoh@gmail.com

APPLICATION FILE/ NO:

DEH/DMR//HDHLM/HDHPE/DHPE/20/

Please attach passport
size photograph

**APPLICATION FORM FOR ADMISSION ON PRIVATE SPONSORSHIP SCHEME
THROUGH UPGRADING SCHEME**

(This form is only for only POST BASIC COURSES i.e. DEHS (Upgrading-Fulltime), and DEHS (Upgrading-Weekend), DHPE-Weekend, DMR-Weekend, HDHLM- Weekend, and HDHPE- Weekend.

IMPORTANT- READ BEFORE FILLING THIS FORM!

- (i) To be filled in block letters (i.e. CAPITAL LETTERS)
- (ii) Application fees should be Paid to School Bank Account and Not Cash.
- (iii) Please attach a copy of the original receipt from Accounts office, letter from the LC I, copy of the birth certificate, copies of all academic documents i.e. O'level, A' level and other training courses done, and Registration Certificate, and Practicing license or Extract.
- (iv) Read this form carefully before filling it
- (v) The original copy of this form should be completed by the applicant and returned to the address:
ACADEMIC REGISTRAR, SCHOOL OF HYGIENE-MBALE,

1.0 COURSE INFORMATION:

1.1 COURSE APPLIED FOR: (Tick the appropriate box)

- a. DIPLOMA IN ENVIRONMENTAL HEALTH SCIENCES (UPGRADING-FULLTIME) ☐
- b. DIPLOMA IN ENVIRONMENTAL HEALTH SCIENCES (UPGRADING-WEEKEND) ☐
- c. DIPLOMA IN HEALTH PROMOTION AND EDUCATION (DHPE) (WEEKEND) ☐
- d. DIPLOMA IN MEDICAL RECORDS AND HEALTH INFORMATICS (DMRHI) (Weekend) ☐
- e. HIGHER DIPLOMA IN HEALTH LEADERSHIP AND MANAGEMENT (HDHLM) (Weekend) ☐
- f. HIGHER DIPLOMA IN HEALTH PROMOTION AND EDUCATION (HDHPE) (WEEKEND) ☐

1.2 ADMISSION ENTRY SCHEME: (Tick the appropriate box)

- a. PRIVATE ENTRY (HDHLM, HDHPE AND DHPE) ☐
- b. MATURE ENTRY- PRIVATE SPONSORSHIP SCHEME (DEHS) ☐
- c. CERTIFICATE (CREDIT) ENTRY- GOVERNMENT SPONSORSHIP SCHEME (DEHS) ☐
- d. CERTIFICATE (CREDIT) ENTRY- PRIVATE SPONSORSHIP SCHEME (DEHS) ☐

(Note:

- 1- **Private Entry (HDHLM and HDHPE)** - Do not sit Interviews.
- 2- **Mature entry scheme (Private scheme only)-DEHS:** Sit interviews organized by the school before they are admitted)
- 3- **Certificate Entry (Government sponsorship)-DEHS:** The school currently offers 2 slots of Merit Government Sponsorship to the best upgrading DEHS students who passed CEHS with a CGPA of 3.5 and above (or overall Grade of Credit); 1 slot is for Fulltime students and 1 slot is for Weekend upgrading students)

1.3 ACADEMIC YEAR OF ADMISSION:

2.0 APPLICANT'S DATA/PARTICULARS:

2.1 Names (a) Surname.....

(b) Other names.....

2.2 Sex: M ☐ F ☐ (Tick the appropriate box)

2.3 Date of Birth: Date.....Month..... Year

2.4 Home District:-.....

2.5 Nationality: -.....

2.6 National ID No:.....

2.7 Religious affiliation and Sect:-.....

2.7 Marital Status:- Single ☐ Married ☐ Divorced ☐ (Tick appropriate box)

2.8 Place of residence (Village/Parish/Sub county/district)

.....

2.8 Postal Address:.....

.....

2.9 Telephone Contact.....

2.10 Email address:.....

3.0 EDUCATIONAL BACKGROUND:

3.1 Schools/Colleges/Institutes attended.

	School/College/Institution attended	Year		Results Obtained	
		From	To	Subjects	Grades
				O' LEVEL	
				English	
				Mathematics	
				Biology	

				Chemistry	
				Physics	
				Geography	
				Health Science	
				OTHERS	
				A LEVEL	
				Biology	
				Physics	
				Chemistry	
				Mathematics	
				OTHERS	

3.2 Responsibilities held while at school, college etc.
(Please attach copies of certificates as proof because they will be considered during selection)

	School etc.	Responsibility	Year

3.3 Extra-Curricular activities
(Please attach copies of certificates as proof because they will be considered during selection)

- (i).....
(ii).....
(iii).....

4.0 EMPLOYMENT/WORK BACKGROUND:(For Candidates previously employed)
(Some students may have been employed before joining the school; this could help to make up for the more three years-time at home)

4.1 Employment record

Place of work	Year		Position held
	From	To	

(Note: Please attach a recommendation letter from the employer)

4.2 Release letter from the employer

- Do you have a release letter from your employer?
- If yes attach a copy
- If No, why.....

5.0 DISABILITIES AND SPECIAL NEEDS:

- Do you have any disability? a. Yes ☐ b. No ☐
- If yes, what type of disability?

.....

- Do you have any special need? a. Yes ☐ b. No ☐

- If yes, what special need?

.....

6.0 MEDICAL INFORMATION:

- Do you have any chronic infection? a. Yes ☐ b. No ☐

- If yes, what infection?

7.0 FUNDING AND SPONSORSHIP INFORMATION:

7.1 How do you plan to pay your fees?

- In one installment ☐
- In Two installments ☐
- In Three installments ☐

7.2 Indicate the name of the person/organization that will be responsible for paying your fees, also indicate their contact (s).

Name..... Postal Address:.....

Tel. No. Office:.....Tel. No. Mobile:.....

Email Address:.....

8.0 DECLARATION:

I hereby declare that the information given above is true to the best of my knowledge and any case (s) of wrong information or impersonation whenever discovered will lead to automatic cancellation of the admission.

Name(s): _____

Sign:

DATED this _____ day of _____, 2025

NOTE!

- (i) Please attach photocopies of your academic documents (O'level, A'level, Certified copies of transcripts and certificates for both Certificate holders and Diploma holders, copy of the birth certificate and a copy of original receipt for payment of application form and a letter from the LC I and signed by at least three members of the Executive Committee.*
- (ii).Registration Certificate and Current Practical license/Extract from the relevant professional Council.
Applicants will be required to produce original O'level and A' level pass slips, Transcripts and Certificates for previous course study, Identity cards of former schools/National Identity Card, and Birth Certificate.*
- (iii) School of Hygiene-Mbale reserves the right to disqualify applicants whose academic documents are found to be forged or do not meet the minimum requirements.*

**FOR OFFICIAL USE ONLY
(FOR THE ACADEMIC REGISTRAR)**

The applicant **Qualifies** ☐ / **Does not Qualify** ☐ for admission into the _____ course.
Diploma _____ Certificate _____ in _____
The previous Academic institution is recognized by UNEB/ NCHE. He/She is forwarded to the
School Admissions Committee for consideration.

Other comments of the **Academic Registrar**:

.....
.....
.....

Signature:

Date and Stamp: _____

OUR MOTTO: "FOR HEALTH PROMOTION"