**ROYALCOLLEGENAMUGONGO-MUKONO CAMPUS**

**MIXEDDAYANDBOARDINGSCHOOL**

**CENTERNO: U3453**

P.OBox3092/27607, Kampala-Uganda, Tel:+256-782746410, 0744682327

Email:rcnamugongo@gmail.com/Website:www.royalcollegenamugongo.ac.ug

***Our Ref****: …………………...* ***Date:*** *……………*

***Your Ref****: ……………………*

Dear Parent/Guardian,

**ADMISSION LETTER**

I am pleased to inform you that your son/ daughter………………………………………….has been offered a place in this school in senior :……….……………. for the academic year:……………..to pursue his/ her studies leading to the award of UCE/UACE certificate.

You are expected to report on: …………………before 4:30pm.

Failure to do so within 7 days, your place shall be given a way, if no prior communication with the administration in time. This offer is subject to the verification presented to your application form. You should be reminded that the school maintains zero tolerance policies to all forms of indiscipline and laziness cases.

You are supposed to report with the requirements below and as stated on the attached requirements sheet.

**SCHOOL DUES:**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **Boarding** | **Day scholars** |
| **School Fees** | ‘A’ Level | 650,000 | 450,000 |
| ‘O’ Level | 550,000 | 400,000 |
|  | Admission fee | 50,000 | 50,000 |
|  | Identity Card & passport photos | 20,000 | 20,000 |
|  | Full set of school uniform  Text book  DIT fees | 200,000  50,000  150,000 | 150,000  50,000  150,000 |

All school dues **must be paid through the Bank account using a school pay code got from the school** ( it must be in school name as Royal college Namugongo mukono campus and students name plus class.

The school will not be answerable for money lost if it’s paid to other persons than the bank using students pay code.

**PLEASE NOTE**

1. The school will not retain you if you cannot meet its academic demands and standards.
2. Trimming off is a must to every student
3. You must read, understand and sign the school rules and regulations.
4. Change of combination or stream must be under the directive of the director of studies.
5. Admission is based on confirmed UNEB results or certified copy of recommendation from your previous school.
6. The school does not provide special meals/ special diet to individual basis.
7. No shortening or reducing school uniform without permission

……………………………….

**HEAD TEACHER**

**ROYALCOLLEGENAMUGONGO-MUKONO CAMPUS**

**MIXEDDAYANDBOARDINGSCHOOL**

**CENTERNO: U3453**

P.OBox3092/27607, Kampala-Uganda, Tel:+256-782746410, 0744682327

Email:rcnamugongo@gmail.com/Website:www.royalcollegenamugongo.ac.ug

***Our Ref:*** *…………………...* ***Date:*** *……………*

***Yourself:*** *……………………*

**SCHOOL REQUIREMENTS**

You are welcome to Royal College Namugongo Mukono campus

**SCHOOL UNIFORMS**

Will be purchased at school at cost of Ushs. 200,000/=

1. Trouser/Skirt

2. Shirt/Blouse

3. 1 House T-Shirt

4. 1 White T-Shirt

5. 1 Casual T-Shirt

6. 1 Sweater

7. Necktie

8. School jumper 60,000 (optional)

**SCHOOL REQUIREMENTS**

* 4 spring files, 1 ream of Rotatrim paper for ‘O’ Level and ruled paper of ‘A’ Level.
* Recommendation from your former school.
* Liquid soap 5 Litres and 2 Scrubbing brush, Rubber squeezer, 2 moppers, 2 hard brooms, knife and a hoe.

**CLASS ROOM**

A mathematical set, English dictionary, a bible/Quran **(COMPULSORY)**,black book 3 quire enough exercise books, graph books (sciences and Geography) colored pencils, 30cm ruler, lab coat, gloves (A’ Level sciences )Art books (Art students), dissection Kit (A’ level Biology ), Art Pencils and colors, enough pens, practical books, log book.

**DORMITORY/PERSONAL REQUIREMENTS**

**Carribian skirt for girls (black), black gentle trouser for boys.**

A mattress, metallic case, (medium size), pillow, blanket or bed cover, 2 pairs of bed sheets, mosquito net **(COMPULSORY)**, a towel, a basin/bucket a jerry can, night dress, flash light and pad locks.

Washing and bathing soap, toilet paper, sanitary towels (for girls), tooth paste and brushes, shoe polish, pair of slippers.

**NB. MUST COME WITH LEARNERS IDENTIFICATION NUMBER (LIN)**

**POCKET MONEY**

Students should be given enough pocket money because they will not be allowed to go back home for personal effects during the term.

* Whoever caught involved in theft will be suspended and charged to pay the stolen item.

**NOTE**: Please sharing of things may spread diseases so it is not accepted and all personal things should be clearly marked.

**ROYALCOLLEGENAMUGONGO-MUKONO CAMPUS**

**MIXEDDAYANDBOARDINGSCHOOL**

**CENTERNO: U3453**

P.OBox3092/27607, Kampala-Uganda, Tel:+256-782746410, 0744682327

Email:rcnamugongo@gmail.com/Website:www.royalcollegenamugongo.ac.ug

***Our Ref****: …………………...* ***Date:*** *……………*

***Your Ref****: ……………………*

MEDICAL FORM

Kindly obtain a medical report from a recognized hospital/medical personnel regarding your health status.

**HISTORY OF;**

Asthma:

Constant malaria:

Attacks:

Sickle cell history:

Heart related problems:

Date of last menstrual period:

Have you ever been admitted to any hospital?  **Yes** or  **No**

If yes, when? …………………….. Why?

Name of hospital:

History of allergy to medicine/drugs, foods or anything else

Eye defect(s)?  **Yes** or  **No**

Student’s Name and Signature:

Parent’s Name and Signature;

Doctor’s Name and Signature;

|  |  |
| --- | --- |
| **Note** | If any student is using herbal medicine, she or he should declare it to the school nurse. |