



Uganda Hotel and Tourism Training

April 23, 2021

Dear Parent/ Guardian

RE: END OF SEMESTER TWO ACADEMIC YEAR 2020/2021

Greetings from Uganda Hotel and Tourism Training Institute (UHTTI), we thank God for sustaining all of us throughout this period of COVID 19 pandemic and for the successful completion of this semester which ends on Saturday 24th April, 2021. Our appreciation goes to you the parents and guardians for your continual support towards the smooth running of the Institute. We grieve with those who lost their dear ones due the pandemic and other causes may their souls RIP. The pandemic has brought a new norm of life which we have to continue to adhere to may we therefore keep SAFE by continuing to maintain the Standard operating procedures (SOPs). Please take note of the following:

1. Academics, Class attendance and Reporting to School:

First semester of Academic year 2021/2022 commences on 17th May 2021 and closes on 13th August 2021.

Semester TWO results will be pinned at the Institute's notice board at the beginning of semester one, students who will have not attained 50% pass mark in any course unit will have to retake **when next offered, and those who fail more than a half of the total number of course units in a semester shall be required to repeat that semester.** Registration for students to sit any examination will continue to be based on full payment of Institute dues (Nil Balance) and attainment of 75% class attendance in any course unit as provided for in the rules issued on admission. All students MUST report to school in the first week of the semester without fail to allow effective coverage of the syllabts. Effective teaching will begin on **Tuesday, 18th May 2021**.

2. Fees:

(i) Fees structure for CTGD/09/2019

Item description	Ugandan Residents	Ugandan Non-Residents	Foreign Residents	Foreign Non-Residents	Remark
FEES	AMOUNT (UGSHS.)	AMOUNT (UGSHS.)	AMOUNT (UGSHS.)	AMOUNT (UGSHS.)	
TUITION	400,000	400,000	600,000	600,000	Per Semester
FUNCTIONAL FEES					
Registration & Documentation	50,000	50,000	50,000	50,000	Per Semester
Examination	100,000	100,000	100,000	100,000	Per Semester
Computer and Internet	20,000	20,000	20,000	20,000	Per Semester
Medical fees	20,000-	20,000	20,000	20,000	Per Semester
Sports	10,000	10,000	10,000	10,000	Per Semester
Food Handlers Test	10,000	10,000	10,000	10,000	Per Semester
Driving Permit	94,200	94,200	94,200	94,200	Per Semester
UNSA	2,000	2,000	2,000	2,000	Once Academic year
SUB - TOTAL UGSHS.	702,200	702,200	902,200	904,200	
WELFARE FEES:					
Accommodation	450,000	-	450,000	-	Per Semester
Meals	300,000	150,000	300,000	150,000	Per Semester
Bank Charges	2,300	2,300	2,300	2,300	Per every deposit
TOTAL UGSHS	1,454,500	854,500	1,654,500	1,054,500	



Note:

(ii) Fees payment policy

- i. Fees will be paid using bank-in-slips payable to **The Hotel and Tourism Training Institute** through **Account Number 01463656075963 in DFCU Bank**. Alternatively pay fees by Bank Draft In favor of **Uganda Hotel and Tourism Training Institute Jinja**.
- ii. No cash or personal cheques are allowed.
- iii. Students are required to pay a **minimum of 60%** of the total fees paid before reporting and the balance within 30 days.
- iv. **Students have been cleared to be Non residence and the fees are as per the structure.**

3. Guild Fees: You are required to pay a sum 17,500/= (15,000+2,500/=) towards guild activities per Semester. No student will be registered at the beginning of the semester without a paid up bank slip.

These monies are payable on **GUILD Account Number 2041900009 in Bank of Africa (U) LTD Jinja branch in favor of HTTI GUILD.**

4. Institute Requirements

Every student **MUST** bring **one ream of photocopying paper (DOUBLE A/ BLUE MOON), a pair of rubber gloves for cleaning, a bottle opener and 5 copies of colored passport photographs** every semester

5. Welfare / hostel requirements from Dean of Students' desk

Students should be provided with the following; **10 rolls of toilet paper, 2 mild roll on deodorants, a mosquito net, 5 packets of sanitary towels, an umbrella, a water bottle, a 10 litre jericin**

6. Medical Services:

The institute clinic is only equipped to handle simple illness; therefore, Parents/Guardians are advised to give a reasonable sum of money to the student to assist in case of sickness which cannot be handled at the Institute clinic.

7. Mandatory Pregnancy test shall be administered to all female students at the beginning of the semester and will be arranged for by the Dean and Institute Nurse. Please note; Pregnancy if not declared may lead to cancellation of admission.

Hands on (skills based) courses are available please encourage prospective candidates to visit the Institute campus or contact the Academic Registrar's Office or www.uhsti.ac.ug or call 043-121954

We appreciate your continued support and Cooperation and wish you a pleasant Holiday.

Yours faithfully,

UGANDA HOTEL AND TOURISM TRAINING INSTITUTE


 Adongot Christine Oyako (Mrs)
 For AG. PRINCIPAL



- c.c Academic Registrar
- cc Dean of Students
- c.c Accountant
- c.c Student's File