



OFFICE OF THE PRINCIPAL

Date:

NAME.....

ADM. No.....

Dear Sir/Madam,

RE: ADMISSION TO FREDA MAMKIROR OMASWA (FREMO) HEALTH AND COMMUNITY INSTITUTE

On behalf of the Board of Governors, I am honored to offer you admission to Freda Mamkiror Omaswa (FREMO) Health and Community Institute for the 2025/2026 academic year. Your admission into our esteemed institution is a recognition of your dedication, academic excellence, and passion for healthcare. Congratulations on taking this important step toward a rewarding career in nursing/midwifery!

At FREMO, we are committed to shaping the next generation of competent, ethical, and compassionate healthcare professionals.

Programme details

You have been admitted to pursue a Diploma in Nursing/Midwifery by extension, a rigorous and transformative one-and-a-half-year programme designed to prepare you for excellence in patient care, clinical leadership, and community health service.

Enrollment and Registration

You are expected to report to the Institute on **14/07/2025** to begin your academic journey. Please note the following:

- i. Arrival is strictly on weekdays before 5:00 p.m.
- ii. Registration must be completed within two weeks of your reporting date. Failure to do so may result in forfeiture of your admission.
- iii. Your admission is provisional, pending the verification of your academic documents by the Office of the Academic Registrar at the time of registration.

Required Documents for Registration

To complete your enrollment, you must present the following:

1. **Original** copy of the Admission Letter.
2. **Original** Uganda Certificate of Education along with two photocopies.
3. **Original** Certificate of enrolment from UNMEB along with two copies
4. **Registration and Valid Practicing License** from UNMC along with two copies
5. **Four (4)** passport-sized photographs (head and shoulders) that reflect your current likeness. These should be in color and set against a white background.
6. **Identity Card** from your previous school or college, plus two copies.

7. National Identity Card, along with two copies.

IMPORTANT: Any misrepresentation or falsification of documents will lead to **immediate cancellation of admission** and possible legal action.

Payment of Fees

To confirm your admission, an **initial deposit of UGX 500,000** (Five Hundred Thousand Shillings) must be paid by **30/06/2025**. The total semester fees are UGX **2,017,000** (Two Million Seventeen Thousand Shillings). A detailed fee structure is attached for your reference.

Payment Details:

Bank: Centenary Bank

Account Name: FREMO Health Institute

Account Number: 3100105466

Note:

- i. All fees are exclusive of bank charges
- ii. All fees must be due by the first day of each semester.
- iii. The Institute does not accept cash payments on campus.

Examinations and Academic Expectations

All students will be required to sit for national examinations administered by the Uganda National Examinations Board (UNMEB) at the end of each semester. UNMEB Examination Fee is UGX 200,000 per semester, payable before registration.

Excellence is expected in both coursework and clinical practice. We encourage all students to remain focused, disciplined, and committed to their studies, as these examinations are a key requirement for certification. A retake fee of UGX 40,000 applies for failed internal exams, while UNMEB retake fees are charged separately.

Required Materials & Equipment

Upon reporting, you will be required to bring the following:

A. School Supplies	<ul style="list-style-type: none">• 1 box of sterile surgical gloves (size 7½)• 2 boxes of examination gloves• 5 liters of liquid soap• 2 liters of Jik• 1 kg of Vim• 1 soft broom• 1 scrubbing brush• 1 high duster• 1 squeezer• 1 mopper• 1 pair of heavy-duty gloves• 2 reams of photocopying paper (rotatrim)
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	<ul style="list-style-type: none"> • 1 ream of double-ruled paper • 1 box of medical face masks • 1litre of hand sanitizer
B. Professional Equipment	<ul style="list-style-type: none"> • 1 sphygmomanometer (BP machine) • A stethoscope • A Nurse's watch • A nurses' dictionary • 1 clinical thermometer • A pair of black covered shoes with rubber soles • NIV Bible
C. Personal & Residential Necessities	<ul style="list-style-type: none"> • Mattress, bed sheets, towel, blanket, and white mosquito net • 10-liter jerrican and basin/bucket • Plate, cup, spoon, fork, flask, and table knife • At least 8 counter books for personal use • 10 rolls of toilet tissue • Umbrella and white gumboots • 2 black skirts and 2 white colored t-shirts

We strongly recommend that you review the Fresher's Joining Manual attached to this letter for more details on student regulations, campus life, and academic policies.

Next Steps & Support

If you have any questions or need further clarification, please reach out to our Admissions Office. We are happy to assist you as you prepare for this exciting journey.

☎ Phone: +256 782669492 | +256 782107829

✉ Email: fremo.inst@gmail.com

🌐 Website: www.fremo.ac.ug

At FREMO Health and Community Institute, we believe in academic excellence, professional integrity, and compassionate service. You are now part of a community that nurtures future healthcare leaders.

We are eager to see you thrive, learn, and grow into a highly skilled healthcare professional. Congratulations once again!

We look forward to welcoming you soon.

With warmest regards,

Akalo Grace
PRINCIPAL