

EXAMINATION TIMETABLE

ALL ORDINARY DIPLOMA PARTICIPANTS (2025/2026):

- Ordinary Diploma in Public Administration and Community Development
- Ordinary Diploma in Records and Management and Information Science

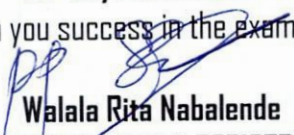
SECOND YEAR - FIRST SEMESTER EXAMINATIONS

Examinations for the **Second Year First Semester 2025/2026** academic year will start on **Wednesday 3rd December 2025** and end on **Saturday 6th December 2025**, according to the attached timetable.

1. You are reminded to complete payment of fees and generate your online examination card using the Academic Information Management System (AIMS) available at <https://student.umi.ac.ug> before **Thursday 20th November 2025**. This will have to be presented to the examination supervisors and displayed on desks throughout the examinations. **Please note that only those participants who are fully registered, have fully settled fees, attended classes and completed course work are allowed to sit examinations.**
2. **Examinations will be done from 09.00 AM – 12.00 Noon every day.**
3. Participants will be allowed into their respective examination rooms 15 minutes to examination time and invigilators will take over immediately after.
4. Participants are required to strictly adhere to examination regulations and any deviation will attract penalties. Any unauthorised materials, bags and papers, if any, must be deposited at designated areas of the institute. Please **be warned** that reference to unauthorised materials leads to immediate discontinuation of a candidate for UMI has ZERO tolerance to examination malpractice.
5. Participants will only write Registration Numbers, and **NOT** names or students numbers on the answer sheets provided.
6. Participants must sign on the examination attendance list to be provided by the Supervisor.

NB: Participants must inform the Institute Registrar in writing in case they are unable to sit for any examination.

We wish you success in the examinations.


Walala Rita Nabalende
DEPUTY INSTITUTE REGISTRAR

November 2025

CC: Director General; Director/P&SA; Director/F&A; Heads of Department; Deans of Schools; Examination Supervisors; Senior Assistant Registrars; Office Administrator; Logistics Officer;



ORDINARY DIPLOMAS: 2025/2026
SECOND YEAR – FIRST SEMESTER
WEDNESDAY 3 – SATURDAY 6 DECEMBER 2025

DAY/DATE	MODULE	COURSE	TIME	ROOM
Wednesday 3 December 2025	Community Mobilisation Empowerment	PACOD	9:00 AM TO 12:00 NOON	KB 3.3
	Basic Library Operations	DRMIS		KB 4.3
Thursday 4 December 2025	Managing Community Development Projects	PACOD	9:00 AM TO 12:00 NOON	KB 3.3
	Archives Administrations	DRMIS		KB4.3
Friday 5 December 2025	Sustainable Local Economic Development	PACOD	9:00 AM TO 12:00 NOON	KB 3.3
	Basic Financial Management & Budgeting	DRMIS		KB 4.3
Saturday 6 December 2025	Urban Planning and Governance	PACOD	9:00 AM TO 12:00 NOON	KB 3.3
	Basic Research Methods	DRMIS		KB 4.3