

UNIVERSITY OF TECHNOLOGY AND ARTS OF BYUMBA

**OFFICE OF THE DEPUTY VICE CHANCELLOR IN
CHARGE OF ACADEMICS AFFAIRS AND RESEARCH**



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INTERNAL MEMO

Dear Deans,

Defencense for Dissertations

- Deadlines for Submission of final copies of the dissertations be respected.
- Setting dates for defending the dissertations be negotiated with the concerned group of students to avoid problems of :
 - One member not available
 - One member had not yet paid all the amount

NB) Special committee be set to see how students who delay in payments for dissertation, out of a group of member who had already paid can amicably be handled, to prevent scenarios of affecting the whole group.

Thank you

Prof. KAAYA Siraje



Deputy Vice Chancellor of Academics & Research