

Introduction

Welcome to Uganda Martyrs University and the Distance Learning Program **Diploma in Microfinance**. This programme is offered by the Faculty of Business Administration and Management in collaboration with Microfinance African Institutions Network (MAIN- Togo).

It is an one-of-a-kind academic programme providing a practical understanding of sustainable Microfinance. It equips the student with the necessary tools to successfully create and operate sustainable Micro finance Institutions and services in Africa.

This comprehensive programme comprising distance-learning and on-Campus residential components meets the knowledge and skills development needs of people already working in Microfinance, as well as of those seeking to enter this growing industry.

On the basis of core financial sector competencies, students learn how to apply relevant Microfinance concepts and products. They will acquire understanding how Microfinance Institutions can best serve their clients, especially rural communities and micro- and small enterprises, in an effective, efficient and sustainable manner.

Who Should Attend?

The course is designed for Microfinance practitioners, staff of savings and lending institutions, bankers and loan officers, NGO executives and staff, government regulators, economists, international donor personnel, and all those with an interest in learning more about best practice of sustainable Microfinance in the development context of present-day Africa.

Programme Structure and Curriculum

The Diploma Program is a Two (2) year Distance Learning Course and consists of sixteen (16) Modules.

On-Campus residential workshops are held each year in July/August.



Diploma Programme Structure

Year One

Semester One

1. Introduction to Microfinance Procedures and Lending Methodologies
2. Fundamental Accounting 1
3. Principles of Management
4. Business English

Semester Two

5. Credit Appraisal and Monitoring
6. Project planning and management
7. Legal and Regulatory Framework for Microfinance Institutions
8. Risk Management in Microfinance

Year Two

Semester Three

9. Principles of Marketing
10. Principles of Entrepreneurship
11. Rural And Agricultural Finance
12. Microfinance and Economic Development

Semester Four

13. Business Excellency & Integrity in Microfinance
14. Micro Insurance
15. Social Entrepreneurship
16. Product Development and Customer Loyalty in microfinance
17. Microfinance/Community Development Project

Programme Organization

On-Campus Workshops: The purpose of the residential on-campus workshops is to deepen and broaden the understanding and application of selected topics from the distance learning modules. The format will be a mixture of presentations, case studies and exercises, tutorial sessions, group discussions, interactive question-and-answer sessions, and library reading.

Assignments/course works: A completed workbook with the completed assignments must be submitted on each of the modules. The assignments are given to determine the extent and depth of knowledge of a specific subject and to improve specific skills like logical, analytical and critical thinking as well as professional writing.

Assessments: All new Students will start the course by attending a Residential Workshop after which a one-day written examination takes place. Then, at the end of each academic year, during the on-campus residential workshops in July/August, Diploma and Bachelor students alike sit for written examinations.

Final Programme Assessment

Student's performance shall be evaluated and assessed in course works and final assessments. A student is deemed to have successfully completed a course if s/he scores at least 50% in course work and final assessment independently.

Application Requirements

1. Completed Application Form - obtained from UMU, UMU-Rubaga / Kampala Office (Uganda Catholic Social Centre), or other UMU Centres (Moyo, Soroti, Masaka, Mbarara, Kabale & Lira) or from the Catholic Diocesan Education Secretaries or download it from the UMU website www.umu.ac.ug.
2. Evidence of successful completion of secondary school (A-Level) with at least one principal pass (will qualify for the Diploma programme)
3. Applicants who provide conclusive evidence of equivalent, relevant studies and having gained practical experience in relevant jobs may also qualify to enter the Diploma Course.
4. For candidates from Microfinance Institutions or similar organizations a letter of recommendation from a person who is familiar with your recent work should be provided. This can also be your superior at your present place of work.

Program Costs

The fee includes the cost of all distance learning materials, on-Campus residential workshops as well as all assessments and examinations. The current fee structure is available from the Office of the Micro Finance Department.

Associations and Collaborations

The Microfinance Department is member of the Association of Microfinance Institutions of Uganda (AMFIU), Microfinance African Institution Network MAIN - Togo) and Microfinance Management Institute (MFMI - Washington DC).

Communication with Uganda Martyrs University

For applications and further information,
Please contact our website:

www.umu.ac.ug

or:

**The Registrar
Uganda Martyrs University
P.O Box 5498
Kampala**

**Tel: +256 (0) 0382 410 611
Tel: +256 (0) 454 660 084
Fax: +256 (0) 382 410 100
E-mail: registrar@umu.ac.ug**

or:

**The Head:
Department of Microfinance
Uganda Martyrs University
P.O Box 5498
Kampala**

**Tel: +256 (0) 782 740 984
Tel: +256 (0) 0704 331 229
Tel: +256 (0) 0782 524 712
Tel: +256 (0) 0382 278 561
Email: micro@umu.ac.ug**



Uganda Martyrs University



Making a Difference

Diploma in Microfinance and Enterprise Development

Faculty of Business
Administration and
Management

Department of Microfinance

A Distance-Learning Program