



MTAC

MANAGEMENT TRAINING AND ADVISORY CENTRE

Building Capacity for Enterprise Development



INVITATION FOR AUGUST 2020 APPLICATIONS AT ALL MTAC CENTRES

Diploma Programme Title	Tuition fees (Per Semester) Ushs	National Certificate Programme Title	Tuition fees (Per Semester) Ushs
Business and Management		Business and Management	
Accounting and Finance	399,000	Accounting and Finance	349,000
Customs Clearing, Forwarding and Shipping Management	399,000	Customs Clearing, Forwarding and Shipping Management	349,000
Entrepreneurship and Business Management	399,000	Business Administration	349,000
Human Resource Management	399,000		
Public Administration and Management	399,000	Public Administration and Management	349,000
Procurement and Logistics Management	399,000		
Records and Information Management	399,000	Records and Information Management	349,000
Administrative and Secretarial Studies	399,000		
Social Work and Social Administration	399,000		
ICT-Related Programmes	Tuition fees (Per Semester) Ushs	ICT-Related Programmes	Tuition fees (Per Semester) Ushs
Computing and Information Systems	449,000	Information and Communications Technology (ICT)	399,000
Computer Engineering	449,000		
Computer Science	449,000	Computer Maintenance and Repair	399,000
Business Computing	449,000		
Vocational Courses: 6-Month Modular Certificate	Tuition fees Ushs	1 Year Level One Certificate	Tuition fees (Per Semester) Ushs
Graphic Communication and Digital Design	450,000	Graphic Communication and Digital Design	480,000
Hairdressing and Cosmetology	450,000	Hairdressing and Cosmetology	480,000
Painting and Decoration	450,000	Painting and Decoration	480,000
Cookery and Bakery	450,000	Cookery and Bakery	480,000

Shoemaking and Leatherworks	450,000	Shoemaking and Leatherworks	480,000
Fashion and Design	450,000	Fashion and Design	480,000
Duration:			

A) Diploma: 2 years divided into 4 semesters **Certificate:** 2 years divided into 4 semesters

Minimum Entry

Requirements:

Diploma: At least 1 Principal Pass and 2 Subsidiary Passes at "A" Level

National Certificate: At least 3 Passes at "O" Level

B) Professional Courses: (i) CPA (U) Enrolment for December 2020 Examinations; on-going.

CALL FOR APPLICATIONS IN SKILLS AND PERFORMANCE IMPROVEMENT SHORT COURSES
(Time: Monday-Friday, 5:30pm-8:30pm)

a) Management Skills Development Courses

S/No	Course	Duration	Fees Ushs
1	Export Management	2 Weeks	300,000
2	Digital Marketing and Advertising	4 Weeks	500,000
3	Advanced Occupational Health and Safety	2 Weeks	350,000
4	Managerial Leadership & Entrepreneurship Skills Development for Cooperative Unions/SACCOS	2 Weeks	300,000
5	Advanced Human Resource Management (Human Resource as A Business Partner)	2 Weeks	350,000
6	Results-Based Monitoring and Evaluation	2 Weeks	300,000
8	Human Resource Management	2 Weeks	300,000
9	Stores Management and Inventory Control	2 Weeks	300,000
10	Project Planning and Management	2 Weeks	300,000
11	Financial Management for Non-Finance Executives	2 Weeks	300,000
12	Customer Relationship Management	2 Weeks	300,000
13	Administrative Management Skills	2 Weeks	300,000
14	Basic Records and Information Management	2 Weeks	300,000
15	Internal Controls and Fraud Prevention	2 Weeks	300,000
16	Occupational Health and Safety	2 Weeks	300,000
17	Supervisory Management	2 Weeks	300,000
18	Entrepreneurship and Business Management	2 Weeks	300,000
19	Skills in Writing a Competitive Business Plan	2 Weeks	300,000
20	Public Relations	2 Weeks	400,000
21	Training of Trainers	2 Weeks	300,000
22	Public Procurement and Contracts Management	2 Weeks	300,000

23	Financial Planning, Budgeting and Expenditure Control	2 Weeks	300,000
24	Debt Management and Credit Control	2 Weeks	300,000
25	Project Proposal Writing and Resource Mobilization	2 Weeks	300,000
26	Performance Management	2 Weeks	300,000
27	Leadership and Management	2 Weeks	300,000

b) ICT Certificate courses

S/No	Course & Session	Duration	Time	Fees
1	Certificate In Computer Applications (Day/ Weekend)	4 Weeks	9:00am - 12:00pm/ 9:00am -1:00pm	200,000
2	IT Essentials (CISCO)	4 Weeks	5:30pm – 8:30 pm (Evening)	350,000
3	Computerized Accounting using QuickBooks, Tally and Sage	4 Weeks	5:30pm – 8:30 pm (Evening)	400,000
4	Computer Networking , Hardware Repair and Maintenance	4 Weeks	5:30pm – 8:30 pm (Evening)	350,000
5	Dynamic Website Development (php/MySQL with Dream Weaver)	4 Weeks	5:30pm – 8:30 pm (Evening)	250,000
6	Advanced Excel	4 Weeks	5:30pm – 8:30 pm (Evening)	350,000
7	Data Analysis Using Spss, Epi Info & Stata	4 Weeks	5:30pm – 8:30 pm (Evening)	300,000
8	Computerized Records Keeping	4 Weeks	5:30pm – 8:30 pm (Evening)	300,000
9	Web development level I (html , CSS, JavaScript)	3 Weeks	5:30pm – 8:30 pm (Evening)	300,000
10	Web development level II (php, MySQL)	4 Weeks	5:30pm – 8:30 pm (Evening)	350,000
11	Basics of Computer Programming (C++, Java, etc.)	5 Weeks	5:30pm – 8:30 pm (Evening)	450,000

MTAC CENTRES & CONTACTS FOR INQUIRIES

MTAC Main Campus, Nakawa, Plot No. M175, Jinja Road
P.O. Box 4655, Uganda, Tel: 0414221011/2/3, 0704 005 669, 0781 507 705
MTAC Mbarara, Tel: 0772 452 898
MTAC Pader, Tel: 0782 878 528
MTAC Iganga, Tel: 0772 314 613
MTAC Bushenyi, Tel: 0774 107 343
MTAC Luweero, Tel: 0702 381 410
MTAC Ntungamo, Tel: 0783 592 747
MTAC Mbale, Tel: 0702 103 000

To apply on-line, visit our website: www.mtac.ac.ug or email: info@mtac.ac.ug

ONLINE APPLICATIONS ARE NOW OPEN!