CALL FOR APPLICATIONS TO STUDY MASTERS PROGRAMMES IN BUSINESS ADMINISTARTION (MBA)
ACADEMIC YEAR 2021/2022
SEPTEMBER INTAKE

The University of Rwanda, College of Business and Economics, School of Business is offering a Master programme – The **Master of Business Administration (MBA)** in all campuses with the following specializations:

- Finance, Project Management, Human Resource Management, Marketing Management

Rusizi, Nyagatare and Huye campuses are only for weekend and Gikondo Campus is only evening.

The duration of the programmes is 4 semesters (24 months). The first two semesters are dedicated to common modules, the third is for specialized modules and the final for research and thesis writing.

I.   ENTRY REQUIREMENTS

1. An Upper- or lower-Class Honours Undergraduate Degree, or equivalent,

2. A computer literacy is essential

3. A good command of the English Language is compulsory

4. For further details on minimum admission requirements, refer to the UR policy for Postgraduate programs.

II.   KEY DATES FOR THIS CALL

Closing of online application process: August 15, 2021

III.   REQUIRED DOCUMENTS FOR APPLICATION

1. A cover letter addressed to the Director for Postgraduate Studies indicating for which program of study the application is being made and description of the motivation to join the program

2. Detailed curriculum vitae
3. Notarized Undergraduate Degree or Equivalence from Higher Education Council (HEC) for degrees acquired outside of Rwanda; applicants can apply for equivalence online or do so when they arrive in Rwanda. No student shall be allowed to continue to study after 6 months without submitting the equivalence issued by HEC (Those who have degree from abroad)
4. Notarized academic transcripts
5. Two recommendation letters from academic referees who are knowledgeable about the applicant,
6. Copy of National identity card or Passport

IV. SELECTION CRITERIA

Completeness and accuracy of required documents (see previous section)
.
V. FUNDING

The School will not provide scholarships. Candidates are encouraged to apply for scholarships elsewhere or can be self-sponsored.

VI. APPLICATION PROCESS

Go to UR Website (www.ur.ac.rw)
Go to Admission, Applicant Portal and click to (New Application)
Fill the **Biographical Form** and click (**Save**) at the end you will get "**Your Student ID Reference Number".** *Please keep this ID Number as it will be your ID identification for all transactions at UR*
Create a PIN of 5 numeric digits, do not start with a 0 (this PIN will serve as your password to access your student account), leave the page and open the link below.
Candidates are requested to submit all required documents by using the
 Link: **pgfile.ur.ac.rw/pgfile/findme.php**
NB: - All documents must be in PDF

- **If all required documents are not submitted, you cannot go to the next step.**

- **When your submission succeeds, a message will be sent to your e-mail box.**

VII.   FURTHER INFORMATION

For any additional information, clarifications or inquiry, please do not hesitate to contact

1. The school Post graduate Coordinator, Dr. Isaie Kadhafi MISAGO; email: ikadhafi@gmail.com Tel: 0788863930
2. Postgraduate studies officer; email: jmutaganda@ur.ac.rw: Tel: 0786147759

Done at Kigali, July 01, 2021

Dr. Emile BIENVENU
Ag. Deputy Vice Chancellor for Academic Affairs and Research
University of Rwanda