The Uganda Student Teaching program is offered by The School of Education (SoE) and International Academic Programs (IAP) at the University of Wisconsin-Madison in conjunction with Makerere University in Kampala, Uganda and Rwentutu Community Christian School in Kasese, Uganda. This IAP Program Handbook supplements handbooks or materials you receive from the UW-Madison School of Education as well as the IAP Study Abroad Handbook and provides you with the most up-to-date information and advice available at the time of printing. Changes may occur before your departure or while you are abroad.

This program handbook contains the following information:

- CONTACT INFORMATION
- PROGRAM DATES
- PREPARATION BEFORE LEAVING
- TRAVEL AND ARRIVAL
- THE ACADEMIC PROGRAM
- LIVING ABROAD
Contact Information

ON-SITE PROGRAM INFORMATION

Your primary contacts will be:

Enoch Muhindo
Supervisor
C/o Rwenzori Christian Vocational S.S
P.O. Box 381
Kasese
Uganda
Cell Phone: 077 298 9979

Wilson Musungu
Headmaster
C/o Rwentutu Community School
PO Box 579
Kasese
Uganda
Cell Phone: 0776 351 198

King James Bwambale
Deputy Headmaster
C/o Rwentutu Community School
PO Box 579
Kasese
Uganda
Cell Phone: 077 497 3999

Dr. Gillian Kasirye
Professor
Dept of Foundations and Curriculum Studies
Makerere University
Cell Phone: 077 718 3568

Sam Bwambale
Foreman/Manager of School
Cell Phone: 077 433 7525

UW-MADISON INFORMATION

International Academic Programs (IAP)
University of Wisconsin-Madison
106 Red Gym, 716 Langdon St.
Madison, WI 53706
Tel: 608-265-6329, Fax: 608-262-6998
Web: www.studyabroad.wisc.edu

Kate Hamoonga
IAP Study Abroad Advisor
(608) 265 6296
hamoonga@studyabroad.wisc.edu

For Student Teaching Advising:
Margaret Hawkins
Professor, Dept of Curriculum & Instruction
Home: (608) 233-7742
Cell: (608) 333-4173
mhawkins@education.wisc.edu
EMERGENCY CONTACT INFORMATION
In case of an emergency, call the main IAP number (608) 265 6329 between 7:45 a.m. and 4:30 p.m. Monday to Friday; after-hours or on weekends call the IAP staff on call at (608) 516 9440.

Uganda Emergency Number: 999

EMBASSY REGISTRATION
All program participants who are U.S. citizens must register through the Smart Traveler Enrollment Program (STEP) at the US Embassy. This is a free service provided by the U.S. Government to U.S. citizens who are traveling to, or living in, a foreign country. STEP allows you to enter information about your upcoming trip abroad so that the Department of State can better assist you in an emergency. STEP also allows Americans residing abroad to get routine information from the nearest U.S. embassy or consulate. [https://travelregistration.state.gov](https://travelregistration.state.gov)

U.S. Embassy in Kampala, Uganda
Plot 1577 Ggaba Road
P.O. Box 7007,
Kampala, Uganda
Tel: 0414 25 97 91 /2/3/5 Fax: 0414 259 794
E-mail: KampalaWebContact@state.gov
Web: [http://kampala.usembassy.gov/](http://kampala.usembassy.gov/)

Program Dates

SPRING 2014 SESSION
1/27 - leave Madison
1/28 - arrive Entebbe
1/29 – 1/30- Orientation at Makerere University
1/31 - to Kasese
2/3 – 4/2- Student teaching placement
4/3- to Kampala
4/4 - (evening) leave Entebbe

Preparation Before Leaving

IMMIGRATION DOCUMENTS

Passport: A passport is needed to travel to Uganda. Apply immediately for a passport if you do not already have one. Passport information and application forms can be found on the U.S. State Department website [http://travel.state.gov/passport/](http://travel.state.gov/passport/). If you already have your passport, make sure it will be valid for at least 6 months beyond the length of your stay abroad. You will not be admitted into the country if you do not have this 6-month requirement met.

Visa: A passport valid for six months beyond the date of entry, visa and evidence of yellow fever vaccination are required for entry into Uganda. Visas are available at Entebbe Airport or may be
obtained from the Embassy of the Republic of Uganda. Airline companies may also require travelers have a visa before boarding so it is recommended that you check with the airline you plan to use. Students can obtain the latest information and details from the Embassy of the Republic of Uganda at http://www.ugandaembassy.com


American nationals holding USA passports need an entry visa for Uganda. If you send away to the embassy before your departure, you will need the following items. However, if you choose to get your visa at the Entebbe airport upon arrival, you will most likely only need proof of vaccine, passport and fee.

**Visa Requirements:**
1. Complete application form
2. 2 passport size photographs
3. Must submit original Passport valid past the date of your expected departure from Uganda.
4. Correct visa fee.
5. Applicants may be requested to submit additional supporting documentation.
6. An international Inoculation Certificate against yellow fever.
7. A **prepaid self-addressed USPS Express Overnight** return envelope only must be included with applications sent by mail.

There is a single entry visa fee of $50.00 and it is valid for three months from the date of arrival. Visa fees must be paid in a postal money order payable to UGANDA EMBASSY if obtained from the embassy prior to departure, on submission of visa application. Personal Checks are not accepted. US cash should be used if visa is obtained upon arrival at the Entebbe airport.

**HANDLING MONEY ABROAD**

The official currency of Uganda is the Shilling (UGX). During orientation in Kampala you will be taken to exchange some money. It is most effective to use cash while in Uganda, as credit cards are not accepted in most places.

**Exchanging Money**

Cash can be changed easily at major banks and foreign exchange (Forex) bureaus. The best banks are Stanbic and Barclays Banks. The Forex bureaus sometimes offer slightly better exchange rates than the banks. At both banks and Forex bureaus, small US dollar bills attract a much lower exchange rate than do US$50 and US$100 notes, and the rate for travelers cheques is about 2% lower than they are for cash. If you take money to exchange, take $50 and $100 notes dated 2006 or later. The more recent, the better. Exchange rates in Kampala are up to 15% better than is the case elsewhere in the country, so if you prefer to do cash exchanges stock up on shillings in the capital and lock them in your suitcase in Kasese.

Students should be prepared to barter with locals for goods. This is a common practice. During the initial orientation onsite, students will be given rough estimates of what various goods should cost, and there will be help available in Kasese for pricing purchases.
ATM/Debit cards: The easiest and most convenient way for students to obtain money is to use their ATM card in Uganda. Stanbic Bank has a network of ATMs that accept international credit cards, with branches located in Kampala and in Kasese, as well as in Jinja, Mbale and Mbarara. Visa ATM cards are much more widely accepted than MasterCard. You should check with your bank/credit union to find out if your ATM card will function properly in Uganda, identify the maximum amount you can withdraw in a day or one week, and learn about any withdrawal fees you may incur. Also, consider taking an extra ATM card in case your card gets demagnetized, lost, or taken by the bank machine.

Credit cards: Credit cards are widely accepted at hotels and lodges and with tourism companies, but are rarely accepted at local stores and restaurants.

PACKING
- Important documents (passport, emergency contact information, insurance card, ATM card, money, etc.) should be in your carry-on luggage. Also, make sure that you make a copy of important documents (including a photo copy of the info page of your passport) and leave them with a friend or family member back home to access in the case of an emergency.
- Take enough prescription medication to last the duration of the program including malaria prophylaxis. Keep prescription medications in their original packaging and carry a letter/prescription from your doctor explaining your condition and use of medication. Prescriptions should be packed in your carry-on luggage. Take any other first aid/health supplies such as gauze, band-aids, disinfectant cream, Advil, Pepto, etc., that you wish to have. There are pharmacies, but they do not tend to have the brands you will know.
- Clothes (for teaching: skirts/dresses below the knee for women, shorts/pants for men.)
- Light fleece or sweater
- Sandals or comfortable walking shoes
- Flip flops for the house (not out or at school)
- Hiking shoes or boots and socks if you plan to hike
- Rain jacket
- Swimsuit
- Water drinking bottle
- Small bag for day/weekend trips
- Sunblock, hat and sunglasses for protection from harmful effects of UV sun rays.
- Antibacterial hand wipes or alcohol-based hand sanitizer containing at least 60% alcohol
- Flashlight and batteries and a headlamp if desired
- Hair Conditioner
- 2-3 Towels
- Computer
- Camera
- Teaching supplies you may want (markers, tape, glue, duct tape, flash cards, construction paper, red, black and blue pens, etc.)
- Gifts for teachers and other hosts

Electronics
There is electricity in the house for charging camera batteries, ipods, computers etc. You should check electrical items for the amount of voltage they need to work. Voltage in Uganda is 220-240. A converter should be purchased to convert voltage if your appliances/electronics don’t have 140/220 capacity. You will also need an adapter to be able to plug in your items. Adapters can be purchased from outdoor and travel stores. It is best to bring a number of rechargeable batteries since electricity may not be entirely
reliable. If you are planning on using standard batteries, bring some with you as the batteries are not as good in Uganda.

Travel and Arrival

Participants on this program make their own flight arrangements to Kampala, Uganda, to fly into the Entebbe Airport. Enoch will pick you up, but you will need to travel together as a group. You will stay for three nights at the:

Makerere Guest House
Box 7062
Kampala, Uganda

Phone: +256-(414) 534169
http://guesthouse.mak.ac.ug/index.php

ON SITE ORIENTATION

Upon arrival in Uganda, you will spend 2 days in Kampala, (the capital of Uganda), to have an orientation to the country: its history, educational policies, and educational systems (including curriculum, pedagogies, and assessments). The orientation will consist of a two-day workshop at Makerere University with visits to various sites in Kampala. After the orientation participants will be transported to Kasese to settle into the house.

The Academic Program

DESCRIPTION OF THE SITE

Kasese is a district of roughly 500,000 people in western Uganda. Rwentutu is a community of 10,000 people in Kasese. The rural area is poor, with no running water or electricity. The only means of sustenance is small scale farming.

Lukonzo is the local language of the region, which the entire population speaks. Some also speak Swahili. English is the official language of the country, and, by law, schooling must be in English. But most adults in Rwentutu have never been to school. Few adults speak English, and only 40% are literate (in Lukonzo).

In February of 2007, the Rwentutu Community Christian School opened. The school has long been the dream of Amos and Edith Kambere, refugees from that area who have now been living in Canada for many years. Through their donation of land, fund-raising efforts in Canada, and the work of the local (Rwentutu) community, school buildings have been erected, as well as a guest house. The school currently has 215 students in grades K-7. The age range of the students is 4-16. There are 12 teachers: 1 headmaster, 3 Kindergarten teachers and one for every other grade level, plus 8 non-teaching staff. The teachers are qualified; they have met the Ugandan requirements of 2 years of normal school
teacher training. Instruction follows the Ugandan national curriculum (as it must by law), which, as mentioned previously, is in English.

Most of the children attend school as day students, however some board at the school. The school provides breakfast and lunch for all children who attend, and supper for boarding students.

The school is equipped with 12 classrooms, 2 large dormitory rooms, a health room, a library, guest quarters, staff quarters, and a clinic. Development efforts continue. The school now has water provided by a well, and solar electricity that runs part-time. Construction will soon begin on another phase of the building.

THE STUDENT TEACHING PROGRAM

This program has been set up in conjunction with the School of Education (Department of Foundations and Curriculum Studies) at Makerere University, the premiere university in east Africa, and with the Kasese district school officials. Students will work at the school full-time (5 days per week) in several classrooms. You will be expected to follow the national curriculum; however, there is significant flexibility in pedagogical approaches. You are expected to engage in teaching and learning in ways that are responsive to the local environment, culture, school, community and students. You will learn from what you observe and experience, and the teachers at the school will learn (about new pedagogical approaches and tools) from you.

As is the case for all student teaching, there will be a local supervisor, Mr. Enoch Muhindo. Mr. Muhindo is currently semi-retired (and working at a private school in Kasese), but prior to his retirement he was on the Faculty of Education at Kyambogo University, and has significant professional experience in teacher education. Mr. Muhindo will conduct a minimum of three observations during the student teaching experience, including a pre-observation discussion on the lesson plan and a post-observation discussion for feedback and analysis.

The school day is from 7am – 6pm, although the student teaching schedule is shorter. You are expected to attend each weekday for the duration of your stay unless you are ill. In case of illness that results in you being unable to attend school, please call both King James and Enoch (numbers listed on Page 2).

UNDERSTANDING YOUR ROLE AND EXPECTATIONS

While being in this rural community, you will stand out as a foreigner and many people will be curious about you. Here at home you may be used to the comforts of privacy and blending in, which will not be the case while you are in Uganda. Your colleagues, students and community members will likely be aware of what you do both in and out of school. In Uganda, you represent not only yourselves, but UW as well. And in Kasese you represent both UW and the Rwentutu School. Your actions reflect on us all. For these reasons, please adhere to the following program expectations to protect your wellbeing and safety, as well as the UW relationship with the Rwentutu School and community.

1. Commit to improving the quality of life of the people with whom you live and work; and, in doing so, share your skills, adapt them, and learn new skills as needed
2. Recognize that your successful experience is based on the local trust and confidence you build by living in, and respectfully integrating yourself into, your host community and culture
3. Recognize that you are responsible 24 hours a day, 7 days a week for your personal conduct and professional performance
4. Recognize that you will be perceived, at Rwentutu school and in your host community, as a representative of the people, cultures, values, and traditions of UW-Madison
5. Engage with host country partners in a spirit of cooperation, and mutual learning and respect
6. Exercise judgment and personal responsibility to protect your health, safety, and well-being and that of others
(Adapted from the Peace Corps 10 Core Expectations)

JOURNAL/BLOG
In order to pass your student teaching course, you must keep a journal or blog of your teaching and learning during the international experience. You may blog about whatever aspects of your experience you like, but you must include reflections on the educational aspect (your teaching and learning at Rwentutu Community Christian School). Remember that there may be many people reading your blog (professors, staff and administrators here at the University, as well as parents, friends, and even prospective UW student teachers!).

COMMUNITY INVOLVEMENT
You are expected to become involved in the local communities in which your school is located. Involvement may include participating in local community and social events, but should also include efforts to understand (and perhaps build) linkages between local schools and communities, and to understand and increase linkages between families and schools, in ways that promote partnerships that support children’s educations. At least one experience or effort to be involved in the community should be documented in your journals/blogs each week. The following are some suggestions of ways to be involved, but this is in no way meant to be an exhaustive list. Your own skills and interests will determine the types of activities that you choose to pursue:
1. Visit the home of one of your teachers, meet his/her family and have a discussion about the differences between Ugandan and US culture (food, dress, gender roles, family life, work life, etc.) and education
2. Attend a local church
3. Conduct a home visit to see where and how students live, and to get to know their families
4. Take advantage of the people who are there to help you (the driver of the school car, the woman who will help buy and prepare food), and ask them to show you local places and sites.
5. Ask Enoch to introduce you to other educators, and to people in the community.

ABSENCES
You are expected to be present and fully engaged for each day of the orientation and teaching. In the case of sickness, you must notify both Enoch and King James (phone numbers on page #2). You should not miss school for any reason other than sickness.

REFLECTIVE PAPER/PROJECT
Upon return, you will be responsible for producing a reflective paper/project on the experience, and your own teaching and learning. The format for this can be creative, but it should include a reflective narrative on, or excerpts from, the journal/blog entries, and artifacts should be woven in (such as samples of student work, photos, lesson plans, etc.). Questions to be considered in preparation: What is culture? How is it related to teaching and learning? How are teaching and learning different in my international site than in U.S. classrooms? What have I learned? What did I contribute? What are implications for my future practice?
REGISTRATION AND CREDIT
For the semester in which you are student teaching, you should web-enroll for 7 credits (the 2 credit student teaching seminar and 5 credits of Elementary Student Teaching) For your study abroad experience, IAP will enroll you for 5 placeholder credits that will be replaced by 5 credits of International Student Teaching (C&I 460) after successful completion of the placement in Uganda.

GRADING
You will be graded Pass/Fail for this program. To pass, you must successfully complete all of the requirements listed above, have consistently good attendance in your placement site, and show evidence of thoughtful engagement in practice and reflection.

Living Abroad

UGANDA
Kampala is Uganda’s capital city and a bustling metropolis with an estimated population of 1.2 million people. The city was originally built on seven hills, but now encompasses 20 hills. English is the official and most widely spoken language in Uganda, although many people do not speak it. However, there are more than 50 tribes whose members speak more than 60 dialects. Luganda is the major language in the Kampala district and the most widely used after English. Swahili is another major language in Uganda.

HOUSING IN KASESE
Participants will live in a modest home owned by Amos and Edith Kambere. The house has electricity, running water, a fence, and is secure. It is situated close to homes owned by Kambere family members and district school officials. It is also walking distance to the center of town; students will be able to attend to their daily needs (food, supplies, etc) easily. The Rwentutu School is 30 minutes south-west of Kasese. Students will be picked up in the morning and transported home in the afternoon by the school’s driver. Students are able to prepare their own food in the house, or eat out in a local restaurant if/when they desire. There are health clinics in the town and an internet cafe.

HEALTH
All students should visit a travel health clinic to obtain all necessary immunizations and prophylactic medication at least one month prior to travel. Evidence of yellow fever vaccination is required to enter Uganda. Students should consult the Center for Disease Control and their physician to determine other vaccinations and/or other health precautions they need to take after acceptance to the program.

Students are encouraged to drink large quantities of water. Past students have noted that it may be difficult to obtain medications for rashes, urinary tract infections, and yeast infections and have suggesting students bringing these to Uganda if they are susceptible to these conditions.

Malaria is prevalent in Uganda and all students are expected to take antimalarial prophylactic medications. Travelers who become ill with a fever or flu-like illness while traveling in a malaria-risk area and up to one year after returning home should seek prompt medical attention and tell a physician their travel history and what antimalarials they have been taking. For additional information on malaria, including protective measures, see the CDC Travelers’ Health web pages at http://www.cdc.gov/malaria/
Information on vaccinations and other health precautions, such as safe food and water precautions and insect bite protection, may be obtained from the Centers for Disease Control at http://wwwnc.cdc.gov/travel.

Should you need medical attention, you will want to use the Zebedee Masereka Clinic in Kasese. You will be shown its location so that you can find it.

TRANSPORTATION
The main modes of transportation while in Uganda are walking and public taxis called matatus. Students should bring adequate walking shoes. Although motorcycle taxis called boda bodas are abundant in Kampala and Kasese, they are very dangerous and the cause of many serious accidents. Drivers are usually not licensed, and the vehicles are not registered or insured. Students are not allowed to use this form of transportation while participating in this course. CISI insurance does not cover accidents resulting from motorcycle use.

TRAVEL
You are strongly discouraged from traveling to areas both in the country and in the surrounding areas that the U.S. State Department has designated as hazardous or has advised against travel. Make sure to check the U.S. State Department website for Travel Advisories and Consular Information Sheets for any country you are considering traveling to or through (http://travel.state.gov/) before you make any travel plans. Or, if you do not have access to the Web, check with the U.S. Embassy or Consulate nearest you.

Travel during the program should be limited to holidays and weekends. You must inform Enoch of your travel plans before traveling.

Students are not allowed to drive the school car. Breaking this rule could result in removal from the program.

COMMUNICATION
Telephone: When making calls, keep in mind time zone differences www.timeanddate.com/worldclock. To make an international call to the United States, dial 000 plus the United States country code (always “1”) followed by the appropriate U.S. area code and local number.
*For example, to call IAP, you would dial: 000 1 608 265 6329
To call Uganda from the United States, dial 011, 256 (the country code for Uganda), and the phone number, minus the initial zero. Some of steps can vary if you are using a calling card.
*For example, to call Enoch from the U.S., you would dial: 011 256 772 989-979
If calling locally within Uganda, you do not dial the 011 or country code, but you put a 0 in front of the phone number.

Students may purchase a cell phone when they arrive in Uganda. An inexpensive one is recommended. You can purchase minutes at kiosks around cities and towns and refill these when they run out if you use MTN as your phone company, or you can use Orange to purchase a plan where you pay for usage in advance.

Internet: There is an internet café in Kasese and in most towns in Uganda. You may also purchase an “Orange stick” that looks like a thumb drive, inserts into the USB port of your computer, and will provide good quality internet access anywhere in the country.
**Mail:** Students should use the school address if students want to have mail sent to them. It is a box in Kasese and the school picks it up once a week.

**WEBSITES OF INTEREST**

International Academic Programs (IAP) at UW-Madison:
www.studyabroad.wisc.edu

General Orientation Information:
http://www.worldwide.edu/travel_planner/index.html
(includes topics such as culture shock, international travel, etc.)

U.S. State Department:
http://travel.state.gov/

U.S. State Department Students Abroad site:
http://studentsabroad.state.gov/

Center for Disease Control:
http://wwwnc.cdc.gov/travel

Current Exchange Rates:
www.x-rates.com

The Daily Monitor (Ugandan Newspaper in English):
http://www.monitor.co.ug/

Ugandan Tourism:
http://www.ugandatourism.org/