

## Institutional E-Mails and Busitema University Online Learning Environment (BUOLE) Accounts

This guide is for students who joined Busitema University in the Academic Year (AY) 2025/26. In this guide, you can find information about:

- [Accessing a Busitema University Institutional e-mail](#)
- [Accessing a Busitema University Online Learning Environment \(BUOLE\) account](#)
- [Contacts of officials at each faculty who can offer support regarding online learning.](#)

### A: Institutional E-Mails

All Busitema University students admitted in the AY 2025/26 now have Busitema University institutional emails, provided they have supplied their details through an online form circulated at each faculty.

Each student email is made up of the following components (all letters are lowercase):

- First letter of the student's first name (e.g. **j** from john);
- The students surname (e.g. **wambi**);
- The year of admission (in two digits) which is the same as the first two digits of the student's number (e.g. **25**);
- The last 4 digits of the student number (e.g. **9876** in the number 250040**9876**);
- The university email domain (**@busitema.ac.ug**).

**As an example** if the student particulars are:

- Student Number: 2500409876
- Registration Number: BU/UP/2025/9876
- Name: John Wambi

Then the Busitema e-mail address is:

[jwambi259876@busitema.ac.ug](mailto:jwambi259876@busitema.ac.ug)

To login to the student's email, use any web browser (e.g. Chrome, Mozilla Firefox, Edge, Internet Explorer etc.) to go to Google Mail (<https://mail.google.com> )

For username, enter the full e-mail address e.g. [jwambi259876@busitema.ac.ug](mailto:jwambi259876@busitema.ac.ug)

For Password, FSE students enter: **25@Fse#Bua**

After the first login, the student should change the password to another one of their preference. When logged-in, select Preferences. Under Log-in options, select Change Password and provide the required details.

*All students are encouraged to use these Busitema University emails for all official communication related to their studies at Busitema University. In case of any difficulty with one's institutional email, please contact the responsible technical officer at the faculty (details given at the end of this message).*

## B. Busitema University Online Learning Environment (BUOLE) Accounts

All online learning will be coordinated and accessed via the Busitema University Online Learning Environment (BUOLE). To access BUOLE, you will need a BUOLE account identified by a username and password. All students with BU institutional email addresses have had BUOLE accounts created for them automatically.

There are 2 ways of accessing BUOLE:

1. **Using the Moodle App:** This can be downloaded from Google Play Store for Android users or App Store for iPhone users. When the app is installed and opened, you can login to your BUOLE account by providing the BUOLE site address <https://lms.busitema.ac.ug>, the username as your student number e.g. 2500409876 and password: @Bulms25
2. **Using a web-browser:** Use any web browser (e.g. Chrome, Mozilla Firefox, Edge, Internet Explorer etc) to go the BUOLE site: <https://lms.busitema.ac.ug>. At the BUOLE login page, login to your BUOLE account by providing the username as your student number e.g. 2500409876 and password: @Bulms25

After first login to BUOLE, users should change their passwords using the “change Profile” feature. Further help on this can be found by selecting: Site Home > Cross-cutting courses > BUOLE user guides – students > Logging onto BUOLE and changing your user profile.

## C: Useful contacts:

Users having any difficulties regarding BUOLE or online learning in general may contact their faculty support team or other ODeL support persons as shown below:

Faculty	Contact for online learning issues	Contact for online technical issues
FAAS	Mr. Joseph Mbogua - 0702331919 / 0774515986; <a href="mailto:jmbogua@gmail.com">jmbogua@gmail.com</a>	Mr. Samuel Ochola – 0785222005 / 0755448806; <a href="mailto:samuchochola2012@gmail.com">samuchochola2012@gmail.com</a>
FET	Mr. Godias Tumusiime – 0701240292; Tumusiime Godias, <a href="mailto:ttgodias@gmail.com">ttgodias@gmail.com</a>	Mr. Max Ekwangu - 0779971044; <a href="mailto:ekwamax@gmail.com">ekwamax@gmail.com</a>
FHS	Sr. Pamella Adongo - 0701195844 / 0788022263; <a href="mailto:adongopamella@gmail.com">adongopamella@gmail.com</a>	Ms. Grace Adong – 0782557366 / 0704888079; <a href="mailto:grace.adong21@gmail.com">grace.adong21@gmail.com</a>
FMS	Mr. Ronald Emojong – 075681859; <a href="mailto:ongironald@gmail.com">ongironald@gmail.com</a>	Ms. Sylvia Kyomugisha – 0772862405; <a href="mailto:kyomugishasg@gmail.com">kyomugishasg@gmail.com</a>
FNRES	Ms. Immeldah Nyangoma – 0779017156; <a href="mailto:immynyangoma@gmail.com">immynyangoma@gmail.com</a>	Mr. Geoffrey Mudambi – 0703868029; <a href="mailto:gmudambi@gmail.com">gmudambi@gmail.com</a>
FSE	Mr. Andrew Oboth – 0779957753 / 0706528168; <a href="mailto:bthandrew@gmail.com">bthandrew@gmail.com</a>	Mr. Joshua Ekatatan – 0781581390; <a href="mailto:ekatjosh@gmail.com">ekatjosh@gmail.com</a>
University-wide	Mr. Leonard Wamakote – 0772535602/ 0702535602; <a href="mailto:leowamakote@busitema.ac.ug">leowamakote@busitema.ac.ug</a>	Ms. Grace Adong – 0782557366 / 0704888079; <a href="mailto:grace.adong21@gmail.com">grace.adong21@gmail.com</a>

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