



UNIVERSITY OF BOTSWANA

Office of the Deputy Vice Chancellor (Student Affairs)

Department of Student Welfare

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MEMORANDUM

REF : UBG.SA.sw2/20

TO : All Students

FROM : Assistant Manager, Accommodation

DATE : 18 January 2010

SUBJECT : **INVITATION TO PARTICIPATE IN SINGLE ROOMS RAFFLE**

Students who are going to do 4th and 5th year are informed that there are 341 single rooms available on campus to be allocated next academic year. This allocation will take place in the following manner:

a. Students who are going to do 5th Year e.g. LLB, Architecture, Engineering etc.

Please note that 5th year students will automatically be allocated single rooms on campus. Therefore full time students who are going to do 5th year e.g. LLB etc are invited to register their interest to stay on campus in single rooms. Registration will take place at the Student Welfare Office from the 26th to the 29th January 2010. Male students must register with Mrs. Monareng while female students must register with Mr. Lebotha. Students who fail to register by the deadline will not be considered for single rooms. 5th year FET students who register to stay in the main campus single rooms must organize their own transport.

b. Students who are going to do 4th Year (except year 3 LLB, Architecture etc students).

Allocation of single rooms to students who are going to do 4th year will be done by a raffle. The raffle will take place on the **11th and 12th February 2010** at the Student Centre Conference Room from 0900hrs to 1600hrs on both days. A valid student ID card is a prerequisite for taking part in the raffle. Students who want to participate in the raffle are expected to register first.

c. Raffle Registration Process

Registration for the raffle is effective immediately and will end on Friday 5 February 2010.

On Campus students must register with their respective Resident Assistants. Off Campus students must register at the Student Welfare Office in Block 115. Male students must register with Mrs. Monareng while female students must register with Mr. Lebotha. Only those who are in the register will be allowed to take part in the raffle. Students who fail to register by the deadline will not be allowed to take part in the raffle.

This is a raffle for single rooms only. Students who do not win single rooms will be expected to apply for next academic year's accommodation in a normal way. The advert for application of next year's accommodation will be released soon through memos pasted on notice boards and student welfare website.

Please note that 3rd year students who are registered for programs that end in the 5th year are excluded from this raffle because they will be automatically considered for single rooms in their fourth year.

Communication lists on those who have won single rooms will be pasted on the student centre notice boards and student welfare website by Friday 26 February 2010.

Thank you.

Dimakatso Mabe
Assistant Manager, Accommodation

cc Director, Student Welfare
Deputy Director, Student Welfare
Manager, Student Welfare and Accommodation
Assistant Manager, Welfare
Wardens
Resident Assistants