



## FINANCIAL PROCEDURES

The information below highlights the University's banking details and the guidelines that both prospective and continuing students need to observe when applying and paying their fees.

### 1. Existing Students

- 1.1. University students may pay fees at any branch of **First National Bank** of Botswana to University of Botswana bank account number **62130787601**. After paying your fees, you may proceed through the Student Debtors Finance office at Block 139 office 144 for un-blocking, with a copy of the deposit slip referenced with your student identity number. You may now register online or seek guidance from your faculty if you have any queries.

*For international payments, students may pay into our Standard Chartered Bank Account details of which are as follows:*

<b>Account Name:</b>	<b>University of Botswana</b>
<b>Account Number:</b>	<b>0100110109600</b>
<b>Branch code:</b>	<b>662167</b>
<b>Swift code:</b>	<b>SCHBBWGX</b>

*Copies of proof of payment, (with full student names and student number noted on them) should immediately be sent by fax to: +267 3951326 or +267 3959 390 or e-mailed to [Studentpayments@mopipi.ub.bw](mailto:Studentpayments@mopipi.ub.bw). For assistance you may call +267 355 4633/4634*

- 1.2. Students who are in receipt of sponsorship letters must deliver copies of the same and get financial clearance from Student Debtors office at **Block 139, Room 144** or follow the guidelines provided during registration before registering online. You may seek guidance from your respective Faculties to complete online registration.

### 2. Prospective Students

- 2.1. Candidates or prospective students who wish to apply for admission may pay application fees at the following banks:

**First National Bank** of Botswana to University of Botswana bank account number **62130787601**

**Barclays Bank** of Botswana to University of Botswana bank account number **3761645**

**Standard Chartered Bank** of Botswana to University of Botswana bank account number **0100110109604**

For payment of Application Fee from outside Botswana, please deposit the fee into the following Standard Chartered Bank Account:

<b>Account name:</b>	<b>University of Botswana</b>
<b>Account number:</b>	<b>0100110109604</b>
<b>Branch code:</b>	<b>662167</b>
<b>Swift Code:</b>	<b>SCHBBWGX</b>

- a. A copy of the deposit slip (with your name & ID written on) should be attached to Application Forms when these are submitted or sent to **Undergraduate Admissions Office** of the University of Botswana, Academic Services department. Applicants who pay fees in this manner need not queue at University Cashier's Office for payment before submitting application forms. This method of payment also avoids acquisition of post office Postal Orders for onward transmission to the University as a form of payment.
- b. International students residing in Botswana should bring with them copies of employment contract and residence/work permit for their parent(s). For self-employed, bring tax certificate, company certificate and residence/work permit. Such students should also present passports for appropriate identification by country of origin.

### 3. Payment Plan for privately sponsored students

Effective **2017 2018 semester two**, privately sponsored students are allowed to pay tuition fees in **three installments** as follows:

- 1<sup>st</sup> Instalment of at least 50% of the tuition fee, before registration
- 2nd instalment of at least 25% of the tuition fee, by the end of the first month following month of registration
- 3rd instalment of at least 25% of the tuition fee, by the end of the second month following the month of registration.

**SCHEDULE OF FEES**

PROGRAMMES	FEES IN PULA	
	2018/19	
	ANNUAL FEE	FEE FOR ONE CREDIT
<b>Undergraduate Programmes</b>		
<b>Certificates</b>		
Science & Engineering		
Resident Students	37 200	1 240
Non-Resident Students	74 700	2 490
Other Faculties		
Resident Students	28 200	940
Non-Resident Students	56 100	1 870
<b>Diplomas</b>		
Science & Engineering		
Resident Students	37 200	1 240
Non-Resident Students	74 700	2 490
Other Faculties		
Resident Students	28 200	940
Non-Resident Students	56 400	1 880
<b>Bachelors</b>		
Science & Engineering		
Resident Students	37 200	1 240
Non-Resident Students	74 700	2 490
School of Medicine		
Resident Students	41 400	1 380
Non-Resident Students	82 500	2 750
Other Faculties		
Resident Students	28 200	940
Non-Resident Students	56 100	1 870
<b>Postgraduate Programmes</b>		
<b>Postgraduate Diplomas</b>		
Resident Students	30 300	1 010
Non-Resident Students	45 600	1 520
<b>Masters Programmes</b>		
Science & Engineering		
Resident Students	33 120	1 380
Non-Resident Students	49 680	2 070
MBA		
Resident Students	37 920	1 580
Non-Resident Students	57 120	2 380
School of Medicine		
Resident Students	36 480	1 520
Non-Resident Students	54 480	2 270
Other Faculties		
Resident Students	26 160	1 090
Non-Resident Students	39 360	1 640
MPhil Science & Engineering		
Resident Students	33 120	1 380
Non-Resident Students	49 680	2 070
Other MPhils (Other Faculties)		
Resident Students	26 160	1 090
Non-Resident Students	39 360	1 640
PhD Science & Engineering		
Resident Students	13 200	550
Non-Resident Students	19 680	820
PhD (Other Faculties)		
Resident Students	10 320	430
Non-Resident Students	15 360	640

\* Based on normal load of 30 credits for undergraduates , 24 credits for post graduate students and 8 credits for DABS

**\*\*Students are kindly advised to note that with this schedule of fees, there is an additional list of fees, (excursion fees), that shall be levied over and above the normal tuition fee for each course listed under Excursion Course List below:**

<b>PART-TIME PROGRAMME</b>		
Diplomas( DABS)		4 040
(Excluding cost of book )		
<b>International students fee (Undergraduate/Post-graduate)</b>		
Administration Fee		
Students from Africa		4 480
Students from other Continents		6 610
Group Study Abroad		
Students from Africa		1 130
Students from other Continents		1 780
Group Study Abroad (Special Service) = 20% of the cost of activity		
<b>Other Fees</b>		
Supplementary Fee per Subject		240
Graduation fee		220
Application Fee		
Resident Students		350
Non-Resident Students		690
Late Application Fee		
Resident Applicants		520
Non-Resident Applicants		1 030
Student Life Fee		130
Late Registration Fee/Day (Returning Students) (maximum 14 days)		210
Late Registration Fee/Day (New Students) (maximum 14 days)		120
Transcript Fee		50
Identity Card Fee		70
<b>Accommodation Fee</b>		
Under Graduate Full Time Student/Annum		7 740
Under Graduate Hostel Fee during Holidays/Day		40
Under Graduate Hostels For Non-Students		
During Holidays/Day		260
Graduate Hostels/Annum		13 080
Graduate Hostels/Annum(Including Holidays)		18 720
Graduate Hostels Fee during Holidays/Day		120
Graduate Hostels For Non-Students		
During Holidays/Day		580
Laundry Fee/Annum		830

EXCURSION FEE COURSE LIST		
DEPARTMENT	COURSE	AMOUNT PER STUDENT
ARCHITECTURE AND PLANNING	ARB111	120.00
ARCHITECTURE AND PLANNING	ARB121	120.00
ARCHITECTURE AND PLANNING	ARB211	120.00
ARCHITECTURE AND PLANNING	ARB221	120.00
ARCHITECTURE AND PLANNING	ARB311	120.00
ARCHITECTURE AND PLANNING	ARB320	9 350.00
ARCHITECTURE AND PLANNING	ARB321	120.00
ARCHITECTURE AND PLANNING	ARB411	120.00
ARCHITECTURE AND PLANNING	ARB421	120.00
ARCHITECTURE AND PLANNING	RES314	3 970.00
ARCHITECTURE AND PLANNING	URP311	6 220.00
BIOLOGICAL SCIENCES	BIO215	910.00
BIOLOGICAL SCIENCES	BIO307	910.00
BIOLOGICAL SCIENCES	BIO308	1 530.00
BIOLOGICAL SCIENCES	BIO311	910.00
BIOLOGICAL SCIENCES	BIO313	910.00
BIOLOGICAL SCIENCES	BIO314	910.00
BIOLOGICAL SCIENCES	BIO403	910.00
BIOLOGICAL SCIENCES	BIO408	910.00
BIOLOGICAL SCIENCES	BIO409	910.00
BIOLOGICAL SCIENCES	BIO411	910.00
BIOLOGICAL SCIENCES	BIO412	910.00
BIOLOGICAL SCIENCES	BIO426	910.00
BIOLOGICAL SCIENCES	BIO429	910.00
BIOLOGICAL SCIENCES	BIO431	910.00
BIOLOGICAL SCIENCES	BIO434	910.00
CHEMISTRY	CHE412	60.00
CHEMISTRY	CHE615	60.00
CIVIL ENGINEERING	BLM313	20.00
CIVIL ENGINEERING	BLM321	20.00
CIVIL ENGINEERING	CBB311	20.00
CIVIL ENGINEERING	CBB412	20.00
CIVIL ENGINEERING	CBB414	20.00
CIVIL ENGINEERING	CBB527	20.00
CIVIL ENGINEERING	CCB315	80.00
CIVIL ENGINEERING	CCB318	80.00
CIVIL ENGINEERING	CCB319	80.00
CIVIL ENGINEERING	CCB323	80.00
CIVIL ENGINEERING	CCB412	80.00
CIVIL ENGINEERING	CCB413	80.00
CIVIL ENGINEERING	CCB418	80.00
CIVIL ENGINEERING	CCB515	1 130.00
CIVIL ENGINEERING	CCB518	80.00
CIVIL ENGINEERING	CCB521	80.00
CIVIL ENGINEERING	CCB525	80.00
CIVIL ENGINEERING	CGB122	7 430.00
CIVIL ENGINEERING	CGB325	7 430.00
CIVIL ENGINEERING	CGB414	100.00
CIVIL ENGINEERING	MIP421	1 620.00
CIVIL ENGINEERING	RES211	20.00
CIVIL ENGINEERING	RES301	20.00
CIVIL ENGINEERING	RES303	20.00
CIVIL ENGINEERING	RES310	20.00

CIVIL ENGINEERING	RES311	20.00
CIVIL ENGINEERING	RES312	20.00
ENVIRONMENTAL SCIENCE	ENS313	1 270.00
ENVIRONMENTAL SCIENCE	ENS314	1 270.00
ENVIRONMENTAL SCIENCE	ENS315	1 270.00
ENVIRONMENTAL SCIENCE	ENS317	1 270.00
ENVIRONMENTAL SCIENCE	ENS318	1 270.00
ENVIRONMENTAL SCIENCE	ENS319	1 270.00
ENVIRONMENTAL SCIENCE	ENS343	1 270.00
ENVIRONMENTAL SCIENCE	ENS348	1 270.00
ENVIRONMENTAL SCIENCE	ENS368	1 270.00
ENVIRONMENTAL SCIENCE	ENS381	2 200.00
ENVIRONMENTAL SCIENCE	ENS403	1 270.00
ENVIRONMENTAL SCIENCE	ENS404	1 270.00
ENVIRONMENTAL SCIENCE	ENS411	1 270.00
ENVIRONMENTAL SCIENCE	ENS412	1 270.00
ENVIRONMENTAL SCIENCE	ENS413	1 270.00
ENVIRONMENTAL SCIENCE	ENS415	1 270.00
ENVIRONMENTAL SCIENCE	ENS416	1 270.00
ENVIRONMENTAL SCIENCE	ENS417	1 270.00
ENVIRONMENTAL SCIENCE	ENS418	1 270.00
ENVIRONMENTAL SCIENCE	ENS419	1 270.00
ENVIRONMENTAL SCIENCE	ENS420	1 270.00
ENVIRONMENTAL SCIENCE	ENS421	1 270.00
ENVIRONMENTAL SCIENCE	ENS447	1 270.00
ENVIRONMENTAL SCIENCE	ENS448	1 270.00
ENVIRONMENTAL SCIENCE	ENS449	1 270.00
ENVIRONMENTAL SCIENCE	ENS483	1 270.00
ENVIRONMENTAL SCIENCE	ENS632	290.00
FAMILY AND CONSUMER SCIENCES	FCS103	170.00
FAMILY AND CONSUMER SCIENCES	FCS204	170.00
FAMILY AND CONSUMER SCIENCES	FCS212	170.00
FAMILY AND CONSUMER SCIENCES	FCS301	170.00
FAMILY AND CONSUMER SCIENCES	FCS303	170.00
FAMILY AND CONSUMER SCIENCES	FCS304	170.00
FAMILY AND CONSUMER SCIENCES	FCS306	90.00
FAMILY AND CONSUMER SCIENCES	FCS311	440.00
FAMILY AND CONSUMER SCIENCES	FCS312	3 740.00
FAMILY AND CONSUMER SCIENCES	FCS352	90.00
FAMILY AND CONSUMER SCIENCES	FCS404	170.00
FAMILY AND CONSUMER SCIENCES	FCS406	170.00
DEPARTMENT	COURSE	AMOUNT PER STUDENT
FAMILY AND CONSUMER SCIENCES	FCS411	170.00
FAMILY AND CONSUMER SCIENCES	FCS412	80.00
FAMILY AND CONSUMER SCIENCES	FCS415	720.00
FAMILY AND CONSUMER SCIENCES	FCS497	170.00
GEOLOGY	GEO111	170.00
GEOLOGY	GEO201	170.00
GEOLOGY	GEO204	170.00
GEOLOGY	GEO205	170.00
GEOLOGY	GEO207	170.00
GEOLOGY	GEO301	18 150.00
GEOLOGY	GEO302	170.00
GEOLOGY	GEO303	170.00
GEOLOGY	GEO304	170.00

GEOLOGY	GEO309	170.00
GEOLOGY	GEO407	170.00
GEOLOGY	GEO413	24 200.00
GEOLOGY	GPH201	170.00
GEOLOGY	GPH302	170.00
GEOLOGY	GPH304	170.00
GEOLOGY	GPH307	18 150.00
GEOLOGY	GPH401	24 200.00
GEOLOGY	GPH404	170.00
GEOLOGY	GPH405	170.00
HISTORY/ARCHAEOLOGY	ARC315	2 310.00
HISTORY/ARCHAEOLOGY	ARC417	330.00
HISTORY/ARCHAEOLOGY	ARC421	550.00
HISTORY/ARCHAEOLOGY	ARC471	3 300.00
HISTORY/ARCHAEOLOGY	HIS471	3 300.00
INDUSTRIAL DESIGN & TECHNOLOGY	DTB 314	990.00
INDUSTRIAL DESIGN & TECHNOLOGY	DTB 412	6 600.00
INDUSTRIAL DESIGN & TECHNOLOGY	DTB324	990.00
INDUSTRIAL DESIGN & TECHNOLOGY	DTB511	900.00
INDUSTRIAL DESIGN & TECHNOLOGY	IDB511	900.00
INDUSTRIAL DESIGN & TECHNOLOGY	IDB523	900.00
LANGUAGES & SOCIAL SCIENCES EDUCATION	EEL 401	220.00
LIBRARY AND INFORMATION STUDIES	BIM303	5 450.00
LIBRARY AND INFORMATION STUDIES	LIS204	5 450.00
LIBRARY AND INFORMATION STUDIES	LIS306	5 450.00
LIBRARY AND INFORMATION STUDIES	LIS729	5 450.00
LIBRARY AND INFORMATION STUDIES	REC016	5 450.00
LIBRARY AND INFORMATION STUDIES	REC611	5 450.00
Okavango Research Institute	GEC 431	6 380.00
PHYSICS	PMT229	8 440.00
PHYSICS	PMT339	8 440.00
PHYSICS	PMT489	4 400.00
PHYSICS	PRH299	8 440.00
PHYSICS	PRH399	8 440.00
PHYSICS	PHY478	4 400.00
PHYSICS	PHY488	4 400.00
PHYSICS	PHR489	4 400.00
PHYSICS	BSc 203 LEVEL 400	3 300.00
PRIMARY EDUCATION	EPA402	1 280.00
PRIMARY EDUCATION	EPA406	1 280.00
PRIMARY EDUCATION	EPE411	1 280.00
PRIMARY EDUCATION	EPP201	1 840.00
PRIMARY EDUCATION	EPP202	320.00
PRIMARY EDUCATION	EPP302	100.00
PRIMARY EDUCATION	EPP405	1 140.00
PRIMARY EDUCATION	EPP406	320.00
PSYCHOLOGY	PSY 203	80.00
PSYCHOLOGY	PSY 206	80.00
PSYCHOLOGY	PSY 304	80.00
PSYCHOLOGY	PSY 402	80.00
PSYCHOLOGY	PSY 403	110.00
PSYCHOLOGY	PSY 405	80.00
PSYCHOLOGY	PSY 406	80.00
PSYCHOLOGY	PSY 408 (Internship)	2 110.00
SCHOOL OF NURSING	BNS 309	270.00

SCHOOL OF NURSING	BNS 408	500.00
SCHOOL OF NURSING	BNS 410	430.00
SCHOOL OF NURSING	BNS202	30.00
SCHOOL OF NURSING	BNS409	500.00
SCHOOL OF NURSING	MNS 611	390.00
SCHOOL OF NURSING	MNS 715	390.00
SCHOOL OF NURSING	MNS604	430.00
SCHOOL OF NURSING	MNS709	280.00
SCHOOL OF NURSING	MNS713	390.00
SCHOOL OF NURSING	MNS717	390.00
SCHOOL OF NURSING	MNS723	390.00
SCHOOL OF NURSING	MNS726	470.00
SCHOOL OF NURSING	MNS729	470.00
TOURISM AND HOSPITALITY MANAGEMENT	THM310	4 190.00
TOURISM AND HOSPITALITY MANAGEMENT	THM305	4 190.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	MLS409	18 840.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	MLS201	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	MLS203	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	MLS204	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	MLS205	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	MLS206	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	MLS207	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	MLS208	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	MLS209	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	MLS210	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	CHS204	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	CHS303	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	CHS305	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	CHS307	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	CHS309	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	CHS310	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	CHS404	1 050.00
CHINESE STUDIES	SHNU PLACEMENT	113 000.00
FRENCH	FRANCE PLACEMENT	86 000.00
BACHELOR OF MEDICINE/BACHELOR OF SURGERY (MBBS)		78 735.00 PER YEAR*
*** For these programmes, the amount/cost shall be split in equal proportions on all students enrolled in the placement.		
* For School of Medicine, the amount is total fee per annum, including academic excursions		