FINANCIAL PROCEDURES



The information below outlines the University of Botswana banking details that prospects/students need to use in paying their fees.

1. Existing Student

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 (Student Centre) for un-blocking, with a copy of the deposit slip referenced with your student identity number. You may now register online.

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

Account Name: University of Botswana

Account Number: 0100110109600

Branch code: 662167 Swift code: SCHBBWGX

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@ub.ac.bw. For assistance you may call +267 3554633/4634

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 (Student Centre) or follow the guidelines provided during registration** before registering online.

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, Corporate Branch ABSA Bank of Botswana to University of Botswana bank account number 3761645,ABSA House Standard Chartered Bank of Botswana to University of Botswana bank account number 0100110109604, Mall Branch

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

Account name: University of Botswana

Account number: 0100110109604

Branch code: 662167 Swift Code: SCHBBWGX

- 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 **School of Graduate Studies Admissions Office** of the University of Botswana, School of Graduate Studies. 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 2020/2021 semester one, privately sponsored students are allowed to pay tuition fees in four installments as follows:

- 1st installment of at least 25% of the tuition and related fee, paid before registration
- 2nd installment of at least 25% of the tuition fee, by the end of the first month following month of registration
- 3rd installment of at least 25% of the tuition fee, by the end of the second month following the month of registration.
- 4th installment of at least 25% of the tuition fee, by the end of the third month following the month of registration.

Note: Online payments can be done through this link: https://www.ub.bw/ubpayments

MUTO KE HIERE UNIVERSITY BOTSWANA

SCHEDULE OF FEES

	FEES IN PL	JLA
PROGRAMMES	2021/2022	
	2021/20	FEE FOR
	ANNUAL FEE	ONE
	ESTIMATE	CREDIT
<u>Undergraduate Programmes</u>		
Certificates		
Science & Engineering		
Resident and African Students	43 500	1 45
Non-Resident Students	87 000	2 90
Other Faculties		
Resident Students	33 000	1 10
Non-Resident Students	66 000	2 20
Diplomas		
Science & Engineering		
Resident and African Students	43 500	1 45
Non-Resident Students	87 000	2 90
Other Faculties		
Resident and African Students	33 000	1 10
Non-Resident Students	66 000	2 20
Bachelors		
Science & Engineering	+	
Resident and African Students	43 500	1 45
Non-Resident Students	87 000	2 90
School of Medicine	0, 000	
Resident and African Students	64 800	1 62
Non-Resident Students	129 600	3 22
Other Faculties		
Resident and African Students	33 000	110
Non-Resident Students	66 000	2 20
Postgraduate Programmes		
Postgraduate Diplomas Resident and African Students	36,000	1 20
	36 000	1 20
Non-Resident Students	54 000	1 80
<u>Masters Programmes</u>		
Science & Engineering		
Resident and African Students	38 880	1 62
Non-Resident Students	77 760	2 42
MBA		
Resident and African Students	44 400	1 85
Non-Resident Students	88 800	2 80
School of Medicine Resident and African Students	12 000	20
Non-Resident Students		30 44
Other Faculties	18 000	44
Resident and African Students	30 720	1 28
Non-Resident Students	46 080	1 92
MPhil Science & Engineering		
Resident and African Students	38 880	1 62
Non-Resident Students	58 320	2 43
Other MPhils (Other Faculties)		
Resident and African Students	30 720	1 28
Non-Resident Students	46 080	1 92
PhD Science & Engineering		
Resident and African Students	15 600	65
Non-Resident Students	23 400	96

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PhD (Other Faculties)		
Resident and African Students	12 000	500
Non-Resident Students	18 000	750
* Based on normal load of 30 credits for undergraduates , 24 credits for post graduate students and 8 credit 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.		
PART-TIME PROGRAMME		
Diplomas(DABS)	4 730	
(Excluding cost of book)		
International students fee(Undergraduate/Postgraduate)		
Administration Fee		
Students from Africa	5 240	
Students from other Continents	7 730	
Group Study Abroad		
Students from Africa	1 320	
Students from other Continents	2 100	
Group Study Abroad (Special Service) =20% of the cost of activity		
Other Fees		
Supplementary fee per Subject	280	
Graduation fee	260	
Application Fee		
Resident and African Students	250	
Non-Resident Students Late Application Fee	250	
Resident and African Students	520	
Non-Resident Students	1 030	
Student Life Fee	150	
Late Registration Fee/Day (Returning Students) (maximum 14 days)	250	
Late Registration Fee/Day (New Students) (maximum 14 days)	140	
Transcript Fee	60	
Identity Card Fee	80	
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Accommodation Fee		
Under Graduate Full Time Student/Annum	9 060	
Under Graduate Hostel Fee during Holidays/Day	50	
Under Graduate Hostels For Non-Students		
During Holidays/Day	300	
Graduate Hostels/Annum	15 300	
Graduate Hostels/Annum(Including Holidays)	21 900	
Graduate Hostels Fee during Holidays/Day	140	
Graduate Hostels For Non-Students	140	
	680	
During Holidays/Day		
Laundry Fee/Annum	970	

Excursion Fee Course List				
DEPARTMENT	COURSE	AMOUNT PER STUDENT		
CHEMISTRY	CHE615	70		
ENVIRONMENTAL SCIENCE	ENS632	339		
SCHOOL OF NURSING	MNS604	503		
SCHOOL OF NURSING	MNS611	456		
SCHOOL OF NURSING	MNS709	328		
SCHOOL OF NURSING	MNS713	456		
SCHOOL OF NURSING	MNS715	456		
SCHOOL OF NURSING	MNS717	456		
SCHOOL OF NURSING	MNS723	456		
SCHOOL OF NURSING	MNS726	550		
SCHOOL OF NURSING	MNS729	550		