



## 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:*

**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](mailto:studentpayments@ub.ac.bw). You can also call 355 4633/34/35 for assistance.*

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**  
**ABSA 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: **Account name:** University of Botswana  
**Account number:** 0100110109604  
**Branch code:** 662167  
**Swift Code:** SCHBBWGX

- a. A copy of the deposit slip or prove of online payment (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 self-sponsored students

Self-sponsored students are allowed to pay tuition fees in **four installments** as follows:

- 1<sup>st</sup> instalment of at least 25% of the tuition and related fees, paid before registration.
- 2<sup>nd</sup> instalment of at least 25% of the tuition fee, by the end of the first month following month of registration.
- 3<sup>rd</sup> instalment of at least 25% of the tuition fee, by the end of the second month following the month of registration.
- 4<sup>th</sup> instalment 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>

**SCHEDULE OF FEES**

**UNIVERSITY OF BOTSWANA SCHEDULE OF FEES**

\*PLEASE NOTE THAT THE TUITION FEE AT UNIVERSITY OF BOTSWANA IS DETERMINED BY THE NUMBER OF CREDITS THAT ONE ENROLLS FOR. THE ANNUAL TUITION FEES BELOW ARE THEREFORE ESTIMATES ONLY BASED ON MINIMUM LOAD OF 30 CREDITS FOR UNDERGRADUATES AND 24 CREDITS FOR POST GRADUATE STUDENTS.

PROGRAMMES	FEES IN PULA	
	2022/23	
	ANNUAL FEE ESTIMATE	FEE FOR ONE CREDIT
<b>Undergraduate Programmes</b>		
<b>Certificates</b>		
Science & Engineering		
Resident and African Students	37 200	1 240
Non-Resident Students	74 700	2 490
Other Faculties		
Resident and African Students	28 200	940
Non-Resident Students	56 100	1 870
<b>Diplomas</b>		
Science & Engineering		
Resident and African Students	37 200	1 240
Non-Resident Students	74 700	2 490
Other Faculties		
Resident and African Students	28 200	940
Non-Resident Students	56 400	1 880
<b>Bachelors</b>		
Science & Engineering		
Resident and African Students	37 200	1 240
Non-Resident Students	74 700	2 490
School of Medicine		
Resident and African Students	41 400	1 380
Non-Resident Students	82 500	2 750
Other Faculties		
Resident and African Students	28 200	940
Non-Resident Students	56 100	1 870
<b>Postgraduate Programmes</b>		
<b>Postgraduate Diplomas</b>		
Resident and African Students	30 300	1 010
Non-Resident Students	45 600	1 520
<b>Masters Programmes</b>		
Science & Engineering		
Resident and African Students	33 120	1 380
Non-Resident Students	49 680	2 070
MBA		
Resident and African Students	37 920	1 580
Non-Resident Students	57 120	2 380
School of Medicine		
Resident and African Students	36 480	1 520
Non-Resident Students	54 480	2 270
Other Faculties		
Resident and African Students	26 160	1 090
Non-Resident Students	39 360	1 640
MPhil Science & Engineering		
Resident and African Students	33 120	1 380
Non-Resident Students	49 680	2 070
Other MPhils (Other Faculties)		
Resident and African Students	26 160	1 090
Non-Resident Students	39 360	1 640
PhD Science & Engineering		
Resident and African Students	13 200	550
Non-Resident Students	19 680	820
PhD (Other Faculties)		
Resident and African Students	10 320	430
Non-Resident Students	15 360	640

\* Based on normal load of 30 credits for undergraduates, 24 credits for postgraduate 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 will be levied over and above the normal tuition fee for each credit listed on pages 3 and 4.

PROGRAMMES	FEES IN PULA	
	2022/23	
<b>PART-TIME PROGRAMME</b>		
Diplomas (DABS)	4 040	
(Excluding cost of book)		
International students fee (Undergraduate/Post-graduate)		
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 and African Students	250	
Non-Resident Students	250	
Late Application Fee		
Resident and African Students	520	
Non-Resident Students	1030	
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>		
Undergraduate Full Time Student/Annum	7 740	
Undergraduate Hostel Fee during Holidays/Day	40	
Undergraduate 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	6 600.00
BIOLOGICAL SCIENCES	BIO409	910.00
BIOLOGICAL SCIENCES	BIO411	910.00
BIOLOGICAL SCIENCES	BIO412	910.00
BIOLOGICAL SCIENCES	BIO417	1 700.00
BIOLOGICAL SCIENCES	BIO426	6 600.00
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
CIVIL ENGINEERING	MIN200	2 189.67
CIVIL ENGINEERING	MIN400	5 300.91
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
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	ARC412	1 685.00
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	DTB314	990.00
INDUSTRIAL DESIGN & TECHNOLOGY	DTB324	990.00
INDUSTRIAL DESIGN & TECHNOLOGY	DTB412	6 600.00
INDUSTRIAL DESIGN & TECHNOLOGY	DTB511	900.00
INDUSTRIAL DESIGN & TECHNOLOGY	IDB511	900.00
INDUSTRIAL DESIGN & TECHNOLOGY	IDB523	900.00
LANGUAGES & SOCIAL SCIENCES EDUCATION	EEL401	220.00
LIBRARY AND INFORMATION STUDIES	BIM303	5 450.00
LIBRARY AND INFORMATION STUDIES	LIS204	5 450.00
Okavango Research Institute	GEC431	6 380.00
PHYSICS	BSc 203 LEVEL 400	3 300.00
PHYSICS	PHR489	4 400.00
PHYSICS	PHY478	4 400.00
PHYSICS	PHY488	4 400.00
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
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	PSY203	80.00
PSYCHOLOGY	PSY206	80.00
PSYCHOLOGY	PSY304	80.00
PSYCHOLOGY	PSY402	80.00
PSYCHOLOGY	PSY403	110.00
PSYCHOLOGY	PSY405	80.00
PSYCHOLOGY	PSY406	80.00
PSYCHOLOGY	PSY408 (Internship)	2 110.00
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	CHS403	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	CHS404	1 050.00
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	MLS409	18 840.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	PHA211	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	PHA221	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	PHA222	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	PHA223	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	PHA224	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	PHA311	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	PHA312	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	PHA313	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	PHA315	1 050.00
SCHOOL OF ALLIED HEALTH PROFESSIONS	PHA524	18 000
SCHOOL OF NURSING	BNS113 (Verification Fees)	200
SCHOOL OF NURSING	BNS113 (Desk Fees)	853
SCHOOL OF NURSING	BNS114 (Desk Fees)	853
SCHOOL OF NURSING	BNS415 (Verification Fees)	1000
SCHOOL OF NURSING	BNS202	30
SCHOOL OF NURSING	BNS216	430
SCHOOL OF NURSING	BNS217	430
SCHOOL OF NURSING	BNS309	270
SCHOOL OF NURSING	BNS316	430
SCHOOL OF NURSING	BNS318	430
SCHOOL OF NURSING	BNS408 (Desk Fees)	585
SCHOOL OF NURSING	BNS408 (Verification Fees)	500
SCHOOL OF NURSING	BNS409 (Desk Fees)	585
SCHOOL OF NURSING	BNS409 (Verification Fees)	500
SCHOOL OF NURSING	BNS410	430
SCHOOL OF NURSING	BNS413	430
SCHOOL OF NURSING	BNS414	430
SCHOOL OF NURSING	MNS604	430.00
SCHOOL OF NURSING	MNS611	390.00
SCHOOL OF NURSING	MNS709	280.00
SCHOOL OF NURSING	MNS713	390.00
SCHOOL OF NURSING	MNS715	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	THM305	4 190.00
TOURISM AND HOSPITALITY MANAGEMENT	THM310	4 190.00
CHINESE STUDIES	SHNU PLACEMENT	113 000.00
FRENCH	FRANCE PLACEMENT	86 000.00
BACHELOR OF MEDICINE/BACHELOR OF SURGERY (MBBS)		78735.00 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.		