



# FINANCIAL PROCEDURES

This here outlines mainly bank 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 144(student center) for un-blocking, (leaving a copy of the deposit slip) then proceed to your Faculty for academic registration.

*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 send by fax to: +267 3959 390 or e-mailed to [Studentpayments@mopipi.ub.bw](mailto:Studentpayments@mopipi.ub.bw)*

- 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 proceeding to their respective Faculties to complete 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, **Corporate Branch**  
**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:

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

- 2.2 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 **Postgraduate 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.

- 3 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.

# SCHEDULE OF FEES

## UNIVERSITY OF BOTSWANA SCHEDULE OF FEES

PROGRAMMES	FEES IN PULA	
	2017/2018	
	ANNUAL FEE	FEE FOR ONE CREDIT
<b>Undergraduate Programmes</b>		
<b>Certificates</b>		
Science & Engineering		
Resident Students	37 290	1240
Non-Resident Students	74 580	2490
Other Faculties		
Resident Students	28 050	940
Non-Resident Students	56 100	1870
<b>Diplomas</b>		
Science & Engineering		
Resident Students	37 290	1 240
Non-Resident Students	74 580	2 490
Other Faculties		
Resident Students	28 050	940
Non-Resident Students	56 430	1880
<b>Bachelors</b>		
Science & Engineering		
Resident Students	37 290	1 240
Non-Resident Students	74 580	2 490
School of Medicine		
Resident Students	41 250	1 380
Non-Resident Students	82 500	2 750
Other Faculties		
Resident Students	28 050	940
Non-Resident Students	56 100	1870
<b>Postgraduate Programmes</b>		
<b>Postgraduate Diplomas</b>		
Resident Students	24 290	1010
Non-Resident Students	36 430	1 520
<b>Masters Programmes</b>		
Science & Engineering		
Resident Students	33 000	1 380
Non-Resident Students	49 630	2 070
MBA		
Resident Students	38 020	1 580
Non-Resident Students	57 020	2 380
School of Medicine		
Resident Students	36 430	1 520
Non-Resident Students	54 380	2 270
Other Faculties		
Resident Students	26 140	1 090
Non-Resident Students	39 340	1 640
MPhil Science & Engineering		
Resident Students	33 000	1 380
Non-Resident Students	39 630	2 070
Other MPhils (Other Faculties)		
Resident Students	26 140	1 090
Non-Resident Students	49 340	1 640
PhD Science & Engineering		
Resident Students	11 976	499
Non-Resident Students	17 952	748

PhD (Other Faculties)		
Resident Students	9 360	390
Non-Resident Students	14 016	584
* 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.		
<b>PART-TIME PROGRAMME</b>		
Diplomas( DABS)	4040	
(Excluding cost of book )		
<b>International students fee(Undergraduate/Post-graduate)</b>		
Administration Fee		
Students from Africa	4 480	
Students from other Continents	6610	
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>		
Supplimentary fee per Subject	240	
Graduation fee	220	
Application Fee		
Resident Students	350	
Non-Resident Students	690	
Late Application Fee		
Resident 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		
<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	



## SCHEDULE OF FEES

Excursion Fee Course List		
Department	Course	Amount Per Student
		2017-18
Chemistry	CHE615	60.00
Environmental Science	ENS632	290.00
Library and Information Studies	LIS729	5,450.00
Library and Information Studies	REC611	5,450.00
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