

Botho University Fee Structure for Programmes in Campus Learning mode of study - Botswana



Most of Botho University programmes follow a credit-based tuition fee structure. Every programme consists of modules worth a specific number of credits. The number of credits for any module is available on www.bothouniversity.com under each programme. 60 credits per semester is normal full-time load. The tuition fee for a module for credit-based programmes is thus obtained by multiplying the module credits by the fee per credit (for e.g.: - if the module is 10 credits the fees payable per module for an Undergraduate programme will be $10 \times 420 = P4200$). The tuition fee for a programme can thus be obtained by adding the fees for all the modules, calculated as explained earlier.

All Botho University Programmes (Except Engineering and Professional accounting) - Campus Learning Mode only			
Semester	Credit	Fees / Credit (Botswana Pula)	Semester Fee (Botswana Pula)
1	60	420.00	25,200.00
2	60	420.00	25,200.00
3	60	420.00	25,200.00
4	60	420.00	25,200.00
5	60	420.00	25,200.00
6	60	420.00	25,200.00
7	60	420.00	25,200.00
8	60	420.00	25,200.00
9	60	420.00	25,200.00

All Botho Engineering programmes - Available in Campus Learning Mode only for now			
Semester	Credit	Fees / Credit (Botswana Pula)*	Semester Fee (Botswana Pula)
1	60	600.00	36,000.00
2	60	600.00	36,000.00
3	60	600.00	36,000.00
4	60	600.00	36,000.00
5	60	600.00	36,000.00
6	60	600.00	36,000.00
7	60	600.00	36,000.00
8	60	600.00	36,000.00
9	60	600.00	36,000.00
10	60	600.00	36,000.00
11	60	600.00	36,000.00
Total			396,000.00



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CIMA (refer to; other fee table for Exam Fee & Registration Fee)	Fee per Module (Botswana Pula)
Certificate level	8,650.00
Operational Level	8,650.00
Management Level	8,650.00
Strategic Level	8,650.00
Professional Competence level	9,450.00

Other Fee Table (for all programmes)		
S.NO	Description of fees	Fee (BWP)
1	Registration fees (one time, non-refundable)	500.00
2	Botho Program certificate reprinting	150.00
3	Botho Program Transcript reprinting	150.00
4	Refund fee	500.00
5	Installment fee - 5% of the total fee amount when installment plan in agreed (Ref 5.3 to 5.5 below)	
6	Exam fee (CIMA) Please liaise with Finance department for each paper based exam fee.	
7.	Initial CIMA registration, re-registration and annual subscription fee- Please contact Finance department for amount	
8	Uniform/Protective clothing for Engineering and Hospitality is charged based on the cost of the supplier	

1. Purpose of the Policy

The purpose of this policy is to set out to explain the tuition fee charging principles of the University and how tuition fees are calculated.

2. Scope

The policy is applicable to all students of Botho University. The payment of fees is the responsibility of the student and, in the event of a student's sponsoring authority (if any) failing to make payment, the student will be given a financial dropout status.

3. Definition of Terms

3.1 Tuition Fees- Semester amounts due to the University in respect of services provided.

3.2 Sponsor - Organisations that may provide funds for or contribute toward tuition fees. These may be government, parents, employers, and self-sponsored students.

4. Fee Calculations

Most of Botho University's programmes follow a credit-based tuition fee structure. Credit-Based-fee refer to charges based on number of credits enrolled. Fees vary depending on the number of credits per semester. The tuition fee for the module is thus obtained by multiplying the number of credits by the fee per credit. Certain modules that require specialized equipment may have an additional surcharge. The tuition fee for a programme can thus be obtained by adding the fees for all the modules required to be successfully completed by a student to attain that qualification.

5. Tuition Fees

5.1 All fees are payable by the end of the month in which the semester starts. See 5.3 for payment plans.

5.2 Botho University reserves the right to change the fee structure as and when required. All of the above fees are subject to a minimal increase of 10% every year.

5.3 For students sponsored by any organization, a letter or relevant documentation demonstrating the commitment of Financial support to the student from that organization is required to confirm his enrolment. For students paying using a payment plan, students must sign an agreement acknowledging the terms.

The payment plan is for the first 3 months of the semester (Inclusive of the opening month)

5.4 The first instalment of the payment plan is due on the first day or prior to the start date.

5.5 All subsequent instalments (thus the second and third instalment) are due on or before the 20th day of the month following the semester commencement month.

5.6 For students sponsored by organisations, payment is due within 14 days from the date of invoice.

5.7 Any delays in payment will attract an interest of 2% per month for all students.

5.8 A student with any overdue fees will lead to him/her being termed as a fee defaulter and shall be financially dropped out. He/she will thus not be allowed to register for the semester, access the learning platform/materials, be prevented from taking any assessments or eventually be dropped out from the University itself.

5.9 A student who is financially dropped out after the commencement of the semester with or without notice will be liable for the entire semester fee.

5.10 Students wishing to take a break should formally apply in writing to the Assessments and Registry Manager. The maximum permissible period cannot exceed 12 months. On the expiry of this period, the student will have to enroll as a new student.

5.11 A student wishing to terminate their studies should formally apply in writing to the Assessments and Registry manager, who will issue an internal approval letter. In the case of an external agency sponsorship, an approval letter for the sponsor will also be required.

6. Refunds & Terminations

6.1 All Administrative fees are non-refundable.

6.2 All approved refund requests will be charged a refund fee processing fee

6.3 For programmes where external partners may be involved, a refund of fees will not be possible.

6.4 Tuition fees will only be refundable if the refund.

request is received at least 96 hours prior to commencement after the given module or programme and if the student has not collected any study material from the institution. Refunds are subject to a refund fee. The student seeking a refund should apply in writing to the Office of Financial Management (OFM). A written response to the application will be provided within five (5) working days. If the University cancels or changes the scheduled start of classes, no refund fee will be charged. Examinations fees paid are non-refundable.

7. Professional Accounting Programmes

For professional accounting programmes, membership registration, annual subscription and examination fees are payable as per the awarding body standard rates. The responsibility of registering with the awarding body and ensuring all fees are paid within the specified dates lies with the student.

8. Modes of Payment-

- a. Over the counter at Botho University OFM Office
- b. Bank transfer/deposit using the account given above
- c. DPO, see link provide below
<https://dpogroup.com/login/>

Please use your **student number** as the reference for all your payments.

9. Kindly note the following documents will be required on tuition fee payment **in cash** for an amount above P10,000.

- Certified Omang/Passport
- Proof of source of funds eg
 1. Signed sponsorship letter from sponsors stating source of income
 2. Copy of payslip
 3. TCC (Individuals/Businesses) for sponsors with business income.

Campus Learning	
Account Name	Botho University (Pty) Ltd
Bank Name	Bank Of Baroda (Botswana) Ltd
Account Number	9521 0400 0001 25
Branch Code	110167 (Main Mall)
Swift Code	BARBBWGXXXX

Campus Learning	
Account Name	Botho University (Pty) Ltd
Bank Name	First National Bank (FNB)
Account Number	6212 8614 527
Branch Code	284567 (Kgale View)
Swift Code	FIRNBWGX

Campus Learning	
Account Name	Botho University (Pty) Ltd
Bank Name	Stanbic Bank Botswana
Account Number	9060 0018 63342
Branch Code	064967 (Fairgrounds)
Swift Code	SBICBWGX