

INFORMATION TO APPLICANTS FOR UNDERGRADUATE PROGRAMMES

- 1. Please read these notes carefully **BEFORE** filling the application form
- 2. This application form has 4 pages with 13 sections.
- 3. Each section of the application form must be completed in full. If a section does not apply to you please write N/A (i.e. not applicable).
- 4. A non-refundable application fee of *P150.00* for citizens of Botswana/Residents and *P630.00* for non-residents must accompany the application.
- 5. Application fee can be paid using one of the methods listed below:
 - a) Paying cash at *BUAN* accounts office (when personally submitting the application form).
 - b) By postal order or bank drafts (when sending the application form by post).
 - c) Depositing the money into the *BUAN* account (please attach proof of deposit with names printed in full).
 - d) Upload a copy of proof of payment for online application.

BUAN ACCOUNT DETAILS

Account Name:	Botswana University Of
	Agriculture & Natural Resources
Bank name:	Standard Chartered Bank
Account Number:	0100150424100
Branch:	Mall Branch
Swift Code:	SCHBBWGXA XXX
Sort Code:	66-21-67

- 6. Please do not enclose cash in your application form, the University shall not be held responsible for any loss.
- 7. Please make your Postal Orders or Bank Drafts payable to "Botswana University of Agriculture & Natural Resources" at Gaborone.
- 8. It is the responsibility of the applicant to ensure that application forms are returned to reach the *University* on or before the stipulated **closing date**, failing which, the application will not be considered.

Meeting the minimum entry requirements does not guarantee admission.

- 10. Final selection of candidates will be based on the best grades and availability of space.
- 11. The Admissions Committee will determine the cut-off point(s) at the time of selection and admission.
- 12. A faxed application is **NOT** acceptable.

9.

- 13. The following should accompany your application form:
 - a) A **certified** copy of your BGCSE Statement of results OR BGCSE certificate.
 - b) A **certified** copy of your A-levels, Diploma, etc certificates and transcript where applicable. Result slips can be accepted at first but a **certified** copy of the certificate should be submitted at the time of registration.
 - c) A certified copy of your National ID Card (OMANG) or passport for non-citizens.
 - d) Foreign applicants must attach **certified** photocopies of original certificates. Documents that are not written in English must be accompanied by an official translation.
- 15. Failure to comply with any instructions will render your application unacceptable.
- 16. No applicant should report at the University until they have received a letter of admission.
- 17. Keep this information sheet, do not return it to the *University*.
- 18. Please provide an email address.

RETURN THE COMPLETED APPLICATION FORM TO:

Director, Academic & Student Services Botswana University of Agriculture & Natural Resources Private Bag 0027 GABORONE BOTSWANA