



# STUDENT FEES

2024 INFORMATION

## Student Fees



### DIPLOMA IN BUSINESS MANAGEMENT – NQF LEVEL 6

#### ACADEMIC REGISTRATION FEES

#	Description	N\$
1	Application Fee (Non-refundable)	400.00
2	Late Application Fee (Non-refundable)	500.00
3	Registration Fee (Annual Fee) (Includes Connectivity Fee of 575.00)	2 575.00
4	Late Registration Fee (Annual Fee) (Includes Connectivity Fee of N\$ 575)	3 175.00
5	International Student Levy (Annual Fee)	3 500.00

*This fee structure has been compiled to reflect all information as accurately as possible. However, the Namibia Business School does not accept any responsibility or liability for any errors or omissions. The council of the University of Namibia reserves the right to amend any regulation or other stipulation without prior notice.*



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### NEW CURRICULUM TUITION FEES

Code	Module Description	Costs in N\$
<i>Year 1 Semester 1</i>		
B2621XE	English for Business Communication	2,432.00
B2621XW	Workplace Digital Literacy	2,432.00
B2611XM	Marketing for Managers	4,864.00
B2611XA	Computerized Business Accounting for Managers	4,864.00
B2611XP	Operations and Project Management	4,864.00
<i>Year 1 Semester 2</i>		
B2612XF	Business Finance for Managers	4,864.00
B2612XS	Strategic Management for Managers	4,864.00
B2612XC	Change Management for Managers	4,864.00
B2612XN	Business Ecosystem and Negotiation Skills	4,864.00
B2612XP	Applied Business Management Projects	8,338.00
	<b>Total cost</b>	<b>47,250.00</b>

### PAYMENT OPTIONS: NEW CURRICULUM

All 2023 fees must be settled in full. *Credit balance from the previous year can be used as part-payment for the required deposit.*

#### 1. Payment Option 1:

1.1 Settle 100% of the tuition fee and registration fee of N\$2 575.00 to be eligible to register for the 2024 academic year.

Programme	Amount Payable (N\$)
2   Diploma in Business Management	49 825.00

#### 2. Payment Option 2:

2.1 Deposit 50% of the tuition fees and registration fee of N\$2 575.00 to be eligible to register for the 2024 academic year.

2.2 Remaining 50% paid must be settle according to the following payment terms:

- 50% of tuition by end of April 2024



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- 75% of tuition by end of June 2024
- 100% of tuition by end of October 2024

Programme	Minimum Deposit (N\$) (50% tuition and registration)
Diploma in Business Management	26 200.00

#### 3. Payment Option 3

3.1 Deposit 35% of the tuition fees and registration fee of N\$2 575.00 to be eligible to register for the 2024 academic year.

3.2 Remaining 65% must be settled according to the following payment terms:

- 50% of tuition by end of April 2024
- 75% of tuition by end of June 2024
- 100% of tuition by end of October 2024

Programme	Minimum Deposit (N\$) (35% tuition and registration)
Diploma in Business Management	19 113.00

#### 4. Payment Option 4

4.1 Deposit 10% of tuition fees and registration fees of N\$2 575.00 to be eligible to register for the 2024 academic year.

4.2 This option has a compulsory debit order and is only applicable for students **who are in good standing with NBS and UNAM.**

4.3 The debit order will be from February 2024 to December 2024.

4.4 The remaining 90% of the tuition fees is to be paid in 11 equal instalments.

Programme	Minimum Deposit (N\$) (10% tuition and registration)	Monthly debit order (11 months)
Diploma in Business Management (Level 6)	7,300.00	3,866.00



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### IMPORTANT NOTES:

1. If a student is registering less than the full number of modules in a programme for the semester, the deposit payable on tuition must be 100%.
2. Where students need clarity, they are encouraged to make financial enquiries prior to registration.
3. **Outstanding balances** of previous years should be settled in full before registration.
4. Students, who settle their tuition fees before the end of 31 March 2024 qualify for a **5% discount on Tuition Fees** (excl. sponsorships). **This is only applicable to first year students!**
5. To be exempted from paying the required deposit, bursary holders need to provide written proof of sponsorship / bursary from the Donor. It's important to note that students will be responsible to settle any outstanding fees should their sponsor not honour payments on time. ALL sponsorship letters will be verified before registration to confirm authenticity (excl. letter from close corporations).
6. Connectivity Fees are compulsory and charged once off, to obtain internet access for the year via TN *mobile* (Telecom Namibia).
7. **A Late Registration Fee of N\$600.00** is payable by all students who register after normal registration.
8. **Direct Bank Deposits and Electronic Transfers (EFT)** should be done at least three (3) working days before the registration date.
9. Payments at the **School's cashier** will reflect immediately.

### IMPORTANT DATES:

#### 1. CANCELLATION DATES

##### 1.1 Cancellation Credits for Tuition fees (All Offering types)

###### 1.1.1 Year Courses

- Cancellation of course(s) on or before 23 February 2024 - 100% credit.
- Cancellation of course(s) on or before 08 July 2023 - 50% credit.

###### 1.1.2 First Semester Modular Courses

- Cancellation of course(s) on or before 23 February 2024 - 100% credit.
- Cancellation of course(s) on or before 15 March 2024 - 50% credit.



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### 1.1.3 Second Semester Modular Courses

- Cancellation of course(s) on or before 09 August 2024 - 100% credit.
- Cancellation of course(s) on or before 02 September 2024 - 50% credit.

### *Banking Details*

***Please note that ALL payments should be done through Bank deposit or EFT.***

A copy of the Bank transfer or deposit slip with full name of the student and number should be e-mailed to: [payments@nbs.edu.na](mailto:payments@nbs.edu.na)

**Bank details:**

<b>Account name:</b>	Namibia Business School
<b>Bank name:</b>	First National Bank (FNB) Namibia – Commercial Suite
<b>Branch code:</b>	281 872
<b>Swift code:</b>	FIRNNANX
<b>Account number:</b>	6201 5723 457
<b>Reference number:</b>	<b>Student Number</b>