



STUDENT FEES

2025 INFORMATION

Student Fees



POSTGRADUATE DIPLOMA IN MANAGEMENT AND LEADERSHIP [HIGHER EDUCATION] -NQF LEVEL 8

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) | 2 975.00 |
| 4 | Late Registration Fee (Annual Fee) (Includes Connectivity Fee of N\$ 575) | 3 575.00 |
| 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> | | |
| B5821EM | Managing Higher Education Organizations | 3,455.00 |
| B5811ET | Leadership, Transformation and Diversity Management | 6,909.00 |
| B5821EP | Professional Development for Higher Education Leaders | 3,455.00 |
| B5821EL | High-performance Organisational Culture | 3,455.00 |
| B5821EF | Financial Management for Higher Education Leaders | 3,455.00 |
| B5811ED | Data Analytics and Decision Making in Higher Education | 6,909.00 |
| <i>Year 1 Semester 2</i> | | |
| B5822EE | Entrepreneurship and Innovation | 3,455.00 |
| B5822EG | Governance and Ethics in Higher Education | 3,455.00 |
| B5822EF | Fundraising and Resource Mobilisation in Higher Education | 3,455.00 |
| B5812EB | Business Strategy and Risk Management in Higher Education | 6,909.00 |
| B5812EC | Capstone Portfolio for Higher Education Leaders | 6,909.00 |
| | Total Cost | 51,818.00 |

PAYMENT OPTIONS

All 2024 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 to be eligible to register for the 2025 academic year.

| Programme | Amount Payable (N\$) |
|----------------------------------------------------------------------|----------------------|
| Postgraduate Diploma in Management and Leadership (Higher Education) | 54 793.00 |

2. Payment Option 2:

- 2.1 Deposit 50% of the tuition fees and registration fee to be eligible to register for the 2025 academic year.
- 2.2 Remaining 50% paid must be settle according to the following payment terms:



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- 50% of tuition by end of April 2025
- 75% of tuition by end of June 2025
- 100% of tuition by end of October 2025

| Programme | Minimum Deposit (N\$) (50% tuition and registration) |
|------------------------------------------------------------------------------------|---------------------------------------------------------|
| Postgraduate Diploma in Management and Leadership (Higher Education) (NQF Level 7) | 28 884.00 |

3. Payment Option 3

- 3.1 Deposit 35% of the tuition fees and registration fee to be eligible to register for the 2025 academic year.
- 3.2 Remaining 65% must be settled according to the following payment terms:
 - 50% of tuition by end of April 2025
 - 75% of tuition by end of June 2025
 - 100% of tuition by end of October 2025

| Programme | Minimum Deposit (N\$) (35% tuition and registration) |
|------------------------------------------------------------------------------------|---------------------------------------------------------|
| Postgraduate Diploma in Management and Leadership (Higher Education) (NQF Level 7) | 21 111.00 |

4. Payment Option 4

- 4.1 Deposit 10% of tuition fees and registration fees to be eligible to register for the 2025 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 2025 to December 2025.
- 4.4 The remaining 90% of the tuition fees is to be paid in 11 equal instalments.



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| Programme | Minimum Deposit (N\$) (10% tuition and registration) | Monthly debit order (11 months) |
|------------------------------------------------------------------------------------|------------------------------------------------------|---------------------------------|
| Postgraduate Diploma in Management and Leadership (Higher Education) (NQF Level 7) | 8 157.00 | 4 240.00 |

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 February 2025 qualify for a **10% discount on Tuition Fees** (excl. sponsorships/ bursaries). Applications for the discount must be submitted in writing latest by 31 May 2025.
5. Bursary holders can be exempted from the discount upon providing written proof of sponsorship/ bursary. 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 (NBS does not accept letters 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. **An additional fee of N\$600.00** is payable by all students who register after normal registration - **Late Registration Fee**.
8. **Direct Bank Deposits and Electronic Transfers (EFT)** should be done at least three (3) working days before the registration date.
9. **Cash will not be accepted at the registration points.**

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 15 March 2025 - 100% credit.
- Cancellation of course(s) on or before 14 April 2025 - 50% credit.



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1.1.2 First Semester Modular Courses

- Cancellation of course(s) on or before 31 January 2025 - 100% credit.
- Cancellation of course(s) on or before 14 February 2025 - 50% credit.

1.1.3 Second Semester Modular Courses

- Cancellation of course(s) on or before 11 August 2025 - 100% credit.
- Cancellation of course(s) on or before 01 September 2025 - 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 should be e-mailed to: payments@nbs.edu.na

Bank details:

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