



FACULTY OF SCIENCE REGISTRATION GUIDELINES

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Please note that;

1. Registration, like all other University processes, has deadlines which have to be abided by as it impacts on other University processes such as billing. Please check and abide by these.
2. Registration outside the set deadlines is not allowed, unless special dispensations are made in line with University regulations.
3. Unfortunately, none-payment or late payment of fees is not an acceptable reason to miss registration deadlines.
4. It is the responsibility of students to ensure that their records are correct.
5. Students cannot be given credit if they attend courses for which they are not registered.
6. REGISTRATION CAN ONLY BE DONE IN THE SYSTEM EITHER BY THE STUDENT, OR FACULTY OFFICE (being the Deputy Dean, Faculty Administrator or authorized Faculty Office staff).
7. ACADEMIC STAFF DO NOT DO REGISTRATION. THEY MAY TAKE A REGISTER OF WHO HAS ATTENDED THEIR CLASSES, BUT THAT DOES NOT CONSTITUTE REGISTRATION.

1. Faculty of Science Special Regulations

The mission of the Faculty of Science is to promote science with particular attention to the development of Botswana. Towards achieving this mission, the Faculty shall promote excellence in teaching and learning, research and service. In teaching and learning the Faculty shall stimulate to acquire and generate knowledge and skills in the various branches of science so that they will be both productive in the workplace and develop attitudes that aim to make them possible members of society. In research the Faculty shall endeavour to conduct both applied and pure research in Science subjects. The members of the Faculty shall aim to provide service in various capacities at both national and international levels.

Introduction

The Faculty of Science comprises seven Departments

- Department of Biological Sciences
- Department of Chemistry
- Department of Computer Science
- Department of Environmental Science
- Department of Geology
- Department of Mathematics
- Department of Physics

Objectives of the Faculty

The objectives of the Faculty are:

- a) To promote excellence in teaching and research service
- b) To develop the critical abilities of students through the Faculty of Science
- c) To help students become responsible members of society through their education and proficiency in the various branches of Science;
- d) To cooperate with other faculties in the training of various professionals. For example, in the Faculty of Education, students registered for the Bed (Science), Bed (Secondary Education) and the Bed (Science Education) Degrees are taught all their Science content by the Faculty of Science. BSc Degree holders do their Postgraduate Diploma in the Faculty of Education. Students registered for BEd(Sc), BNS (Nursing Science), and BEd (Home Economics) are also taught their Science content by the Faculty of Science. In addition, the Faculty's Department of Environmental Science has been responsible for the teaching of Environmental Science to students in the Faculty of Humanities, Education and Social Sciences;
- e) To provide a firm Year 1 foundation in the basic Sciences for those students who transfer to other Faculties, for example, to the Faculty of Agriculture to take the BSc(Agric) Degree, and those who transfer to the Faculty of Engineering and Technology to take the BEng Degree;
- f) To provide a firm intellectual base for those students who are designated for transfer to other institutions to take programmes which are not offered in this University, for example, Medicine, Veterinary Science, Pharmacy;
- g) To prepare its graduates for further study and postgraduate work in various fields of Science;
- h) To conduct research in various fields of Science, especially as they relate to Botswana;
- i) To recommend to the Senate those students who have qualified for the award of the following qualifications: the Diploma in Computer Studies, the Bachelor of Science (BSc) Degree and the Master of Science (MSc) Degree. The MPhil and PhD Degree Programmes are now offered in most of the Departments.

Special Regulations for the Faculty of Science

Subject to the provision of the General Academic Regulation, the following Special Regulations in the Faculty of Science shall apply:

23.1 Programme Titles and Degrees

- Bachelor of Science (Biological Sciences)
- Bachelor of Science (Chemistry)
- Bachelor of Science (Computer Science)
- Bachelor of Science (Environmental Science)
- Bachelor of Science (Geology)
- Bachelor of Science (Mathematics)
- Bachelor of Science (Physics)
- BIS (Computer Information Systems)
- Bachelor of Science (Computing with Finance)
- Bachelor of Science (Information Technology)
- Bachelor of Science (Applied Geophysics)
- Bachelor of Science (Physics with Meteorology)
- Bachelor of Science (Radiation and Health Physics)
- Bachelor of Science (Mathematics of Finance)
- Bachelor of Science (Computer Science)

Graduate Programmes are offered in the Departments of Computer Science, Biological Sciences, Chemistry, Environmental Science, Geology, Mathematics and Physics. For Programme Titles, see departmental sections.

23.2 Entrance Requirements

23.2.1 Admission to Level 100 of the Bachelor of Science Degree Programme shall be on the basis of performance in the Botswana General Certificate of Secondary Education (BGCSE) examination, or its equivalent, in the Science subjects. Cut-off points shall be determined by the Directorate of Academic Services.

23.2.2 Applications who register for the Bachelor of Science Degree Programmes shall fulfil the following requirements:

- a) To have taken at least 5 subjects, including English Language and Mathematics at the Botswana General Certificate of Secondary Education (BGCSE) examination or a 1 sitting of its equivalent;
- b) To have obtained a minimum grade of Pass in English Language;
- c) To have obtained a minimum grade of Credit, or its equivalent in Mathematics.

23.2.3 In addition to the above basic requirements, applications for the Bachelor of Science Programmes must have the following:

- a) A minimum grade of C, or its equivalent, in at least 2 of the following subjects: Physics, Chemistry, Biology or: b) A minimum grade of BB, or its equivalent, in Science: Double Award or its equivalent, or:
- c) A minimum of A, or it's equivalent in the subject Physical Science and C in Biology.

23.2.4 The other qualifying subject must be one of the following:

- a) Development Studies
- b) Literature in English
- c) Design and Technology
- d) Agriculture
- e) Art
- f) Food and Nutrition
- g) Computer Studies
- h) Fashion and Fabrics
- i) Business Studies
- j) Home Management
- k) Any other subject deemed appropriate by the Faculty of Science.

23.2.5 An applicant who has taken the relevant Advanced (A)-level or equivalent examinations and who has attained a minimum of 1 E and 2 O's in the relevant subjects may be admitted to a Bachelor of Science Degree Programme.

23.2.6 If an applicant has a Grade E or better at the Advanced (A)-level, or equivalent qualifications in Science subjects, he/she may, subject to the recommendation of the relevant Head of Department and approval of the Deputy Dean, be awarded credits and exempted from equivalent course(s) prescribed for a Degree Programme.

23.3 Degree Structure

23.3.1 The single Major Programme shall be composed of core and optional courses from one subject, as well as electives and General Education Courses. In order to partially satisfy the requirement for a Degree, a student must take and pass a minimum of 80 credits in the relevant subject.

23.3.2 The Combined Degree (Major/Minor) Programme shall be composed of core and optional courses from 2 subjects, normally in the ratio of major/minor approximately 70-30, as well as electives and General Education Courses. In order to partially satisfy the requirements for a Degree, a student must take and pass a minimum of 56 credits from the major subject and a minimum of 24 credits from the minor subject.

23.3.3 The Combined Degree (Major/Major) Programme shall be composed of core and optional courses from 2 equally-weighted subjects that are independently studies, as well as electives and General Education Courses. In order to partially satisfy the requirements for a Degree, a student must take and pass a minimum of 40 credits from each of the 2 subjects.

23.3.4 The Combined Degree (Multi-disciplinary) Programme shall be a Faculty-approved programme composed of core and optional courses from more than 2 subjects, as well as electives and General Education Courses.

23.3.5 In Semesters I and 2 of any Degree Programme offered in the Faculty of Science, each student shall take courses in Mathematics as well as courses from 2 or, with the permission of the Deputy Dean, 3 subjects from the following:

Physics, Chemistry, Biology, Geology and Statistics (where Statistics is a subject in the Faculty of Social Sciences).

23.3.6 A student registered in the Combined Degree Programme (Major/Major or Major/Minor shall carry out a Project in only one of his/her major subjects of study. The mode of assessment shall be as prescribed under Special Department Regulations.

23.4 Assessment

23.34.1 Assessment shall be as prescribed in General Academic Regulation 00.8.

23.4.2 Performance in each course shall normally be evaluated by the combination of continuous assessment and final examination marks in which continuous assessment shall not exceed 50 percent of the final grade. Any departure from this ratio shall require the approval of the Faculty Board.

23.5 Progression from Semester to Semester

23.5.1 At the end of each semester, a student's progress will depend on his/her pass of the attempted semester credit and any of the recommendations outlined under general regulation 00.9 may be made.

23.6 Award of Degree

23.6.1 To be awarded a Degree, a student must satisfy the appropriate provision of General Academic Regulations 00.851 and 00.852.

23.6.2 The Degree shall be classified in accordance with the provisions of General Academic Regulation 20.4, with the cumulative GPA computed in accordance with General Regulation 00.86.

23.7 Special Regulations for the Master of Science Degree

The Faculty of Science degree offers the Master of Science Degree in Departments for which such programmes have been approved. General Regulation 40.0 and Special Departmental Regulations shall apply.

23.8 Special Regulations for MPhil and PhD Degrees

23.8.1 The Faculty of Science offers the MPhil and PhD Degrees in Departments for which such programmes have been approved. General Regulation 50.0 and Special Department Regulations shall apply.

23.9 Minimum CA to Qualify for Examinations

23.9.1 A minimum continuous assessment mark of 40% is required to sit for final examinations.

6. Guidelines to All Year One Students Admitted into the Faculty of Science

- The normal workload for a full-time undergraduate student is 15 to 18 credits per semester as per University Regulations. However, students at first year can go up to 21 credits in the first semester. From semester 2 onwards, one would have to have a CGPA of at least 3.50 to take more than 18 credits (please note that nothing below 3.50 is acceptable i.e. You cannot round off e.g. 3.49).
- However, the system will only allow students to self-enrol for up to 18 credits.
- We therefore advise new students wishing to take 21 credits (i.e. all 3 sciences) to use the provided "Add Form" to have the third science added manually by the Faculty. Fill out the form, scan and send it to fosequiries@ub.ac.bw

- **We further advise students to draft a manual timetable by hand before going into the system, to ensure a seamless and clash-free process. The timetable is downloadable from the UB website.**

BSc (General)

- All BSc (General) students **must** pick at least two sciences from Biology (BIO 111, Chemistry CHE 101 and Physics PHY 112 all of which are 4 credits each).
- The choice of which science courses to pick should be guided by the career a student wishes to follow after first year eg. those that wish to go to engineering do not need to do Biology and those that wish to go into medicine or any health related area may need all 3 sciences, depending on the programme (please check with the appropriate Faculty).
- Mathematics (MAT111) (4 credits), Communication and Study Skills (COM141) (3 credits) and ICT 141 (2 credits), should be taken by **ALL** students. Please do **NOT** pick any other lecture groups for COM and ICT.
- It is possible to start Geology or Environmental Science at year two. Therefore there is no need to do these at year one.

All Other Programmes

- All other students must take **ALL** their prescribed courses plus communication and study skills (COM 141) and ICT 141 as stated above (except computer science students who only need to take COM).

NB

- Students may be exempted from ICT if they meet certain condition set by the Computer Science Department (if you think you qualify, find out more)
- **If you still need help, please call 355-2460 or 355-2475 or 355-2472 or 355-2473. You can also send an email to fosenquiries@ub.ac.bw**
- **Our offices are in Block 233 Offices 133 and 129**

3. Registration for COM 141 or 142

NB:

- Every student admitted into the Faculty of Science has to do COM 141 (semester 1) and COM 142 (semester 2)
- Each Faculty has its own COM code and 141 and 142 are strictly for Faculty of Science students.
- Since you will not find a box to click on like the other courses, below are the steps to take.

[student center](#) [general info](#) [admissions](#) [transfer credit](#) [academics](#) [finances](#) [academic progress](#) [online registration](#)

Tshepiso's Student Center

Select a Term then click Register

Term	Career	Program	Plan
<input type="radio"/> 2022/23 Acad Year Semester 2	Undergraduate Degree	Bachelor of Science	General

REGISTER

Step	Page	Description	Description
1	Service Indicators	Check for service indicators blocking registration	Not Started
2	Program/Plan	Program view	Not Started
3	Course Selection	Select course for enrollment	Not Started
4	Enrollment Summary	Enrollment Summary	Not Started
5	Confirmation	Confirmation of enrollment	Not Started

<< previous

return to status page

next >>

return to student centre

Service Indicators Blocking Registration

There are no service indicators blocking registration.

<< previous

return to status page

next >>

return to student centre

[Student Center](#)

[General Info](#)

[Admissions](#) [Transfer Credit](#)

[Academics](#) [Finances](#) [Academic Progress](#)

[Online Registration](#)

Confirm Program and Plan

Academic Career: Undergraduate Degree
Academic Program: SCB02 Bachelor of Science
Academic Plan: SCB0200160 General
Year of Program:

<input checked="" type="radio"/>	or PHY 112: Geometrical Optics & Mechanics	Core Selec	4.00		
<input type="radio"/>	or GEO 111: Introduction To Geology I	Optional	3.00		Unavailable
<input type="radio"/>	and BSc (General) Semester 2				
<input type="radio"/>	<u>Communications & Academic Literacy Skills Sem 2</u>				Select
<input type="radio"/>	and (ICT 122: Computer Skills Fundamentals II	GEC Core	2.00		Unavailable
<input type="radio"/>	or ICT 142: Computer Skills Fundamentals II	GEC Core	2.00	LE01/Gaborone	Drop Course

Select Course

You have not selected any electives for this semester.

Please enter your search term below and then click **Search**. You can search based on a code or description, for example, 'ABC', 'ABC123', or 'Accounting'.

Once you have finished adding electives, click **OK**. If you wish to exit this page without making any changes, click **Cancel**

Course:

Select	Subject	Catalog Nbr	Description
<input type="button" value="select"/>	COM	102	Health Communication (Medicine
<input type="button" value="select"/>	COM	112	Academic & Professional Commn
<input type="button" value="select"/>	COM	122	Academic & Professional Commn
<input type="button" value="select"/>	COM	132	Academic & Professional Commn
<input style="border: 2px solid red;" type="button" value="select"/>	COM	142	Academic & Professional Commn
<input type="button" value="select"/>	COM	152	Academic & Professional Commn(
<input type="button" value="select"/>	COM	162	Academic & Professional Commn
<input type="button" value="select"/>	COM	22	Academic & Professional Commun

Click on the arrow and select your preferred lecture group



<input type="checkbox"/>	COM 142: Academic & Professional Commn			3.00	<input type="text" value=""/>
<input type="checkbox"/>	and (
	ICT 122: Computer Skills Fundamentals II	GEC Core	2.00		Unavailable
	or				
<input type="checkbox"/>	ICT 142: Computer Skills Fundamentals II	GEC Core	2.00	<input type="text" value="LE01/Gaborone"/>	Drop Course
)				

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[Finances](#)
[Academic](#)
[Progress](#)
[Online](#)
[Registration](#)

Step 4: Enrollment Summary

Status: In Progress

Tshepiso Molwe (202206512)
 2022/23 Acad Year Semester 2
 Bachelor of Science General

Transfer To:

Selected Courses

Academic Program: SCB02 Bachelor of Science

Academic Plan: SCB0200160 General

ENROLLED COURSES

Course	Category	Session	Campus	Units
COM 142: Academic & Professional Commn	ELEC	Semester	Gaborone	3.00

DROPPED COURSES

Long Description	Category	Session	Campus	Units

SWAPPED COURSES

Long Description	Current Class	New Class

Step 5: Confirmation

Status: In Progress

Tshepiso Mollwe (202206512)
2022/23 Acad Year Semester 2
Bachelor of Science General

Transfer To:
Status Page

▼

Enrollment Summary

✓ **COM142 - Academic & Professional Commn (Semester / Gaborone)**
* Successfully enrolled

Confirmation

Please review the status of each enrollment in the summary above. Only if enrollments were successful, will you be registered as a student of the University of Botswana for **Program/Plan Bachelor of Science / General**.

4. Summary of Progression Regulations

Academic Standing in Previous Semester	Performance in Current Learning Period (Semester)		
	Pass \geq 50% attempted credits	Pass < 50% of attempted credits but passed at least one core/optional/core GEC course.	Pass < 50% of attempted credits and fail all core, optional and core GEC courses.
Proceed (Good Academic Standing)	Proceed (Good Academic Standing)	Proceed (Academic Risk)	Enrolment Terminated
Proceed (Academic Risk)	Proceed (Good Academic Standing)	Proceed (Academic Restriction)	Enrolment Terminated
Proceed (Academic Restriction)	Proceed (Good Academic Standing)	Enrolment Terminated	Enrolment Terminated



CGPA _____ (leave blank if you are a new students)

FACULTY OF SCIENCE

ADD FORM

Student No: _____

Surname: _____

Other names: _____

Programme: _____

Year of Study: _____

Contact No.: _____

Signature: _____

List the courses to be added

Course Code	Credits
_____	_____
_____	_____
_____	_____

Total Credits after the change: _____

Signature of Student: _____

Date: _____

Approval signature: _____

Date: _____

NB:

1. This is not a registration form as students are expected to self-enrol online.
2. This form is to be used by only those students wishing to take more than 18 credits.
3. Your CGPA (not GPA) has to be at least 3.50 for you to do more than 18 credits (except for semester one, level 100 students).
4. Please fill out the form and drop it off in Block 233 Office 133
5. Filling out this form does not guarantee that you will be enrolled.
6. It is the responsibility of the student to check that the requested addition has been made.
7. Student who attend courses for which they are not registered will not earn any grades for such courses as per University Regulations.



UNIVERSITY OF BOTSWANA

FACULTY OF SCIENCE

Drop Form

Student Details

Surname _____ Other Names _____ Year of Study ____

Student ID Number _____ National ID Number _____ Cell No: _____

Programme Details

Plan _____ Sub-Plan _____

DROP

	Course code	credits	Lecture Group	Time Slot(s)
1				
2				
Total Credits :				

TOTAL NUMBER OF CREDITS AFTER CHANGE _____

Signature _____ Date _____

Please note:

1. This form is only to be used to drop electives which students cannot drop on their own.
2. Please fill out the form and drop it off in Block 233 Office 133
3. All other courses are to be dropped online in the normal manner.
4. It is the responsibility of students to check that their records are correct.
5. This form is NOT proof of dropping and student are expected to check that the requested change(s) have indeed been captured.