

**BOTSWANA QUALIFICATIONS AUTHORITY ACT**  
(Act No. 24 of 2013)

**BOTSWANA QUALIFICATIONS AUTHORITY (FEES) REGULATIONS, 2016**  
(Published on 17th June, 2016)

**ARRANGEMENT OF REGULATIONS**

**REGULATIONS**

1. Citation
2. Fees payable under the Act

**SCHEDULE**

IN EXERCISE of the powers conferred on the Minister of Education and Skills Development by section 31(g) of the Botswana Qualifications Authority Act, the following Regulations are hereby made —

1. These Regulations may be cited as the Botswana Qualifications Authority (Fees) Regulations, 2016. Citation
2. The fees payable to the Authority under section 21 (1) (c) of the Act shall be as set out in the Schedule. Fees payable under the Act

**SCHEDULE**

**A. REGISTRATION AND ACCREDITATION AS AN EDUCATION AND TRAINING PROVIDER AND RENEWAL (NOT MORE THAN 10 YEARS)**

EDUCATION AND TRAINING PROVIDER	FEE
Early Childhood	P10,000.00
Primary	P20,000.00
Secondary	P30,000.00
Consultancy	P20,000.00
Workplace	P25,000.00
Tertiary (Tvet and higher) With:	
up to 100 learners	P20,000.00
101 – 500 learners	P30,000.00
>500 learners	P40, 000.00

## B. AUDIT OF EDUCATION AND TRAINING PROVIDERS

EDUCATION AND TRAINING PROVIDER	FEE
Early Childhood	P5,000.00
Primary	P10,000.00
Secondary	P15,000.00
Consultancy	P20,000.00
Workplace	P30,000.00
Tertiary (Tvet and higher) With:	
up to 100 learners	P40,000.00
101 – 500 learners	P60,000.00
>500 learners	P80,000.00

## C. REGISTRATION AND ACCREDITATION OF AN ADDITIONAL SITE

EDUCATION AND TRAINING PROVIDER	FEE
Early Childhood	P8,000.00
Primary	P10,000.00
Secondary	P20,000.00
Consultancy	P15,000.00
Workplace	P25,000.00
Tertiary (Tvet and higher)	P30,000.00

## D. ACCREDITATION OF LEARNING PROGRAMMES (TERTIARY INSTITUTION – TVET AND HIGHER) AND RENEWAL *(Valid for not more than 5 years)*

EXIT LEVEL	FEE
SHORT COURSES All levels of the NCQF (less than 120 credits)	
NCQF level 5 (e.g. A Level Certificate)	P30,000.00
NCQF level 6 (e.g. Diploma)	P40,000.00
NCQF level 7 (e.g. Bachelors Degree)	P60,000.00
NCQF Level 8 (e.g. Honours degree and Post Graduate Certificate, Post graduate Diploma)	P65,000.00
NCQF level 9 (e.g. Masters Degree)	P70,000.00
NCQF level 10 (e.g. Doctoral Degree)	P80,000.00

*Should the learning programme content change by more than 30% prior to expiration it should be re-submitted for accreditation.*

\* The NCQF levels indicated above include professional qualifications and other equivalent qualifications.

**E. OTHER FEES**

SERVICE PROVIDED	FEE (BWP)
Purchase of application pack (all types)	100.00
Registration and accreditation of assessor or moderator	1,000.00
Renewal of registration and accreditation as an assessor or moderator	500.00
Payment for investigation of client complaints about an education and training provider (on site): per day. The ETP pays if audit query finds the ETP to be liable	5,000.00
Evaluation of qualifications – local (30 days)	1,000.00
Evaluation of qualifications – external (30 days)	2,000.00
Express evaluation of qualifications – local (15 days)	2,000.00
Express evaluation of qualifications – external (15 days)	5,000.00
Review of curricular materials per document	1,000.00
Appeals against BQA – minimum daily rate (to be paid by appellant)	5,000.00

**F. CERTIFICATION AND RECORD OF LEARNING FEES**

SERVICE ISSUED BY BQA	FEE (BWP)
Issuance of Initial Certificate	300.00
Issuance of duplicate Certificate	200.00
Issuance of Initial Record of Learning per learner	200.00
Issuance of duplicate Record of Learning per learner	100.00

**G. PROVISION OF CAPACITY BUILDING SERVICES (daily rate):**

SERVICE PROVIDED	FEE (BWP)
Capacitating participants ranging from:	
5 – 10 participants	3,000.00
11 – 20 participants	5,000.00
21 – 30: participants	8,000.00
<i>The fees exclude accommodation and meals</i>	

MADE this 1st day of June, 2016.

**DR. UNITY DOW,**  
*Minister of Education and Skills  
 Development.*