DEPARTMENT OF TERIARY EDUCATION FINANCING

PUBLIC NOTICE

CALL OF APPLICATIONS FOR 2024-2025 – NEW STUDENTS SPONSORSHIP

LOCAL SPONSORSHIP FOR CRITICAL AREAS OF TRAINING

The Department of Tertiary Education Financing under the Ministry of Education & Skills Development invites applications from qualified citizens of Botswana for Tertiary Education Government Sponsorship for **2024/2025 Intake**. All applicants are therefore advised to adhere to terms and conditions for applying for sponsorship as stated in this notice to ensure compliance to set requirements. **Applicants are expected to have an email account/address in order to apply for sponsorship. The applicants will be allowed a maximum of three (3) choices of programmes.**

Prospective students will submit their tertiary education financing application for the 2024/2025 sponsorship cycle on-line. The system will validate your citizenship, age, secondary school results, admission at University/College, accreditation status of the programme applied for before awarding a sponsorship.

All applicants who fall under the Orphans and Vulnerable Children (OVC) and Remote Area Communities (RAC) and Special Educational Needs (SEN) categories should confirm their status with the respective administrative offices managing the programmes and subsequently log on to the system to apply for sponsorship within the time scheduled for students in this category of sponsorship.

APPLICATION PERIOD:

The online applications will be open from **Tuesday 7ᵗʰ May, 2024 to Sunday 16ᵗʰ June, 2024** on DTEF website **https://tef.gov.bw**, updates will also be posted on DTEF Facebook page: **'Department of Tertiary Education Financing'.** The system shall not accept any application after the closing date. The applicant is expected to upload supporting documents, therefore keep ready scanned copies of such supporting documents in **pdf, jpeg, png or jpg** format for

uploading.

ELIGIBILITY CRITERIA:

Applicants should be

- Be a citizen of Botswana
- Be able to complete the programme of study before turning thirty-five (35) years of age
- Have obtained a minimum cut off points of **36 points** or better in BGCSE or equivalent for Mainstream and **31 points** for OVC/RAC/SEN applicants
- Have a minimum of **36 points** or better in BGCSE or equivalent even if they have upgraded their results.
- Not have benefitted from Government sponsorship before.

REQUIRED APPLICATION DOCUMENTS:

The following documents should be uploaded into the system:

i. Copy of Statement of Results/BGCSE or equivalent
ii. Copy of National Identity Card (Omang) OR Birth certificate where one is below 16 years or doesn't have OMANG
iii. Copy of admission letter from the institution of your choice stating programme of study and duration
iv. Affidavit from Commissioner of Oaths in case your names are different as contained in the academic certificate, Birth Certificate and National Identity Card (Omang).
v. An official confirmation of change of surnames if surnames in the academic certificate and Omang are not the same

DISCLAIMER:

- **Admission at Tertiary Institution is not a guarantee for Government sponsorship.**

- **Meeting the minimum requirements of the advert does not guarantee sponsorship.**

APPLICATION PROCEDURES:

STEP 1:   Online Tertiary Education Sponsorship Log-in.

Visit the official website of the Online Tertiary Education Sponsorship and Click on **Sign Up,** top right**,** this allows you to create a user account to use to interact with DTEF. Capture your details as per the form displayed. Enter a valid email address. At the end, click **Create New Account**, a notification email will be sent to you through the email address you provided to confirm that you created the account.
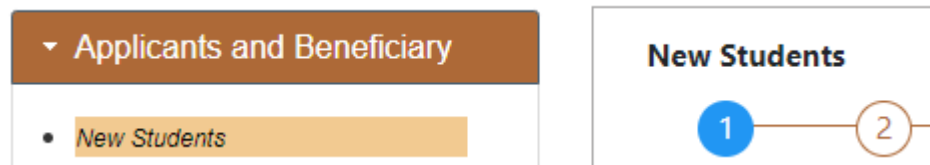
STEP 2:   **Verify your email**

Login on to your email and retrieve email from DTEF and follow the given steps. This prompts you to create a password, after which, you will be able to login with this password.

STEP 3:   **Apply**

After logging in, click **Apply for Sponsorship**

STEP 4:   **Choosing the Application Type.**

Ensure that the form displays **New Students**, as shown below:

STEP 5:   **Filling the application form & Attaching supporting documents**

Enter all relevant details carefully. Ensure that you choose the relevant Category of Sponsorship from the options provided. Upload the relevant supporting documents in **pdf, jpeg, png or jpg format** at the **Attachment** section.

Click **Next>** button to move to the next page, and **<Previous** button to access the previous page.

Click **Save Draft,** button to save your application in draft mode. You can continue with your application or logout and retrieve it at a later stage, provided the submission deadline has not passed. Ensure that you submit your application once you are satisfied with what you have filled.

Note that the **Reset** button will allow you to start the application afresh and clears all that you have captured before. This applies only to applications that have not been submitted, including the ones in Saved as '**Drafts'**.

Note that if you do not meet the minimum required cut off points, the system will not allow you to proceed to the next step. A notification email will be sent to you through the email address you provided to that effect.

STEP 6:   **Signing of Application form/Declaration.**

After filling and uploading all supporting documents, sign the application form, on the **Student Declaration** section by **clicking** on the given box, which will result in a Tick ☑ . By signing the form, you will be accepting all the terms and conditions of the application requirements.

STEP 7:   **Review of the Application**

Please take a look at your application before the final submission by clicking **Review**.

STEP 8:   **Submission of the Application.**

Click **Submit** button for your application to be considered.

STEP 9:   **Confirmation of Submission.**

After successful submission of the application form, you will get a confirmation message/acknowledgement of receipt of your application through your email address.

STEP 10:   **Viewing & Printing the Form.**

You can view and/or print out the submitted Application Form and the Acknowledgement receipt after submitting an application *for your own records.*

STEP 11:   **Check status of Application**

You can view your submitted application's status at any time after successful submission by logging on the website and then choosing Submissions.

STEP 12:   **Accepting & Signing of Sponsorship Agreement.**

After successful completion of all sections of the application form and meeting the minimum required cut off points, and if offered sponsorship, you will receive a Sponsorship Offer; upon accepting this offer, all the terms and conditions of the Sponsorship will be presented to you. Upon agreeing to these terms and conditions of the DTEF **Sponsorship Agreement**, DTEF will send your sponsorship letter to your email address which you can now print and proceed to undertake registration at your preferred institution.

PRIORITY FIELD OF STUDY & PROGRAMMES APPROVED FOR SPONSORSHIP:

Applicants may be sponsored on the approved Undergraduate areas of study listed under each priority Fields of Study below. For more information on accredited programmes and accredited institutions offering such, applicants may visit the **Botswana Qualification Authority** website **http//bqa.co.org.**

FIELD 1: AGRICULTURE

AREAS OF STUDY (DIPLOMA LEVEL)

1. Agriculture
2. Animal Health Production
3. Forestry and Range Ecology
4. Horticulture

AREAS OF STUDY (DEGREE LEVEL)

1. Agricultural Economics
2. Agricultural Education
3. Agricultural Mechanization
4. Agriculture
5. Agronomy

6. Biometry
7. Food Science & Technology
8. Horticulture
9. Plant Health
10. Soil Sciences
11. Wildlife Management
12. Biodiversity , Conservation & Ecology
13. Mathematical Biology (Biomaths)

FIELD 2: AVIATION

AREAS OF STUDY (DIPLOMA LEVEL)

1. Aircraft Maintenance Engineering

FIELD 3: BUSINESS & FINANCIAL SERVICES

AREAS OF STUDY (DIPLOMA LEVEL)

1. Procurement and Supply
2. Purchasing & Supply
3. Event Management

AREAS OF STUDY (DEGREE LEVEL)

13. Event Management
14. Finance
15. Financial Management
16. Fiscal Studies
17. Information and Technology Management
18. International Business
19. Logistics
20. Marketing Management
21. Production Management
22. Project Management

1. Accounting	23. Public Finance
2. Applied Business Computing	24. Public Relations & Integrated Communication
3. Banking and Finance	25. Public Relations Management
4. Business Administration	26. Purchasing/Procurement
5. Business Information Technology	27. Retail Management
6. Business Innovation and Enterprise	28. Risk Management
7. Business Intelligence and Data Analysis	29. Insurance
8. Business Leadership	30. Strategic Management
9. Business Management	31. Supply Chain Management
10. Chartered & Certified Accountants	
11. Computing with Finance	
12. Entrepreneurship/Enterprise Development	

FIELD 4: CREATIVE INDUSTRIES

AREAS OF STUDY (DIPLOMA LEVEL)

1. Apparel Design
2. Fashion Design
3. Furniture Design
4. Graphic Design
5. Textile Design
6. Music Design
7. Interior Design

AREAS OF STUDY (DEGREE LEVEL)

1. Digital Film & Television Production
2. Fine Arts
3. Industrial Design
4. Music
5. Professional Design
6. Theater Arts
7. Sports Science
8. Exercise Psychology
9. Exercise Science & Wellness
10. Recreation & Sports Management

FIELD 5: CONSTRUCTION

AREAS OF STUDY (DIPLOMA LEVEL)

1. Construction Industry
2. Building Construction Industry

FIELD 6: EDUCATION & TRAINING

AREAS OF STUDY (DIPLOMA LEVEL)

1. Primary Education
2. Secondary Education

3. Computer Science Education
4. Counselling Education
5. Design and Technology Education
6. Special Education
7. Inclusive Education
8. Family & Consumer Science
9. Music Education

AREAS OF STUDY (DEGREE LEVEL)	10. Primary Education
	11. Science Education
1. Art and Design Education	12. Music Education
2. Business Education	

FIELD 7: ENGINEERING

AREAS OF STUDY (DIPLOMA LEVEL)	4. Electrical and Electronic Engineering
	5. Energy Engineering
1. Electrical & Electronics Engineering	6. Environmental engineering
2. Electrical and Mechanical engineering	7. Geological Engineering
3. Refrigeration and Air Conditioning	8. Industrial Engineering
4. Water and Environmental Engineering	9. Manufacturing Engineering
5. Motor Body Repair/Automotive Engineering	10. Materials Engineering
6. Plant Engineering	11. Mechanical Engineering
	12. Mechatronics & Industrial Instrumentation
	13. Mineral engineering
AREAS OF STUDY (DEGREE LEVEL)	14. Mining Engineering
	15. Multimedia Engineering
1. Chemical Engineering	16. Software Engineering
2. Civil Engineering	17. Telecommunications Engineering
3. Computer Engineering	

FIELD 8: FOUNDATION

1. A Level *for Top Achievers* – refer to Top Achievers Sponsorship Advert **ONLY** Applicable to Top Achievers Sponsorship beneficiaries in local institutions – **refer to Top Achievers Advert**	

FIELD 9: HEALTH

AREAS OF STUDY (DIPLOMA LEVEL)

1. Clinical Technology
2. Emergency Care technology
3. Environmental Health
4. General Nursing
5. Health Education & Promotion
6. Healthcare Management
7. Medical Laboratory Technology
8. Occupational Health and Safety
9. Pharmacy Technology
10. Medical Record & Transcription
11. Rehabilitation Counselling

AREAS OF STUDY (DEGREE LEVEL)

1. Emergency Medical Care
2. Environmental Health
3. Health Education and Promotion
4. Health Information Management
5. Health Care Management/Administration
6. Health Service Management
7. Medical Laboratory Science
8. Medicine
9. Nursing Science Generic
10. Occupational Health and Safety
11. Pharmacy
12. Physiotherapy
13. Psychology
14. Public Health
15. Counseling Psychotherapy
16. Rehabilitation Counseling
17. Speech Therapy

FIELD 10: HOSPITALITY & TOURISM

AREAS OF STUDY (DIPLOMA LEVEL)

1. Culinary Arts
2. Travel, Tourism, Hospitality
3. Cultural Tourism

AREAS OF STUDY (DEGREE LEVEL)

1. Travel Operations & Management
2. Tourism Management
3. Hospitality Management

FIELD 11: HUMANITIES

AREAS OF STUDY (DIPLOMA LEVEL)

1. Theology

AREAS OF STUDY (DEGREE LEVEL)

1. Theology
2. Pastoral Care
3. Broadcasting and Journalism
4. Chinese studies
5. Counseling
6. Digital Media
7. Humanities
8. Pastoral studies
9. Public Relations
10. Portuguese Lisophone studies

FIELD 12: INFORMATION TECHNOLOGY

AREAS OF STUDY (DIPLOMA LEVEL)	AREAS OF STUDY (DEGREE LEVEL)
1. Systems Administration	1. Network Computing 2. Information, Communication Technology 3. Mobile Technology 4. Computer Networking 5. Network/Cyber Security 6. Computer Forensics 7. Information Systems 8. Data Management 9. Business Information Technology

FIELD 13: PROFESSIONAL PROGRAMS

AREAS OF STUDY (DEGREE LEVEL)	
1. ACCA 2. CIMA 3. CIPS	

FIELD 14: SCIENCE & TECHNOLOGY

AREAS OF STUDY (DIPLOMA LEVEL)

1. Architectural Technology
2. Geometrics
3. Sound Technology
4. Telecommunication Systems

AREAS OF STUDY (DEGREE LEVEL)

1. Actuarial science
2. Applied Geophysics
3. Architecture
4. Biology
5. Biotechnology
6. Business Computing
7. Business Information Systems
8. Computer Science
9. Computer System Engineering

15. Forensic Accounting and Finance
16. Forensic Sciences
17. Geology
18. Geomatics
19. Geometrics
20. Information Communication Technology
21. Information systems
22. Information Systems & Data Management
23. Information Technology
24. Mathematics & Finance
25. Mobile Computing
26. Mobile Technology
27. Multimedia Systems
28. Networking Computing
29. Physics

10. Computing 11. Creative Multimedia 12. Histo/Cytotechnology 13. Earth Science 14. Environmental Science	30. Physics with Meteorology 31. Pure & applied chemistry 32. Pure & Applied Mathematics 33. Quantity surveying 34. Real Estate Management 35. Science 36. Software Engineering 37. Sports Management 38. Urban & Regional Planning

FIELD 15: SOCIAL SCIENCES

AREAS OF STUDY (DEGREE LEVEL) 1. Archives and Records Management 2. Community Development 3. Criminal Justice 4. Economics 5. Information & Knowledge Management	6. Law 7. Law & Public Administration 8. Media Studies 9. Public Administration 10. Social Sciences 11. Social Work 12. Statistics

FIELD 16: TRANSPORT

AREAS OF STUDY (DIPLOMA LEVEL) 1. Fleet Management 2. Transport Management & Logistics 3. Transport Planning and Management	**AREAS OF STUDY (DEGREE LEVEL)** 1. Transport Management & Logistics

NOTE THAT:

- Hand delivered applications will not be accepted.

- The online system allows you to save your application in Draft mode and revisit at a later stage provided it is before submission deadline.

- Failure to submit all supporting documents will render your application incomplete.
- Only applications on the above listed areas of study will be considered for sponsorship.
- Appeals to the Ministry against the decision of the Director DTEF regarding non approval of sponsorship application will only be considered up to **Wednesday 31st July, 2024** or within 14 calendar days of having received the response.

The Department of Tertiary Education Financing reserves the right not to award sponsorship if the applicants do not satisfactorily meet the application requirements

Restrictions:

i.   Applicants whose admission information is not captured in the system by the relevant institution will not be permitted to apply.

ii. The system will not permit applications from individuals who do not have National Identity number or birth certificate number.

iii. The system will NOT permit applications from individuals with academic points below the cut off points.

iv. The system will **only** permit application under special dispensation category of sponsorship for individuals whose information has been uploaded into the system by the relevant administrative offices.

v.   The Department will not process applications from students who sat for examinations after December 2023.

DISCLAIMER:

i.   Admission at Tertiary Institution does not guarantee award of Government sponsorship.
ii. Meeting the minimum requirements does not guarantee sponsorship.
iii. Submission of an application online does not guarantee an award of sponsorship
iv. Any false statement or declaration made to acquire sponsorship/loan will result in invalidation of the application, revocation of the sponsorship offer and may result in prosecution.

APPLICATION INQUIRIES:

For any information, applicants are advised to contact the Department from **0730hrs to 1630hrs** on **weekdays only** through the under-listed lines:

- Toll Free No: **0 800 600 185**

- Call Centre: **3719364/3719439/3719441/3719473**.

Publicity office: **3719319/3719320/3719321/3719322**