PROSPECTUS 2022/23

BOTHO UNIVERSITY

1997

BOTHO
UNIVERSITY
EXCELLENCE | LEADERSHIP | INNOVATION

OWN YOUR
FUTURE

Botho University Anthem

Re di – kgantshwa – ne *(We are the Champions)*
Tsa Botho University *(of Botho University)*
Re tsile go *(We are going to)*
Le hakgamatsa *(amaze you)*

Chorus:
We will stand and wave our flag
As we shout our name a chant of victory
It is a life changing experience
Do more with Botho University

We are the Stars
Of Botho University
We will take
The world by storm

Chorus:
We will stand and wave our flag
As we shout our name a chant of victory
It is a life changing experience
Do more with Botho University

Table of Contents

Botho University (BU) was established in 1997 and has rapidly evolved over the years to become a leading multidisciplinary high-quality tertiary education provider. BU was initially accredited by the Human Resources Development Council (HRDC) in Botswana and by regulatory bodies where it operates. BU currently has 6 campuses being : Botswana, Lesotho, Namibia, Eswatini, the Blended & Distance Learning Campus (BDLC) and now breaking ground in West Africa and establishing its 6th campus in Accra, Ghana.

In Ghana, Botho University aims to start with bachelor's degree level programmes with plans in place to offer Certificate, Master's degree and Doctoral programmes soon. Botho University also has a Corporate Training Department which offers a diverse range of programmes for in-service professionals and organizations. There are over 200 short-term professional development programmes, which can be customized to meet the client's requirements.

The Botho University Graduate Profile (BGP) is one initiative that ensures the university produces all rounded graduates with additional skills sets to the academic knowledge they acquire in the different areas of study. The BGP gives students soft skills that sets our graduates apart from the rest.

BU also has several partnerships with renowned regional and international institutions such as the University of Venda-South Africa, KTH Royal Institute of Technology - Sweden, DHBW Corporative State University in Germany, Black Hills State University-USA, University of Louisville-USA, Indian School of Mines-India, Manipal University in India and recently World Tourism Forum Lucerne-Switzerland to mention a few. Students studying with Botho University and staff have an opportunity to take advantage of these international partnerships through students and staff exchange programs. These partnerships will accord students an opportunity to network and experience multicultural environments for personal growth.

All programmes offered by BU have internships as a compulsory component. This internship is fully monitored and mentored by BU academic staff to ensure its effectiveness. Botho University firmly believes in providing its students with a superior learning environment and as such invests heavily in state of the art infrastructure and the latest technology-driven learning resources. The campus in Gaborone is well known for being of international standards

and many national and international events have been held on the premises due to the quality of the facilities. As part of BU's focus on sustainability SDG, the university has taken several initiatives to reduce its carbon footprint. Academic rigor combined with excellence in all extracurricular activities ensures that Botho University graduates possess a potent combination of skills. BU is one of the top-ranked sporting institutions in Botswana having won top accolades and championships in the country. Botho University is driven by the core values of integrity, excellence, and inclusiveness and aims to produce well-rounded, entrepreneurial, and globally-employable graduates with the attitude, knowledge, skills, and competencies to create value and drive productivity increases needed to catalyze sustainable economic growth.

The focus on quality has resulted in Botho University opting for BOS ISO 9001:2015 certification. With an impeccable reputation for quality in the market, Botho University graduates are leading the way in transforming the economy.

Our Gaborone Campus

Sports Facilities

Mini Soccer Turf

Graduation Ceremony at Otse Multi-Purpose Hall, Gaborone

Botho Higher Education Institution in Namibia

Our Lesotho Campus

Our Labs

Library

Our Eswatini Campus

Fully Equipped Jewellery Labs

Computer Labs

Entertainment at BU Multipurpose Hall

Traditional Dance at BU Multipurpose Hall

Engineering Lab

FACULTY OF BUSINESS & ACCOUNTING	
PROGRAMME CODE	**BACHELORS PROGRAMMES**
BRM - 8BO - 20 BBA-8BM-21	**Accounting** Bachelor of Commerce in Risk Management Bachelor of Commerce in Investment & Banking

FACULTY OF ENGINEERING AND TECHNOLOGY	
PROGRAMME CODE	**BACHELORS PROGRAMMES**
COM - 8BH - 19	Bachelor of Technology in Software Engineering Bachelor of Science in Network Security and Computer Forensics Bachelor of Science in Cyber Security and Risk Management

FACULTY OF HEALTH AND EDUCATION	
PROGRAMME CODE	**BACHELORS PROGRAMMES**
HIM - 8BH - 13	Bachelor of Science in Health Information Management

*The information/criteria in this prospectus was updated at the time of going for print. For all latest updates, please do refer to our website or talk to our admissions department.

*Check our website for the latest updates on Campus Learning programmes and Distance Learning programmes by visiting **www.bothouniversity.com**

Bachelor of Commerce in Investment and Banking

Core Modules
- Introduction to MS Office (10)
- Academic writing for business (10)
- Business Mathematics & Statistics 1 (10)
- Legal aspects of Business (10)
- Business Management 1 (10)
- Introduction to Investments (10)
- Business Mathematics & Statistics 2 (10)
- Cost Accounting (10)
- Introduction to Banking (20)
- Financial Accounting 1 (10)
- Marketing of Financial Services (10)
- Computerised Accounting (10)
- Taxation (10)
- Micro Economics (10)
- Banking Law and Practice 1 (10)
- Banking Theory and practice (10)
- Investment Analysis (10)
- Macro Economics (10)
- Investment Banking (10)
- Treasury Management 1 (10)
- Financial Management 1 (10)
- Financial Accounting 2 (10)
- Ethics and Governance (10)
- Treasury Management 2 (10)
- Banking Law and Practice 2 (20)
- Banking and Foreign Exchange (10)
- Company Law (10)
- Banking and Development (10)
- Emerging Financial Markets (10)
- Financial Engineering (10)
- Portfolio Management (10)
- Research Methods in Business (10)
- Principles of Risk Management & Insurance (10)
- Entrepreneurship and Innovation (20)
- Credit Risk and Bank Lending (10)
- Research Project 1: Proposal (10)
- Professional Practice (40)
- Research Project 2: Dissertation (20)

Electives
- Corporate Financial Operations (10)
- Behavioral Finance (10)
- Islamic Finance (10)
- Financial Modeling (10)
- International Trade Finance (10)
- Financial Innovation and Structured Finance (10)
- Financial Strategy (10)

Semester 1
- C5-IMO-20; D5-AWB-20; B5-BS1-17; B5-LAB-20; B5-BM1-20; A5-INI-21

Semester 2
- B5-BS2-17; A6-COA-20; A5-IOB-21; A6-FA1-17; A6-MFS-21

Semester 3
- A6-CAF-17; A6-TAX-20; B6-MIE-17; A6-BL1-21; A6-BTP-21; A6-INA-21

Semester 4
- B6-MAE-17; A6-INB-21; A6-TM1-21; A6-FM1-20; A6-FA2-17; A6-ETG-21

Semester 5
- A7-TM2-21; A7-BL2-21; A7-BFE-21; A7-COL-17; A7-BAD-21

Semester 6
- A7-EFM-21; A7-FIE-21; A7-POM-21; B7-BRM-21; A7-RMI-21 Select one of (A7-CFO-21; A7-BEF-21; A7-ISF-21)

Semester 7
- B8-ENI-20; A7-CRL-21; A7-RP1-20

Select two of (A7-FIM-20; A7-ITF-21; A7-FSF-21; A7-FIS-21)

Semester 8
- A7-PPR-21; A7-RP2-20

Recommended Full-Time Study Path (4 years)

Admissions Criteria

1) Applicants are expected to have successfully completed secondary schooling. The typical entry requirement is BGCSE or IGCSE (in Botswana), LGCSE (in Lesotho) or other equivalent secondary school qualification.

2) BGCSE/equivalent with minimum Pass (D) in 5 subjects including English and minimum Credit (C) in Mathematics.

3) Applicants in possession of a Diploma or Higher Diploma in related field may be given exemptions based on the credit point equivalency

4) For enquiries and more information please visit our website: **www.bothouniversity.com**

Bachelor of Commerce in Risk Management

Programme details:
The programme consists of core (required) and elective modules as follows. Some modules may have pre-requisites (i.e., may require the student to pass another module or set of modules first). Some modules may be co-requisite (i.e., such modules are required to be taken together). The number at the end of the module in parenthesis indicates the credit load of the module. 1 credit is equal to 10 hours of learning (guided, in- class and independent combined); therefore a 10-credit module requires on average 100 hours of learning from the student.

Core Modules:
- B5-BS1-17: Business Mathematics and Statistics 1 (10)
- C5-IMO-20: Introduction to MS Office (10)
- D5-AWB-20: Academic Writing for Business (10)
- B5-LAB-20: Legal Aspects of Business (10)
- A5-RM1-20: Risk Management 1 (10)
- B5- PMK-20: Principles of Marketing (10)
- B5-BM1- 20: Business Management 1 (10)
- B5-BS2-17: Business Mathematics and Statistics 1 (10)
- A6-FA1-17: Financial Accounting 1 (10)
- B6-MIE-17: Microeconomics (10)
- A6-RM2-20: Risk Management 2 (10)
- A6-STI-10: Short Term Insurance: Personal Lines (10)
- A6-CAF-17: Computerised Accounting (10)
- B6-MAE-17: Macroeconomics (10)
- A6-RAT-20: Risk Assessment & Treatment(10)
- A6-COA-20: Cost Accounting (10)
- A6-LTI-20: Long Term Insurance (10)
- A6-ICO-20: Insurance Company Operations (10)
- A6-TAX-20: Taxation (10)
- A6-FM1-20: Financial Management 1(10)
- A6-RGC-20: Risk Governance and Culture (10)
- A6-FA2-17: Financial Accounting 2 (10)
- A6-EMP-20: Employee Benefits Management (10)
- A7-PLR-20: property & Liability Risk Management (20)

- A7-CLI-20: Commercial Lines Insurance (10)
- A7-WMG-20: Wealth Management (10)
- A7-HIA-20: Health Insurance and Administration (20)
- A7-RAD-20: Risk Analysis & Decision Making (20)
- B7-BRM-20: Research Methods for Business (10)
- A7-CRM-20: Credit Risk Management (20)
- A7-RP1-20: Research Project 1: Proposal Writing (10)
- A7-REI-20: Reinsurance (10)
- B8-ENI-20: Entrepreneurship and Innovation (20)
- A7-PRA-20: Professional Practice in Accounting (40)
- B7-RP2- 20: Research Project 2: Dissertation (20)

Electives
- A7-PIA-20: Portfolio Management and
- Investment Analysis (10)
- A7-INF-20: International Finance (10)
- A7-RIF-20: Risk Financing (10)
- A7-FIM-20: Financial Modeling (10)
- A7-FRM-20: Financial Risk Management (10)

Recommended Full-Time Study Path (4 years)

Semester 1:
- B5-BS1-17; C5-IMO-20; D5-AWB-20; B5-LAB-20; A5- RM1-20; B5- BM1- 20

Semester 2:
- B5-PMK-20; B5-BS2-17; A6-FA1-17; A6-RM2-20; A6-STI-20

Semester 3:
- A6-CAF-17; A6-RAT-20; B5-MIE-17; A6-COA-20; A6-LTI-20; A6-ICO-20

Semester 4:
- B6-MAE-17; A6-TAX-20; A6-FM1-20; A6-RGC-20; A6-FA2-17; A6-EMP-20

Semester 5:
- A7-RAD-20; A7-PLR-20; A7-CLI-20; A7-WMG-20

Semester 6:
- A7-HIA-20; B7-BRM-20; A7-CRM-20 and One elective from: (A7-PIA-20; A7-INF-20)

Semester 7:
- B8-ENI-20; A7-REI-20; A7-RP1-20 and Two electives from (A7-RIF-20; A7-FIM-20; A7-FRM-20)

Semester 8:
- A7-PRA-20; A7-RP2- 20

Admission criteria

1) Applicants are expected to have successfully completed secondary schooling. The typical entry requirement is BGCSE or IGCSE (in Botswana), LGCSE (in Lesotho) or other equivalent secondary school qualification.

2) BGCSE/equivalent with minimum Pass (D) in 5 subjects including English and minimum Credit (C) in Mathematics.

3) Applicants in possession of a Diploma or Higher Diploma in related field may be given exemptions based on the credit point equivalency

4) For enquiries and more information please visit our website: **www. bothouniversity.com**

Bachelor of Science in Network Security and Computer Forensics

The Bachelor of Science in Network Security and Computer Forensics is targeted at those wishing to enter the Information Technology (IT) sector as Computer Forensic Analysts, Vulnerability Security Research Engineers, Digital Forensic Examiners, Malware Media Forensic Analysts, Forensic Auditors, Network Security Specialists, Computer Crime Investigators or Security Analysts, among other things.

Programme details:
The programme consists of core (required) and elective modules as detailed below. Some modules may have pre-requisites (i.e. may require the student to pass another module or set of modules first). Some modules may be co-requisite (i.e. such modules are required to be taken together). The number at the end of the module in parenthesis indicates the credit load of the module. 1 credit is equal to 10 hours of learning (guided, in-class and independent combined); therefore a 10-credit module requires on average 100 hours of learning from the student.

Core modules:
- C5 - ICO - 11:Introduction to Computers (20)
- C5 - MAT - 11: Mathematics for Computing (20)
- D5 - CSS - 14: Communication & Study Skills (20)
- C5 - CSA - 11: Computer Systems Architecture (20)
- C5 - OSH - 11: Operating Systems & Hardware (20)
- C6 - IPC - 11: Introduction to programming using C++ (20)
- C6 - QMD - 11: Querying & Managing Database (40)
- C6 - FNS - 13: Fundamentals of Network Security (20)
- C6 - LIE - 19: Linux Essentials (20)

- C7 - IDS - 13: Information and Data Security (20)
- C6 - CFD - 13: Computer Forensics and Data Recovery (20)
- C7 - JAV - 11: Programming using Java (20)
- C7 - PCS - 19 Principles of Cyber Security (20)
- C7 - BIF - 13: Biometric Fundamentals (20)
- C7 - NH1 - 11: Managing Network Hardware 1 (20)
- C7 - EHK - 13: Ethical Hacking (20)
- C7 - CYL - 17: Cyber Law (20)
- C7 - PPR - 11: Professional Practice (60)
- C8 - NH2 - 11: Managing Network Hardware 2 (20)
- C8 - MAN - 13: Malware Analysis (20)
- C8 - PRO - 11: Project (40)

Electives
- C8 - CCI - 13 Cyber Crime Investigation (20) or C8 - WNA - 13 Windows Network Administration (20)
- B8 - ENT - 20 : Essentials of Entreprenuership
- C8 - APD - 20 : Analytical Product Design
- E8-ISD-18: Innovation for Sustainable Development

Semester 1:
- C5 - ICO - 11, C5 - MAT - 11, D5 - CSS - 14
Semester 2:
- C5 - CSA - 11,C5 - OSH - 11, C6 - IPC - 11
Semester 3:
- C6 - QMD - 11, C7 - NH1 - 11
Semester 4:
- C6 - CFD - 13, C6 - LIE - 19, C6 - FNS - 13
Semester 5:
- C7 - JAV - 11, C7 - PCS - 19, C7 - BIF - 13
Semester 6:
- C7 - EHK - 13, C7 - CYL - 13, C7 - IDS -19
Semester 7:
- C7 - PPR - 11,
Semester 8:
- C8 - NH2 - 11, C8 - MAN - 13
- Elective (one of C8 - WNA - 13, C8 - CCI - 13)
Semester 9:
- C8 - PRO - 11, Elective (E8 - ISD - 18, B8 - ENT - 13,C8 - APD 20)
Admissions Criteria

1) Applicants are expected to have successfully completed secondary schooling. The typical entry requirement is BGCSE or IGCSE (in Botswana), LGCSE (in Lesotho) or other equivalent secondary school qualification.

2) BGCSE/equivalent with minimum Pass (D) in 5 subjects including English and Mathematics.

3) Applicants in possession of a Diploma or Higher Diploma in related field may be given exemptions based on the credit point equivalency.

4) For enquiries and more information please visit our website: **www.bothouniversity.com**

Bachelor of Technology in Software Engineering

Programme details:

The programme consists of core (required) and elective modules as indicated below. Some modules may have pre-requisites (i.e. may require students to pass another module or set of modules first). Some modules may be co-requisite (such modules are required to be taken together). The number at the end of the module in parenthesis indicates the credit load of the module. 1 credit is equal to 10 hours of learning (guided, in-class and independent combined); therefore a 10 credit module requires an average of 100 hours of learning from the student.

Core modules:
- C5-IC1-21 Introduction to Computing and Programming I (MS Office & Programming Basics) (15 Credits)
- C5-PES-21 Professional, Ethical, and Social Issues in Computing   (15 Credits)
- C5-MAT-21 Mathematics   (15 Credits)
- C5-PSE-21 Principles of Software Engineering   (15 Credits)
- C6-IC2-21 Introduction to Computer Programming II (C Language)   (15 Credits)
- C6-DSE-21 Discrete Structures (15 Credits)
- C6-CCO-21 Calculus for Computing (15 Credits)

- C6-LAL-21 Linear Algebra (15 Credits)
- C7-SEN-21 Software Engineering (15 Credits)
- C6-IIS-21 Introduction to Information Security (15 Credits)
- C6-WDD-21 Web Design Development (15 Credits)
- C6-PUC -21 Programming using C++ (15 Credits)
- C7-SDP-21 Software Development Project (15 Credits)
- C7-IJP-21 Introduction to Java Programming   (15 Credits)
- C7-CNA-21 Computer Networks and Applications (15 Credits)
- C7-DSA-21 Data Structures and Algorithms(15 Credits)
- C7-SPA-21 Software Architecture and Patterns (15 Credits)
- C7-CCP-21 Communication for Computing Professionals (15 Credits)
- C7-PAS-21 Probability and Statistics (15 Credits)
- C7-SPM-21 Software Project Management (15 Credits)
- C7-PUP-21 Programming using Python (15 Credits)
- C7-SRA-21 Software Requirements Analysis and Design (15 Credits)
- C7-UID-21 User Interface Design and Implementation (15 Credits)
- C7-PPR-11 Professional Practice (60 Credits)
- C7-STG-21 Software Testing (15 Credits)
- C8-PRO-21 Project (30 Credits)

Elective Modules:

Elective 1

- C7-PDS-21 Parallel and Distributed Software Engineering   (15 Credits)
- C7-SQA-21 Software Quality

Assurance   (15 Credits)
- C7-EAI-21 Entrepreneurship and Innovation (15 Credits)

Elective 2
- C8-SQC-21 Software Quality Control (15 Credits)
- C8-STM-21 Software Testing and Maintenance (15 Credits)
- C8-AIN-21 Artificial Intelligence (15 Credits)

Recommended full-time study path (4 years):

Semester 1:
C5-IC1-21, C5-PES-21, C5-MAT-21, C5-PSE-21
Semester 2:
C6-IC2-21, C6-DSE-21, C6-CCO-21, C6-LAL-21
Semester 3:
C7-SEN-21, C6-IIS-21, C6-WDD-21, C6-PUC -21
Semester 4:
C7-SDP-21, C7-IJP-21, C7-CNA-21, C7-DSA-21
Semester 5:
C7-SPA-21, C7-CCP-21, C7-PAS-21, C7-SPM-21
Semester 6:
C7-PUP-21,   C7-SRA-21,   C7-UID-21, Elective 1
Semester 7:
C7-PPR-11
Semester 8:
C7-STG-21, C8-PRO-21, Elective 2

Admissions Criteria

Senior Secondary School Certificate Examinations (SSSCE), West African Senior School Certificate Examination (WASSCE) and General Business Certificate Examination (GBCE)

The general requirements for admission of WASSCE, SSSCE and GBCE candidates to first degree programmes are three (3) credit passes in three core subjects and three (3) credit passes in three relevant elective subjects.

i. SSSCE Candidates: Credit Passes (A-D) in six (6) subjects comprising three core subjects, including English Language and Mathematics, plus three (3) relevant elective subjects.

ii. WASSCE Candidates: Credit Passes (A1-C6) in six (6) subjects comprising three core subjects, including English Language and Mathematics, plus three (3) relevant elective subjects.

iii. GBCE Candidates: Credit Passes (A-D) in six (6) subjects comprising three core subjects including English Language and Mathematics plus three (3) relevant elective subjects.

Bachelor of Science in Cyber Security & Risk Management

B.Sc in Cyber Security & Risk Management qualification is to prepare students for a career in dealing with cybercrimes and risk management issues in both private and public institutions. Graduates will be able to apply knowledge gained in this programme to eliminate cybercrimes confronting most organisations. In the same vein, they will be able to guide organisations on how to eliminate the various risks that could obstruct organisations from achieving their goals and objectives.

Programme details:
The programme consists of core (required) and elective modules as indicated below. Some modules may have pre-requisites (i.e may require students to pass another module or set

of modules first). Some modules may be co-requisite (such modules are required to be taken together). The number at the end of the module in parenthesis indicates the credit load of the module. 1 credit is equal to 10 hours of learning (guided, in-class and independent combined); therefore a 10 credit module requires an average of 100 hours of learning from the student.

Core modules:
- C6-CNW-22: Computer Networks (10)
- C6-PLC-22: Programming languages for cyber security (10)
- C6-RL1-22: Introduction to Risk Analysis and Loss Prevention (10)
- C6-SPI-22: Security Policies and Implementation Issues (10)
- C6-NFV-22: Network Secyrity, Firewalls & VPNs (10)
- C6-ISS-22: Informaion System and Strategy (10)
- C7-SWL-22: Security Strategies in Windows and Linux Platforms (10)
- C7-DFM-22: Database Fundamentals (10)
- C7-PSM-22: Principles of Security Management (10)
- C7-AIC-22: Auditing IT Infrastructures for Compliance (10)
- C7-MRI-22: Managing Risk in Information Systems (10)
- C7-ISC-22: Internet Secyrity (10)
- C7-IKM-22: Informaion and Knowledge Management (10)
- C7-PMA-22: Proect Management (10)
- C7-WMS-22: Wireless and Mobile Device Secyrity (10)
- C7-CWP-22: Cyber Security and workplace Safety Programs (10)
- C7-CSM-22: Cyber Security Risk Management (10)
- C7-CAP-22: Cyber Securit and Asset Protection (10)
- C7-LCS-22: Legal Issues in Cyber Security (10)
- C7-CME-22: Cyber Security Matrics and Evaluation (10)
- C7-RME-22: Research Methods (10)
- C7-EHK-22: Ethical Hacking (10)
- C7-CPT-22: Crime Protection (10)
- C7-IRI-22: Incident Response and Investigation (10)
- C7-WPB-22: Workplace Safety Programs in Botswana and the SADC region (10)
- C7-ISM-22: Institutional Secyrity Management (10)
- C7-RCP-22: Research Capstone Project (16)
- C7-CEM-22: Industrial Attachement (40)
- C7-INM-22: Disertation (16)
- Emergency Management (10)
- Entrepreneurship (10)
- C7-IAT-22: Innovation Management (10)
- C7-DIS-22: Advanced Risk Analysis and Loss Protection (10)

Elective Modules:

Select two from the following (first one with 10 Credits & Second one with 12 Credits):
- H6-TRG-21: Organizational Behavior (10)
- Strategic Management (10)
- Public Relations and Customer Care (10
- Criminology and Criminal Justice (12)
- Forensic Accounting (12)
- Fraud Investigation and Management (12)

Recommended full-time study path (4 years):

Semester 1:
- C5-CTW-22, C5-ICS-22, C6-BCS-22, C5-OSC-22, C6-BMA-22, C5-FIS-22

Semester 2:
- C6-COA-22, C6-TCS-22, C6-CNW-22, C6-PLC-22, C6-RL1-22, C5-CSE-22

Semester 3:
- C6-SPI-22, C6-NFV-22, C6-ISS-22, C7-SWL-22, C7-DFM-22, C7-PSM-22

Semester 4:
- C7-AIC-22, C7-MRI-22, C7-ISC-22, C7-PMA-22, C7-WMS-22, C7-RL2-22

Semester 5:
- C7-CWP-22, C7-CSM-22, C7-CAP-22, C7-LCS-22, C7-CME-22, C7-EHK-22

Semester 6:
- C7-RME-22, C7-CPT-22, C7-IRI-22, C7-WPB-22, C7-ISM-22, C7-RCP-22

Semester 7:
- C7-CEM-22, Entrepreneurship, C7-INM-22, C7-IKM-22, Elective 1 (one of C7-ORB-22, C7-SMA-22, C7-PRC-22), Elective 2 (One of C8-CCJ-22, C8-FAC-22, C8-FIM-22).

Semester 8
- C7-IAT-22, C7-DIS-22

Admissions Criteria

Entry Requirements:

a) Certificate IV (NCQF level 4) with 6 subjects and passes in English, Mathematics and a Science subject or equivalent.

b) Applicants who do not meet the above criteria but possess relevant industry experience may be considered through Recognition of Prior Learning (RPL) and Credit Accumulation and Transfer (CAT) policies for access. This consideration will be done following guidelines of the ETP which are aligned with BQA/ National policies.

c) Recognition of Prior Learning (RPL) and CATS will also be provided for, and candidates will have to meet the necessary criteria set by individual ETPs in accordance with the BQA respective policies and regulations for RPL and CATS.

d) For enquiries and more information please visit our website: **www.bothouniversity.com**

Bachelor of Science in Health Information Management

Programme details:

The programme consists of core (required) and elective modules as follows. Some modules may have pre-requisites (i.e. may require the student to pass another module or set of modules first). Some modules may be co-requisite (i.e. such modules are required to be taken together). The number at the end of the module in parenthesis indicates the credit load of the module. 1 credit is equal to 10 hours of learning (guided, in-class and independent combined); therefore a 10-credit module requires on average 100 hours of learning from the student.

Core modules:
- C5 - ICO - 11 Introduction to Computing (20)
- B5 - BM1 - 13 Business Management 1 (20)
- D5 - CS1 - 13 Communication Study Skills 1 (20)
- D5 - HB1 - 13 Human Biology 1 (Anatomy and Physiology) (20)
- D5 - MDB - 13 Medical Databases (20)
- D5 - CS2 - 13 Communication Study Skills 2 (20)
- A5 - IFA - 13 Introduction to Financial Accounting (20)
- D6 - HB2 - 13 Human Biology 2 (Pharmacology and Pathology) (20)
- D6 - CHA - 13 Computing in Health Administration (20)
- D6 - HET - 13 Health Ethics (20)
- D6 - EPI - 13 Epidemiology (20)
- B6 - MKT - 13 Marketing Management (20)
- D7 - HI1 - 13 Health Information 1 (20)
- D7 - MT1 - 13 Medical Terminology 1 (20)
- D7 - DCO - 13 Disease Coding (20)
- D7 - MST - 13 Medical Statistics (20)
- D7 - PPR - 13 Professional Practice (60)
- D8 - PHI - 13 Public Health Information Management (20)
- D8 - MT2 - 13 Medical Terminology 2 (20)
- D8 - PRO - 13 Project (40)

Elective modules:
- B7 - OPM - 13 Operations Management (20)
- D7 - MTR - 13 Medical Transcription (20)
- D7 - HI2 - 13 Health Information 2 (20)
- B7 - PRM - 13 Project Management (20)
- D8 - FHI -13 Fundamentals of Health Insurance (20)
- B8 - HRM - 13 Human Resources Management (20)
- B8 - ENT - 13 Essentials of Entrepreneurship (20)
- E8-ISD-18:Innovation for Sustainable Development(20)

- D8-ERG-21- Ergonomics for Challenge Driven Education(20)

Recommended full-time study path (4½ years):

Semester 1:
- C5 - ICO - 11, B5 - BM1 - 13, D5 - CS1 - 13

Semester 2:
- D5 - HB1 - 13, D5 - MDB - 13, D5 - CS2 - 13

Semester 3:
- A5 - IFA - 13, D6 - HB2 - 13, D6 - CHA - 13

Semester 4:
- D6 - HET - 13, D6 - EPI - 13, B6 - MKT - 13

Semester 5:
- D7 - HI1 - 13, D7 - MT1 - 13, Elective (one of B7 - OPM - 13, B7 - MTR - 13)

Semester 6:
- D7 - DCO - 13, D7 - MST - 13, Elective (one of D7 - HI2 - 13, B7 - PRM - 13)

Semester 7:
- D7 - PPR - 13

Semester 8:
- D8 - PHI - 13, D8 - MT2 - 13,Elective (one of D8 - FHI - 13, B8 - HRM - 13)

Semester 9:
- D8 - PRO - 13, Elective (one of B8 - ENT - 13,E8-ISD-18,D8-ERG-21)

Admissions Criteria

1) Applicants are expected to have successfully completed secondary schooling. The typical entry requirement is BGCSE or IGCSE (in Botswana), LGCSE (in Lesotho) or other equivalent secondary school qualification.
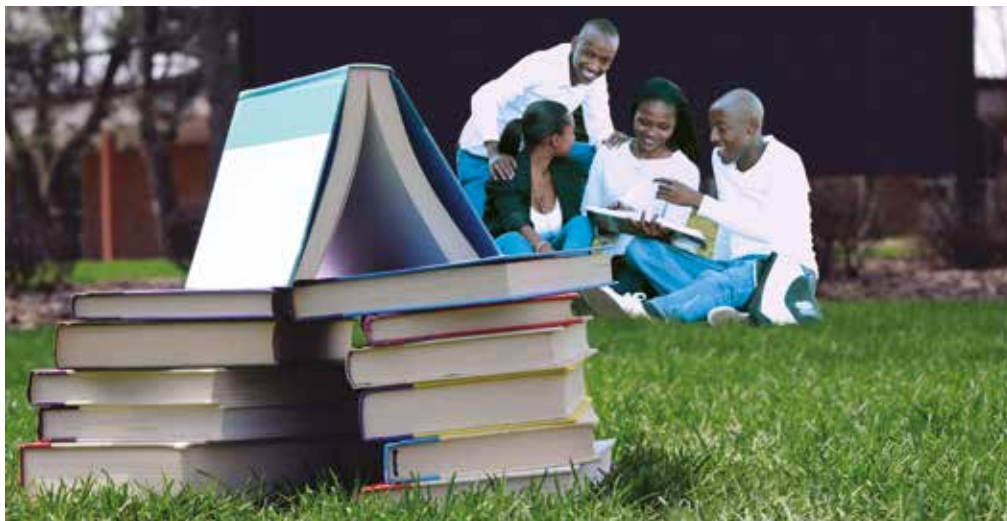**2)** BGCSE/equivalent with minimum Pass (D) in 5 subjects including English, Mathematics and Biolody/Double Science.
3) Applicants in possession of a Diploma or Higher Diploma in related field may be given exemptions based on the credit point equivalency.
4) For enquiries and more information please visit our website:**www.bothouniversity.com**

GENERAL CRITERIA

1. Applying to Botho University

Before applying to Botho University, students are encouraged to take time out to familiarise themselves with all the programmes on offer. Applicants must meet all the relevant minimum requirements for the programme of study they wish to study. It is also important for applicants to assess whether the programme they choose interests them and that they want to make a career out of it. Our friendly Admission Team Counsellors will provide information needed about the programmes and assist applicants to make informed choices. Details on programmes are available on our website: **www.bothouniversity.com**

2. How to calculate points

The admission point system is used to measure your academic achievement based on your school-leaving results. Your school-leaving subject grades or percentages are converted into points as per the table **(see Table 1 next page)** and based on your qualification. These points are added up to arrive at the number of points you have obtained.

Table 1

POINTS	GCE			GCSE				SENIOR CERTIFICATE			IB		ESWATINI	
	A-LEVEL/HSC	AS	COSC	HIGCSE	IGCSE	BGCSE	LGCSE	NSC	HG	SG	HL	SL	POINTS	SGCSE
12	A										7		8	A*
11	B										6		7	A
10	C	a		1				7	A		5	7	6	B
9	D	b		2				6	B		4	6	5	C
8	E	c	A	3	A*,A	A*,A	A*,A	5	C	A	3	5	4	D
7		d	B		B	B	B	4	D	B	2	4	3	E
6	0/S	e	C	4	C	C	C	3	E	C		3	0	F
5			D		D	D	D	2		D		2	0	G
4			E		E	E	E			E				
0					F	F				F				

3. Important points to remember when applying:

- All students can apply in person or using the online application form available on the website. Please read the "Steps to Apply" document available on the application portal before applying.

- Clear certified copies of all relevant educational certificates.

- Clear certified copies of Omang/passport/identity card.

- Please read the Fee Structure and Policy document available on the website before applying.

- Should you have any doubts on the application process please contact our admissions department for further assistance.

Blended and distance learning Campus

BU also offers high quality distance learning education using cutting edge learning management tools such as Black Board providing you with superior learning experience at an affordable cost.

For more information refer to:

online.bothouniversity.com

International Students

Botho University aspires to be the regional hub of academic excellence. In this regard the University has started attracting students beyond Botswana borders from countries such as Zimbabwe, Zambia, Lesotho, Swaziland, Liberia, Namibia etc. International students bring diversity to the student community at Botho University as well as allow for cross-cultural enrichment. At Botho University, the Student Affairs and Alumni Department (SAAD) is dedicated to International students' welfare. The department is also responsible for assisting international students with application for study permits and accommodation in liaison with relevant departments.

How to apply?
....
International students can apply online by visiting the Botho University website (www.bothouniversity.com) or by speaking to an Admissions Department representative. Depending on the programme of study, applicants will have to meet the admission criteria as specified in this prospectus and any pre-requisites required for specific programmes. In case the applicant's country qualifications framework is not catered for in the admissions criteria, please contact the Admissions Department for assistance.

Fee Details
....
Fee details are provided in the website: **www.bothouniversity.com**

Please note that, international students fees may vary from the regular fees. Applicants are requested to contact the Admissions Department for fee details relevant to their country and programme of study.

Accommodation
....
Botho University is committed to providing international students safe, clean and comfortable accommodation. There is 24-hour power and water supply provided at halls of residence. The rooms are provided on a sharing basis with other international students to enable cross-cultural learning. Each apartment is furnished with a table, chair, cupboard and single bed. There is a kitchen, which each occupant of the house is expected to share. The kitchen is furnished with electric stove and connection for basic cooking. There is also a 24-hour security guard to ensure that the occupants feel safe and secure at all times. There is a provision of Wireless Internet (WIFI) connection.

Local Transport
....

Accomodation for international students are available at central locations so that public transport, such as "combis" (minivan) are easily accessible. The fares are nominal and it is a safe and reliable mode of transport. Another option is taxis which are also very popular but are a bit more expensive. Buses for travelling long distance and to remote villages are also available. For international students, the Student Affairs and Alumni Department (SAAD) assists with all information in this regard including route maps, fares etc.

On Arrival in Botswana
....

On arrival in Botswana, an officer from the Student Affairs and Alumni Department (SAAD) welcomes all international students. The Office along with the Office of Campus and Student Housing Management will ensure that international students settle in easily and quickly. It is the department's responsibility that all international students feel at home and can fully concentrate on their studies.

Find out more about how you as an international student can study at Botho University
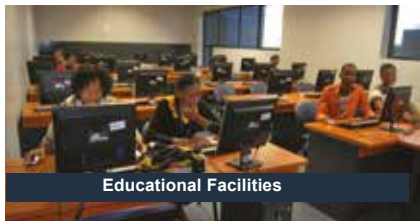
Contact:
Student Affairs and Alumni Department (SAAD)

Email:
careerservices@bothouniversity.ac.bw

State-of-the-art Buildings

Educational Facilities

Lecture Theatre

Botho University offers quality support services and programmes that advance student access to learning, welfare, wellness and talent development through Student and Alumni Affairs Department (SAAD).

Services offered by the various units of the department include:
....

Career and Counselling Services
The unit is available to provide students with psycho-social support, career counselling and academic advising, to further students' personal and professional development.

Special Needs Support
The Special Needs Unit is responsible for managing the welfare of students with special learning needs. The services provided include but are not limited to:

• Accommodation
• Classroom support
• Resource Lab/Centre
• Individual Education Plan (IEP)
• Extra time

Internships and Placement
The Placement and Internship Unit deals with connecting students with appropriate internship opportunities and assisting graduates in seeking meaningful engagements.

Alumni Relations
The Alumni Relations Unit aims to foster a lifelong relationship between the university and its graduates. Its intention is to build strong networks with graduates, geared towards lifelong learning for alumni. Services rendered by this unit include:

• Career Development Support
• Lifelong learning
• Opportunity to mentor university students
• Alumni Community Impact Programmes
• Stay connected facility
• Career Fairs

Health and Wellness
The unit manages the health and wellness of students and staff. It manages the operations of the University clinic, HIV and AIDS policy, and medical emergency evacuations. Some of the services provided include:

• Assistance with minor illness
• Referrals to major clinics and hospitals
• Management of HIV and AIDS interventions and campaigns.
• Wellness programmes
Personal Development

This unit is mandated to teach students life skills. These skills will enable students to cope with tertiary life and life beyond the university. The Personal Development Unit manages and administrates the following:

• Personal Development
• BGP
• One on One Career Sessions
• Development Workshops
• Motivation Sessions
• Entrepreneurship Development
• Leadership Programme

Community Engagement
Botho University is committed to the improvement of people's lives in various communities through skills development, entrepreneurship and community empowerment. This division encourages students to interact with communities in planning and implementing programmes and/or activities aimed at addressing the current demands and situations they are facing. The purpose of this partnership with communities is to improve the lives of people, empower communities to be self-reliant and to develop entrepreneurship skills. The division has an emphasis on instilling the values of volunteerism, Botho, spirit of giving and compassion.

Sports, Culture and Recreation
The unit seeks to contribute to academic performance and personal success by promoting welfare and wellness through talent enhancement and management. This unit has a variety of sporting and non-sporting clubs which seek to contribute to the development of each student in relation to the Botho Graduate Profile.

PROFESSIONAL QUALIFICATION TESTS

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Botho testing centre (BTC) is a professional and secure environment providing access to certifications and qualifications that help develop individuals' skills and knowledge. The centre has been operational since 2012 and has branches in Gaborone and Maseru. We offer a wide range of computer based examinations and also provide Proctoring services for various universities, with prior arrangement.

We are an authorized testing centre in partnership with PearsonVue, Prometric Academic and Prometric IT. We offer examinations such as those for TOEFL, GRE, PMI, CIMA, AAT, Cisco, Microsoft, Oracle, HP, VMware and many other leading global programmes.

Candidates wishing to write an exam can book online with either Prometric or PearsonVue, depending on the vendor for their certifications. Other candidates such as those of AAT, ACCA, CIMA and ICDL exams can schedule for their exams through the assistance of our qualified and friendly staff.
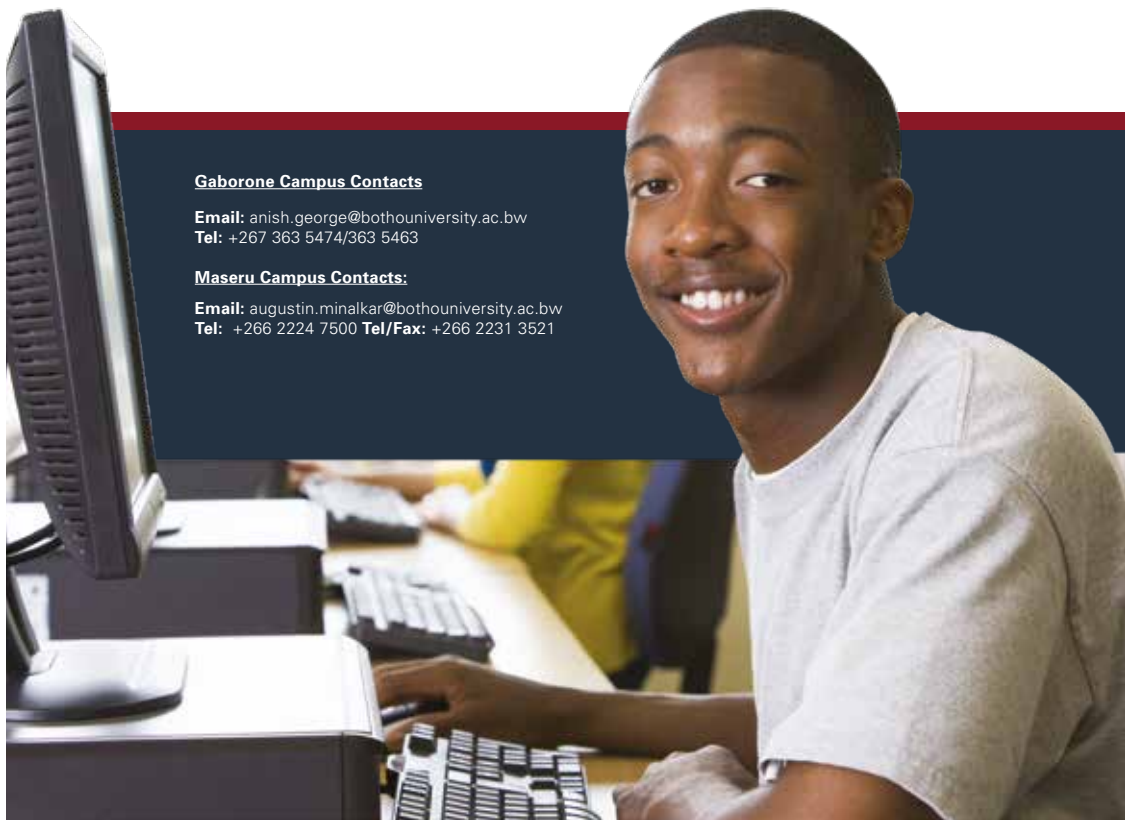
Gaborone Campus Contacts

Email: anish.george@bothouniversity.ac.bw
Tel: +267 363 5474/363 5463

Maseru Campus Contacts:

Email: augustin.minalkar@bothouniversity.ac.bw
Tel: +266 2224 7500 **Tel/Fax:** +266 2231 3521

Quality & Accolades

BQA Registered and Accredited Institution

Registered and Accredited as an Education & Training provider by
Botswana Qualifications Authority (BQA)

HRDC Registered Institution

Botho University is registered with the Human Resource Development
Advisory Council (HRDC) of Botswana.

BOS ISO 9001:2015 Certified Organisation

We are the only University in Botswana to be BOS ISO 9001:2015 certified
- a clear indicator of our passion and commitment to quality. The BOS
ISO 9001:2015 certification is considered "hard to obtain and difficult to
maintain" by some of its recipients.

Registered Institution in the Kingdom of Lesotho

Registered with Ministry of Education and Training and approved by Council on Higher
Education, Kingdom of Lesotho

Registered Institution in the Republic of Namibia

Registered with the National Council for Higher Education in Namibia
Accredited by the Namibia Qualifications Authority. (NQA)

Registered Institution in the Kingdom of Eswatini

Botho University has been granted the authority to establish and operate in accordance with
section 19 of The Higher Education Act of 2013, by ESHEC

PMR Africa Diamond Arrow Award 2015

Winner of the PMR Africa "Diamond Arrow Award" for excellence under the
tertiary institutions category in Botswana as rated by organisations across
Botswana.

Rated by African Quality Rating Mechanism (AQRM)

Botho University's quality at programme level is rated "Good Quality" by the
African Quality Rating Mechanism (AQRM), an initiative of the Commission of the
African Union (AUC) to establish an African quality assurance system for higher
education institutions.

Botho University is a Huawei ICT Academy with a fully equipped laboratory at
its Gaborone Campus including training materials for imparting knowledge on
various advanced ICT courses offered through the academy.

NOTES

NOTES

BOTHO
• GRADUATE •
PROFILE

ENHANCING YOUR EMPLOYABILITY

The Botho Graduate Profile (BGP) is a list of qualities that all Botho University graduates are encouraged to learn and imbibe before they graduate.

CAREER ATTRIBUTES

KNOWLEDGEABLE:
Having expertise in at least one area, with a broad understanding of other disciplines.

HARDWORKING:
Motivated, result driven and committed to delivering work of the highest quality both independently and in a team.

ARTICULATE:
Able to communicate information eloquently, effectively and appropriately to a given audience.

INNOVATIVE & ENTREPRENEURIAL:
Able to identify opportunities and take measured risk to develop new and improved ideas, processes and products that create value.

PERSONALITY ATTRIBUTES

ETHICAL:
Having unquestionable integrity and accountability.

POSITIVE & CONFIDENT:
Being friendly, optimistic and resilient, and having high self-esteem with an ability to take decisions.

COLLABORATIVE:
Considerate of and able to work and communicate effectively with teams of people from different social and cultural backgrounds.

CRITICAL-THINKING:
Having the curiosity and open-mindedness to acquire new knowledge by analysing, reflecting on and evaluating information.

SOCIAL ATTRIBUTES

SOCIALLY RESPONSIBLE:
Committed to bettering one's own community and society at large.

ENVIRONMENTALLY RESPONSIBLE:
Committed to conserving resources and protecting the environment.

GABORONE CAMPUS: Botho Education Park, Kgale, Gaborone, Botswana | Tel: +267 363 5421 / 422 / 446

MASERU CAMPUS: West Wing, Thetsane, Maseru, Lesotho | Tel: +266 22247500

ONGWEDIVA CAMPUS: Mandume Ndemufayo street, Maroela mall Ongwediva, Namibia | Tel: +264817429938/ +264818107423

ESWATINI CAMPUS: Plot No 1206, Riverstone Mall, Manzini, Eswatini | Tel: +268 2505 2288

GHANA CAMPUS: Parcel #259, Block 8 Section 114, La-Bawaleshie Jungle Avenue Rd., East Legon, Accra PO Box KA16158, Kotoka Int. Airport, Accra, Ghana **Email:** BUGhana@bothouniversity.ac.bw

BLENDED & DISTANCE LEARNING CAMPUS: DL@bothouniversity.ac.bw | online.bothouniversity.com | Tel: +267 363 5477

BOTSWANA CAMPUS   LESOTHO CAMPUS   ESWATINI CAMPUS   NAMIBIA CAMPUS   BDL CAMPUS

BOS ISO 9001:2015 CERTIFIED ORGANISATION
www.bothouniversity.com

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EXCELLENCE | LEADERSHIP | INNOVATION

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