

CONTRACT OF ENROLMENT - 2020

Please use block letters.

Membership Number: _____

Membership Category: Affiliate Ordinary

Title: _____ First Name: _____ Surname: _____

Date of Birth: _____ Omang/Passport Number: _____

Name of Employer: _____

Work Postal Address: _____

Branch _____ Work Tel No: _____

Name of Training Manager: _____

Home Postal Address: _____

Mobile: _____ WhatsApp No: _____

Email: _____

Cancellation policy and conditions: Botswana Institute of Banking & Finance

1. Should the student withdraw from the course or subject during the term, he/she will be required to pay the full amount for the course. Students will only be allowed to cancel during the first 7 days of commencement of classes without any cost to them. A written cancellation should be sent to the institute.
2. The Institute holds the copyright to the study material. It is illegal to photocopy, give, lend or sell any portion of it to another person or entity.
3. The information supplied in the contract is taken to be true and correct. BIBF shall be entitled to cancel this contract should the student supply false or incorrect information at any time.
4. The enrollment form should be accompanied by full payment and submitted before the closing date.
5. Any outstanding fees will result in the institute having to withhold your results until the full amount is settled. The institute will also seek assistance regarding the collection of fees from your employer.

I have read and understood the contents of page 1 and 2 of this contract.

Signature: _____ Date: _____

KINDLY FORWARD ALL PAYMENTS AND ENROLMENT FORMS TO THE BOTSWANA INSTITUTE OF BANKING & FINANCE BY THE CLOSING DATE.

THE BOTSWANA INSTITUTE OF BANKING & FINANCE - 2020 LECTURES

Study material should be collected and signed for at the Institute. All members are required to purchase the relevant study material before they can be admitted to write the examinations.

| SUBJECT | | PAYABLE TO BOTSWANA INSTITUTE OF BANKING & FINANCE | | | FOR OFFICE USE ONLY | | | | |
|-------------------------------------|------|--|-------------------------------|--------------------------------|---------------------|----------|----------|-------------------|-----------|
| | | Study Material P 738.00 | Lectures Ordinary P 843.00 | Lectures Affiliate P 897.00 | MODULE 1 | MODULE 2 | MODULE 3 | DATE BOOKS ISSUED | Signature |
| CERTIFICATE IN BANKING | | | | | | | | | |
| Accounting 1 | (30) | | | | | | | | |
| Principles of Law | (31) | | | | | | | | |
| Elements of Banking | (32) | | | | | | | | |
| Principles of Management | (33) | | | | | | | | |
| Introduction to Economics | (34) | | | | | | | | |
| Business Communications | (35) | | | | | | | | |
| ASSOCIATE DIPLOMA LEVEL 1 | | | | | | | | | |
| Accounting 2 | (36) | | | | | | | | |
| Law Relating to Banking | (37) | | | | | | | | |
| Management Practices | (38) | | | | | | | | |
| Introduction to Investment | (39) | | | | | | | | |
| Plus ONE from the following: | | | | | | | | | |
| Taxation | (40) | | | | | | | | |
| Statistics | (41) | | | | | | | | |
| ASSOCIATE DIPLOMA LEVEL 2 | | | | | | | | | |
| Lending | (42) | | | | | | | | |
| International Trade Finance | (43) | | | | | | | | |
| Monetary and Financial Systems | (44) | | | | | | | | |
| Strategic Marketing Management | (45) | | | | | | | | |
| Investment Management (OPTIONAL) | (46) | | | | | | | | |
| SUB TOTAL | | P | P | P | | | | | |

Students will not be permitted to attend lectures without having purchased the relevant study material.

| FEES | |
|----------------------------|----------|
| Sub Total - Study Material | P |
| Sub Total - Lectures | P |
| TOTAL | P |

| PAYMENTS - FOR OFFICE USE ONLY | | | |
|--------------------------------|--------|--------|-----|
| DATE | RCT NO | AMOUNT | BAL |
| | | | |
| | | | |
| | | | |

Signature _____

Surname _____

First Names _____

Total Paid _____

Date _____