



Student Fees

Prospectus 2025



PROSPECTUS 2025

STUDENT FEES

THE UNIVERSITY OF NAMIBIA

STUDENT FEES PROSPECTUS 2025

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The information in this Prospectus is correct as at 30 November 2025

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STUDENT FEES

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STUDENT FEES

1. STUDENT FEES: PAYMENTS

1.1. Payments may be made as follows

(a) Personally

- i. Payments can be made at the cashiers at any University of Namibia campus.

Requirements:

- i. No payments should be made to any member of staff other than the Cashier.
- ii. Students must present their student cards to avoid payment from being posted to incorrect student numbers.
- iii. Students and parents must indicate the type of payment they want to make to ensure correct allocation.
- iv. No payments should be made without obtaining an official receipt from the cashier.
- v. Students who make payments at the cashier should verify their **receipts and change**, before leaving the counter. The cashier will not be responsible for any mistakes on receipts and or wrong change that may be claimed afterwards.
- vi. The University and its staff cannot be held responsible for any losses if the above payment requirements are not adhered to.
- vii. Only official original receipts will serve as proof that payments have been made to the University of Namibia.

Office Hours:

Mondays to Fridays

08H00 – 13H00

14H00 – 16H00

(b) Online payment

It is recommended for payments made to be done via Online payment for immediate access to online registration. Online payment can be made on the UNAM website at: pay.unam.edu.na

(c) Payments can also be made into the following bank accounts listed below:

Account name: UNAM STUDENT DEPOSIT ACCOUNT
Account type: Current account
Bank name: First National Bank Namibia
Account number: 62246793451
BIC code: FIRNNANX
Reference number: Student Number (Compulsory)

OR

Account name: UNIVERSITY OF NAMIBIA
Account type: Deposit Account
Bank name: Standard Bank of Namibia
Account number: 041471407
BIC code: SBNMNANX
Reference number: Student Number (Compulsory)

OR

Account name: UNAM STUDENT DEPOSIT ACCOUNT
Account type: Deposit Account
Bank name: Bank Windhoek
Account number: 8020914616
BIC code: BWLINANX
Reference number: Student Number (Compulsory)

OR

Account name: UNAM STUDENT DEPOSIT ACCOUNT
Account type: Deposit Account
Bank name: NEDBANK
Account number: 11990456560
BIC code: NEDSNANX
Reference number: Student Number (Compulsory)

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Requirements:

- i. Direct bank deposits made during the registration period, should be made three (3) days in advance for clearance, to be admitted for registration.
- ii. Bank deposits and transfers can only be verified during normal working hours.

No cash should be sent via post.

2. ENQUIRIES STUDENT ACCOUNTS

Financial statements can be viewed on Student Portal or requested via email.

Email your enquiry to studentaccounts@unam.na

All the enquiries will be attended to and feedback will be provided via email within 48hours
Student Debtors' Office

Telephone Number: +264-61-206-3370/3191

OFFICE HOURS: ENQUIRIES

Mondays to Fridays

For Enquiries

08:00 - 13:00

14:00 - 16:00

3. PAYMENT OF PRESCRIBED FEES

3.1 Minimum Deposit requirements

The minimum deposits payable at Academic registration for 2025 are as follows.

All current and prospective students at the University of Namibia are urged to note the following approved deposit for the 2025 academic year.

Description	Namibian Students	SADC Students	Non-SADC Students
Tuition fee deposit	4 000	5 650	14 300
Registration fees	1,500	1 500	1 500
Connectivity fees	575	575	575
Technology fees	750	750	750
Student Administration Levy	150	150	150
International Student Levy	0	3 500	3 500
Total registration fee & deposit payable	6 975	12 125	20 775

Notes:

- a) All outstanding balances must be cleared before the registration start.
- b) Always use your student number as the reference for deposits and transfers.
- c) Students with a **NSFAF acknowledgement letter** must pay the N\$2,975 registration fee and the hostel deposit. If the letter does not guarantee a loan award.
- d) Full payment of the registration fee and deposit is required on or before your academic registration date.
- e) At least 60% of the fee balance must be paid by 30 June 2025. The remaining 40% balance must be settled before 30 November 2025.
- f) A **10% discount on tuition fees** (excluding additional class fees) is available for students who pay in full before the end of February 2025. Applications for the discount must be submitted in writing latest by 31 May 2025.
- g) **Bursary holders** can be exempted from the deposit upon providing written proof of sponsorship/bursary.
- h) A late registration fee of N\$600 applies to students who register after the normal registration.
- i) Cash will not be accepted at registration points.

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3.2. Residence fees

HOSTEL FEES PER CAMPUS	ROOM TYPE	Namibian / SADC			Non-SADC		
		Annual fees	20% Deposit at Registration	Per Month (100% - 20%) / 10 months	Annual Fees	20% Deposit at Registration	Per Month (100% - 20%) / 10 months
Hage Geingob Campus	Single	30,450	6,090	2,436	60,900	12,180	4,872
Hifikepunye Pohamba Campus	Quadruple	5,850	1,170	468	11,700	2,340	936
	Double	9,360	1,872	749	18,720	3,744	1,498
	Single	11700	2,340	936	23,400	4,680	1,872
Eng. José Eduardo dos Santos (JEDS) Campus	Double	15,120	3,024	1,210	30,240	6,048	2,419
	Single	18,900	3,780	1,512	37,800	7,560	3,024
Katima Mulilo Campus	Double	9,360	1,872	748	18,720	3,744	1,498
Khomasdal Campus	Quadruple	5,850	1,170	468	11,700	2,340	936
	Single	11,700	2,340	936	23,400	4,680	1,872
	Double	9,360	1,872	749	18,720	3,744	1,498
Main Campus	Quadruple	9,070	1,814	726	18,140	3,628	1,451
	Double	14,510	2,902	1,161	29,020	5,804	2,322
	Single	18,140	3,628	1,451	36,280	7,256	2,902
Neudamm Campus	Double	14,510	2,902	1,161	29,020	5804	2,322
	Single	18,140	3,628	1,451	36,280	7,256	2,902
Ogongo Campus	Double	10,080	2,016	806	20,160	4,032	1,613
	Single	12,600	2,520	1,008	25,200	5,040	2,016
Rundu Campus	Double	9,360	1,872	749	18,720	3,744	1,498
	Single	11,700	2,340	936	23,400	4,680	1,872
Sam Nujoma Campus	Double	12,600	2,520	1,008	25,200	5,040	2,016
	Single	15,750	3,150	1,260	31,500	6,300	2,520
Northern Hospital	Single	11,700	2,340	936	23,400	4,680	1,872
Southern Campus	Tripple	7,020	1,404	562	14,040	2,808	1,123
	Double	9,360	1,872	749	18,720	3,744	1,498
	Single	11,700	2,340	936	23,400	4,680	1872

Hostel Registration Notes:

- a) Any outstanding hostel fees from previous years must be paid before registration.
- b) Compulsory breakfast has been delinked from accommodation fees and breakfast is payable in cash.
- c) A Wear & Tear fee of N\$975 is due before or on the day of hostel registration.
- d) 20% deposit of hostel fees is payable upfront, with the balance spread over equal monthly instalments until 30 November 2025.
- e) We encourage using the online payment platform or bank deposits into the accounts provided below.
- f) Ensure bank deposits and electronic transfers are completed 3-4 days before the registration date.
- g) Online payments on the UNAM website reflect instantly in your student account.

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3.3 Modes of payment on remaining balance

- Sign a debit order at registration of which 60% needs to be settled to allow entrance to the 1st semester examination. The remaining 40% balance must be settled as entrance requirement to sit in for the 2nd semester examination.
- 1.3.1 Class fees and additional class/practical fee will be charged per course/subject against each student account. Qualifications with practical components may differ due to extra load on practical. Non-SADC students will be charged double the Namibian rate, excluding Cost Recovery courses.
- 1.3.2 Tuition Fees: Postgraduate (Masters and Doctorate Degrees) Non-SADC Countries will be charged double the Namibian rate, excluding Cost Recovery courses.

Information for Post graduate studies/cost recovery programs not listed above should be obtained from the various Faculties.

Please note that years after any current year, are subject to any changes in fees as may be determined by Council.

3.4 Meal payments

Meals (Lunch and Dinner optional)

Per Year N\$ 24 750.00
Per Semester N\$ 12 375.00

NB:

- i. Bursary holders may be levied 100% of the total meal fees, only if written confirmation has been received.
- ii. Non bursary students, who need to make use of meals on Campus, should pay cash in advance at UNAM cashiers, directly on their meal accounts
- iii. Meal fees will be processed on presentation of proof of a bursary or presenting an official receipt as proof of payment.
- iv. The daily limit for meals (lunch & dinner) are **N\$ 90.00** per day
- v. Inter account transfers are not allowed unless a **WRITTEN REQUEST** is received to transfer fees.
- vi. No fees will be transferred from the fee OR any other account unless that account has a credit balance.
- vii. Inter account transfers for meals, books and copies these are only allowed **once per year**.

3.5 Wear and Tear Fee

- (a) A wear and tear fee of **N\$975, 00** is payable on day of Hostel Registration and is not refundable.

4. OTHER FEES PAYABLE

4.1 Miscellaneous Fees

DESCRIPTION	AMOUNT N\$
Registration fees	1 500.00
Technology fees	750.00
Student Administration levy	150.00
Connectivity fee (Payment in addition to registration fee)	575.00
Late registration fee (Payment in addition to registration fee)	600.00
Resubmission of assignments	80.00
Exemption/Recognition fees: Year & Semester modules	300.00
Wear and Tear	975.00
International Student levy (SADC & NON-SADC students)	3 500.00
Promotional Examination fees	500.00
Administration/Service fees (Per inter account transfer and or refund)	20.00
Application fees (Namibian Students)	150.00

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Late application fees (Namibian Students)	350.00
Application fees (International students)	300.00
Late application fees (International Students)	650.00
To replace a certificate	270.00
Transcript of academic record (per script)	110.00
Re-marking of examination paper (per paper)	350.00
Lost Student/Meal card (Not Refundable)	110.00
Proof of Registration	60.00
Reprint of timetable (Per scrip)	80.00
Reprint of results	100.00
UNAM Clinic Medical fee per visit for registered students	15.00
Unpaid /Return payments	500.00

5. FEES PAYABLE

5.1 Due Dates

Registration & Tuition Fees Deposit:	Before or on day of normal registration
Late Registration Fees:	Before or on day of late registration
Hostel fees:	Before or on day of hostel registration
Outstanding tuition fees:	* A minimum of 60% of fees needs to be settled to allow entrance to the 1 st semester examination. The remaining 40% balance must be settled as entrance requirement to sit in for the 2 nd semester examination.

5.2 Default of Payments

Should a student, his/her parents, sponsor or any other organization who may have accepted responsibility for payments of fees, fail to pay by the due dates as prescribed in these regulations, the following will apply:

- i. Refuse access to lecture halls;
- ii. Refuse admission to examination;
- iii. Refuse admission to hostel accommodation;
- iv. Refuse registration for the next academic year;
- v. Withhold examination results;
- vi. Withhold qualification and academic transcripts as may be applicable;
- vii. Refuse access to student portal.

Notes:

- i. Any outstanding balances, relevant to a prior year(s)/ semester of study, MUST first be settled before any student will be allowed to re-register, receive results/certificate or sit in for any examination(s)
- ii. Non-registered students with outstanding tuition fees will be handed over to the debt collector, at the cost of the debtor.

6. CANCELLATION DATES

6.1 OLD CURRICULUM Cancellation Credits for Tuition fees

6.1.1 Year Courses

- i. Cancellation of course(s) on or before **21 February 2025- 100% credit**
- ii. Cancellation of course(s) on or before **07 July 2025 - 50% credit**
- iii. Cancellation of course(s) after **07 July 2025 - no credit**

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6.1.2 First Semester Modular Courses

- i. Cancellation of course(s) on or before **21 February 2025 - 100% credit**
- ii. Cancellation of course(s) on or before **14 March 2025- 50% credit**
- iii. Cancellation of course(s) after **14 March 2025 - no credit**

6.1.3 Second Semester Modular Courses

- i. Cancellation of course(s) on or before **11 August 2025 -100% credit**
- ii. Cancellation of course(s) on or before **01 September 2025 - 50% credit**
- iii. Cancellation of course(s) after **01 September 2025- no credit**

6.2 NEW CURRICULUM Cancellation Credits for Tuition fees

6.2.1 Year Courses

- i. Cancellation of course(s) on or before **17 March 2025 - 100% credit**
- ii. Cancellation of course(s) on or before **14 April 2025 - 50% credit**
- iii. Cancellation of course(s) after **14 April 2025 - no credit**

6.2.2 First Semester Modular Courses

- i. Cancellation of course(s) on or before **17 March 2025 - 100% credit**
- ii. Cancellation of course(s) on or before **14 April 2025 - 50% credit**
- iii. Cancellation of course(s) after **14 April 2025 - no credit**

6.2.3 Second Semester Modular Courses

- i. Cancellation of course(s) on or before **11 August 2025-100% credit**
- ii. Cancellation of course(s) on or before **01 September 2025 - 50% credit**
- iii. Cancellation of course(s) after **01 September 2025 - 50% credit**

6.2.4 Core Modular Courses

- I. Cancellation of course(s) on or before **31 January 2025 - 100% credit**
- II. Cancellation of course(s) on or before **14 February 2025 - 50% credit**
- III. Cancellation of course(s) after **14 February 2025 - no credit**

6.3 Cancellation Credits for Hostel fees

6.3.1 Hostel Cancellation per year

- i. Cancellation of Hostel on or before **31 March 2025- 75% Credit**
- ii. Cancellation of Hostel on or before **30 June 2025 – 50% credit**
- iii. Cancellation of Hostel on or before **01 September 2025 – 25% credit**
- iv. Cancellation of Hostel after **01 September 2025 - no credit**

6.3.2 Hostel Cancellation for semester 2

- i. Cancellation of Hostel on or before **01 September 2025 – 50% credit**
- ii. Cancellation of Hostel after **01 September 2025 - no credit**

Students failing to cancel courses and/or residence remain responsible for the full fees for the Academic year

7. BURSARY STUDENTS

- i. No confirmation letters by Sponsors during the examination period will be accepted for examination admission
- ii. Written proof of bursaries awarded must be provided by sponsored students at registration.

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8. REFUNDS

8.1 Refund upon Discontinuation of Studies or Courses

- i. The application/ registration /technology fees/student administration levy/connectivity/ international student levy/ late registration/ wear and tear fees are **non-refundable**.
- ii. Refunds for short courses can only be made on approval of Head of Departments.
- iii. Application for refunds should be made online (Portal)
- iv. No refunds will be processed during the registration period.
- v. No refunds of credit balances will be considered without written consent of the donor/parent.
- vi. The date and manner of refunding of all fees shall be determined in accordance with the normal rules.

9. DISCOUNTS AND REBATES

9.1 Discounts

- i. Students who settle their tuition fees during the registration period qualify for a 10% discount on tuition fees (excluding additional class fees) and should apply in writing on or before 31 May 2025.
- ii. All applications should be submitted to the following email address: sshiyuka@unam.na or financecreditcontrol@unam.na .
- iii. Discounts will be processed after this date and will reflect on the individual student accounts. Students who need to claim the discount should apply for a refund.

9.2 Tuition Waiving to Staff Members and their Dependents

Staff members and their dependents shall pay the following:

Registration fee -	N\$1 500.00
Connectivity fee –	N\$ 575.00
Technology fees-	N\$750.00
Student administration levy	
Late Registration Penalty (where applicable) –	N\$600-00
International student levy (Foreign students only) –	N\$3,500-00
Exemption / recognition fees (where applicable)	
Cost Recovery/Practical fees (where applicable)	

- iv. Staff members of the University of Namibia and University of Science and Technology (NUST) who wish to apply for staff rebate, should apply prior Registration **each year**, through their Human Resource Department.
- v. Only **approved staff waiving forms** will be accepted at registration, and the relevant staff member or dependent will qualify for reduction of the tuition fees charged on their student accounts.
- vi. The student accounts will be rectified afterwards, and the balance payable should be paid by the various staff members/Dependents.
- vii. Staff rebates will only be processed during the year for passed modules only.
- viii. No reduction or waiving will be allowed if the relevant person has a bursary and/or when courses are repeated or re-examined.

9.3 Rebates to Members of Housing Committees (HC)

A rebate as determined by Finance Committee will be granted to the HC Chairperson and HC members for the period served in that capacity. Rebates will only be refunded in cash if the fee account is paid in full.

9.4 Rebates to Student Representative Council

A rebate as determined by Finance Committee for SRC members and SRC Chairperson will be granted on the following conditions:

- i. The rebate will be paid pro-rata for the period served as SRC member or chairperson.
- ii. Rebates will be calculated on tuition fees only, excluding additional class fees, e.g. hostel fees, practical fees, exemption fees or any other debits.
- iii. Rebates will be calculated and paid at the end of the year.
- iv. Rebates will only be refunded, if the fee account is paid in full.

9.5 Family Rebates

When a second or further child from a family (from the same parent) enrolls for full-time study at the University (not necessarily at the same time), corporate tuition fees (excluding additional class fees / practical fees, hostel fees, meal fees or any other fees) will be charged as follows:

- i. 2nd child - 10% remittance for the normal duration of study,
- ii. 3rd child and later children - 20% remittance for the normal duration of the study.

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- iii. Parents or students who wish to avail themselves of this concession must please note that applications must be forwarded in writing by not **later than 31 May 2025**. Satisfactory proof must be produced.
- iv. All applications should be submitted to the following email address: sshiyuka@unam.na.
- v. Applicants must provide a full birth certificate as proof that at least one parent is the same or documentary proof that they are legally adopted.
- vi. This concession is not available to students who were granted bursaries/scholarships and/or who repeat a course.
- vii. Part-time, self-supporting and married students do not qualify for this rebate.

10. GENERAL STIPULATIONS REGARDING STUDENT FEES

- i. Students **MUST** register for all modules in the beginning of the year (Semester 1 & Semester 2)
- ii. All other subjects which are not registered at the beginning of every semester may not be attended **AND** no examination results for such subjects will be recognized.
- iii. Should Council temporarily or permanently suspend any student's rights or privileges, or permanently refuse admission to any student, the student concerned shall forfeit all claims to refunds, reduction or remission of fees paid or payable to the University of Namibia.
- iv. It is the responsibility of each student debtor to obtain financial statements and verify his/her account(s) on a regular basis.
- v. All student account enquiries should be forwarded to the Debtors Office without delay.
- vi. Students and parents should under no circumstances deposit money intended for personal use into the University account.
- vii. Final year students required to register for promotional examination for graduation purposes, should settle their Accounts in full on day of registration.
- viii. Council reserves the right to amend, all fees payable to the University without prior notice.

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