Exams' Registration Card

P O Box 311, Gaborone, Botswana | Tel: +267 392 8439
Sefoke Ward, Tlokweng, Plot #12141 | Fax: +267 392 8305
aad@abcbots.org

Assembly Bible College (ABC) System

ODL ☐ PT ☐ FT ☐

Student ID:

DOB: / / /

Surname:

First Name:

Middle Name:

Email Address:

Address [where to Seat for the Exam]

_____

_____

_____

Course/Module:

1	ed.
2	ed.
3	ed.
4	ed.
5	ed.
6	ed.

Exam Date [refer to your course schedule]

_____/_____/_____

_____

Student Signature

Note:

Enrollment is official when the Assembly Bible College Office processed your exam's registration Card.

Office Stamp

Exam's Registration Policy

(a) Student shall take your examinations where you stay or next to where you stay. Should you stay 40km away from Gaborone, you seat for your exams at ABC main campus.

(b) Venue shall be Assemblies of God church not far from where you stay. Qualified Invigilators, aproved by the College, shall help you seat for your exams.

(c) All fees due must be paid before the learner can be entered for any examination or awarded any qualification.

(d) No student is allowed to seat for the final examination with an unredeemed school fee bill. All debts must be settled before a student seat for the final examination.

(e) All payments "MUST" be done through the bank: **Account Name: Assembly Bible College, Absa Botswana, Acc#2714874, Mall Branch #001, Gaborone.**

(f) The deposit slips to be faxed to +267 392 8305 or scanned then forwarded to **finance@abcbots.org**

(g) It is the responsibility of each student to ensure that his or her sponsor is paying the school fees on time.

(h) Exam's enrolment for a course will be refused where there are fees relating to previous enrolments outstanding.

(i) This card "MUST" be completed and submitted two weeks before classes begin.

(j) Confirmation of enrolment shall be automatically sent to the student's email emmediatly after this form is submitted.

(k) Should there be any reasons the student will not be able to write the exam, it is the student's responsibility to notify the College "Two Weeks" before the exam's set date, except on reasons beyond your control.

(l) Should a student miss the exam, he or she will wait for the next academic year when that course is offered.