Botswana Open University



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INFORMATION ON END OF SEMESTER 1 EXAMINATIONS

23rd Nov- 03rd Dec **2026**

1.0 Introduction

BOU would like to inform all its tertiary students that end-of-Semester 1 Examinations are scheduled for **23rd November – 03rd December 2026.** Examination timetables and other relevant information, including requirements, expectations, conduct and instructions, will be communicated through the BOU Student Portal, website, and Facebook page. The examinations will be uploaded on the BOU Student Portal for students to access and write as timetabled.

The details of the examinations for each Faculty and programme are as indicated below.

2.0 Faculty of Business and Management Studies

2.1 All Diploma Programmes - Diploma in Business Management, Diploma in Human Resources Management and Diploma in Marketing Management.

Students are informed that they will write the examinations, which are downloadable and submitted on the Student Portal, within a period of **3 hours** on the day scheduled for each Course. Please note that while the duration is 3 hours, the cutoff is an hour after the 3 hours to enable students to submit their work.

2.2 All Degree Programmes - BCOM (Human Resources Management and Industrial Relations), Bachelor of Business and Entrepreneurship and Bachelor of Business Administration (Leadership and Change Management)

Students are informed that they will write the examinations, which are downloadable and submitted on the Student Portal, within a period of **3 hours** on the day scheduled for each Course. Please note that while the duration is 3 hours, the cutoff is an hour after the 3 hours to enable students to submit their work.

2.3 Commonwealth Executive Master of Business Administration

Students are informed that they will write the examinations, which are downloadable and submitted on the Student Portal, within a period of **3 hours** on the day scheduled for each Course. Please note that while the duration is 3 hours, the cutoff gis an hour after the 3 hours to enable students to submit their work.

2.4 Details for all the Examinations

a. Each examination shall be administered and completed within a **3-hour period.** Please note that while the duration is 3 hours, the cutoff is an hour after the 3 hours to enable students to submit their work.
b. A timetable has been posted on the student portal, detailing when each examination will be available for download.
c. All examinations will be done through our online MOODLE platform
d. Students will be required to download their examination, answer it and then upload the answer script before the stipulated portal closing time.
e. All students are to ensure that they have access to their individual Moodle accounts on the University platform.
f. The work must be typed in the following format: Font, Times New Roman, size 12-point, spacing 1.5, justified. Page numbers should be included.

g. Use the standard University cover page, and complete all the required details (student number, Regional Campus, course code, qualification, etc.). This information is very critical in ensuring that the information you have submitted is easily identified as yours.

h. Students are required to comply with all assessment-related rules and procedures.

3.0 Faculty of Education

3.1 Certificate in English for Professional Purposes (EPP).

Students are informed that they will write **venue-based examinations,** which will be held at Gaborone Regional Campus. Gaborone Regional Campus is situated at Fairgrounds Plot 4742, Machel Drive, Gaborone. Further details regarding the specific classrooms or hall to be used for your examinations will be communicated directly to your class.

3.2 Diploma in Integrated Early Childhood Development /Diploma in Early Childhood Education.

Students will write **90 minutes** Timed Online multiple-choice format Papers. The timetable and instructions for these will be shared on the portal.

3.3 All Bachelor of Education Degree Programmes – BEd (Primary), BEd (Special & Inclusive Education) and BEd (Integrated Early Childhood Development)/ BEd (Early Childhood Education).

Students (Primary, Special & Inclusive Education, Early Childhood Education) will write **90 minutes** Timed Online multiple-choice format Papers. The timetable and instructions for these will be shared on the portal.

The examinations will be done through the portal, giving you only **ONE ATTEMPT** to complete the assessment. Each examination is "TIMED", meaning that once the allocated time has elapsed, your single attempt will automatically end. However, the examination for each course will be open from **0800hrs** until **1800hrs** on the scheduled examination day.

3.4 MEd (Educational Leadership)

Students are reminded to continue working on their Proposals, Assignments, Projects, and Dissertations, and submit them as per the schedules shared on the portal.

3.5 MEd (Early Childhood Development)

Students are reminded to continue with their final assignment and submit it as per the schedule shared.

3.6 Post Graduate Certificate in Quality Assurance in Education

Students are reminded that they should continue to submit assignments and participate in Forums as per the schedules shared on the portal. Quizzes will run as per the schedule on the portal.

4.0 Faculty of Social Sciences

4.1 Certificate in Community Based Work with Children and Youth (CBWCY)

Students should submit their assessments as communicated in the Delivery Schedule.

4.2 Bachelor of Science in Public Health

Students are informed that they will write examinations comprising both objective (multiple-choice question format) and subjective (written- response examination) questions on the scheduled examination date for each course.

The **1-hour timed online multiple-choice format papers** will be available from 0800 to 1700 on the scheduled date.

The **2-hour written-response examination** will be downloadable and must be completed and submitted through the Student Portal within the allocated 2-hour period on the scheduled date. Please note that although the duration of the **written-response examination** is 2 hours, the cutoff is an hour after the 2 hours to enable students to submit their work

4.3. Bachelor of Social Sciences in Youth Development

Students are informed that they will write the examinations, which are downloadable and submitted on the Student Portal over a period of **3 hours** on the day scheduled for each Course. Please note that while the duration is 3 hours, the cutoff is an hour after the 3 hours to enable students to submit their work.

The examinations will be administered as follows:

- Download the examination timetable from the BOU website. The timetable will indicate the two courses you are scheduled to write. The two courses are **SYIS711 and SYPD711**.
- Log in to the Moodle platform to access and download the examination questions.
- Complete each examination paper according to the scheduled timetable and ensure that you upload your completed work before the allocated examination time expires.
- Please note that the examination portal will close automatically at the end of the allocated time, and submissions will not be accepted thereafter. **You are therefore advised to manage your time carefully to avoid missing the submission deadline.**

4.4 Commonwealth Executive Master of Public Administration

Students are informed that they will write the examinations, which are downloadable and submitted on the Student Portal, over a period of **3 hours** on the day scheduled for each Course. Please note that while the duration is 3 hours, the cutoff is an hour after the 3 hours to enable students to submit their work.

The examinations will be administered in the following way:

- Go to the student Portal to access the timetable for each of the courses you are due to write.
- Go to the Moodle platform to download the questions
- Work on each of the modules/assessments as timetabled, to finish and upload your work before the scheduled end time for the assessment. The portal will close immediately when the allocated time elapses, and you will not be able to submit after the portal has closed.

5.0 Faculty of Science and Technology

5.1 Bachelor of Technology in Information Systems (B.TECH-IS)

Students are informed that they will write venue-based examinations which will be held at Gaborone Regional Campus. Gaborone Regional Campus is situated at Fairgrounds Plot 4742, Machel Drive, Gaborone. Further details regarding the specific classrooms or hall to be used for your examinations will be communicated directly to your class.

6.0 Research Projects

All students with Research Components are reminded to continue doing their proposals, projects and dissertations and make their final submissions according to the Delivery Schedule. BRM620 must be submitted electronically, while EPED622 must be submitted in hard copy as instructed.

Detailed requirements, expectations, and conduct of these examinations will be placed on the portal for students to follow. Use the timetable provided on the portal to check when your course is scheduled.

7.0 Special or Extenuating Circumstances Form (SorEC) and Incident Form

Any student who fails to write the examinations as scheduled on the timetable will be expected to request for special examinations to be written at a later date. The request must be made by completing the Special or Extenuating Circumstances Form (SorEC) and sending it to your Regional Campus Assessment Officer. Students who encounter any challenges during the examinations and fail to submit their work must report these incidents by completing the Incident Form and submitting it immediately to the Assessment Officer.

We wish you all the best.