



BOTSWANA  
EXAMINATIONS  
COUNCIL

# ONLINE REGISTRATION FOR PAYMENT USING ORANGE MONEY

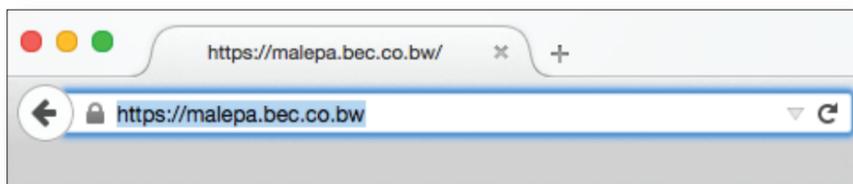
## ONLINE PAYMENT OF BGCSE EXAMINATION FEES USING ORANGE MONEY (PRIVATE CANDIDATES)

Botswana Examinations Council (BEC) would like to inform its stakeholders and the public that the 2015 BGCSE registration and payment for private candidates can be done online with the aid of Orange Money.

**To be able to register and pay online, private candidates will require Internet access, an Orange Money Account and sufficient Orange network coverage.**

Below are the steps to follow to complete the registration form using the MALEPA system before proceeding with payment using Orange Money.

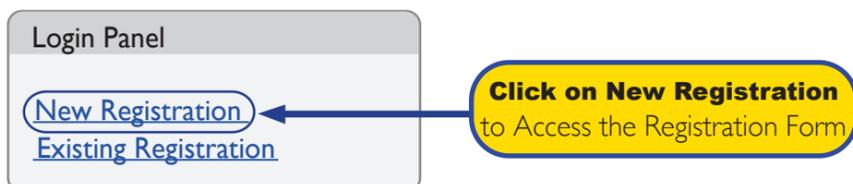
### Step 1



Open the web browser (Internet Explorer or Mozilla Firefox or Google Chrome) and type the URL **https://malepa.bec.co.bw** to open the Malepa webpage.

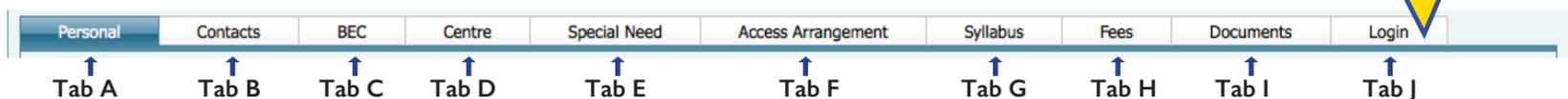
### Step 3

The login panel will appear as shown below.



### Step 5

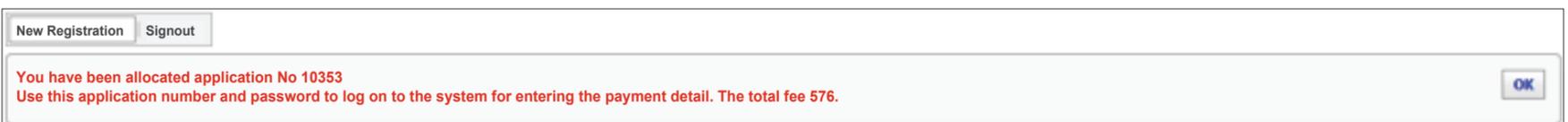
Continue Completing the Online Registration by filling your details on the **Tabs A to J** as indicated by arrows below.



Please ensure that you have completed all the relevant fields before submitting your registration. Check for errors and verify all the information entered.

### Step 6

Upon submitting your registration you will receive a notification similar to the one below. This means you have successfully submitted your registration and you can now proceed to make payment using Orange Money.



Click on **OK** and A provisional statement of entry pops out showing all the data you entered. It also shows the application number and amount to pay.

**The application number and password must be kept in a safe place.** You might need it to make corrections on your first registration. Please note that this facility is only available for a limited period. **Registration closes 15<sup>th</sup> May 2015.**

**The provisional statement of entry CANNOT be used for the examination.** After making payment you will be sent a **Final Statement of Entry** to be used for your final examinations. It will show the centre number, candidate number, candidate's details, syllabi registered for and the timetable.

For more information and technical Assistance please contact the **BEC Malepa Support Office** on 3650839/860

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