

## Payments to the African Forensic Sciences Academy (AFSA)

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### Electronic or Manual Payments to AFSA

#### 1. Before making a payment

Select the manner in which the payment will be made:

- a. Electronic: payment via a transfer from your bank to Ecobank (AFSA account), OR
- b. Manual: by depositing money (e.g. cash) into the AFSA account

Please verify the amount you must pay to AFSA.

- a. Please pay the exact amount to AFSA, thus specify e.g. USD 50, and not the equivalent in your own currency. This will ensure that the total amount of USD 50 is received by AFSA and your account is not left with an unpaid amount.
- b. Ensure that banking fees are not deducted from the amount paid to AFSA, thus that you select the option that the sender (you) will pay the banking fees, when applicable
- c. Amounts paid in excess of the required amount will be processed as a donation to AFSA (to prevent cents having to be transferred due to exchange rate fluctuations).

Reference numbers to use when making a payment to AFSA:

- a. If you received an invoice from AFSA, please use the invoice number.
- b. If you are making payment(s) of membership fees, please use
  - i. Your membership number as the reference number, e.g. AFSA0000F, if you already have a number (thus for renewals etc.).
  - ii. If you do not yet have a membership number (first time applicants) please use your last name (surname) and initials as the reference number.

#### 2. Manual payments

If you wish to make a direct deposit into the AFSA account, you can do so in at least two ways:

- a. At a branch of Ecobank in your country/region, OR
- b. At a bank that can transfer the funds to Ecobank for you (please verify this with your own bank).

#### 3. Information to make an electronic bank transfer

Regardless of the mode of transfer you use, the following information will be needed to make the transfer:

- a. Bank name: Ecobank Rwanda PLC
- b. Name of AFSA account at Ecobank: African Forensic Sciences Academy (please note that no other name should be used, also not the abbreviation AFSA).
- c. Number of AFSA account at Ecobank:
  - i. AFSA has two accounts at Ecobank, and most members will use the US dollar account. If you are resident in Rwanda, please feel free to use our Rwanda Franc account:
  - ii. US dollar account number: 6775020857
    - To make it easier to read: 677 5020 857 (please omit spaces when used)

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- Please ensure that only US dollar amount is paid into this account
- iii. RW franc account number: 6775020856
  - To make it easier to read: 677 5020 856 (please omit spaces when used)
  - Please ensure that only Rwanda Franc is paid into this account

#### 4. International electronic bank transfers

When making an electronic payment to AFSA from outside Rwanda (thus an international transfer) you will also need the SWIFT address of Ecobank in Kigali, Rwanda:

- a. SWIFT address/number for Ecobank in Rwanda: ECOCRWRW
- b. To make it easier to read: ECO CRW RW

#### 5. Direct payment with card

AFSA uses the DPO online payment portal which accepts all types of cards.

- a. This payment can only be made once an invoice has been issued by AFSA.
- b. Email AFSA at [membership@AFSA.Africa](mailto:membership@AFSA.Africa) if you prefer this method of payment, stating which type of membership you are applying for or renewing.
- c. Please use the invoice number as the reference for your payment.

#### 6. Summary of AFSA bank account details

Account name: African Forensic Sciences Academy

City/Country where account is held: Kigali, Rwanda

Bank name: Ecobank Rwanda PLC

Account number for USD: 677 5020 857 (omit spaces when used)

Account number for RWF: 677 5020 856 (omit spaces when used)

#### 7. Countries where Ecobank currently has branches

Note that this alphabetical list was compiled from information as obtained from Ecobank in August 2023. Please verify the Ecobank website for updates.

Benin	Congo	Guinea	Niger	Tanzania
Burkina	Cote d'Ivoire	Guinea Bissau	Nigeria	Togo
Burundi	DRC	Kenya	Rwanda	Uganda
Cameroon	Equatorial Guinea	Liberia	Sao tome	Zambia
Cape Verde	Gabon	Malawi	Senegal	Zimbabwe
Central Africa	Gambia	Mali	Sierra Leone	
Chad	Ghana	Mozambique	South Sudan	

#### 8. After making the payment

Please send a copy of the proof of payment to the following email at AFSA: [membership@AFSA.Africa](mailto:membership@AFSA.Africa) This allows us to verify that the payment was made and to reconcile your account at AFSA.

#### 9. Enquiries

Please direct all your payment enquiries to [membership@AFSA.Africa](mailto:membership@AFSA.Africa).

Updated on 20 Jun 2025

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W. [www.AFSA.Africa](http://www.AFSA.Africa)

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