



## REGISTRATION 2018 – POTCHEFSTROOM CAMPUS

### FINANCIAL ARRANGEMENTS

Make your 2018 registration easier by early payment of your minimum payable fees into the university's bank account (December 2017 or January 2018). Please ensure that your outstanding university account of 2017 is completely paid up, since you will not be able to register for 2018 if there are any outstanding fees from 2017. Please note that NO postponement of the payment of 2018 fees will be allowed.

If a student's studies are being financed by a bursary or loan, written proof will be required during registrations, on a yearly basis.

The written proof, which includes an official undertaking for payment and must be signed, must include an outline that covers what the bursary or loan may be used for, as well as when the payment of it will occur.

Therefore if you are making use of a bursary or loan to finance your studies, early application at the relevant institutions is necessary.

The Collections Division of Potchefstroom Campus can be contacted on 018 299 2662/2664/2665 or via email on [PC-invorder@nwu.ac.za](mailto:PC-invorder@nwu.ac.za) in connection with this. More information is available in the comprehensive booklet "Payable fees and Financial Rules 2017", which is available at our offices or on the university's website at [http://www.nwu.ac.za/webfm\\_send/59044](http://www.nwu.ac.za/webfm_send/59044)

Compulsory 1 <sup>st</sup> minimum fees payable for 2018	Residence Students	Town Students	Off-campus Students
First payment on tuition fees	6 980	6 980	6 980
NWU Registration fees	1 740	1 740	1 740
First payment on hostel fees	6 930	-	-
Meals during *R & I (compulsory for hostel 1 <sup>st</sup> years)	1 290	-	-
<b>Compulsory minimum first payment</b>	<b>16 940</b>	<b>8 720</b>	<b>8 720</b>
Recommended deposit for meals (February & March 2018)**	3 355	-	-
<b>Total, subject to approval by the University council</b>	<b>20 295</b>	<b>8 720</b>	<b>8 720</b>

\*Registration & Orientation programme for first-year students. Town students have to provide for meals themselves.

\*\* Not compulsory. Only an estimate!

### PAYMENT OPTIONS FOR TUITION, RESIDENCE & OTHER FEES

A direct bank deposit or electronic payment can be made into any of the bank accounts of the North-West University at:

ABSA	ENB	Nedbank	Standard Bank	FNB Namibia
Branch Code: 632-005 Account no: 40-7009-9350	Branch Code: 240-438 Account no: 6216-190-7335	Branch Code: 171-338 Account no: 1713-378-531	Branch Code: 052-838 Account no: 33-038-446-5	Branch Code: 281-174 Account no: 6224-883-9823
Account payments	Public Recipient	Bank-Approved beneficiaries	Companies	Public Recipient
"NWU STUDENT" 8-figure university number	"NWU STUDENT" 8-figure university number	"NWU STUDENT" 8-figure university number	"NWU STUDENT" 8-figure university number	"NWU STUDENT" 8-figure university number

Proof of payment can be faxed to 087 230 3701 or sent via email to [NWU-bankdeposit@nwu.ac.za](mailto:NWU-bankdeposit@nwu.ac.za)

Monies can also be paid during office hours in F1 building at the cashiers between 08:00 – 15:30.

**WEB REGISTRATION:** Certain Undergraduate + Honours students can register from 17 January – 9 February 2018 on the NWU webpage. See <http://www.nwu.ac.za/pc/undergraduate-and-honours-admin> for details.

**DOCUMENTATION FOR COUNTER REGISTRATIONS:** Registration forms and curriculum control forms are important documents that are checked by the faculty advisors who must then sign them. Proof of payment is also important for registration.

**MODULE / CURRICULUM / QUALIFICATION CHANGES:** Will take place from 5 – 16 February 2018.

**FIRST-YEAR STUDENTS:** Curriculum guidance, and control as well as self-registrations: 22 – 23 January 2018. First years changing direction of studies must report to the Admissions Office (F20) from 18 – 23 January 2018, where they will then be registered. First years not making use of the self-registration facilities should report to Joon van Rooy building (F1) for counter registrations or register with the seniors from 24 January – 2 February 2018 per faculty. See the R&O programme for schedules.

**COMMENCEMENT OF LECTURES:** 5 February 2018 for all students.

**SENIOR UNDERGRADUATE AND HONOURS STUDENTS:** as well as full-time and part-time students from other tertiary institutions.

**HONOURS BEd students register on Saturday 20 January 2018.**

**REGISTRATION-, and CURRICULUM CONTROL FORMS** will be handed out to students in the relevant venues on the scheduled dates.

**LECTURE TIMETABLES & VENUE INFORMATION:** is published on the web <http://www.nwu.ac.za/content-time-tables>

FACULTY	STEP 1: CURRICULUM CONTROL		STEP 2: REGISTRATION	
<b>Humanities</b> (Undergraduate & Honours)  Collection of registration forms every day at, F4 (LJ du Plessis), Room G22 from 08:00 – 10:00	Mo 29 January	08:00 – 16:00	Mo 29 January	08:00 – 16:30
	<b>ONLY COMMUNICATION, LANGUAGE &amp; LITERATURE STUDIES AND SOCIAL SCIENCES</b> Students are encouraged to make use of web registration			
	Tue 30 January	08:00 – 16:00	Tue 30 January	08:00 – 16:30
	<b>ONLY DEVELOPMENT &amp; MANAGEMENT</b> Students are encouraged to make use of web registration			
	Wed 31 January	08:00 – 16:00	Wed 31 January	08:00 – 16:30
	<b>ONLY HUMANITIES AND ALL MUSIC PROGRAMS</b> Students are encouraged to make use of web registration			
	Thu 1 February	08:00 – 16:00	Thu 1 February	08:00 – 16:30
<b>ONLY GRAPHIC DESIGN, HERITAGE &amp; CULTURAL TOURISM AND BEHAVIOURAL SCIENCES</b> Students are encouraged to make use of web registration				
<b>Natural and Agricultural Sciences</b> (Undergraduate & Honours)	Tue 30 January	08:00 – 11:00	Tue 30 January	08:00 – 16:30
	Building G1 (at the back of the building): Reporting point, Registration forms, Curriculum control as well as advice regarding different programs will be indicated at the reporting point.			
<b>Theology</b> (Undergraduate & Honours)	Thu 1 February	Fr 19 January	Thu 1 February	Fr 19 January
	Undergraduate: 08:00 – 10:00 See notice at building K11	Honours: 09:00 – 15:15 See notice at building K11	Undergraduate: 10:00 – 12:00 See notice at building K11	Honours: 10:00 – 13:00 See notice at building K11
<b>Hons BA in Theology</b>	Fri 9 February	08:00 – 10:00	Fri 9 February	10:00 – 12:00
<b>Education</b> (Undergraduate)  Students are encouraged to make use of web registration  BEd Hons: Curriculum control in F2 & F3 and registration in F1 on Saturday 20 January	Wed 24 January – Registration forms 07:15 BEd 2 <sup>nd</sup> years – building C5	08:00 – 16:00	Wed 24 January BEd 2 <sup>nd</sup> years – building F1; C5 G02 Web registration	08:00 – 16:30
	Thu 25 January – Registration forms 07:15 BEd 3 <sup>rd</sup> years – building C5	08:00 – 16:00	Thu 25 January BEd 3 <sup>rd</sup> years – building F1; C5 G02 Web registration	08:00 – 16:30
	Fr 26 January – Registration forms 07:15 BEd 4 <sup>th</sup> years & PGCE – building C5, rooms G09/G10	08:00 – 15:00	Fr 26 January BEd 4 <sup>th</sup> years & PGCE – building F1; C5 G02 Web registration	08:00 – 16:30
	Fr 2 Februarie – Registration forms 07:15 PGCE – building C5, rooms G09/G10	08:00 – 11:00	Fr 2 Februarie – Registrasievorms afhaal 07:15 PGCE – building F1; C5 G02 Web registration	08:00 – 16:30
<b>Economic &amp; Management Sciences</b> (Undergraduate) (Honours students are dealt with per school and they must report directly at the specific school)	<b>Mo 29 Jan:</b> BCom Chartered Accountancy, Forensic Accountancy, Financial Accountancy and Management Accountancy <b>Tue 30 Jan:</b> BCom Entrep & Business Man, Comm-Man, Marketing Man, Tourism Man & Recreational Studies, Mark- Tourism management. <b>Wed 31 Jan:</b> BCom Economics: Econ & Int Trade, Econ & Risk Man, Econ- Risk Man & Invest Man, Econ & Informatics, Agricultural Economics <b>Thu 1 Feb:</b> BCom Human Resource Management, Industrial Psychology and Labour Relations.			
	<b>PROGRAM:</b> Collection of registration documents by the specific group only – 08:00 – 09:00 in E5 – K01 Guidance regarding the registration process is available in E5 – K01. Please note that it is for that specific day's group only. The relevant advisors are available for advice and signature in K01. Counter registration in F1 and WEB registration in G11 can be done immediately afterwards.			
<b>Law</b>  Students who register for LLB, BA with Law modules BCom Law	Thu 1 February	9:00 or 14:00	Thu 1 February	9:00 or 14:00
	Academic information sessions - all Law students: 9:00 or 14:00 at E8- G42. Curriculum control as necessary and enquiries after the information sessions. No curriculum forms are distributed – students will receive their forms electronically. Web registration starting on 17 January is advised.			
<b>Engineering</b> (Undergraduate)	Thu 25 January: Curriculum control	08:00 – 15:30	Fri 26 January: Curriculum control	08:00 – 16:30
	Students are encouraged to make use of web registration. School for Mechanical and Nuclear Engineering; School for Industrial Engineering.		Students are encouraged to make use of web registration. School for Chemical & Minerals Engineering; School for Electrical, Electronic and Computer Engineering.	
<b>Health Sciences</b> (Undergraduate & Honours)	Wed 31 January	08:00 – 15:00	Wed 31 January	08:00 – 16:30
	Distribution of registration documents and curriculum control: <b>Pharmacy</b> (G23, Room G18); <b>Nursing Sciences</b> (F8, Room G31); <b>Physiology</b> (F12, Room G09); <b>Occupational Hygiene</b> (F12, Seminar room); <b>Dietary</b> (G16, Room 148 and 153); <b>Consumer Sciences</b> (F15, Room L2); <b>Human Movement Sciences / Sport Sciences / Bio kinetics / Kinder kinetics</b> (K3 – MBW building).			
	Thu 1 February	08:00 – 15:00	Thu 1 February	08:00 – 16:30
Distribution of registration documents and curriculum control: <b>Diploma in Sport Science</b> (K21, Room 217); <b>Human Movement Sciences / Sport Sciences / Bio kinetics / Kinder kinetics</b> (K3 – MBW building); <b>Recreation Sciences</b> (K3 – MBW building); <b>Psychology</b> (E8, Room 140); <b>Social Work</b> (E8, Room 206).				
<b>Qualification / Module changes</b>	Monday 5 – Friday 16 February			08:00 – 16:00