NORTH-WEST UNIVERSITY
YUNIBESITI YA BOKONE-BOPHIRIMA
NOORDWES-UNIVERSITEIT
MAFIKENG CAMPUS

REGISTRATION INFORMATION 2012 (MAFIKENG CAMPUS)

Information is provided below to guide both new first year students and returning students in the registration process for the 2012 academic year. Please note that this information is subject to change without notice. The website of the University http://www.nwu.ac.za should be checked periodically for the latest information.

1.1 REGISTRATION SCHEDULE

IMPORTANT INFORMATION FOR NEW UNDERGRADUATE STUDENTS

ADMISSION TO A PROGRAMME OF STUDY

First year undergraduate students should ensure that they have been ***fully admitted*** to a programme of study in 2012 before they arrive at the Mafikeng campus for registration on the dates indicated below. Students who have written their National Senior Certificate (NSC) examinations in 2011 and who may have been provisionally admitted, will receive an SMS advising them of whether their application for study has been successful and whether therefore they have been fully admitted to a programme of study in 2012.

Final decisions on admission can only be taken once the NSC results have been released to the University. It is expected that the University will communicate whether your application has been successful from 13 January 2012 onwards. Applicants should not contact the Admissions Office before 13 January 2012, as no outcome will be available.

Once you have received an SMS notifying you that you have been successful, please pay the minimum deposit for study of **R5 350,00** and the residence deposit of at least **R5 435,00** (see details below) **IF** admitted into a University residence, into the bank account of the University:-

Account Holder: North-West University
Bank: Standard Bank
Account Number: 030 890 195
Branch Name: Mafikeng
Branch Code: 050040

Please use ONLY your STUDENT NUMBER as a reference AND keep a copy of the receipt and produce it at the time of registration.

PLEASE NOTE THAT REGISTRATION WILL BE HANDLED STRICTLY ON A FIRST COME FIRST SERVE BASIS, SINCE WE DO NOT INSIST ON A TUITION FEE DEPOSIT. THE UNIVERSITY WILL REGISTER STUDENTS UNTIL THE TARGET NUMBERS FOR EACH PROGRAMME HAVE BEEN REACHED AND THEN REGISTRATION FOR THAT PROGRAMME WILL BE CLOSED. IT IS THEREFORE VERY IMPORTANT TO REPORT FOR REGISTRATION AT THE CORRECT DATE AND TIME AS REFLECTED IN THE SCHEDULE BELOW.

ADMISSION TO A PLACE IN A UNIVERSITY RESIDENCE

Students who have applied on time for a place in a University residence will be contacted by the Residence Office by SMS advising them whether their application has been successful. Prospective students should note that the campus has only limited spaces available in residence. **Students should under no circumstance arrive on the campus without confirmation that they have a place in residence or without securing private accommodation. The University will not be able to accommodate students who arrive without confirmation of a place in residence.**

Residences will be open for first year students, who have been accepted into a University residence from Sunday 22 January 2012.

MEETING WITH PARENTS OF FIRST YEAR STUDENTS

Parents of first year students, who have been fully admitted into a programme of study for the 2012 academic year, are cordially invited to a meeting with the Rector of the campus on **Sunday, 22 January 2012 at 11h00.** The purpose of the meeting is for parents to be introduced to the campus and to receive information about what is expected of students during the course of their studies. Students will also receive information relating to the registration process which will commence from Monday, 23 January 2012.

PLEASE NOTE THAT NO CASH PAYMENTS WILL BE ACCEPTED ON A SUNDAY – CASH PAYMENTS MUST BE DEPOSITED INTO THE UNIVERSITY BANK ACCOUNT INDICATED ABOVE.

REGISTRATION PROCEDURE

Students, who have received an SMS notifying them that their application to study has been successful, will be provided with an Admission letter from the Admissions Office, which they should collect from 22 January 2012 onwards. Full details of the registration procedure will be provided at the time of registration.

TEST OF ACADEMIC LITERACY LEVEL (TALL TEST)

All first year undergraduate students who are required as part of their curriculum to register for the module AGLE 111 (Academic Literacy), ***MUST*** write the TALL test in groups at the following dates and times:-

Date and time	Venue
Saturday 28 January 2012	Student Centre and CLB 106
Group 1 – 8h30 to 9h30 Group 2 – 10h00 to 11h00 Group 3 – 11h30 to 12h30 Group 4 – 13h00 to 14h00 Group 5 – 14h30 to 15h30	
For those student who do not write at this date there will be one further opportunity to write the test on Monday 29 January 2012 from 9h00 to 10h00	CLB 106

Students who pass the TALL test will get exemption from AGLE 111, except for B Sc students who must write the TALL test, and complete the module and module assessments.

1.1.1 REGISTRATION OF FIRST YEAR UNDERGRADUATE STUDENTS

Registration for first year undergraduate students will take place, in the Great Hall, as follows: -

	FACULTY	DEGREE OR DIPLOMA PROGRAMME	DATE	TIME
First Year Students	Human & Social Sciences	Bachelor of Social Sciences (Political Science and International Relations; & Sociology and Psychology)	23 January 2012	11h00 to 16h00
	Agric, Science & Tech	Diploma in Animal Health, Animal Science & Crop Science	23 January 2012	11h00 to 13h00
	Human & Social Sciences	Bachelor of Social Work	23 January 2012	11h00 to 14h00
	Commerce & Administration	Extended Bachelor of Administration	23 January 2012	8h00 to 13h00
	Commerce & Administration	Extended Bachelor of Commerce	23 January 2012	8h00 to 13h00
	Law	LLB degree	23 January 2012	9h00 to 11h00
	Commerce & Administration	Bachelor of Commerce (All programmes other than Transport Economics and Accounting (Chartered and Financial))	24 January 2012	10h00 to 12h00
	Education	Bachelor of Education (Foundation Phase)	24 January 2012	11h00 to 13h00
	Education	Bachelor of Education (Snr & FET)	24 January 2012	11h00 to 13h00

	Commerce & Administration	Bachelor of Administration	24 January 2012	8h00 to 10h00
	Agric, Science & Tech	Extended Bachelor of Science (All programmes)	24 January 2012	8h00 to 11h00
	Human & Social Sciences	Bachelor of Arts (Ind Knowledge Systems and Tourism)	25 January 2012	10h00 to 12h00
	Human & Social Sciences	Bachelor of Social Sciences (Development Studies; & Population and Development Studies)	25 January 2012	12h00 to 16h00
	Human & Social Sciences	Bachelor of Arts (Communications)	25 January 2012	8h00 to 10h00
	Commerce & Administration	Bachelor of Commerce (Chartered Accounting) & (Financial Accounting)	25 January 2012	8h00 to 10h00
	Commerce & Administration	Bachelor of Commerce (Transport Economics)	25 January 2012	9h00 to 11h00
	Agric, Science & Tech	Bachelor of Science (All programmes)	25 January 2012	10h00 to 16h00
	Human & Social Sciences	Diploma in Sports Science	26 January 2012	10h00 to 12h00
	Human & Social Sciences	Bachelor of Theology	26 January 2012	12h00 to 13h00
	Agric, Science & Tech	Bachelor of Science in Agriculture (All programmes)	27 January 2012	10h00 to 12h00
	Agric, Science & Tech	Bachelor of Nursing Science & Bachelor of Nursing	27 January 2012	8h00 to 10h00

1.1.2 REGISTRATION FOR RETURNING UNDERGRADUATE STUDENTS

Senior (returning) undergraduate students must register in the Great Hall at the dates and times indicated below:-

	FACULTY	DEGREE OR DIPLOMA PROGRAMME	DATE	TIME
Senior (Returning) Students	Law	LLB degree	26 January 2012	8h00 to 15h00
	Human & Social Sciences	Bachelor of Arts (All Programmes)	26 January 2012	9h00 to 16h00
	Human & Social Sciences	Diploma in Sports Science	27 January 2012	11h00 to 13h00
	Human & Social Sciences	Bachelor of Social Sciences (All Programmes)	27 January 2012	8h00 to 11h00
	Human & Social Sciences	Bachelor of Social Work	27 January 2012	9h00 to 16h00
	Agric, Science & Tech	Bachelor of Nursing Science & Bachelor of Nursing	30 January 2012	11h00 to 16h00
	Agric, Science & Tech	Diploma in Animal Health, Animal Science & Crop Science	30 January 2012	8h00 to 13h00
	Agric, Science & Tech	Bachelor of Science in Agriculture (All programmes)	30 January 2012	9h00 to 14h00
	Agric, Science & Tech	Bachelor of Science (All programmes)	31 January 2012	8h00 to 16h00
	Agric, Science & Tech	Extended Bachelor of Science (All programmes)	31 January 2012	8h00 to 16h00
	Commerce & Administration	Bachelor of Administration AND Extended Bachelor of Administration (All programmes)	01 February 2012	11h00 to 16h00
	Commerce & Administration	Bachelor of Commerce AND Extended B Com (Chartered Accounting) & (Financial Accounting)	01 February 2012	8h00 to 14h00
	Commerce & Administration	Bachelor of Commerce AND Extended B Com (Human Resource Management & Industrial Psychology) & (Information Systems) & (Management) & (Statistics)	02 February 2012	11h00 to 16h00
	Commerce & Administration	Bachelor of Commerce AND Extended B Com (Economics) & (Transport Economic) & (Logistics) & (Operations Research)	02 February 2012	8h00 to 13h00

1.1.3 REGISTRATION FOR NEW AND RETURNING HONOURS, MASTERS AND DOCTORAL STUDENTS

New and returning Honours students must register in the Great Hall at the date and times indicated below. New and returning Masters and Doctoral students may register at the date and times indicated below or (which may be more convenient) may register by no later than 30 March 2012 in the Faculties. Please see the Faculty Manager in this regard. MBA and PGDM students register in the Graduate School in terms of its schedule:-

New and returning Honours students	All faculties	New and Returning Honours Students - All programmes	03 February 2012	8h00 to 16h00

New & returning students Masters and Doctoral students	All faculties	New and Returning Masters and Doctoral Students - All programmes	03 February 2012	8h00 to 16h00

1.1.4 REGISTRATION FOR RETURNING BED AND NEW AND RETURNING ACE AND NPDE STUDENTS – FACULTY OF EDUCATION

Please note that due to teaching practice, returning B Ed students, and new and returning ACE and NPDE students will register as follows in the Great Hall. Please note that this does not apply to ACE students whose studies are funded by the Department of Education. Separate arrangements will be made by the Faculty of Education for the registration and re-registration of these students:-

New and Senior (Returning) Students	Education	Advanced Certificate in Education (ACE)	20 February 2012	8h00 to 12h00
New and Senior (Returning) Students	Education	National Professional Diploma in Education (NPDE)	20 February 2012	11h00 to 15h00
Senior (Returning) Students	Education	Bachelor of Education (Foundation Phase) & (Snr & FET)	21 February 2012	9h00 to 16h00

1.2 STUDY GUIDES

After registration, students should present themselves at the Academic Development Centre (ADC) Study Guide Distribution Centre (A3 General Academic Building, Block C) IMMEDIATELY after registration to collect their study guides.

1.3 WEB REGISTRATION FOR RETURNING STUDENTS

Returning students in *certain faculties and programmes* may elect to register via the internet from 9 January 2012 to 3 February 2012. Please note that if the qualification or programme is not available on the web registration site, it means that you may not register on the internet but must register in the Great Hall according to the schedule above.

No first year students and no students in the Faculty of Education will be permitted to register via the web.

Please see the website of the university: http://www.nwu.ac.za/ for full details in this regard.

1.4 ORIENTATION PROGRAMME FOR NEW STUDENTS

Orientation for new undergraduate students will take place from 30 January to 3 February 2012 and is only open to registered students. Details of the programme will be made available at the time of registration.

1.5 INTERNATIONAL STUDENTS

All international students should be in possession of a valid study permit, before they register. No extension of registration will be permitted if an international student is not in possession of a study permit at the time of registration. Please note that in order to obtain a study permit, an admission letter and proof of membership of a comprehensive medical aid scheme must be submitted to the Department of Home Affairs or a South African foreign mission.

1.6 RESIDENCE FOR RETURNING STUDENTS

Returning students will have been advised of whether they have been accepted back into a University residence for 2012. University residences will be open for returning students, who have been re-admitted into a University residence for 2012, on Wednesday 25 January 2012. Please note that no temporary accommodation is available for students who have not been re-admitted into a residence.

2 TUITION AND RESIDENCE FEE INFORMATION FOR 2012

2.1 MINIMUM AMOUNT PAYABLE ON REGISTRATION

Full information about fees and other charges for 2012 will be available on the website of the university and at registration. Students are liable for tuition fees and, if they stay in a University residence, residence fees. All students (both new and returning) must pay the following amounts on registration: -

1. a non-refundable registration fee of R1 100 and a minimum tuition deposit of R4 250 (in total **R5 350**); **and**
2. an amount of 50% of the annual residence fee (if admitted to a University residence).

Residence Fees for 2012		
Residence	**Annual Fees**	**Minimum deposit on Registration**
Undergraduate Residences	R10 870	R5 435
Postgraduate Residence	R20 160	R10 080
Lost City Residence	R14 560	R7 280
Gloria Park (Flats)	R19 710	R9 855

The balance of tuition and other academic fees for 2012 must be paid on registration or students may arrange to pay in six equal monthly instalments from 28 February to 31 July 2012. Students, who are in arrears with their fee accounts, will be charged interest on outstanding amounts.

PLEASE NOTE THAT NO RETURNING STUDENT WILL BE ALLOWED TO REGISTER FOR 2012 UNLESS ALL OUTSTANDING FEES FROM PREVIOUS YEARS HAVE BEEN PAID IN FULL.

IMPORTANT INFORMATION

The University reserves the following rights in respect of students who fail to comply with the above provisions: 1) handing over of overdue accounts to the University's attorneys to collect the amount owing; and/or 2) exclusion of students in default from examinations, graduation and residences and deregistration. No student may be admitted to a residence unless the registration fee and 50% of the annual residence fee has been paid. Students may not attend classes and write tests and examinations for modules for which they are not registered.

Payments may be made into the University bank account or at the Cashiers Office on campus:-

Account Holder: North West University
Bank: Standard Bank
Account Number: 030 890 195
Branch Name: Mafikeng
Branch Code: 050040

Please use your STUDENT NUMBER as a reference and keep a copy of the receipt to produce at the time of registration.

2.2 FINANCIAL AID AND BURSARIES

Students should contact the Financial Aid and Bursaries Office on 018 389 2372/2330 for information and assistance.

Campus Registrar
15 December 2011