



## **SALA UG: REGISTRATION AND STUDENT RECORDS MANAGEMENT**

### **2020 NWU VANDERBIJLPARK CAMPUS ACADEMIC REGISTRATION**

#### **PROCESS**

**STEP 1:** First year students enter Building 6 (Samancor) for the collection of registration and financial status forms. - International students to skip STEP 1 and commence directly to Building 24 Room G12 for pre-registration.

**STEP 2:** NSFAS – If not cleared go to –BUILDING 6 –111 (Old Mutual)

Outside bursaries and students without financial clearance.

Card Payments – All cash payment to commence to Building 24 to make payment to the cashiers.

Changing of Curriculum / Programme and reprint of registration form.

**STEP 3:** Academic advisors and online registration (See registration schedule).

**STEP 4:** University card – Commence to Building 1.

**STEP 5:** Study guides, if your study guides are electronic, you may skip step 6. If it is not an electronic guide, please commence to BUILDING 25 - G35 to collect the hardcopy.

**STEP 6:** Residence students to collected key's at Vergelegen Hall.

**STEP 7:** Collection of University packages for Oryx (Male Day students) and Acacia (Female Day Students) will take place in Building 9C room G02. All other students to receive their packages at their respective residences.