

### Registration Process

*Note: It is compulsory for students to first consult with the Global Engagement Office. Registrations will not be possible without consultation.*

1

Student e-mails the Global Engagement Office who will send Attachments 'A18 and/or A15' for completion

2

Student submits forms and all documents (required documents listed under Global Engagement Office Requirements section)

3

Global Engagement Office sends documentation to the NWU Registration Office for processing

4

Once captured, the student will be informed to proceed with the online registration process

### Global Engagement Office Requirements

Communication with this office is electronic

A **single e-mail** to be sent with the following:

1. Subject Field: student number, year of registration, level & Campus.
2. Colour Scanned copies of:
  - ✓ Passport
  - ✓ Visa or any permit that permits residence in RSA
  - ✓ Green ID Book if you are a Non-SA Citizen and not a SA National -when applicable
  - ✓ Proof of medical insurance – waived for PRP holders (only)
  - ✓ Proof of your vaccinations for MMR and Meningitis and if applicable Yellow fever
3. Record of your vaccinations obtained in the previous year of registration.
4. MMR – adult for live, Meningitis need to be repeated every 5 years
5. Receipt of your visa application submitted

### Contact Information

#### Undergraduate, Honours & Diploma Students (Potchefstroom Campus)

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#### All Levels (Mahikeng & Vanderbijlpark Campus)

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### Important

- **Attachment A18 & A15 MUST** be signed by a Commissioner of Oaths, before submission.
- **Invitation letter or an extension?** Send an e-mail to the Global Engagement Office and indicate in subject field: student number & campus