



2018 GENERAL INFORMATION FOR FIRST YEAR STUDENTS

GENERAL INFORMATION

2018 Online registration will be available for first year students from 10 January 2018 on the UP Portal, Student Centre.

Students are encouraged to register online and collect their student card at Counter 8 of the Student Administration Centre in the Tswelopele Building (Prinshof Campus).

Please note that in order to gain access to the Prinshof Campus to collect your student card, you will need to produce your proof of registration as well as your ID document/Driver's licence.

Students who experience problems registering online will be able to register at the Prinshof Campus (Student Administration Centre, Tswelopele Building) with assistance from Health Sciences administrative staff:

In order to gain access to the Prinshof Campus, you will need to produce your admission letter as well as your ID document.

Please note that you must confirm that you are taking up the offer of a place in the undergraduate programme for which you were selected in the Faculty of Health Sciences and have registered by 26 January 2018.

If you will be taking up the offer of a place for the degree programme you were selected for but will be unable to register by 26 January 2018, you must kindly inform one of the following administrative staff members in the Faculty of Health Sciences:

Ms CH Anthony
Tel: 012 356 3057
Email: celisa.anthony@up.ac.za

Ms K Fortune
Tel 012 356 3055
Email: karin.fortune@up.ac.za

Ms F Moasa
Tel: 012 356 3056
Email: frieda.moasa@up.ac.za

INITIAL PAYMENTS

The total of the fees mentioned below is payable (should it be applicable to you) before you may register:

With regard to accommodation in a residence: R5 700

In respect of tuition fees (all students): R5 000

International students:
Additional international administration levy R2 900
(2018 levy still to be determined)

PAYMENTS

Please quote you eight-digit student number whenever a payment is made.

Bank or internet payments

Payments can be made into the University's bank account at:

ABSA: Hatfield Account number: 214 000 0054
Branch number: 632005. Swift code: ABSAZAJCPT
or

STANDARD BANK: Hatfield Account number:
01 260 260 4
Branch number: 01 1545 15. Swift code SBZAZAJJ

Important:

There is a minimum clearance period of three days for any bank or Internet payment before the payment becomes effective and you will be allowed to register.

Credit card payments

Payments can be made online at:
<http://www.up.ac.za/credit-card-payments>
Should any problems be experienced with credit card payments please phone 012 420 3111

Bursary holders:

A bursary holder must submit proof of his/her bursary award to one of the consultants who will be available at the Prinshof Campus (Counter 1 or 2, Student Administration Centre, Tswelopele Building).

CONTRACTS

Please take note that a contract needs to be concluded between you and the University of Pretoria prior to registration. If your contract is still outstanding, please complete your contract online on the UP Portal, Student Centre at www.up.ac.za/portalstudent.

Print out the completed contract, have it signed by all relevant parties and submit the original to the University.

APPLICATIONS

No applications will be reconsidered during January, except for those candidates whose names already appear on the waiting list, should selected students forfeit their places or decide not to take up their place to study at the University of Pretoria.

It is therefore important that you investigate alternative possibilities of study at this stage.

► If you wrote the NSC/IEB Grade 12 examinations in 2017:

Check your admission status on your UP Student Centre from 10 January 2018 and, if you complied with the final requirements, you will be allowed to register online from this date, except if you receive communication from the Faculty of Health Sciences to the contrary.

► If you are transferring from another tertiary institution to UP:

- Please upload your final academic record and certificate of good conduct to your UP Student Centre.
- If applicable, disclose any disciplinary actions on your UP Student Centre under Admissions before the end of December 2017.



ORIENTATION PROGRAMME

You are referred to the Orientation Programme and requested to print a copy, which you must bring along for easy reference when attending orientation.

Please ensure that you have your student card on your person at all times in order to gain access to the Prinshof Campus.

QUERIES

Should you have any queries kindly contact the following administrative staff members in the Faculty of Health Sciences

Selection/Waiting list

Ms C Anthony (Manager)
Tel: 012 356 3057
Email: celisa.anthony@up.ac.za

Ms K Fortune
Tel: 012 356 3055
Email: karin.fortune@up.ac.za

Ms F Moasa
Tel: 012 356 3056
Email: frieda.moasa@up.ac.za

Fees/Student Accounts/Bursaries/Student Cards

Mr E Rosenstrauch (Manager)
Tel: 012 356 3035
Email: eugene.rosenstrauch@up.ac.za

Mr J Grobler
Tel: 012 356 3061
Email: juan.grobler@up.ac.za

Ms B Makhado
Tel: 012 356 3043
Email: molly.makhado@up.ac.za

Ms R Aphane
Tel: 012 356 3045
Email: refilwe.aphane@up.ac.za

Administrative queries

BSportSci
Ms K Fortune
Tel: 012 356 3055
Email: karin.fortune@up.ac.za

BPhysio/ BOT/ BNurs/BRad
Ms E Malan
Tel: 012 356 3042
Email: edith.malan@up.ac.za

BChD/BOH/
Ms CH Anthony
Tel: 012 356 3057
Email: celisa.anthony@up.ac.za

BCMP/BDietetics

Ms L Mokabela
Tel: 012 356 3036
Email: lebogang.mokabela@up.ac.za

MBChB

Ms F Moasa
Tel: 012 356 3056
Email: frieda.moasa@up.ac.za

COMPULSORY ACADEMIC LITERACY TEST IN ENGLISH

It is compulsory for students who are registered for the MBChB, BChD and BSportSci degree programmes to write the Academic Literacy Test and will determine whether you have to enrol for faculty-specific academic literacy modules.

Students who are placed on Codes 1, 2 and 3 on the basis of the Academic Literacy Test register for academic literacy modules as specified below:

MBChB and BChD: ELH 111 and ELH 112
BSportSci: ELH 121 and ELH 122

Students who are placed on Codes 4 and 5 are exempted from these modules.

Students who miss the Academic Literacy Test will have to register for and attend classes for the abovementioned ELH modules.

The abovementioned test will take place on Saturday, 3 February 2018

MBChB students

Venue: Humanities Building (Hatfield Campus) 4-1
Time: 09:00

BChD and BSportSci students

Venue: Humanities Building (Hatfield Campus) 4-3
Time: 09:00