All new users (e.g. prospective students) go to https://www.up.ac.za/portal where you will be prompted for a Username and a Password.

STEP 1: Click on New users link
Step 2: Type in your Userid (Example: u12345678 student number) and your SA ID number.
Click Proceed.
Password policy is explained.

Set up your new password and confirm the password in 2nd block

Click Proceed
A message is displayed to inform user that the password was set successfully.
A list of challenge questions appears and you can choose to answer any three questions.
Select three challenge questions and then click Submit.
Enter your answers to each challenge question that you selected and Save.

(Example of three questions chosen by a user to answer.)
A message will be displayed to inform you you're your challenge questions have been set up.
Click OK.
You are now ready to access the UP Portal.