

**CRITICAL PATH FOR REGISTRATION OF STUDENTS WITH FINANCIAL PROBLEMS
BASED ON ACADEMIC SUCCESS**

RETURNING STUDENTS – MIDLANDS CAMPUS

CATEGORY A

02-06 FEBRUARY 2009 (MONDAY TO FRIDAY)

All students who need to finalise their academic registrations must follow the steps below:

1. Pay the outstanding debt according to the concessions granted below. This payment and clearance to be done at the Cashiers, Riverside Campus, Room 201 (Committee Room), B Block. The concessions are subject to students having passed all subjects enrolled for in 2008 and meeting the academic requirements for the 2009 academic year. If eligible for these concessions, students must register on the dates stipulated above.

2. These concessions were as follows:-

Amount owing:

Amount payable

Below R1500

Allowed to register provided they settle this amount by the end of their academic year/semester, whichever is applicable.

From R1501 to R7 000

A minimum of R1000 plus 20% of outstanding balance at registration.

From R7001 to R15 000

A minimum of R3000 plus 10% of the outstanding balance at registration.

From R15 001 and above

A minimum of R4800 plus 5% of the outstanding balance at registration.

This is over and above the first installment due on registration. For semester students this is R1600 and R2600 for annual students.

3. After financial clearance, students must proceed to the appropriate registration venues with clearance letters from Finance.

CATEGORY B

02 FEBRUARY – 06 FEBRUARY 2009 (MONDAY TO FRIDAY)

Any student who has been unable to finalise registration by 6th February 2009 due to financial difficulties will be dealt with as follows, provided they have passed at least 50% of their enrolled subjects in 2008 and meet the requirements for registration in 2009:

1. Students **must** be accompanied by parents or guardians to the **Riverside Campus, Room 201 (Committee Room), B Block.**
2. Parents or guardians must produce:
 - a. Identity document
 - b. Proof of income
3. Counsellors will interview parents or guardians and make recommendations to the Finance Department on academically deserving cases.
4. Where the University deems that the case of an academically deserving student to be meritorious, the University will enter into special arrangements with the student and his/her parents/guardians in respect of the payment of the debt.
5. If financial clearance is given, students may proceed to appropriate registration venues.

Category C

Concession will be granted to students whose accounts have been handed over and are now wishing to continue with their studies in the same programme. The concessions will only apply under Categories A & B provided the following conditions are met:

1. They have passed 50% of all enrolled subjects in their last examinations and met the 2009 academic requirements for registration.
2. They have exhausted all avenues, in particular NSFAS in trying to settle outstanding fees.
3. The full amount handed over plus collection costs will be recalled and debited to the students account.

NB. All students in receipt of concessions as detailed above will, where applicable, have to sign Acknowledgement of Debt forms.

Further Conditions

- (i) These arrangements are for 2009 year only.