

2025 REGISTRATION TIMETABLE



VENUE:
INDUMISO MAIN HALL



TEL:
031 373 5005



1ST ENTRY STUDENTS

MIDLANDS

Avoid Queues



Visit: www.dut.ac.za

**Register online
using your internet
connected device.**

DUT opens registration for the below programmes via iEnabler on **13 January 2025**. You may register off-campus online before your registration date, and you are encouraged to register online off-campus to avoid standing in queues. **Proceed to the next sections for payment information.**



DEPARTMENT	QUALIFICATION	LEVEL	DATE	TIME
Applied Management	Diploma in Management Sciences: Human Resources	I	20 January 2025 Monday	08:30-14:30
	Diploma in Management Sciences: Public Relations and Communication Management	I	21 January 2025 Tuesday	08:30-14:30
	Diploma in Management Sciences: Business Administration	I	22 January 2025 Wednesday	08:30-14:30
	Diploma in Management Sciences: Business Administration (4 years Foundation programme)	I	22 January 2025 Wednesday	08:30-14:30
Public Management Law and Economics	Diploma in Public Administration: Public Management	I	23 January 2025 Thursday	08:30-14:30
	Diploma in Public Administration: Supply Chain Management	I	24 January 2025 Friday	08:30-14:30
Ecotourism	Diploma in Ecotourism	I	27 January 2025 Monday	08:30-14:30



Additional Notes



Visit: www.dut.ac.za

- To register online, you must ensure that you have **paid the minimum deposit for your registration (at least 5 working days prior)** and that your fees are up to date from previous registrations.
- You are responsible for your registration and need to ensure that you are registered for the correct modules by checking your registration against your specific programme as contained in the Departmental Handbook which is available at https://www.dut.ac.za/student_services/handbooks/.
- **STRICT CUT-OFF DATES FOR REGISTRATIONS APPLY AND NO LATE REGISTRATION AFTER THE CUT-OFF WILL BE PERMITTED.**
- **“Students are required to register online on or before the above registration dates. Should you not register by the registration date as indicated in the timetable above, your offer to study at DUT will be automatically withdrawn and your place will be offered to the next suitable candidate.”**
- “Please note that prospective students will only be granted access to register Remote Online if they have uploaded all the required documentation and paid the relevant minimum registration deposit.”
- **For assistance with remote online registration and queries contact:**

✉ 1styrmanagementreg@dut.ac.za

☎ 031 373 5005

E&OE

Finance Department:

✉ DebtorsPmb@dut.ac.za

✉ SponsorsPmb@dut.ac.za

Required Documentation



Visit: www.dut.ac.za

DOCUMENTATION REQUIRED FOR LOCAL (SA) STUDENTS

- A certified copy of Identity Document
- A certified copy of Senior Certificate (SC) / National Senior Certificate (NSC) / National Certificate Vocational (NCV)
- Please note where the Senior certificates have not been released, a certified copy of result statement is required.
- Surety form (**available on the website at www.dut.ac.za**)
- Indemnity Form (**available on the website at www.dut.ac.za**)

REQUIRED INTERNATIONAL STUDENTS DOCUMENTATION

- Indemnity Form (initialled and signed)
- A certified copy of a valid Passport
- A certified copy of a valid Study Visa
- A certified copy of a Visa (with a condition that allows you to study in South Africa e.g. Visitor's Visa section 11(6))
- Certified copies of Asylum Seekers Permit (if applicable)
- Certified copies of Refugee Permit (if applicable)
- Signed Declaration Form for Postgraduate Students not residing in the country for the duration of their studies
- Certified copies of all Foreign Qualifications
- Certified copies of SAQA and/or Matriculation Board evaluation certificate
- Provide proof of medical cover registered under the Medical Schemes Act 131 of 1998. It is compulsory for international students to have a South African medical aid, which must be paid for annually for the duration of their studies. This does not apply to those on Asylum Seekers', Refugees, 'or Diplomats' visas.
- Surety form (**available on the website at www.dut.ac.za**)



Please upload all documents to the online system during registration.

Payment Information



Visit: www.dut.ac.za

PAYMENT FOR NON-RESIDENCE STUDENTS

MINIMUM FIRST INSTALMENT: **R5 050** FOR ANNUAL REGISTRATION (TUITION ONLY).

MINIMUM FIRST INSTALMENT: **R3 100** FOR SEMESTER REGISTRATION (TUITION ONLY).

PAYMENT FOR RESIDENCE STUDENTS

- MINIMUM FIRST INSTALMENT: **R10 710** FOR ANNUAL REGISTRATION (TUITION AND RESIDENCE).
- MINIMUM FIRST INSTALMENT: **R6 570** OR SEMESTER REGISTRATION (TUITION AND RESIDENCE).

SPONSORED STUDENTS

- Letters of authority and bursaries will be accepted only from pre-approved companies.
- A letter of authority applies only where a student's employer pays fees.
- Similar letters must be produced in the case of bursaries or loans.
- Employers should supply each student with a separate letter of authority.

FINANCE

- Please note: Students must have a valid student number to make payment to the bank account:
Standard Bank: Account Number: **050505416**
Branch Code: **04012600**

METHODS OF PAYMENT

- **DIRECT DEPOSIT:**
Students can deposit payments directly into the above University's bank account with their student number as a reference.
- **ONLINE PAYMENTS:**
Account holders can create DUT as a beneficiary in their account. Payment can then be made directly into the above University's bank account with the student number as a reference.
Monies paid through this method require 5 working days before reflecting in the account.
- **ONLINE E-PAYMENT FACILITY VIA CREDIT CARD/DEBIT CARD:**
Students should log on to the student portal (https://mercury.dut.ac.za/pls/prodi41/w99pkg.mi_login?numtype=P) and click on the Student Self-Service (Registration & Results) tab, where they will be prompted to enter their student number and pin. Upon login, the student will be prompted by Online Guides when clicking on the DUT E-Payments System to make payments.