

FULL TIME STUDENT

- ✓ STEPS 2, 3, 4, 5, 7 and 9 = compulsory for clearance to register
- ✓ STEPS 1 and 8 = first time students only
- ✓ STEP 6 = if applicable.

1. Confirmation letter of acceptance / firm offer

- (1st Time student only)

2. Original Valid Passport

Passport must be valid for three months and longer.

3. Valid Study Visa

- Apply for a Study Visa in your home country (1st time student)
- Study Visa must be valid for 3 months and longer.
- The Study Visa must be made out to the University of the Witwatersrand, Johannesburg or any of its variations.

4. Mandatory South African based Medical Aid

- Proof of a South African Medical Aid – current membership certificate/confirmation from the Medical Aid Provider is required.
- South African Medical Aid to be paid until 31 December (if on a student plan)

5. Completed Fees Quotation Form

- Form to be completed by student (personal information)
- Faculty Staff Member to complete (Course Codes and Type of Registration i.e. Full Time). Form to be signed and stamped by Faculty

The Form is available from the Faculty Office, Fees Office and the International Students Office

6. Vetted Scholarship Letter (if sponsored)

Sponsorship letter to be vetted and captured on the Student System by an official at the Financial Aid and Scholarships Office (FASO)

7. International Fees Clearance

- Fees Quotation Form to be completed with amounts, signed and stamped at the Fees Office
- **75%** of the annual tuition fee is payable on or before registration, as well as 75% of the on-campus accommodation fee. This payment includes the annual tuition fees and other related costs. The balance of the fees is payable by 31 March for undergraduate students, and for postgraduate students 30 days after registration.

8. Matriculation Exemption Certificate Clearance

- Undergraduate only
- Obtained at the International Students Office

9. Registration

Take the **International Clearance Certificate** to the appropriate Faculty Office or register on-line through the **Student Self Service Portal**.