



**Betaalbare Gelde & Finansiële Reëls 2018**  
**Fees Payable & Financial Rules 2018**

The background of the page is a photograph of a classroom. In the foreground, a student with long blonde hair is leaning over a desk, looking at a book. To her left, the legs and feet of several other students are visible, wearing colorful sneakers (teal, light blue, and purple). In the background, other students are seated at desks, some looking at their work. A decorative graphic of overlapping purple and blue lines is positioned in the middle ground, partially overlapping the student with blonde hair.

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## Student Finances and Financial Related Systems

# FEES PAYABLE & FINANCIAL RULES 2018

## 1 GENERAL CONDITIONS

### 1.1 CHANGES IN UNIVERSITY FEES

The Council of the North-West University reserves the right to change the stipulated tuition, residence and other fees without notice, as well as the way in which payment for these has to be made.

### 1.2 UNIVERSITY NUMBER

Each student admitted to the North-West University receives a university number. Students must note that, although they are not regarded as a mere number, this university number must appear on **all** correspondence directed to the University.

This **8-figure university number** is also the only reference number to be used with **direct bank deposits or electronic bank transfers** into the University's bank account for a student's account towards tuition and residence fees, other fees or cash for meals.

### 1.3 FINANCIAL LIABILITY

All students must be registered annually as provided in the General Academic Rules, the Statute of the North-West University and the relevant provisions of the Higher Education Act.

**A student who is registered is responsible for payment of the full tuition, residence and other fees.**

Your attention is drawn to the fact that the contract that forms part of the application for admission to the North-West University and is signed by the student and/or sponsor/co-debtor, binds the student inter alia to the payment of the full tuition, residence and other fees as determined by the University for any fixed year of registration. Furthermore, the responsibility of the student for the payment of University fees is not affected or reduced by the ignorance of the student and/or his/her sponsor/co-debtor in regard to the rules and regulations of the North-West University, or the invalidity of his/her enrolment in terms of those rules and regulations.

By signing and submitting the registration form, the provisions of this regulation are incorporated by reference into the contract between the University and the student, and the student accepts responsibility for the payment of all prescribed fees (regardless of whether or not an account is received), as determined from time to time by Council.

**The student also grants permission for his personal financial information to be provided to third parties by the University, upon request of such third parties. Third parties refer to the student's parents (upon provision of proof by the parents that they are indeed the student's parents), bursary providers, and financial institutions. The third parties must provide the University with proof of their interest in the above-mentioned information, whereupon the University will judge whether the third parties are entitled to such information. The permission granted by the student, as referred to above, is granted in terms of the provisions as contained in the Protection of Personal Information Act (POPI) of 2013. The student may withdraw this permission at any time by submitting a written notice to the Manager: Student Accounts and Bursaries of the relevant campus of the NWU, at the address as listed under clause 1.5.**

Any amount which is from time to time due and payable by the student to the University, in terms of the University's financial rules and regulations as published in the brochure entitled "Fees Payable and Financial Rules", shall be proven by means of a certificate of balance, which is issued and signed by an authorised official of the University. Such a certificate shall be binding on the student and will serve as prima facie proof of the computation, extent and existence of the amount owing, and of the indebtedness of the student towards the University for purposes of summary judgement, and provisional sentence.

A student will not be allowed to register unless and until all financial commitments of the previous year(s) to the University have been met. When a student and/or his/her sponsor/co-debtor are placed under debt review, no credit may be granted to the student until written confirmation is given by the debt counsellor that all outstanding debt has been settled. The North-West University strictly applies the provisions of the National Credit Act in this regard.

Financial support is available in certain instances in terms of the regulations of the North-West University. (See paragraph 5)

#### 1.4 RESPONSIBILITY OF A STUDENT

**The responsibility for the payment of tuition, residence and other fees lies with the student and/or, alternatively, the student's surety / co-principal debtor, depending on the circumstances.** If the University studies of the student are financed by means of a bursary or loan, the account must be submitted without delay to the bursary or loan grantor for payment. **The University is not responsible for sending bills to bursary or loan institutions. It is the responsibility of the student to see to it that the bursary or loan grantor pays the necessary fees to the University.**

The North-West University accepts no responsibility for *incorrect addresses or postal service deficiencies* which cause statements to get lost in the mail. **The responsibility lies with the student to make enquiries if he/she has not received any bills.**

Change of address for undergraduate and honours studies must be done at the DIY Services Portal.

Change of address for masters and doctoral studies must be done per email to HigherDegree-E@nwu.ac.za or at the Help Desk at each campus.

Unit for Open Distance Learning (UODL) students can do a change of address at building B11A, room G03, Potchefstroom Campus, the Call Centre at 018-285 5900 or per e-mail to DistancePotch@nwu.ac.za.

Account e-mail addresses are captured on all application forms and verified during registration.

**The fact that no statement has been received is not accepted as an excuse for any failure in paying University fees by the due date.**

#### 1.5 OFFICIAL ADDRESSES

Please direct correspondence to the University to the attention of the following persons:

<b>Student Academic Lifecycle Administration (SALA)</b>		
<b>Mafikeng Campus</b>	<b>Potchefstroom Campus</b>	<b>Vaal Triangle Campus</b>
Campus Director: Student Academic Lifecycle Administration  Private Bag X2046 MMABATHO, 2735 Tel: 018 389 2404	Campus Director: Student Academic Lifecycle Administration  Private Bag X6001 POTCHEFSTROOM, 2520 Fax: 018 285 6066	Campus Director: Student Academic Lifecycle Administration  PO BOX 1174 VANDERBIJLPARK, 1900 Fax: 016 910 3106
<b>Student Accounts and Bursaries Affairs:</b>		
<b>Mafikeng Campus</b>	<b>Potchefstroom Campus</b>	<b>Vaal Triangle Campus</b>
Manager: Student Accounts & Bursaries  Private Bag X2046 MMABATHO, 2735 Tel: 018 - 389 2503/2478/2372/2646/2516	Manager: Student Accounts & Bursaries  Private Bag X6001 POTCHEFSTROOM, 2520 Fax: 087 231 5398	Manager: Student Accounts & Bursaries  PO BOX 1174 VANDERBIJLPARK, 1900 Fax: 016 910 3106

This is the only and official guide of the North-West University with regard to fees payable. Although various prospectuses with reference to fees payable were issued in the previous year, the amounts in this guide will be used to compose the accounts of students.

All fees that appear in this guide are adjusted annually. Although the information that appears in this guide has been compiled as accurately as possible, Council and Senate do not accept any accountability for wrong information that may appear in it. You hereby confirm that you are fully aware of and understand what this indemnity entails.

The English names of the different modules as levied on a student account are used for effectiveness only; this does not mean that the modules are necessarily also presented in English.

## 2 FEES PAYABLE

### 2.1 ENQUIRIES & QUOTATIONS

Enquiries with regard to student accounts may be directed to the staff at Student Accounts and Bursaries:

	<b>Mafikeng Campus</b>	<b>Potchefstroom Campus</b>	<b>Vaal Triangle Campus</b>
<b>Building</b>	Administration Building (temporary at the Financial Aid Office)	Joon van Rooy Building, F1 Ground floor	Administration Building, Building 24
<b>Contact Number</b>	018 - 389 2503/2478	018 – 299 2667/2668/ 2669/2670/2671/2672/ 2673	016 - 910 3234/3156/ 3167
<b>E-Mail address</b>	mc- studyfees@nwu.ac.za	<a href="mailto:PC-Studyfees@nwu.ac.za">PC- Studyfees@nwu.ac.za</a>	vaalaccounts@nwu.ac.za
Enquiries at the above numbers can at times reach very high volumes in which case the University switchboard can be contacted at			
<b>Switchboard</b>	018 - 389 2601	018 - 299 1111/2222	016 - 910 3111

### 2.2 AMOUNTS PAYABLE

#### 2.2.1 Application fee (*applicable to new International Students*)

New international students must apply for admission to the North-West University and the fee, as listed under paragraph 4.2, must accompany the application. The amount is non-refundable and will not appear on the student's account.

For this purpose **ONLY** a direct bank deposit or electronic payment can be made into the North- West University bank account. The account "**NWU University online registrations**" must be used and the account details are ABSA, account number 409-169-1369, and branch code 632-005. Please contact us with enquiries about this bank account at [NWU-Bankdeposit@nwu.ac.za](mailto:NWU-Bankdeposit@nwu.ac.za).

**The most important is your reference.** Foreign students must use the letter **A** together with the prospective student's **date of birth and surname** as reference for our bank account.

#### 2.2.2 Registration fee

All students must pay the annual registration fee as listed under paragraph 4.2. These registration fees are used to fund the registration process. The amount is **non-refundable** and does not qualify for staff discount, nor can it be paid off in monthly installments. Registration after the official communicated dates will result in a late registration fine as listed under point 4.2, Registration fees.

### 2.2.3 Tuition fees

Tuition fees are made up of two components. The first is the **module costs** which is based on the specific modules for which a student registers. The second is the **qualification programme cost**. This levy is an adjustment the University makes to the total cost of the specific degree in order to reflect correctly both the market value of the qualification programme and the demands the qualification programme place on the University infrastructure.

**Diploma, undergraduate and honours tuition fees** are therefore payable at the **tariff per module** that the student has been enrolled for plus a **qualification programme cost**.

**Masters and doctorate qualifications**, however, are payable at only a **tariff per qualification** that the student has been enrolled for, except for the MBA and MPA which are levied per registered modules.

**Distance qualifications** are payable per module or qualification programme costs.

If a student has to repeat modules and by doing so exceeds the tuition fee period for the qualification, all relevant modules plus the annual qualification programme cost shall be levied.

The complete list of tuition fees for modules and qualifications is deemed to form part of this document under the doctrine of incorporation by reference and is available during registration. These tuition fees are an integral part of the Fees Payable & Financial Rules 2018.

Besides the required modules for the programme concerned, a student may enroll in any study year for additional modules by the payment of normal tuition fees and with the consent of the dean, in accordance with the applicable faculty rules.

#### 2.2.3.1 Maximum tuition fee periods: Diplomas, undergraduate and honours degrees

The maximum tuition fee period is the period on which the fees payable are calculated for all undergraduate qualifications, postgraduate diplomas and honours degrees. The study periods of courses differ from course to course and a qualification programme cost per course is charged annually.

These tuition fee periods should be read with the General Academic Rules  
[http://www.nwu.ac.za/sites/www.nwu.ac.za/files/files/i-governance-management/policy/7P-rules2017\\_e1.pdf](http://www.nwu.ac.za/sites/www.nwu.ac.za/files/files/i-governance-management/policy/7P-rules2017_e1.pdf)

When a student exceeds the maximum tuition fee period for a specific qualification, the annual qualification programme cost will be charged in every year that exceeds the maximum tuition fee period regardless of the modules registered for, and these costs do not qualify for staff discount.

#### 2.2.3.2 Maximum tuition fee periods: Master's and doctoral degrees

Tuition fees for postgraduate studies are levied per qualification per year, with the exception of the MBA and MOA, which is levied per registered modules.

Permanent staff registered for masters or doctoral studies qualify to apply for staff discount for three and four academic years respectively.

Again, these tuition fee periods should be read with the General Academic Rules  
[http://www.nwu.ac.za/sites/www.nwu.ac.za/files/files/i-governance-management/policy/7P-Arules2017\\_e1.pdf](http://www.nwu.ac.za/sites/www.nwu.ac.za/files/files/i-governance-management/policy/7P-Arules2017_e1.pdf)

When a masters or doctoral student does not adhere to the General Academic Rules regarding the submission date of their mini dissertations, dissertations or theses, such students run the risk that their examination results will be received late and therefore not be reflected on the graduation lists. The result will be registration for an additional academic year. The implication of the additional registration is that masters and doctoral students will pay registration fees and the full annual qualification programme cost for each year exceeding the limit, and these costs will not qualify for staff discount.

### 2.2.4 Residence fees

Comprehensive information in regard to residences is contained in the rules for residents of campus and town residences and is available on request from the office of the Director Student life for the relevant campus.

#### 2.2.4.1 Application for admission to a residence

A student's application for admission to a residence must be accompanied by the prescribed application fee before the application for placement in a residence is even to be considered. For this purpose a direct bank deposit or electronic bank transfer can be made into the North-West University bank account at ABSA. The account "**NWU University online registrations**" must be used and the account number at ABSA is 409-169-1369 with 632-005 as branch code.

<b>Prescribed Application Fee:</b>	<b>Amount:</b>
Mafikeng Campus	R 0
Potchefstroom Campus	R 500 First Year and Senior Students R 4 000 Non-refundable confirmation amount for first years
Vaal Triangle Campus	R 700 First Year Students R 0 Senior Students but will be charged R380 for not taking up the allocated bed by the end of the registration period

**The most important is your reference.**

- South African citizens must please use the letter **A** together with the prospective student's **RSA ID number** as reference for our bank account.
- Foreign students must, however, use the letter **A** together with the prospective student's **date of birth and surname** as reference for our bank account.

Please contact us with enquiries about this bank account at [NWU-Bankdeposit@nwu.ac.za](mailto:NWU-Bankdeposit@nwu.ac.za)

Potchefstroom Campus: Once a first-year student has been placed by Residence and Catering Services (RCS) in a residence, the student will receive an official letter indicating that a non-refundable confirmation amount of R4 000 is payable within 30 days to confirm their place in the residence. This total deposit of R4 500, or R 500 in the case of senior students, will be credited to the student's tuition and residence account annually during March.

If this non-refundable confirmation amount is not paid within 30 days, the student's residence application will be cancelled and the R 500 deposit will be forfeited.

Upon acceptance of an application for residence accommodation through the University, a contractual agreement is established between the student and the University in terms of the University Regulations for Residences and the applicant binds him-/herself to reside in the residence for a full academic year. The application fee is then shown as a residence deposit on the statements.

Should a student leave the residence during the first semester, he/she will remain responsible for the full year's residence fee. See 2.2.4.4 in regard to cancellations.

**2.2.4.2 Residence for 2018**

**MAFIKENG CAMPUS**

<b>On Campus university accommodation</b>	<b>Per annum</b>
Under Graduates	R18 828
Lost City	R23 010
Post Graduates (flats)	R29 370
Nelson Mandela Single	R23 010
Nelson Mandela Sharing	R16 946

**POTCHEFSTROOM CAMPUS**

<b>Men's and women's residences: sharing</b>	<b>Per annum</b>
Caput, Excelsior, Heide, Hombré, Karlien, Kasteel, Klawerhof, Kom-en-Gaan, Laureus, Minjonet, Oosterhof, Over-de-Voor, Patria, Vergeet-My-Nie, Veritas, Wag-'n-Bietjie & Wanda	R 20 968
<b>Men's and women's residences: single rooms</b>	
De Wilgers, Eikenhof, Huis Republiek and Ratau	R 22 114
Soetdorings	R 22 856
<b>Oppirif</b>	

Self-catering unit	R26 980
International self-catering unit	R34 630

## VAAL TRIANGLE CAMPUS

On Campus Residences	Per annum Single	Per annum Sharing
Thuthuka, Jasmyn, Vergelegen & Horizon	R26 016	0
Kumba	R27 353	R25 165
<b>Off Campus – own residence</b>		
Faranani	R22 856	R21 027
<b>Off Campus – leases residence</b>		
Longfellow	0	R25 292
Ebukhosini	0	R24 179
Bohlale Village	R27 950	R26 950
Moahi Village	0	R26 950

The abovementioned amounts exclude the application fees as tabled above for admission to a residence as well as the non-refundable confirmation amount for first-year students, which had been paid in the preceding year to reserve and confirm your place in a residence.

The application fee, together with the non-refundable confirmation amount for first-year students, will be reflected as a **residence deposit** on your account statements and will be transferred as a credit on your tuition and residence fees account at the end of March.

### 2.2.4.3 Registration & Orientation for first year students

The welcoming programme for all registered, full-time, first year students are jointly arranged by Student Life and the Student Campus Council. The cost of the programme is:

Campus	Cost of Reception & Introduction Programme
Mafikeng	R 0
Potchefstroom : only meals for resident students, part of first minimum payable amount upon registration	R 1 290
Vaal Triangle: meals, as well as a student bag, a pen, a pencil bag, residence T-Shirt, a hat and a diary. Amount paid in cash at Cashiers, or charged on student account	R1 870 for residence students R 700 for non-residents students

### 2.2.4.4 Residence cancellation

#### 2.2.4.4.1 Refund of residence deposit to new students

A student forfeits the residence deposit, unless a written cancellation is received prior to 31 December (proceeding the year of placement) and is supported by one of the following reasons:

- Illness, in which case a medical certificate must accompany the application for refunding of the residence deposit;
- Failure of the student to be formally admitted to the University as determined by the official admission requirements.

#### **2.2.4.4.2 Potchefstroom Campus: Refunding of R 500 residence deposit to senior students**

The residence deposit will only be refundable if a student cancels his/her reservation for the following year in writing prior to 31 December of the year preceding the placing year, on the basis of at least one of the following reasons:

- Illness, in which case a medical certificate must accompany the application for refunding of the residence deposit;
- The fact that a student has failed so badly in his/her University examinations that he/she cannot continue his/her next study year and will not return to the University for that reason.

#### **2.2.4.4.3 Refunding of residence fee**

Residence fees are levied for a whole academic year. No reimbursements will be made, irrespective of the date of cancellation.

A student will only be credited if he/she recruits another student living in town to replace him/her, provided that the residence management accepts the particular student. The particular student's residence fees will then be determined by means of a sliding scale.

Senior students who complete their studies at the end of the first semester have to pay for the full academic year.

Should a first-year student cancel his/her studies before the end of February due to adjustment problems, he/she will only pay for the first semester. If cancellation takes place after February, the tariff for the full year will apply. In this instance the same arrangement as above will apply if he/she can recruit a student living in town and provided that the residence management approves of the person to take his/her place.

The only exceptions are instances of serious illness or death of the student, in which case a refund may be made as determined at his discretion by the Manager: Residence and Catering Services of the respective campus.

#### **2.2.5 Meals account**

##### **2.2.5.1 Meals during the Registration and Orientation Programme (R&O) (only applicable to Potchefstroom & Vaal Campus)**

Participating residence first-year students enjoy three meals a day at residence dining halls during the first two weeks of the R&O programme. These first-year students' tuition fee accounts will be debited with the amount for R&O meals after registration and the payment thereof forms part of the first minimum payment amount.

##### **2.2.5.2 University card: Meal function (only applicable at the Potchefstroom Campus)**

After these initial two weeks of the R&O programme, the university cards will become active where after meals can be bought with the funds in the students' meals accounts. Meals at the University are handled strictly on a cash basis. This means that you will have available only what you have paid into your meals account; no credit will be granted on meals!

**It is therefore important for students to ensure that there is sufficient cash on their meals accounts for purchases.** Meals, calculated at R110 per day for 170 academic days, amount to approximately R18 700 per year, or R2 200 per month. ***This is only an estimate!***

Students pay only for meals taken. Meals in residence dining halls can only be paid for via the university card. Meals, snacks and other refreshments can also be purchased in the cafeteria, kiosks, coffee shops and restaurant with the university card.

##### **2.2.5.3 University card: Other purchase functions**

Campus-approved items may be bought on the university card which may include but are not limited to NWU diaries, NWU rugby jerseys, first-years' dine or tickets to approved student events which are made available to students at the cafeteria or Pukki Clothing shop. The use of student cards as payment mechanism has now been extended for off-campus use also.

The university card can also be used to pay for services rendered by the IT Walk-in Service, the Campus Health Centre, and the Institute of Psychology & Wellbeing as well as airtime on the NWU Mobi App.

##### **2.2.5.4 University card: Admission card**

The University card gives access to all places and buildings to which a student has right of access. Should the university card be lost, the student undertakes to report the loss immediately to the Department of



case may be, the student gives permission that the relevant costs be debited against his/her University account. All library users including NWU personnel will be levied for late return of loan material.

### 2.2.6.3 Residence funds

Residence funds may include costs for clothing, camping fees and other related residence activities and with the written consent of the student, residence funds may be levied on the student account.

### 2.2.6.4 Student Societies

An academic student society is a formal organization for students in a specific course unit, subject group or study field. The main purpose of the association is to improve the academic interests of the students. The focus area includes effective communication between students and lecturers; following up of complaints from students with regards to specific faculties; support for previously disadvantaged students within the faculty; and to present action that is beneficial for the students.

## 2.3 CONDITIONS OF PAYMENT

### 2.3.1 Payment options: Tuition, residences and other fees

- **Cash, debit or credit card**

Payments may be made by way of cash, debit or credit card on weekdays from 08:00 to 15:30 at the **Cashiers**. An electronic form for credit card payments is available at <http://ow.ly/zN6u4>. No South African bank may accept cheques or drafts from banks in **Angola, Botswana, DRC, Lesotho, Malawi, Mozambique, Namibia, Swaziland, Tanzania, Zambia, Zimbabwe, Seychelles and Mauritius** anymore. Therefore, the NWU can no longer accept any cheques or draft payments as legal tenders from the African countries listed above!

The provision is only for the African countries listed above; all other foreign currency cheques and drafts will still be accepted. Our banker will quote an exchange rate, and upon acceptance by the NWU, the foreign currency check will be processed.

- **Direct bank deposit or electronic bank transfer**

A direct bank deposit or electronic bank transfer can be made into any of the bank accounts of the North-West University at **ABSA, First National Bank, Nedbank, Standard Bank or FNB Namibia**. The pre-defined account named "**NWU STUDENT**" must be selected from the list of beneficiaries under ABSA's Account Payments, FNB's Public Recipients, Nedbank's Bank-approved beneficiaries or Standard Bank's Companies list of beneficiaries. Screenshots on these setups are available at <http://www.nwu.ac.za/content/screen-prints>. Only the student's 8-figure university number will be accepted as beneficiary reference. Should you still wish to send a payment advice, please fax it to 087 230 3701 or email it to [NWU-Bankdeposit@nwu.ac.za](mailto:NWU-Bankdeposit@nwu.ac.za). The relevant account numbers are:

• ABSA	40-7009-9350	branch 632-005
• FNB	6216-190-7335	branch 240-438
• Nedbank	1713-378-531	branch 171-338
• Standard bank	33-038-446-5	branch 052-838
• FNB Namibia	6224-883-9823	branch 281-174 (Old Power Station).

**NWU STUDENT** is therefore exclusively for tuition, residence or other fees, while **NWU VENDING** is meant for the cash meals system only.

- **Real Pay debit order**

There is also the option of settling a university account by debit order. The Authority and Mandate form (SFD006) for application to pay a university account by debit order is available at our offices or at <http://ow.ly/Tcrfy>. This debit order application form must be completed in full and delivered to the Collections department of the University **within 14 calendar days of registration**. Terms and conditions apply and costs are listed under clause 4. Please note that no minimum first payments (See 2.3.2) shall be made by means of Real Pay debit orders.

This completed Authority and Mandate form will authorise the University to collect monthly installments directly from participating banks (**ABSA, ENB, Standard Bank, Nedbank, Capitec Bank, Mercantile Bank, Bank of Athens & Ubank**) by means of the Non Authenticated Early Debit Orders (**NAEDO**) payment stream in order to settle the university account. Transactions are processed by the South African Bankers Services Company Limited (**BANKSERV**) and the University is a member of the Early Debit Order Payment System Stakeholder Forum (**PSSF**).

Enquiries regarding the Authority and Mandate form for debit orders can be made at the Student Accounts and Bursaries Department of the relevant campus, which can be contacted at:

	<b>Mafikeng Campus</b>	<b>Potchefstroom Campus</b>	<b>Vaal Triangle Campus</b>
Contact Number	018 – 389 2478	018 – 299 2662/2663/ 2664/2665	016 – 910 3155/3530
Email Address	mc-collect@nwu.ac.za	PC-Invorder@nwu.ac.za	VC-Debtcollect@nwu.ac.za

### 2.3.2 Minimum first payment

#### 2.3.2.1 First semester registration

The following amounts are **payable before registration**:

#### **RESIDENCE & OFF CAMPUS STUDENTS**

<b>Compulsory 1st minimum fees payable for 2018</b>	<b>Mafikeng Campus</b>	<b>Potchefstroom Campus</b>	<b>Vaal Triangle Campus</b>	<b>Off-Campus Students</b>
First payment on tuition fees	6 980	6 980	6 980	6 980
NWU Registration fees	1 740	1 740	1 740	1 740
First payment on residence fees: PC & VTC first payment, MC payment per semester	8 590	6 930	6 930	0
Meals during Orientation Program (compulsory for residence 1st years) *	0	1 290	0	0
<b>Compulsory minimum first payment</b>	<b>17 310</b>	<b>16 940</b>	<b>15 650</b>	<b>8 720</b>
Recommended deposit for meals (February & March 2018) **	0	3 355	0	0
<b>TOTAL</b>	<b>17 310</b>	<b>20 295</b>	<b>15 650</b>	<b>8 720</b>

#### **NON- RESIDENCE & OFF CAMPUS STUDENTS**

<b>Compulsory 1st minimum fees payable for 2018</b>	<b>Mafikeng Campus</b>	<b>Potchefstroom Campus</b>	<b>Vaal Triangle Campus</b>	<b>Off-Campus Students</b>
First payment on tuition fees	6 980	6 980	6 980	6 980
NWU Registration fees	1 740	1 740	1 740	1 740
<b>Compulsory minimum first payment</b>	<b>8 720</b>	<b>8 720</b>	<b>8 720</b>	<b>8 720</b>

\*Registration & Orientation Programme for 1st-year students. 1<sup>st</sup>-year town students provide their own meals

\*\* Meals at R110 per day for 170 academic days = R18 700 per annum or R2 200 per month.

***This is only an estimate!***

#### 2.3.2.2 Second semester registration

Undergraduate students who only wish to register for second-semester modules should register on or before 31 July. The full minimum first payment, as indicated above, is payable on registration and the balance of the account for tuition, residence and other fees is payable in three (3) instalments, **with a final payment settled in full on or before 31 October. If the required instalments are not adhered to, interest will be levied on all instalments in arrears.**

### 2.3.2.3 Postgraduate registration

Masters and doctoral re-registration as well as new registrations should take place before 31 March annually.

All MBA and Postgraduate Diploma in Management students of the Business School pay an **annual** non-refundable admission fee for admission to the NWU School for Business and Governance.

All LLM dissertation, structured LLM, and MPhil students of the Law Faculty pay a **once-off** non-refundable levy for admission to their programmes.

### 2.3.2.4 Open Distance Learning Registration

Distance students may register per academic year or per semester. Minimum amounts payable upon registration also apply as stated above (refer to 2.3.2.1 & 2.3.2.2)

### 2.3.2.5 International student registration

**All international students must pay the full amount for their proposed study and relevant costs in advance before registration can be finalised.**

A direct bank deposit or electronic bank transfer can be made into the bank account of the North-West University at **ABSA**. The pre-defined account named "**NWU STUDENT**" must be selected from the list of beneficiaries under ABSA's Account Payments. Only the student's 8-figure university number will be accepted as beneficiary reference. Should you still wish to send a payment advice, please fax it to 087 230 3701 or email it to [NWU-Bankdeposit@nwu.ac.za](mailto:NWU-Bankdeposit@nwu.ac.za).

The relevant bank account number is ABSA, account number 40-7009-9350, branch code 632-005 and swift code ABSAZAJJ. Please allow seven (7) working days for foreign payments to reach our bank and take note that clearance will only be given once payment has been received in our bank account.

**Any student, who wants to make use of examination facilities abroad**, will pay an additional amount, as listed under clause 4, per module for the examination facilities outside of the RSA.

**Students are responsible to ensure that the value of any foreign deposit is equal to the value of the required payment in South African currency. Students should also take note that the bank costs of the transaction are for the account of the student.**

### 2.3.2.6 Namibian students

Namibian students can be accommodated by paying their minimum first payment and completing the Authority and Mandate form (SFD006), as described in clause 2.3.1, for debit order collection of their university account, as the university is also registered in Namibia to collect monthly instalments directly from participating banks by means of the **NAEDO** payment stream. The Authority and Mandate form (SFD006) is available at <http://ow.ly/Tcrfy>.

### 2.3.2.7 UNISA or any other tertiary institution registration

Students who register at the NWU for degree purposes but who do all modules through UNISA or any other tertiary institution only pay registration fees. However, if any module(s) is (are) registered for at the NWU, the cost of the annual qualification programme and applicable module fee(s) become(s) payable.

### 2.3.3 Postponement for payment of minimum first payments

Contact The Debt Collection Department of the relevant Student Account and Bursary Department

	<b>Mafikeng Campus</b>	<b>Potchefstroom Campus</b>	<b>Vaal Triangle Campus</b>
Contact Number	018 – 389 2478	018 – 299 2662/2663/ 2664/2665	016 – 910 3155/3530
Email Address	mc-collect@nwu.ac.za	PC-Invorder@nwu.ac.za	VC-Debtcollect@nwu.ac.za

### 2.3.3.1 Bursary students

If a student's studies are financed by way of a bursary, written proof thereof must be submitted to the Collections Department during registration. The written proof should set out what the bursary fees should be utilised for, as well as the date when payment thereof will be made.

### 2.3.3.2 Studies financed by loans

If a student's studies are financed by way of a loan, written proof thereof must be submitted to the Collections department during registration.

These students

- **MUST** pay the University the minimum first payment from their loan within 14 calendar days of registration. **Failure to adhere to this condition will result in the immediate termination of registration,** and
- **MUST** adhere strictly to the payment of the University's required monthly instalments in order to settle the account by 31 July, the same as all other students.
- **MUST** hand in written proof of the loan. **Failure to adhere to this condition will block a student's registration process, as confirmation of an approved loan alone is no longer considered sufficient to settle a university account.**

### 2.3.4 Payment of university account

The University also provides the alternative that tuition and residence fees may be paid off in instalments once the minimum first payment has been made upon registration. With this option tuition and residence fees are strictly payable in monthly instalments. The monthly instalments are calculated by taking the balance due after registration, regardless of any pre-paid amounts, and dividing it by the months left until the end of June. These instalments are specified on the monthly statements and are payable within thirty days following the date of account, **with a final payment settled in full on or before 31 July. If the required instalments are not strictly adhered to, interest will be calculated on all overdue instalments.** The statements start on the 1st of each month and always end on the last day of the month. Payments after month-end would only reflect on the next month's statement and may result in interest being levied on arrear instalments.

**In the case where a student falls into arrear in respect of any outstanding amount in terms of the abovementioned terms of payment, the University shall levy interest in respect of such arrears.**

### 2.3.5 Early settlement discount on tuition and residence fees

Tuition and residence fees may be settled in full at the beginning of the year. To qualify for an early settlement discount of 2,5%, all the following requirements must be met:

- a) Registration fees and other fees do not qualify for a discount.
- b) Both tuition and residence fees must be settled in full to qualify.
- c) Short payments based on own calculations will be taken into account, but may lead to the disallowance of your discount.
- d) Please confirm settlement amount beforehand to avoid disappointment.
- e) All credits must reflect on the student account by end March.
- f) **No future payments (bursaries, loans or deposits) will be taken into account for calculations!**
- g) Payments which reflect on the University's bank account by 31 March will be taken into account.
- h) The discount is only applicable to the current year and **cannot be backdated** for previous years! The early settlement discount will only reflect on the student account by April.

### 2.3.6 Staff discount

Permanent staff of the North-West University and fixed-term appointments with full benefits is entitled to a discount in respect of tuition fees under the conditions as set out in the University's [Conditions of Employment](#), clause 7.4. Temporary staff and fixed-term appointments without fringe benefits are not eligible for staff discount.

Staff discount is only applicable to qualifications as listed in official NWU calendars, is based on the applicable maximum tuition fee periods as defined in clauses 2.2.3.1 and 2.2.3.2 above and is only allowed up to the end of the relevant tuition fee period and also **only once** per qualification levy and/or modules **with no exception between full-time and part-time studies.**

This discount applies to all degrees and diploma courses or courses for non-degree purposes offered by the UNIVERSITY and for which the UNIVERSITY receives a subsidy from the state.

Staff is only entitled to discount from their date of appointment, i.e. pro rata discount if they were appointed later in the year than January. (For 12 months in service, 100% discount is granted on tuition fees; for 11 months in service: 91,67%; for 10 months: 83,33%, etc. If a staff member commences service on 1 February, he/she will be entitled to discount for the 11 months of service, that is to say 8,33% of tuition fees payable.

Staff members who resign are proportionally responsible for the payment of tuition fees from the date of resignation. If staff discount has already been credited against the relevant account(s), the proportional amount for which the staff member is now responsible will be debited against the account(s).

The granting of the staff discount does not affect qualification for any other study bursaries.

Staff discount is not granted automatically; it has to be applied for every year. No discount will be granted retrospectively. Discount for 2017 tuition fees will thus not be granted in 2018.

Registration fees and additional levies do not qualify for staff discount and cannot be paid in monthly instalments.

According to the [Conditions of Employment](#), staff discount will not be granted for studies at other institutions.

Students must be enrolled for an NWU qualification as contained in the faculty year books. Courses financed through third income streams (such as short learning programmes) do not qualify for staff discount.

Please note:

A change of study field for a master's degree or doctorate is regarded as a new qualification and a new class fee period starts.

In the case of a change in the programme content of a master's degree or doctorate (e.g. a PhD in Accounting to a PhD in Business Accounting), the class fee period is not affected and is regarded as the same qualification.

Upon continuation of a previously uncompleted qualification, the previous class fee period will resume from the period at which it had previously been officially terminated. Staff discount is only applicable to qualifications as listed in official NWU calendars, is based on the applicable maximum tuition fee periods as defined above and is only allowed up to the end of the relevant tuition fee period and also **only once** per qualification levy and/or modules **with no exception between full-time and part-time studies**.

General guidelines when the tuition fee period is exceeded:

1. If exceeding the tuition fee period is the student's doing, the student remains responsible for payment.
2. If the exceeding of the period is the student and supervisor / school's doing, the payment of tuition fees should be divided by the student / school, as mutually agreed between them.
3. If the exceeding of the period is the supervisor / school's fault, the school is responsible for the payment of the tuition fees.
4. If the exceeding is the examiner's doing, and the result of the decision to review results are in favor of the student, no fee is payable by the student. The student will only be registered to appear on the list of graduates.
5. If exceeding the period is the examiner's doing, and the result of the decision to review the student's results is unfavourable, refer to rules 1 to 3.

Guidelines on application for staff discount on tuition fees as well as the application forms are available on the NWU Staff Intranet. All enquiries with regard to staff discount on tuition fees may be directed per e-mail to [staff-discount@nwu.ac.za](mailto:staff-discount@nwu.ac.za)

### **2.3.7 Credit amounts on a university account**

If a credit balance arises on a University account, application may be made on the prescribed form for payment of the credit amount by electronic bank transfer. **No credit will be paid out in cash and no transfers can be made to credit card accounts.**

Credit balances on student accounts can only be paid out against acceptable proof on the student's identity. Payment to any other person than the student can only be made on written authority of the student on the prescribed form available at the enquiries desks and against satisfactory proof of the identity of the student. The above procedure is necessitated by relevant legislation and internal controls.

Where a credit balance arises because of bursary or loan payments from outside of the University, these credit amounts shall only be paid out on provision of the necessary bursary or loan agreement and only after consent from the bursar or financial institution was given in writing.

Official application forms for credit payments are available at the enquiries desks at student accounts. The forms should be correctly and accurately completed and also approved by the student him-/herself for the pay-out of credits. Applications sent to the NWU via email or fax must be accompanied by a copy of the ID or university card.

The NWU will not be held liable for incorrect information supplied on the application form itself. Please take note of the cut-off times for requesting payments as well as time delays before actual pay-out. A standard levy will be charged on the student's account for every credit refund request.

### 2.3.8 Responsibility for compliance with conditions of payment

It is the student's responsibility to see to it that the conditions of payment as outlined are met, regardless of whether he/she is being financed by means of a bursary or a loan.

**Should a student fall behind with the payment of his/her account, regardless of whether he/she has made an arrangement with the University, the University will charge interest on past due amounts at 4% above the prime lending rate of the University's official bankers.** This interest rate is lower than the statutory rate provided for by the National Credit Act with regards to incidental credit agreements.

Accounts for tuition, residence and other fees are sent to the students or their parents via e-mail. No accounts are sent directly to bursary providers.

Student accounts can be electronically obtained via the University webpage by signing in at <http://www.nwu.ac.za/content/account-enquiries>. The system will issue the student with a password that must be entered in order to access the information. Go to the **Financial Enquiries** page, select **Account Enquiries**, complete the empty fields, **Sign in**, select the information you wish to see and **Retrieve your information**.

### 2.3.9 Failure to comply with the conditions of payment

A student who cannot comply with these arrangements must make other arrangements for payment of the prescribed fees with the Collections department in advance, with the provision that the final payment is payable on 31 July. Should the money not be paid on the predetermined dates or at the times as determined otherwise, the University may resort to one or more of the following measures:

- Deactivation of the student's university card;
- refusal of admission to tuition;
- refusal of admission to the examinations;
- non-issue of academic record and certificate of conduct;
- non-issue of examination results;
- non-issue of diploma and degree certificates, to be held in safekeeping at the NWU;
- refusal of participation in the graduation ceremony;
- refusal of registration as student;
- exclusion from University residence; and
- handing over to the University lawyers or collection agencies for purposes of collecting the debt, in which event the student will be liable for interest and legal costs on an attorney and own client scale.

The student consents to the jurisdiction of the Magistrate's Court, in the event that the University institutes an action arising from the student's non-compliance with any of the conditions contained herein, but this does not prohibit the University from instituting action at its sole discretion or making an application in the High Court of South Africa.

Should credit be granted, the University has the right to place information with regard to defaulting on the payment of a University account on record with credit bureau.

All money due to the University following a handing over to the University's lawyers can only be paid directly to the lawyer. The University will not receive any payments in respect of accounts already handed over to the University's lawyers. In cases where accounts have already been handed over, the debtor remains liable for all collection costs incurred.

## 2.4 CREDIT BALANCES

If a credit balance arises due to a bursary and/or loan (excluding NSFAS), it may be utilised inter alia for the following:

- To settle a book or approved equipment account;
- to settle a University loan;

- to act in accordance with bursary requirements stipulated by the donor of the bursary;
- to be carried over to the next year as minimum fees payable; and
- where final-year students do not have a University loan, they may request in writing the available funds at the end of the year, with written consent of the bursar.

If a credit balance arises in regard to NSFAS fees, it will be utilised as follows:

- To settle tuition fees;
- to settle residence and meal fees with regard to University accommodation and private accommodation according to NSFAS scales;
- to settle a book or approved equipment account; and
- if a credit balance arises, the whole amount must be returned to NSFAS on or before 31 December.

Should a credit balance arise on a University account, application may be made on the prescribed form for payment of the credit amount by electronic bank transfer; **no credit will be paid out in cash**. A standard levy will be charged on the student's account for every electronic bank transfer made for this purpose.

Official application forms for credit payments are available from the counters at student account enquiries. Forms should be thoroughly completed and approved for the pay-out of credits. Applications sent by email or fax must be accompanied by a copy of the student ID or university card.

### 3 CANCELLATION OR CHANGE OF STUDY

#### 3.1 PROCESS UPON CANCELLATION OF STUDY

Your notice of cancellation of study or single course modules should be done on the official cancellation forms.

Should notice of cancellation take place by letter, it should be directed to the Campus Director SALA by *registered mail*, in which case the date of receipt will be noted as official cancellation date. The cancellation is valid from the date of proper submission of the cancellation form to relevant SALA Division or from the date of receipt of the registered postal article by the Campus Director SALA. The relevant SALA Division will notify Student Accounts and Bursaries accordingly regarding the cancellation.

- Cancellation forms for diplomas, undergraduate and honours studies are available from Undergraduate Administration: Records at the faculty helpdesks or can be requested at [PC-Undergrad-Records@nwu.ac.za](mailto:PC-Undergrad-Records@nwu.ac.za).
- Cancellation forms for master's and doctoral studies are available at Higher Degree Administration helpdesk at each campus or can be requested at [HigherDegree-E@nwu.ac.za](mailto:HigherDegree-E@nwu.ac.za)

Students of the Unit for Open Distance Learning can request their cancellation forms at building B11A, room G03, Potchefstroom Campus, the Call Centre at 018-285 5900 or per e-mail to [DistancePotch@nwu.ac.za](mailto:DistancePotch@nwu.ac.za).

#### 3.2 FEES PAYABLE UPON CANCELLATION OR TERMINATION OF STUDIES

Should a student cancel his/her diploma, undergraduate or honours studies prior to 17 February for campus students and 9 March for distance students, only the registration fee is payable. Should a student cancel his/her diploma, undergraduate or honours studies after 17 February for campus students and 9 March for distance students, the full costs of the qualification programme and tuition for the first semester are payable.

If a postgraduate student cancels his/her masters or doctoral studies prior to 31 March, only registration fees are payable. When a postgraduate student cancels his/her studies after 31 March but before 31 July, full registration fees plus 50% of the qualification programme cost are payable. With cancellation after 31 July, full registration fees, qualification programme cost and tuition fees are payable.

Should a student cancel his/her studies for the second semester prior to 31 July, only 50% of the qualification programme cost and full tuition for the first semester are payable. Should a student cancel his/her studies after 31 July, the full qualification programme cost and tuition for the year are payable.

Should a distance student cancel his/her studies prior to 31 July, and the study material has been dispatched, the fees of the study material are payable at R250 per module for handling and postage fees.

Should a student cancel his/her studies, all bursaries and/or loans are immediately refundable.

### 3.3 CONTINUED LIABILITY UPON EXPULSION

In all cases of transgressions and subsequent disciplinary steps these might entail, in terms of the provisions of the University Statute and the Students' Disciplinary Rules, the temporary or permanent, total or partial suspension of rights and privileges, intervention in or interruption or termination of studies or non-acceptance in a residence, the student concerned forfeits any claim to the repayment, reduction or waiver of moneys that have been paid or are payable to the University. All bursaries and/or loans are also immediately refundable.

### 3.4 FEES PAYABLE UPON CHANGING OF MODULES

Should a student change any module(s) after the scheduled period allowed for changing, which is annually determined by the Campus Director SALA, no credit will be granted for the cancelled module(s).

### 3.5 AGREED SUSPENSION OF POSTGRADUATE STUDIES

When postgraduate studies are suspended for whatever reason, the student will remain liable for all study costs (registration, tuition and any other fees) for the period of the suspension UNLESS the student, prior to the suspension, obtained approval from the faculty, which is been approved by a faculty decision and that decision had been noted on the student's student record.

### 3.6 DEATH OF A REGISTERED STUDENT

In terms of the University's Rules & Regulations, the fees that were already paid in the semester that the student becomes deceased will be refunded to the estate of the deceased student.

The student accounts department must be supplied with a certified copy of the death certificate of the deceased student for the process of closing the account to be started (see contact details in paragraph 2.1).

## 4 OTHER FEES

The following is a list of other fees that a student's University account may be levied with if applicable to the student.

<i>Campus: MC Mafikeng, PC Potchefstroom, VTC Vaal Triangle</i>			<b>Rand</b>
1	<b>Application fees</b>	New RSA students	0
		New international students	550
		B – Status fee (should application for study status be made)	600
		Special admission examination	440
2	<b>Registration fees</b>	Registration fee	1 740
		Fine for late registration, excluding Masters & PhD students	500
		MBA: Annual admission to NWU School for Business and Governance	6 300
		Postgraduate Diploma in Management: Annual admission to NWU School for Business and Governance Full Time Students Part Time Students	640 3 180
		LLM & M Phil: Once-off admission to the master's programme	2 200
3	<b>Student Academic Lifecycle Administration (SALA) fees</b>	Recognition of Prior Learning will be levied on ad hoc basis	0.00
		Exemption fee <i>per application: Modules completed at other institutions</i>	210

		Reissue of proof of registration (Available on DIY)	0.00
		Reissue of academic results for registered students	0.00
		Reissue of academic results for non-registered students.	50
		Academic record compiled from old files	125
		Academic record compiled from old files, together with syllabuses	260
		Cost recovery: Application fee for Matriculation Board exemption certificate for complete of conditional matric exemption, per application	520
		Cost recovery: Application fee for duplicate or amendment of existing Matriculation Board exemption certificate, per application	275
		Late notice of module changes per transaction	160
	<b>Assessment and Timetables</b>	Examination opportunity levy per paper off campus	220
		Examination opportunity levy per module for distance students outside RSA	800
		Second examination opportunity (per module)	250
		Final assessment opportunity in terms of academic rule (per module)	250
	<b>Graduation Ceremonies</b>	Conferral of a degree or diploma in absentia	275
		Re-issue of doctoral degree certificate	345
		Re-issue of other degree or diploma certificate	325
4	<b>Student Academic Societies</b>	PC: Academic Student Societies	70
		PC: Pharmacy Student Societies	90
		MC & VTC	0.00
5	<b>Student Accounts</b>	Unpaid/dishonored payment	100
		Real Pay debit order administration – For the first 6 debit orders, thereafter R10 per debit order	90
		Real Pay unsuccessful debit order	25
		Duplicate account or receipt	15
		Application for a student account credit refund	15
6	<b>Courier costs</b>	Local courier costs will be levied at actual cost with a minimum cost of R150	Actual costs Minimum 150
		International courier costs will be levied at actual cost	Actual costs
7	<b>Protection Services</b>	Replacement of university card (1 <sup>st</sup> card is free)	80
		Issuing of duplicate parking disc	30
		PC: Card holders	5

		PC: Lanyards	15
		PC: ID Photo	15
		PC: Copies of campus traffic accident reports	100
		PC: Annual reserved undercover residence parking	R82 Per Month 924
		PC: Annual reserved open residence parking	R49 Per Month 552
		MC: Annual reserved parking residence	0.00
		MC: Annual reserved parking Staff	R17 Per Month 204
		VTC: Annual reserved parking residence	0.00
		VTC: Annual reserved parking Staff	R40 Per Month 480
8	<b>Statistic Consultation Service (SCS)</b>	Planning and questionnaire review per hour	180
		Statistical analysis, data mining, assistance with interpretation of results, review of final report per hour	245
		Assistance with publication per hour	245
		Capturing of data per character	0.07
		Data coding and transcribing	245
		Printing per page	1
9	<b>Faculty of Health Sciences</b>	Nursing programmes - Continuation of practical work	150
		Transcriptions	600
10	<b>Conservatoire fees</b>  Registered students are only students enrolled for the following modules <b>MUSU174/5/7</b> <b>MUSU274/5/7</b> <b>MUSU374/5/6/7</b> <b>MUSU474/5/6</b> <b>MZSU177/277/377</b>  Refer to point 3 for cancellation procedures, which are also applicable here.	Registration fee until 15 February for the 1 <sup>st</sup> semester and 31 July for the 2 <sup>nd</sup> semester	732
		Tuition fee (30 minutes per week for 32 weeks per annum)	3 670
		Tuition fee (1hour per week for 32 weeks per annum)	7 329
		Registered student practice fees: piano	1 540
		Registered student practice fees: organ	1 926
		Registered student practice fees: singing, strings and wind instruments	1 027
		Other students / staff members practice fees: piano	3 081
		Other students / staff members practice fees: organ	3 846
		Other students / staff members practice fees: singing, strings and wind instruments	2 033
11	<b>Health Care Centre (Clinic)</b>	MC: Access to basic medical health care	10
		PC: Access to basic medical health care	40
		VTC: Access to basic medical health care – Staff	40

		VTC: Access to basic medical health care – Students	10
12	<b>School of Psychosocial Health</b>	Psychological services or therapy sessions at Institute for Psychology & Wellbeing (IPW)	100 per session
		Departmental selection fee - Honors Psychology	180
		Departmental selection fee – Master’s degrees Psychology & Social Work	300
13	<b>Library</b>	Administration fee (lost books)	150

## 5 FINANCIAL SUPPORT

The aim of the North-West University Bursary Department is to provide financial aid (subject to guidelines) to students who wish to participate actively in creating a stimulating climate at the University on the basis of their academic, leadership, arts and culture as well as sports achievements.

Note that the university reserves the right to, without prior notice, amend any terms and conditions, amounts as well as allocations that have been approved by the Bursary and Loans Committee.

### BURSARIES FOR UNDERGRADUATE STUDIES

Contact information for undergraduate financial support/enquiries or to see bursary terms and conditions:

**Webpage:** <http://www.nwu.ac.za/bursaries-undergraduate-studies>

**E-mail address:**

Mafikeng: [MC-UnderGradBurs@nwu.ac.za](mailto:MC-UnderGradBurs@nwu.ac.za)

Potchefstroom: [NWU-UnderGradBurs@nwu.ac.za](mailto:NWU-UnderGradBurs@nwu.ac.za)

Vaal Triangle: [VC-UnderGradBurs@nwu.ac.za](mailto:VC-UnderGradBurs@nwu.ac.za)

### 5.1 NWU BURSARIES

All bursaries are awarded only for the acquisition of a first qualification which must be obtained within the minimum period (3 or 4 years) of the qualification registered for in the first year. Should the student change his/her field of study, this condition with regard to the initial qualification’s minimum period of study, remains valid.

The University’s target date for pay-out for all these bursaries is the **end of March** and no bursary will be paid out earlier.

The following NWU undergraduate bursaries are available:

### 5.2 SECTION A: ACADEMIC MERIT BURSARIES

- **Academic merit bursary for a first-time recipient** – This bursary will only be awarded in the first year of study
- **Senior academic merit bursary** (2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> year)

Academic merit bursaries are awarded automatically to full-time undergraduate students and therefore these students do not have to apply. Part-time students and students from other Universities must apply for the bursary using the prescribed application form available on the webpage – closing date 31 January of the year of registration. The students must be registered for a FIRST undergraduate qualification and comply with the specific requirements of the bursary.

### 5.3 SECTION B: LEADERSHIP BURSARY / ARTS AND CULTURE BURSARIES

The following bursaries are available and must be applied for, using the prescribed application form available, on the webpage:

#### **Leaders of student councils**

A once-off bursary awarded to students who were the chairperson of the Students Representative Council during their high school career.

#### **Art and culture bursaries**

Awarded to first-year students for exceptional achievements in art and culture activities during Grade 8-12. The closing date for prospective students is 31 January in the year of registration.

## 5.4 SECTION C: SUPPORT BURSARIES

The following support bursaries are available and must be applied for annually:

- **Bursary for physical disability**
- **Orphan and foster-care bursary**
- **Family Bursary** - Granted to families with two or more members simultaneously registered at the NWU within the minimum periods of study for the duration of their studies.

The students must be registered for a FIRST undergraduate qualification and comply with the specific requirements of the bursary. Application must be made **annually** using the prescribed application forms on the webpage.

Closing date for the bursary applications for prospective students is 31 January in the year of registration and for senior students 30 September in the year preceding registration.

## 5.5 SECTION D: SPORT BURSARIES

Contact information for enquiries and application forms:

Mafikeng Campus	Potchefstroom Campus	Vaal Campus
<b>Soccer Institute &amp; Other Sports</b>  Web Address: <a href="http://www.nwu.ac.za/content/nwu-mafikeng-campus-soccer-institute">http://www.nwu.ac.za/content/nwu-mafikeng-campus-soccer-institute</a> Contact Person: Rick van Rooyen Tel: (018) 389 2406	<b>Rugby Institute</b>  E-mail: <a href="mailto:ronel.emms@nwu.ac.za">ronel.emms@nwu.ac.za</a> Tel: (018) 299 2429	<b>All Sports</b>  Contact Person: Sean McCallaghan Tel (016) 910 3229 E-mail: <a href="mailto:sean.mccallaghan@nwu.ac.za">sean.mccallaghan@nwu.ac.za</a>
	<b>Other Sports</b> E-mail: <a href="mailto:corene.middleton@nwu.ac.za">corene.middleton@nwu.ac.za</a> Tel: (018) 299 2905	

The closing date for bursary applications for prospective and senior students is 15 October annually in the preceding year of registration.

## 5.6 NSFAS LOANS

The NSFAS Loan/Bursary Scheme is to provide financial support to students with academic potential and financial need - South African citizens only. The scheme is available to all full-time undergraduate students who comply with specific requirements according to NSFAS rules.

All applications will be administrated **only by NSFAS**. Online applications will be available on the NSFAS webpage from 1 August to 30 November in the preceding year of registration. No hard copies or late applications will be accepted by NSFAS.

Only prospective students and new senior students only need to adhere to above dates.

Contact information for NSFAS support/enquiries or to see terms and conditions:

**Webpage:** [www.nsfas.org.za](http://www.nsfas.org.za)

**E-mail address:** [info@nsfas.org.za](mailto:info@nsfas.org.za)

**Share Call:** 0860 067 327

## 5.7 FUNZA LUSHAKA TEACHING BURSARY

The Funza Lushaka education bursary provides financial support to students with academic potential and a commitment to undertaking professional teaching education. After qualifying, the students have a contractual obligation and must enter the service of the Department of Education in a departmental post at a provincial school for each year the bursary was awarded. The bursary is available for priority area specialization subjects – see terms and conditions.

Online applications will be available on the Funza Lushaka webpage. See opening dates for application on the webpage.

**Re-applications close on 17 November in the year preceding registration. New applications close on 12 January in the year of registration.**

Contact information for Funza Lushaka bursary support/enquiries or to see terms and conditions:

**Webpage:** <http://www.funzalushaka.doe.gov.za>

**Tel:** (012) 357 3000

## **5.8 BURSARIES FOR POSTGRADUATE STUDIES**

The NWU postgraduate bursary scheme aims to provide financial support to postgraduate students and to give recognition to students who perform well academically. The NWU postgraduate bursary scheme is in line with the strategic objectives of the University as explained in the Institutional Plan.

The students must be registered for a FIRST Honours, Masters or Doctoral qualification and comply with the specific requirements of the bursary. Application must be made **annually** using the prescribed applications forms on the webpage. The University's target date for pay-out for all these bursaries is the **end of March**.

The following two categories of bursaries are available:

### **5.8.1 SECTION A: NWU POSTGRADUATE BURSARY SCHEME**

- **NWU Honours Bursary** - Available for one year, **full-time students** only. Closing date 31 November in the preceding year of registration.
- **NWU Masters Bursary** - Available for two years, part-time and full-time students. Closing date 31 March in the year of registration.
- **NWU Doctoral Bursary** - Available for three years, part-time and full-time students. Closing date 31 March in the year of registration.

### **5.8.2 SECTION B: NWU POSTGRADUATE ACADEMIC MERIT BURSARY**

This academic merit bursary is a once-off bursary available only for the first year of the postgraduate qualification. Closing date is 31 March in the year of registration.

Contact information for postgraduate financial support/enquiries or to see bursary terms and conditions:

**Webpage:** <http://www.nwu.ac.za/postgraduate-bursaries>

**E-mail address:**

Mafikeng:	<a href="mailto:MC-PostGradBurs@nwu.ac.za">MC-PostGradBurs@nwu.ac.za</a>
Potchefstroom:	<a href="mailto:NWU-PostGradBurs@nwu.ac.za">NWU-PostGradBurs@nwu.ac.za</a>
Vaal Triangle:	<a href="mailto:VC-PostGradBurs@nwu.ac.za">VC-PostGradBurs@nwu.ac.za</a>

## **5.9 RESEARCH BURSARIES FOR POSTGRADUATE STUDENTS**

These bursaries are administrated by the Research Office:

### **NRF & Institutional bursaries**

Contact: [funanai.lavhelani@nwu.ac.za](mailto:funanai.lavhelani@nwu.ac.za)  
[heide.goedhals@nwu.ac.za](mailto:heide.goedhals@nwu.ac.za)

## **5.10 BURSARIES FROM INSTITUTIONS OUTSIDE THE UNIVERSITY (EXTERNAL BURSARIES)**

If a student's studies are financed by way of a bursary from an institution outside the University, written proof thereof must be submitted annually during registration to Student Accounts. The bursary agreement is between the student and the bursary institution and contracts need to be finalized with registration. The written proof should reflect the breakdown of fees to be utilised as well as the date of payments to be made.

### **5.11 GENERAL**

**The bursaries and bursary-loans that are awarded and administrated by the University are utilised firstly for redeeming tuition and residence fees.**

The University reserves the right to add, withdraw or change awards without prior notice, and direct costs, as determined by the University from time to time, are payable upon the signing of the relevant bursary documentation.

## 6 FUNDI

Fundi (Eduloan) finances university studies under certain conditions at a very reasonable interest rate and repayment terms.

Application can be done online at <http://www.Fundi.co.za>.

Enquiries in regard to the loans may be directed to Fundi at:

<b>Contact Details</b>	<b>Fundi</b>	<b>Mafikeng</b>	<b>Potchefstroom</b>	<b>Vaal Triangle</b>
Telephone	0860 55 55 44	018 – 384 9457	018 - 299 1007/8	016 – 910 3133