

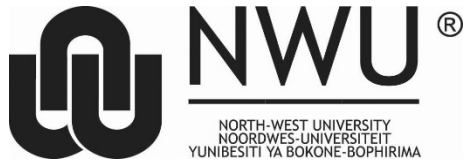


# FEES PAYABLE & FINANCIAL RULES 2025

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## Student Finances and Financial Related Systems

# Fees Payable & Financial Rules 2025

## 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 payment method thereof.

### 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 online payments for a student's account towards tuition, residence fees, other fees, or cash for meals.

### 1.3 FINANCIAL LIABILITY

Upon registration, 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 an account is received), as determined from time to time by the Council.

**The NWU is strongly committed to protecting personal information/data. Therefore, personal information of students (including, but not limited to academic and financial information) may be shared with third parties, provided that the NWU has a legal justification to share such information with the third party. No personal information will be shared with any third party if such legal justification does not exist.**

**All personal information will be managed in accordance with the Protection of Personal Information Act, 4 of 2013.**

For information relating to the management of personal information at the NWU, also refer to the [NWU Personal Information Privacy Policy](#) as well as the [NWU Privacy statement](#).

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 judgment, 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 the debt counselor gives written confirmation 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 (refer to 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 bursaries 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 email addresses. The responsibility lies with the student to enquire if he/she has not received any bills.

Change of address or contact details must be made at the [Student Portal](#). The student account (statement) is also available at the portal at My Finances>Account Information>My Statement.

Account e-mail addresses are captured during the application process.

**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 for the attention of the following:

<b>Student Academic Lifecycle Administration (SALA):</b>		
<b>Mahikeng Campus</b>	<b>Potchefstroom Campus</b>	<b>Vanderbijlpark Campus</b>
Campus Director: SALA Private Bag X 2046 MMABATHO, 2745 Tel: (018) 389 2404	Campus Director: SALA Private Bag X 6001 POTCHEFSTROOM, 2520 Tel: (018) 299 1111	Campus Director: SALA PO BOX 1174 VANDERBIJLPARK, 1900 Tel: (016) 910 3111
<b>Student Accounts and Bursaries:</b>		
Manager: Student Accounts and Bursaries Private Bag X 2046 MMABATHO, 2745 Tel: (018) 389 2021	Manager: Student Accounts and Bursaries Private Bag X 6001 POTCHEFSTROOM, 2520 Tel: (018) 299 2614	Manager: Student Accounts and Bursaries PO BOX 1174 VANDERBIJLPARK, 1900 Tel: (016) 910 3304

This is the only and official guide of the North-West University regarding 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, the 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.

## 2 FEES PAYABLE

### 2.1 ENQUIRIES

#### 2.1.1 Enquiries on student accounts

Enquiries from parents, sponsors, or other stakeholders regarding student accounts can be directed to the following contacts. Please note that **all enquiries from students** must be logged via the [Student Portal](#) by navigating to the Helpdesk menu.



<b>Campus</b>	<b>Mahikeng</b>	<b>Potchefstroom</b>	<b>Vanderbijlpark</b>
<b>Building</b>	Admin Building A1	Joon van Rooy Building F1	Admin Building A1
<b>Contact Number</b>	(018) 389 2546 or (018) 389 2646 or (018) 389 2516 or (018) 389 2410	(018) 299 2667 to (018) 299 2673	(016) 910 3531 or (016) 910 3158 or (016) 910 3156 or (016) 910 3234
<b>E-mail address</b>	mc-studyfees@nwu.ac.za	PC-studyfees@nwu.ac.za	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 2000 or (018) 389 2111	(018) 299 1111/2222	(016) 910 3111

## 2.1.2 Enquiries on fee cost estimations / quotations

First-time applicants will receive a fee quote upon accepting their conditional offer and again upon accepting their final offer.

Senior students can request a fee quote via the [Student Portal](#) by navigating to My Finances > Fee Quotation on the menu.

## 2.2 AMOUNTS PAYABLE

### 2.2.1 Application fees

#### 2.2.1.1 Application Fees: International Students

International students must apply for admission to North-West University, and the fee listed in the table under paragraph 4 must accompany the application. This non-refundable fee will not appear on the student account and must be paid online as a required part of the application process.

#### 2.2.2 Registration fee

All students must pay the annual registration fee as listed under the table of paragraph 4. These registration fees are used to fund the registration process. The amount is non-refundable and does not qualify for a 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 the table of paragraph 4, Registration fees.

### **2.2.3 Tuition fees**

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

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

**Master's and doctorate programme versions**, however, are payable at only a **tariff per programme version** that the student has been enrolled for, except for the MBA (Master of Business Administration), MPA (Master of Public Administration) and some master's programme versions in the Faculties of Theology and Health Sciences which are levied per registered courses.

Distance program versions are excluded from the program version costs and incur only the applicable course levies.

If a student must repeat courses and by doing so exceed the tuition fee period for the programme version, all relevant courses plus the annual programme version cost shall be levied.

The complete list of tuition fees for courses and programme versions 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 2025.

Besides the required courses for the programme concerned, a student may enroll in any study year for additional courses 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 programme versions (qualifications), postgraduate diplomas, and honours degrees. The study periods of programme versions differ from programme version to programme version and a programme version cost (qualification levy) is charged annually.

These tuition fee periods should be read with the General Academic Rules.

When a student exceeds the maximum tuition fee period for a specific programme version, the annual programme version cost will be charged in every year that exceeds the maximum tuition fee



period regardless of the programme versions 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 programme version per year, except for the MBA and MPA, which are levied per registered course.

Permanent staff registered for master's 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.

When a master's 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 master's and doctoral students will pay registration fees and the full annual programme version cost for each year exceeding the limit, and these costs will not qualify for a staff discount.

Master's and doctoral students need to register every year for the duration of their postgraduate studies. **Students who interrupt their postgraduate studies will also be charged for the years in which they were not registered when they want to re-register to continue with their studies.** If a postgraduate student officially interrupted their studies before June of the registered year, they are still liable for the registration fees.

## **2.2.4 University Residence fees**

Comprehensive information regarding university residences and day houses is contained in the Rules for the University Residences and Day Houses of the North-West University and is available at <https://studies.nwu.ac.za/student-life>.

### **2.2.4.1 Admission to a university residence**

Prospective students apply for NWU residence occupation during the academic application process where they will be afforded the opportunity to indicate which residence they wish to reside in. A placement process is concluded soon after the closing date for applications.

Once a First-year student has been placed by Residence and Catering Services (RCS) in a university 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 deposit of R4,000 will be credited to the student's tuition and residence account annually during March. The deposit is not applicable to:

- Bursary students who supply the required proof of their bursaries
- NSFAS-funded students

If this non-refundable confirmation amount is not paid within 30 days from the date of the notice, the student's university residence application will be canceled without further communication.

Upon acceptance of an application for university 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 confirmation fee is then shown as a residence deposit on the statements.

Should a student leave the residence during the first term, he/she will remain responsible for the full year's residence fee. See 2.2.4.3 concerning cancellations.

If a residence student's account falls in arrears during the academic year and no financial arrangement is reached with the Student Finance office, such residence students will vacate the residence within 48 hours of having been served with such an order.

The expenses for repairing any damage to residences, identified by the residence office as either malicious or due to negligence, will be charged to the student account of the responsible individual. In cases where a specific student cannot be identified, the repair costs will be distributed among the accounts of students deemed liable by the residence office.

## 2.2.4.2 Residence Fees for 2025

### MAHIKENG CAMPUS

<b>On Campus University Residences:</b> <i>**All university residences are self-catering</i>	<b>Single Rooms per annum</b>	<b>Sharing rooms per annum</b>
Kgosi Dick Montshioa, Hopeville, Khayelitsha, Mbada, Sol Plaatje, Dr James Moroka, Ngaka Modiri Molema & Sedibeng	R 30,840	N/A
Dr Nelson Mandela 1 & Dr Nelson Mandela 2	R 37,020	R 28,230
Lost City 1 & Lost City 2	R 37,020	N/A
Biko House (for postgraduates)	R 46,090	N/A
Harmony Heights, Lesedi, Khayaletu, Thutong, Protea & Lethabong	R 43,640	R 40,480

## POTCHEFSTROOM CAMPUS

<b>On Campus University Residences:</b> <i>**All university residences are self-catering</i>	<b>Single rooms per annum</b>	<b>Sharing rooms per annum</b>	<b>Flats</b>
Heide, Karlien, Kasteel, Klawerhof, Laureus, Oosterhof, Patria, Vergeet-My-Nie, Veritas, Wag-'n-Bietjie & Wanda	R 35,590	R 33,760	N/A
De Wilgers & Eikenhof	R 35,590	N/A	R 36,760
Excelsior	N/A	R 33,760	N/A
Ratau Labone	R 35,590	N/A	N/A
Caput, Hombré, Huis Republiek, Minjonet & Over de Voor	R 35,590	R 33,760	R 36,760
Soetdorings, Denedorp & Invictus	R 36,760	N/A	N/A
Oppirif-Self Catering Units	R 47,570	N/A	N/A
<b>Off Campus University Residences (Leased Accommodation)</b> <i>**All university residences are self-catering</i>			
Green Meadows	R49,500	R46,500	N/A

## VANDERBIJLPARK CAMPUS

<b>On Campus University Residences</b> <i>**All university residences are self-catering.</i>	<b>Single Rooms per annum</b>	<b>Sharing Rooms per annum</b>
Thuthuka, Jasmyn, Vergelegen & Horizon	R 41,290	N/A
Kumba	R 43,870	R 39,930
<b>Off Campus University Residences</b> <i>**All university residences are self-catering</i>		

Faranani	R 36,760	R 33,830
<b>Off Campus University Residences (Leased Accommodation)</b> <i>**All university residences are self-catering</i>		
Bohlale & Moahi	R 49,740	N/A
Ebukhosini & Longfellow	R 51,960	N/A

The abovementioned amounts include the non-refundable confirmation amount for first-year students, which had been paid in the preceding year to reserve and confirm the place in a residence.

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 student account at the end of March.

### **2.2.4.3 University residence cancellation**

#### **2.2.4.3.1 Refund of university residence deposit to new students**

A student forfeits the university residence confirmation amount unless a written cancellation is received 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.

Failure to collect/sign for keys after acceptance of the placement by the student will result in the forfeiting of any deposits already paid and in the case of a bursary student who was not required to pay a confirmation amount, an additional fee of R4,000 will be charged to the student account. If the bursary does not cover these fees, it would be for the student's own account.

#### **2.2.4.3.2 Refunding of university residence confirmation amount**

The university residence confirmation amount will only be refundable based on 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 examinations that he/she cannot continue his/her next study year and will not attend the University for that reason.

#### **2.2.4.3.3 Refunding of university residence fee**

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

Students will only be credited if they recruit another student who is not already accommodated in an NWU university residence to replace them, provided that the residence management accepts the replacement student. The student's university residence fees will then be determined using a sliding scale.

Senior students who complete their studies at the end of the first term must pay for the full academic year.

Should a first-year student cancel his/her studies before the end of March 2025 due to adjustment problems, he/she will only pay for the first term. If cancellation takes place after March 2025, 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 who is not already accommodated in a NWU residence 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 the discretion of the Manager: Residence and Catering Services of the respective campus.

#### **2.2.4.3.4 NSFAS & Bursary Residence Students**

- **Cancellations**

Cancellations after the acceptance of a placement will be considered on merit only – NSFAS students will not be allowed to terminate NWU residence placement for the reason of moving to private accommodation.

Once a placement is processed on the NWU student system students will not be allowed to upload lease agreements for private accommodation.

- **Stay in during recess period – special permissions**

When a student wants to apply for special permission to stay in during recess periods, other than for approved 2nd examination opportunity or other academic purposes, and the cost is not covered by the relevant bursary, it would be for the student's own account.

Cases will be evaluated individually by the Residence Management and once special permission is granted, the cost per day will be determined based on the residence fee. Proof of payment must be submitted with all relevant documents to the department.

### **2.2.5 Meal accounts**

#### **2.2.5.1 University card: Meal function**

After registration, the university cards will become active where after meals can be bought with the funds in the students' meal account. 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 meal account, no credit will be granted on meals!

It is therefore important for students to ensure that there is sufficient cash on their meal accounts for purchases. Students pay only for meals taken.

Residence and non-residence students are welcome to have meals in the residence dining halls. Meals can be paid for via their university cards or debit- and credit cards. Meals, snacks, and other refreshments can also be purchased in the cafeteria, kiosks, coffee shops and restaurant with the university card. Provision for meals can be calculated at an estimated R2,750 per month.

### **2.2.5.2 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 NWU Brand Stores on campus. The use of student cards as payment mechanism has now been extended for off campus use also. Purchases with this card can be managed by a facility to block or unblock certain purchases. A request to the Student Account Department can be made in this regard. See contact details in paragraph 2.1 above.

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.

### **2.2.5.3 University card: Admission card**

The University card gives access to all places and buildings to which a student has the right of access. Should the university card be lost, the student undertakes to report the loss immediately to the Department of Protection Services so that the card can be deactivated. A student remains responsible for the university card until it has been deactivated according to university procedures.

<b>Protection Services: Campus</b>	<b>Mahikeng</b>	<b>Potchefstroom</b>	<b>Vanderbijlpark</b>
<b>Contact Number</b>	(018) 389 2185 or (018) 389 2277	(018) 299 2209	(016) 910 3900

### **2.2.5.4 Payment options for the cash meal system (NWU VENDING)**

Payments may be made through the online payment portal by clicking on the [Payment Portal](#) link and navigating to Student>Student Vending.

### **2.2.5.5 Conditions for use of university card**

A specific condition for the use of the university card is that the student should accept liability for all financial transactions made with the card. Should the university card be lost, the student undertakes to report it immediately to the Department of Protection Services so that the university card can be deactivated.

The control office of the Department of Protection Services is open 24 hours a day, 7 days a week and can be contacted to assist with the deactivation of the University cards after hours. (see contact details 2.2.5.3)

The student remains liable for all transactions entered with the university card until it is deactivated according to university procedures.

## **2.2.6 Other fees**

Other fees that students may be charged for are listed under paragraph 4.

### **2.2.6.1 Traffic fines (only Potchefstroom Campus & Vanderbijlpark Campus)**

**Traffic fines are payable immediately.** The University account of students who either fail to pay their traffic fines, imposed in terms of the University's official traffic regulations, or fail to apply for a remission of their traffic fines within the prescribed period, will be debited by such amounts in terms of a Council decision.

Potchefstroom Campus Protection Services can be contacted regarding all traffic fines or a representation for the waiver of a fine at (018) 299 4402 or email [ProtectionServices@nwu.ac.za](mailto:ProtectionServices@nwu.ac.za).

Vanderbijlpark Campus Protection Services can be contacted at (016) 910 3132.

### **2.2.6.2 Loss of or damage to library material**

A student has the sole responsibility to return all loan material from the library to the library promptly at the end of the loan period; it should be in the same condition as it was when borrowed. Any losses of or damage to loan material will be recovered from the student. Should a student fail to return the relevant material to the library after notice or fail to pay the replacement or repair costs thereof 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 General Student Experience Fee**

The general student experience fee is applicable to all NWU contact students. The fee contributes towards the social welfare and primary health care programmes provided to support students. The fee further contributes towards Students' Academic Chapters (SACs) as recognised student leadership structures of the NWU acting as student representatives within Faculties. The fee supports the academic programme by assisting in the creation of impactful programmes contributing towards student welfare and support, as well as student activities related to the faculty.

## **2.3 CONDITIONS OF PAYMENT**

### **2.3.1 Payment options: Registration-, tuition-, residences, and other fees**

Payments may be made through the online payment portal by clicking on the [Payment Portal link](#), and navigating to Student.



## 2.3.2 Minimum first payment

### 2.3.2.1 First term registration

The following amounts are **payable before registration**. Students will not be able to register until these amounts are reflected as a credit on their student account.

#### FIRST YEAR & SENIOR STUDENTS

Compulsory 1st Minimum Fees Payable for 2025	University Residence Students	Non-Residence Students	Distance Students	International Students
NWU Registration Fees	R 2,425	R 2,425	R 2,425	R 2,425
First Payment on Tuition Fees	R 9,920	R 9,920	R 9,920	Full Cost
First Payment on Residence Fees	R 10,710	R 0	R 0	Full Cost
<b>Total Compulsory Minimum First Payment 2025</b>	<b>R 23,055</b>	<b>R 12,345</b>	<b>R 12,345</b>	<b>Full Cost</b>

*\*\* NSFAS Funded students are exempted from the minimum first payment.*

### 2.3.2.2 Postgraduate registration

Master's and Doctoral re-registrations, as well as new registrations, must typically be completed by 31 March each year. However, for 2025, a special extension has been granted, allowing registrations until 30 April 2025.

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

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

Postgraduate Students who qualify to participate in the winter graduation ceremonies will be liable for the registration fee as well as 50% of the programme version fees. Should a Postgraduate student qualify for waiving of fees, the NWU bursaries will also be adjusted in accordance.

### **2.3.2.3 International student registration**

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

An exception is granted to students whose parents have obtained permanent residency and are living and working in South Africa. In such cases, debit order arrangements must be made to facilitate and monitor monthly payments.

Payments may be made through the online payment portal by clicking on the [Payment Portal](#) link and navigating to Student.

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

**Students are responsible to ensure that the value of any international 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.**

### **2.3.2.4 Namibian students**

Namibian students can be accommodated by paying their minimum first payment and completing the Authority and Mandate form for debit order collection of their university account, as the university is also registered in Namibia to collect monthly installments directly from participating banks. To request the relevant debit order form, please log a ticket on the [Student Portal](#). Navigate to Helpdesk, select the Student Finance category, and then the Debt Collection sub-category.

The Debt Collection team will send the form to you via the Student Portal. Once available, you can find the form under My Documents.

Complete and sign the form, then upload the finalised document to My Documents on the Student Portal.

### **2.3.2.5 UNISA or any other tertiary institution registration**

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

### **2.3.3 Postponement for payment of minimum first payments**

Parents, sponsors or any other stakeholders can contact the Debt Collection Department of the relevant Student Account and Bursary Department as indicated in the table below. Students, however, must log a request through the NWU Student Portal by navigating to the Helpdesk on the menu.

<b>Campus</b>	<b>Mahikeng</b>	<b>Potchefstroom</b>	<b>Vanderbijlpark</b>
<b>Contact Number</b>	(018) 389 2478 or (018) 389 2163	(018) 299 2662 to (018) 299 2665 or (018) 299 2546	(016) 910 3155 or (016) 910 3530
<b>Email Address</b>	mc-collect@nwu.ac.za	PC-Debtcollect@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.

The students can submit the documents via the NWU Student Portal by navigating to My Documents.

### **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 through the NWU Student Portal by navigating to My Documents 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 installments to settle the account by 31 July, the same as all other students.

### **2.3.4 Payment of university account**

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

If a student falls into arrears regarding any outstanding amount under the above-mentioned payment terms, the University will charge interest on the overdue installments.

### 2.3.5 Early settlement discount on tuition and university 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:

- Registration fees and other fees do not qualify for a discount.
- Both tuition and residence fees must be settled in full to qualify.
- Short payments based on your own calculations will be considered but may lead to the disallowance of your discount.
- Please confirm the settlement amount beforehand to avoid disappointment.
- All credits must be reflected on the student account by the end of March.
- No future payments (bursaries, loans, or deposits) will be considered for calculations!
- Payments which are reflected in the University's bank account by 31 March will be considered.
- The discount is only applicable in the current year and cannot be backdated for previous years! The early settlement discount will only reflect on the student account by April.
- Students who receive any form of financial aid do not qualify to claim this discount. It is only applicable to accounts settled in cash / electronic deposits.
- Discounts are not given automatically. You must apply in writing to the following email addresses with the word "2,5% discount" in the subject line of the email:

Campus	Mahikeng	Potchefstroom	Vanderbijlpark
E-mail address	mc-studyfees@nwu.ac.za	PC-studyfees@nwu.ac.za	vaalaccounts@nwu.ac.za

Students can log on to the [Student Portal](#) by selecting the Helpdesk option. Navigate to the Student Finance category and select the General Inquiries sub-category. Be sure to attach your proof of payment.

### 2.3.6 Staff discount

Permanent staff of the North-West University and fixed-term appointments with full benefits are entitled to a discount in respect of tuition fees under the conditions as set out in the University's [Conditions of Employment](#), paragraph 9. Temporary staff and fixed-term appointments without fringe benefits are not eligible for a staff discount.

Staff discount is only applicable to programme versions as listed in official NWU year books, is based on the applicable maximum tuition fee periods as defined in clauses 9.2.1.1 and 9.2.1.2 above and is only allowed up to the end of the relevant tuition fee period and only once per programme version levy and/or courses 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 are only entitled to a 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 a discount for the 11 months of service and 8,33% of the tuition fees is payable by the staff member. The spouse of a staff member is also only pro rata entitled to the discount from the date of their marriage if the marriage is later in the year than January. A staff discount will only be granted from the month following the date of marriage. For example, if the couple were married during June, a pro rata staff discount will only be granted from July, if all other conditions are met as set out in the guidelines.

The children must be bona fide students and economically dependent on you (hereinafter referred to as “qualifying children”). The maximum period for the rebate on tuition fees for your spouse and qualifying children is **seven years** in respect of each dependent.

Rebates on tuition fees will only be granted for a maximum period of **seven years or until the qualifying child reaches the age of 27 years**, whichever occurs first. The repeating of any failed courses will not be subsidised by the University.

Staff members who resign are proportionally responsible for the payment of tuition fees from the date of resignation. If a 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 a staff discount does not affect qualification for any other study bursaries.

A staff discount is not granted automatically; it must be applied for every year. No discount will be granted retrospectively. A discount for 2024 tuition fees will thus not be granted in 2025.

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

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

Students must be enrolled for an NWU programme version as contained in the faculty yearbooks. Courses financed through third-income streams (such as short learning programmes) do not qualify for a staff discount.

The [Staff Discount Guidelines](#) on tuition fees and the online application are available on the NWU Staff Intranet. All enquiries regarding Staff Discount may be directed by e-mail to [staff-discount@nwu.ac.za](mailto:staff-discount@nwu.ac.za). Please note that the staff discount will be applied to student accounts by 31 March each year.

### 2.3.7 Credit amounts on a university account

If a credit balance arises on a university account, an online application may be completed to request the payment of the credit amount by electronic bank transfer. The application is available on the [Student Portal](#) by navigating to My Finances>Credit Refund. **No credit will be paid out in cash and no transfers can be made to credit card accounts.**

Credit refunds can only be processed if requested on the Student Portal. Students can log on to the portal using their login credentials. Banking details for your credit refund can be updated on the NWU web page under the NWU DIY Service Portal > Banking Details option. When requesting payment to any other person than the student can be made by updating the banking details on the NWU DIY Service Portal.

Where a credit balance arises because of a cash-and or electronic funds transfer (EFT) on the University account, proof of the payment must be submitted with the request for payment of the credit.

When a credit balance arises due to bursary or loan payments from external sources, these credits will only be paid out upon submission of the necessary bursary or loan agreement and written consent from the bursar or financial institution.

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

NSFAS students who have made payments while awaiting funding approval from NSFAS may request refunds **only if there is a credit balance on their student account.** Refunds will be issued to the person who made the payment, not the student. Please note that NSFAS may consider these payments as a bursary from another source and may reduce the bursary amount accordingly.

#### 2.3.7.1 Student Leadership Benefits Programme

The Student Leadership Benefits Programme is an approved programme of the NWU University Management Committee. The Student Leadership Benefits Programme (SLBP) aims to provide support to the student leaders of the North-West University and give recognition to the contributions made by student leaders to the co-curricular programme of the University through their coordination of the Student Life activities and projects.

Where credit arises due to a disbursement made to a student leader as part of the Student Leadership Benefits Programme, the resultant credit may not be withdrawn from the student account for the duration of the student's studies with the NWU. In accordance with the Student Leadership Benefits Programme, a credit that arises in this manner may be wholly or partially reversed following completion of the prescribed evaluation process and the outcome of the final value receivable by a student leader. A copy of the Student Leadership Benefits Programme can be obtained from the office of the Executive Director: Student Life or Campus Directors: Student Life

### **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 arranged with the University, the University will charge interest on arrear installments at 4% above the prime lending rate of the University's official bankers.** This interest rate is lower than the statutory rate provided 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 email. No accounts are sent directly to bursary providers.

Student accounts can be electronically obtained via the [Student Portal](#) by navigating to My Finance>Account Information or My Statement. The system will issue the student with a password that must be entered to access the 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, if 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 regarding defaulting on the payment of a university account on record with the 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 with 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. Students who are handed over will not be allowed to register unless the account at the debt collector or attorney has been settled in full.

## 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 Bank/Fundi 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
- final-year bursary students may request a credit refund on the [Student Portal](#) by navigating to My Finances>Credit Refund, with written consent of the bursar. Final-year loan students may request a credit refund on the [Student Portal](#) by navigating to My Finances>Credit Refund. Refunds will be issued to the person who applied for the loan, not the student.

Credit balances regarding NSFAS student accounts, will be returned to NSFAS as per NSFAS policy.

Please refer to paragraph 2.3.7 above for the request for payment of credit balances for registered – and unregistered students.

## 3 DISCONTINUATION OR CHANGE OF STUDY

### 3.1 FEES PAYABLE UPON DISCONTINUATION OF STUDIES.

If a student cancels their studies within the registration period specified in the academic calendar for campus and distance students, only the registration fee is payable. However, if a student cancels their studies after the registration period, the full cost of the program version and tuition fees will be payable. Discounts may be applied depending on the date of withdrawal.

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

**If a postgraduate student cancels his/her studies, fails to register for the next academic year before the registration closing date, or has his/her studies terminated by the Faculty, all NWU bursaries received during the incomplete postgraduate studies will be reversed, and the student will be liable for the full cost of fees.**

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.

### 3.2 FEES PAYABLE UPON AMENDING OF COURSES

Should a student change any course(s) after the scheduled period allowed for changing, which is annually determined by the Registrar, no credit will be granted for the canceled course(s).

### 3.3 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 has been approved by a faculty decision and that decision had been noted on the student's student record.

### 3.4 DEATH OF A REGISTERED STUDENT

In terms of the University's Rules & Regulations, the fees that were already paid in the term 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.

<b>Campus: Mahikeng (MC), Potchefstroom (PC) and Vanderbijlpark (VC)</b>			
1	Application Fees	International Students	R 600
		B-Status fee (should application for study be made)	R 445
		Special Admission Examination	R 480
2	Registration Fees	Registration Fees	R 2,425
		Fine for late registration, excluding Masters –and PhD Students	R 565
		MBA: Annual admission to NWU School for Business and Governance	R 11,510

		Post Graduate Diploma in Management: Annual Admission to NWU School for Business and Governance Full- and Part Time Students	R 5,000
		LLM & MPhil: Once-Off admission to the master's programme	R 2,200
3	Student Academic Lifecycle Administration (SALA)	Exemption fee per application: Courses completed at other institutions	R 240
		Reissue of academic results for non-registered students	R 55
		Academic record compiled from old files	R 140
		Academic record compiled from old files, together with syllabuses	R 290
		Cost Recovery: Application fee for Matriculation Board exemption certificate for complete or conditional matric exemption, per application	R 1,000
		Cost Recovery: Application fee for duplicate or amendment of existing Matriculation Board exemption certificate, per application	R 500
		Late notice of course changes per transaction	R 180
	Assessment and Timetables	Examination opportunity levy per paper off campus	R 250
		Examination opportunity levy per course for distance students outside RSA (excluding students from Namibia)	R 910
		Second examination opportunity (per course)	R 280
		Final assessment opportunity in terms of academic rule (per course)	R 280
		Remarking of examination work on the request of a student	R 175
	Graduation Ceremonies	Conferral of a degree or diploma in absentia	R 310

		Re-issue of doctoral degree certificate	R 390
		Re-issue of other degree or diploma certificate	R 370
4	Student Life	General Student Experience Fee (all contact students)	R 70
		External Pharmacy Council Affiliation Fee (Pharmacy students only)	R 90
5	Student Accounts	RealPay Debit order administration for first 6 debit order	R 220
		RealPay 7th and more Debit orders (per debit order)	R 40
		RealPay unsuccessful debit order	R 60
		Duplicate account or receipt	R 15
		Application for a student account credit refund	R 15
6	Courier Costs	Local courier cost will be levied at actual cost with a minimum cost of R160	Actual Cost Minimum R 160
7	Protection Services	Replacement of university card (1st card is free)	R 85
		Issuing parking disc	R 35
		Card Holders	R 10
		Lanyards	R 15
		Copies of campus traffic accident reports	R 120
		Annual reserved undercover residence parking for students	R 100 per month R 1,200 per annum
		Annual reserved open residence parking for students	R 60 per month R 720 per annum
		Reservation of parking	R 40 per 10 parking places

		<u>Cutting of keys:</u> Normal Blanks ISEO CISA & Master Blanks Serial Keys Y, N & MH Serial Keys CD, MV & MB Mortal Blanks Key Rings 19mm, 25mm & 35mm Key Tag ASS Key Tag Kevron ID-5 AC100	R 20 R 35 R 25 R 20 R 25 R 35 35mm R 10 R 3 R 15
8	Statistic Consultation Services (SCS)	Planning and Questionnaire Review per hour Statistical Analysis and Data Mining per hour Assistance with Interpretation of Results per hour Review of Final Publications per hour Assistance with Publications per hour Data Capturing per character Data Coding & Transcribing per hour Printing per page Numbering per hour Handling Fee per questionnaire	R 500 R 500 R 500 R 500 R 500 R 0.14 R 630 R 1.70 R 500 R 3.00
10	Conservatory Fees	Registration Fees until 15 March for the 1st Term and 31 July for 2nd term Tuition Fee (30 minutes per week for 30 weeks per annum)	R 900 R 4,655

		Tuition fee (1 hour per week for 30 weeks per annum)	R 9,310
		Registered students practice fees for organ	R 2,335
		Other students / staff members practice fees for piano	R 3,225
		Other students / staff members practice fees for organ	R 3,790
		Other students / staff members practice fees for voice and other instruments	R 3,225
11	Campus Health Care Centre (Clinic)	Campus Health Care Centre Staff Admin Fee	R 50
12	School of Psychosocial Health & Institute for Psychology & Wellbeing (IPW)	Departmental Selection Fee for master's degrees Psychology	R 420
		Departmental Selection Fee for master's degrees Social Work	R 350
		Psychological Services of therapy sessions at Institute for Psychology & Wellbeing (IPW)	R 250 per session
		Registration with the South African Council for Social Service Professions (SACSSP) only 2nd Year Social Work Students	R 262
13	Library	Administration fee (lost books)	R 150
14	Co-Curricular Programme	Fees associated with participation in Co-Curricular Programmes and events as approved by the Campus Director: Student Life.	As determined by relevant programme.
15	Residence Fees - Daily rates	Students with justifiable reasons to remain in residences during the July and December/January recess period, will be charged a daily rate based on the applicable residence fee. The amount will be calculated by dividing the fee in par 2.2.4.2 by the number of academic days for the year. This rate will be the daily rate charged for additional days in residences.	Daily Rate

## 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 based on 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 University Management Committee (UMC).**

### 5.1 NWU BURSARIES (only applicable to full–and part time students)

**DISTANCE LEARNING students do not qualify for these and/or any other bursaries.**

Enquiries from parents, sponsors, or other stakeholders regarding bursaries can be directed to the following contacts. Please note that **all enquiries from students** must be logged via the [Student Portal](#) by navigating to the Helpdesk menu.

Campus	Mahikeng	Potchefstroom	Vanderbijlpark
<b>Contact Number</b>	(018) 389 2546 or (018) 389 2646 or (018) 389 2516 or (018) 389 2410	(018) 299 2667 to (018) 299 2673	(016) 910 3157 or (016) 910 3134
<b>Email Address for Undergraduate bursary enquiries</b>	MC-UnderGradBurs@nwu.ac.za	PC-Studyfees@nwu.ac.za	VC-UnderGradBurs@nwu.ac.za
<b>Email Address for Postgraduate bursary enquiries</b>	MC-PostGradBurs@nwu.ac.za	<a href="mailto:PC-Studyfees@nwu.ac.za">PC-Studyfees@nwu.ac.za</a>	VC-PostGradBurs@nwu.ac.za

#### 5.1.1 Bursaries for undergraduate studies

Contact information for undergraduate financial support/enquiries or to see bursary terms and conditions: **Webpage:** [NWU Bursaries for undergraduate studies](#)

All bursaries are awarded only for the acquisition of a first programme version that must be obtained within the minimum period (3 or 4 years) of the programme version registered for in the first year.



Should the student change his/her field of study, this condition regarding the initial programme version's minimum period of study remains valid.

The University's target date for paying out for all these bursaries is the end of March.

Please note: The NSFAS (National Student Financial Aid Scheme) policy prohibits the allocation of any/all other bursaries to students who are fully covered by NSFAS. In other words, students who receive full funding for registration fees, tuition fees, meals, and accommodation, are prohibited from receiving funds from either university funds or any other source. North-West University must adhere to the NSFAS policy and therefore no NSFAS approved student will be eligible to receive any of the bursaries listed below.

The following NWU undergraduate bursaries are available:

### 5.1.1.1 Academic merit bursaries

#### 5.1.1.1.1 Academic merit bursary for a first-time recipient

Academic merit bursary for a first-time recipient will only be awarded in the first year of study.

These bursaries are awarded **automatically** to all full-time first-year students who:

- Completed Grade 12 the previous year.
- Register at NWU for the first time after completing Grade 12, for a first undergraduate programme version.
- Obtained an average of 75% or higher during the Grade 12 final examination.
- Merit bursaries are calculated on the matric results that the university receives from the Department of Education in January.
- The bursary is awarded on account of the student's true average obtained.
- Calculate as follows: Life Orientation is disregarded. Add the percentages of the six subjects with the highest marks and divide by six to calculate the true average. No marks will be rounded off.

Student's Average %	Merit Bursary
75% to 79.99%	25% of tuition fees
80% to 84.99%	75% of tuition fees
85% and above	100% of tuition fees

#### 5.1.1.1.2 Senior academic merit bursary (2nd, 3rd, and 4th year)

Academic merit bursaries are awarded **automatically** to full-time undergraduate students and therefore these students do not have to apply. The students must be registered for a FIRST undergraduate programme version and comply with the specific requirements of the bursary.

- Academic merit bursaries to senior students (2nd, 3rd and 4th year) are awarded **automatically to full-time** students who are registered for a first undergraduate programme version.
- Part-time senior students registered for the full curriculum and who comply with the bursary conditions qualify for 50% of the normal allocation as set out below.
- To qualify, the student should have passed all the major, ancillary and additional courses during the previous year AND obtained an average of at least 75%. The average is calculated by adding all major- and ancillary course marks and dividing the total by the number of courses. No marks will be rounded off. This bursary is only applicable for the minimum period of the programme version registered for in the first year (namely 3 or 4 years). No allocations are made on account of distinctions, only on account of the average obtained in the previous year of study. Once the average has been calculated, the allocation is determined by using the table below (*to be confirmed, and subject to change*):

<b>Student's Average %</b>	<b>Merit Bursary</b>
75% to 79.99%	30% of tuition fees
80% to 84.99%	40% of tuition fees
85% and above	50% of tuition fees

### **5.1.1.2 Leadership and Arts-and Cultural Bursaries**

The following bursaries are available and must be applied through the [Student Portal](#) by navigating to My Bursaries>Apply Bursary:

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

A once-off bursary awarded to students who were the chairperson of the Students Representative Council (only head boy/head girl of the school) during their high school career. The student should apply for this once-off bursary and the allocation amounts to R3 500 which is deducted from the tuition fees account. Corroborative documents, namely a copy of the official testimonial issued by the school, or a similar certificate must be attached to this application. The closing date for prospective students is 31 January, the year of registration.

#### **5.1.1.2.2 Arts and Culture bursaries**

Awarded to first-year students for exceptional achievements in art and culture activities during Grade 8-12. The value of the award differs, and the evaluation is done by the Department of Arts and Culture.

The closing date for prospective students is 31 January, the year of registration. Corroborative documents must be submitted for the application to be considered.

## 5.2 SUPPORT BURSARIES

The following support bursaries are available and must be applied for only once (5.2.1 & 5.2.2) through the [Student Portal](#) by navigating to My Bursaries>Apply Bursaries:

### 5.2.1 Physical Disability Bursary

Students with a degenerative physical disability that impedes their studies and who provide a recent medical certificate confirming their condition are eligible to apply and will receive an allocation equal to 25% of their tuition fees. Only applicable for the minimum period of the programme version registered for the first year (namely 3 or 4 years). A student should apply once only in the first year and attach a recent medical certificate.

The closing date for prospective students is 31 January, the year of registration.

### 5.2.2 Orphan and Foster-care Bursary

The bursary provides financial support to orphan or foster-care students and is equal to 25% of tuition fees. Death certificates of both parents, court order of foster-care placement or an affidavit from the social worker must be attached. Only applicable for the minimum period of the programme version registered for the first year (namely 3 or 4 years). A student should apply once only in the first year after which the bursary will be allocated automatically while the student qualifies according to the bursary conditions.

The closing date for prospective students is 31 January, the year of registration.

### 5.2.3 Family Discount 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 the first undergraduate programme version and comply with the specific requirements of the bursary. Applications must be made **annually** through the [Student Portal](#) by navigating to My Bursaries>Apply Bursary.

**ONLY** the student with the largest student number needs to apply, so one application per family. Instances in which the surnames of the students differ because of stepbrother(s)/stepsister(s), documentation must be attached that can verify that the relation is legally binding (i.e., a copy of the marriage certificate). Payment is done to the tuition fees on account of the student(s) with the largest student number(s). Annual re-application before the undermentioned closing date is required. The sliding scale for awards is as follows:

<b>Second student</b>	15% of tuition fees	<b>Fourth student</b>	25% of tuition fees
<b>Third student</b>	20% of tuition fees	<b>Fifth student</b>	30% of tuition fees

**Part-time/contact** students qualify for **50%** of the above-mentioned bursary awards. **Annual** re-application for this bursary is required.

**Distance learning** students do not qualify for the bursary.

The closing date for applications is 31 January, the year of registration.

### 5.3 SPORTS BURSARIES

Students must apply through the NWU Student Portal by navigating to My Bursaries>Apply Bursary.

Contact information for enquiries and application forms:

<b>Campus</b>	<b>Mahikeng</b>	<b>Potchefstroom</b>	<b>Vanderbijlpark</b>
<b>Contact Details</b>	<b>Soccer Institute &amp; Other Sports</b>  Web Address:  <a href="http://www.nwu.ac.za/content/nwu-Mahikeng-campus-soccer-institute">http://www.nwu.ac.za/content/nwu-Mahikeng-campus-soccer-institute</a>  Contact Person: Rick van Rooyen Tel: (018) 389 2406	<b>Rugby Institute</b>  E-mail: ronel.emms@nwu.ac.za  Tel: (018) 299 2429  <b>Other Sports</b>  E-mail: corene.middleton@nwu.ac.za Tel: (018) 299 2905	<b>All Sports</b>  Contact Person: Linda Meyer E-mail: linda.meyer@nwu.ac.za  Tel: (016) 910 3040

### 5.4 BURSARIES FOR POSTGRADUATE STUDIES

The NWU Postgraduate Bursary Scheme is designed to provide financial support to deserving postgraduate students who lack the means to afford tertiary education while also recognising

outstanding academic performance. This scheme aligns with the University’s strategic objectives as outlined in the Annual Performance Plan.

All students admitted for postgraduate studies will **automatically** be considered for the postgraduate bursaries listed below - **no separate application is required**. For more details, students can log into the new NWU Student Portal, which will be accessible from 15 January 2025.

The University reserves the right, should circumstances be justified, to alter the guidelines, conditions and value of the NWU bursary without prior notice to the applicant.

### 5.4.1 NWU Honours Bursary

The bursary is **valid only once** during the first year of a full-time Honours degree and must be utilised within a grace period of one year for the completion of the degree.

An amount of **R25,100** per year is awarded for both scarce and non-scarce skills courses. Note that the minimum academic average required to qualify for the Honours Bursary differs for scarce and non-scarce skills programmes. Refer to the summary below for details.

Eligibility is limited to students **registered for a full-time prescribed Honours degree**, including Postgraduate Diplomas and PGCE. Part-time students, occasional students, and working students are not eligible. Working students are defined as those employed, earning a salary, and for whom work is their primary activity.

Students with bursaries from Statutory Councils (e.g., NRF, SETA) or other external institutions may qualify for a top-up Honours Bursary. The combined funding cannot exceed R188,000 per annum. The University reserves the right to adjust or cancel the Honours Bursary if this limit is exceeded. Note that the limit is subject to change for 2025.

The bursary amount must be repaid if the student fails to comply with any of the following conditions:

- Terminates their studies.
- Fails to complete the course within the prescribed period.

#### 5.4.1.1 Scarce Skills Programmes

To qualify, applicants must have achieved a **minimum average of 65%** in the final year modules of the preceding, completed degree.

IDENTIFIED SCARCE SKILLS = BCom and BSc		
Accounting Sciences	Computer Sciences	Logistics
Actuarial Studies	Economics	Mathematical Sciences
Agricultural Sciences	Electronic Sciences	Natural Science Statistics
Architecture	Engineering	Physical Sciences
Auditing Sciences	Financial Management	Risk Management
Biotechnology	Geology	Statistics
Chemical Sciences	Health Science	Transportation Studies
Chemistry	Informational Studies	
<b>See BCom and BSc non-scarce exceptions in the table below</b>		

### 5.4.1.2 Non-Scarce Skills Programmes

To qualify, applicants must have achieved a **minimum average of 70%** in the final year modules of the preceding qualifying degree.

IDENTIFIED NON-SCARCE SKILLS	
Degree	Field of study
BA, BEd, BTh, BHSc	All subjects
BCom	Communication / Economy & Communication / Entrepreneurs / Financial Business / Industrial Psychology / International Trading / Journalism / Labor Relations / Law / Management / Marketing Human / Political Studies / Population Studies / Resources / Social Science / Sociology
BSc	Consumer Science
Diplomas and Certificates	Disaster & Risk / Education / Management / Nuclear and Technology

### 5.4.2 NWU Masters Bursary

This bursary is available exclusively to postgraduate students registered for a full prescribed master's degree.

Applicants must have achieved a **minimum average of 60%** for all modules/subjects in their preceding, completed Honours degree.

Students with a completed four-year B-degree (e.g., BEng, LLB, BPharm, MMus, or BA in Town and Regional Planning) also qualify.

**Part-time and working students** (those employed, earning a salary, and for whom work is their primary activity) may qualify for a **50% allocation** of the NWU Postgraduate Bursary.

Full-time students are eligible for **R31,400 per year**, with a total value of R62,800 over two years.

Students completing their dissertation in the third year of uninterrupted studies may qualify for a 1-Year Extra Grant of R31,400. This additional bursary is available only to students who previously received the NWU Postgraduate Bursary **without interruption**.

Master's students may receive funding from multiple sources, but the total bursary amount may not exceed R261,900 per annum. The University reserves the right to cancel or adjust the Master's Bursary if this limit is exceeded. Note that the limit is subject to change for 2025.

The bursary amount must be repaid if a student:

- Terminates their studies.
- Fails to complete the degree within the prescribed period.

Bursary holders must complete the master's degree within a minimum grace period of three (3) years.

### 5.4.3 NWU Doctoral Bursary

This bursary is available exclusively to postgraduate students registered for a fully prescribed Doctoral degree.

Applicants must have achieved a **minimum average of 60%** in all modules/subjects of their preceding, completed master's degree.

**Part-time students and working students** (defined as those employed, earning a salary, and

whose primary activity is work) may apply for a **50% allocation** of the NWU Postgraduate Bursary. Full-time students are eligible for **R34,000 per year**, with a total value of R102,000 over five years. Students submitting their thesis in the fourth year of **uninterrupted** studies may qualify for a 1-Year Extra Grant of R34,000.

Master's students who immediately enroll in Doctoral studies after completing their master's degree will have R31,400 carried over to their first year of Doctoral studies. If they do not enroll, the carried-over amount remains only R31,400.

Doctoral students may receive funding from multiple sources, but the total combined bursary amount may not exceed R327,400 per annum. The University reserves the right to adjust or cancel the Doctoral Bursary if this limit is exceeded. Note that the limit is subject to change for 2025.

The bursary amount must be repaid if a student:

- Terminates their studies.
- Fails to complete the degree within the prescribed period.

Bursary holders must complete the Doctoral degree within a grace period of five (5) years.

#### **5.4.4 NWU Postgraduate Academic Merit Bursary**

This academic merit bursary is a **once-off bursary** available only for the first year of the postgraduate programme version.

The NWU Postgraduate Academic Bursary is supplementary to all other postgraduate bursaries and is awarded for academic achievement.

**Only students from other Universities MUST apply online** and attach documents of the previous qualifying degree. This bursary for students from other Universities is not calculated and awarded automatically.

This bursary is **automatically** calculated and awarded to students that meet the required conditions as stipulated.

The bursary is available only to students who register for a first, fully prescribed postgraduate Masters/Doctoral course unit. Students registered for occasional studies do not qualify. The bursary will be awarded only once in the first year of the postgraduate course unit.

The bursary amount is repayable if a student fails to comply with any of the conditions, terminates studies or does not complete the course within the prescribed period stipulated for the NWU Postgraduate Bursary Scheme.

The University reserves the right, should circumstances be justified, to alter the guidelines, conditions, and values of the bursary without prior notice to the applicant.

To qualify applicants must have passed the preceding degree with Cum Laude according to the A-Rules of the university. The applicants must have achieved a **minimum average of 75%** for all final subjects/courses during the preceding, completed degree. Academic records of the previous qualifying degree will be taken into consideration when calculating the average.

Bursary holders must complete the postgraduate degree within the minimum grace period stipulated by the NWU Postgraduate Bursary Scheme.

<b>Cum Laude Academic Merit bursary value</b>	
<b>Average %</b>	<b>Bursary value</b>
75 – 100%	R 5 000

## **5.5 RESEARCH BURSARIES FOR POSTGRADUATE STUDENTS**

National Research Foundation (NRF) related bursaries are administered by the Research Office:

### **NRF Pre-Award Queries**

Contact: 26720019@nwu.ac.za [or](mailto:34421025@nwu.ac.za) 34421025@nwu.ac.za

### **NRF Post-Award Queries**

NRF Scholarships Contact: [\\_heide.goedhals@nwu.ac.za](mailto:_heide.goedhals@nwu.ac.za)

NRF Related Payments Contact: [Johann.duPlessis@nwu.ac.za](mailto:Johann.duPlessis@nwu.ac.za)

## **5.6 STUDENT LEADERSHIP BENEFITS PROGRAMME**

Student leaders are eligible to receive benefits as outlined in the Student Leadership Benefits Programme. This may include partial contributions towards the procurement of student leadership clothing, partial payment of registration, tuition and university residence fees, partial payment of outstanding student debt, and monetary disbursement. Benefits received via the SLBP remain subject to the rules contained therein, including the process of evaluation, the management of shortfalls, the value scale, and the reconciliation of amounts measured against the final amount receivable following a process of evaluation.

The following student leaders are eligible to receive benefits through the SLBP: Students' Representative Council, Students' Campus Council, House Committees, and Students' Academic Chapters.

## **5.7 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 finalised with registration. The written proof should reflect the breakdown of fees to be utilised as well as the date of payments to be made.



## 5.8 NSFAS BURSARY SCHEME

The NSFAS 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 administered **only by NSFAS**. Online applications will be available on the NSFAS webpage from 20 September 2024 to 15 December 2024. No hard copies or late applications will be accepted by NSFAS.

Only prospective students and new senior students need to adhere to above dates. Contact information for NSFAS support/enquiries or to read the 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

In the event where the funding status of a student is changed by NSFAS for eligible reasons, the student will be liable for the outstanding balance on the student account (including all allowances and rent already paid out to the student and service provider of private accommodation).

### 5.8.1 Acknowledgment of Debt (AOD) document

Where an approved NSFAS student has an outstanding balance on the student account upon registration, the outstanding balance is due to one or more of the following reasons:

- Outstanding payments from NSFAS of the previous year(s)
- Legitimate charges on the student account that will not be covered by NSFAS such as charges for second exam opportunities etc.
- Outstanding balance for the year(s) in which the student was not funded by NSFAS and will not be covered by NSFAS

The student will be requested to sign the AOD form online. Only upon receipt of the signed document will the student be financially clear to register.

By signing the AOD, the student acknowledges that he/she is liable for debt that will not be covered by NSFAS. The student will not be allowed to participate in the graduation ceremonies on completion of his/her studies if the above balances are not settled in the full 72 hours prior to the ceremony. The student will also not receive his/her graduation certificate or diploma.

However, the university still reserves the right to require payment before the student will be allowed to register.

## 5.9 FUNZA LUSHAKA TEACHING BURSARY

All first-time applicants must be 30 years or younger to apply for Funza Lushaka Bursary. The Funza Lushaka education bursary provides financial support to students with academic potential and a

commitment to undertaking professional teaching education. The bursary is available for priority area specialisation subjects – see terms and conditions.

Online applications will be available on the Funza Lushaka webpage from 10th October 2024.

**Re-applications close on 30 November 2024.**

**New applications close on 26 January 2025.**

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

## 5.10 GENERAL

**The bursaries that are awarded and administered 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:

Contact Details	Fundi	Mahikeng	Potchefstroom	Vanderbijlpark
Telephone	0860 55 55 44	(018) 384 9457	(018) 299 1007/8	(016) 910 3133

## 7 FUND YOUR STUDIES WITH BANK LOANS

For more information on bank loans, including Capitec Bank (which offers an online application service), ABSA, and Standard Bank, please visit the NWU website by clicking on the [Fund Your Studies](#) link.