



**OFFICE OF THE UNIVERSITY REGISTRAR**  
**SOL PLAATJE UNIVERSITY**  
Luka Jantjie House  
Private Bag X5008, KIMBERLEY, 8300  
Chapel Street, KIMBERLEY, 8301  
Tel: 053 491 0000  
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Website: www.spu.ac.za

## **REGISTRATION 2018 – RETURNING STUDENTS**

Welcome back to Sol Plaatje University. Please take note of the following dates and arrangements regarding the 2018 registration period.

Returning students will register on **Wednesday 31 January 2018 and Thursday 01 February 2018** at the Luka Jantjie House, Chapel Street, Kimberley. Registration will take place between **08:00 and 16:30**. There will be directions to the different venues.

### **Please bring the following documentation to registration:**

- **CERTIFIED COPY OF YOUR IDENTITY DOCUMENT**
- **CERTIFIED COPY OF YOUR MATRIC CERTIFICATE (If not submitted previously)**
- **FINANCIAL PROOF:**
  - (A) **UPFRONT TUITION FEE PAYMENT**
    - 1. **R5 000.00** is required to be paid prior to registration (proof of payment needs to be submitted) if unfunded.
    - 2. Students who have confirmation of a bursary from an organisation **do not have to make** the upfront payment. (Proof needs to be submitted).
  - (B) **CONFIRMATION OF RESIDENCE PLACE**
    - 1. Payment of **R5 000.00** is required to confirm a place in residence (proof of payment needs to be submitted) if unfunded.
    - 2. Students who have confirmation of a bursary must submit proof thereof and the upfront residence amount is waived.
  - (C) **APPEAL PROCESS**

Those who are unable to afford the upfront payments, need to submit a letter of appeal to the University Registrar with a full motivation, supported by a statement of the family income and to include all efforts made to secure alternate sources of funding.

#### **SPU BANKING DETAILS:**

**FIRST NATIONAL BANK**  
**Account number:** 62516049873  
**Account type:** Deposit only

**Branch:** Kimberley      **Branch Code:** 230102  
**Account Holder:** Sol Plaatje University  
**Reference:** **SPU Student Number**

***All students should note that irrespective of the source of funding, you are liable for all fees due and payable to the Sol Plaatje University.***

Regards

**MR RATHNUM NAIDOO**  
**UNIVERSITY REGISTRAR**