



# Returning Students Only

## Online Registration Schedule

(30 – 31 January and 1 February 2019)

### Please take note:

Only the following students may register online:

- Students with no repeating or failed subjects
- Students with no changes to their qualification or subjects

SCHOOL OF ECONOMICS AND MANAGEMENT SCIENCES			
<b>Date</b>	<b>30 January 2019</b>		
Qualification Code	Qualification Description	Study Period	Time
RBM600	Diploma in Retail Business Management	2 <sup>nd</sup> Year of Study	14:00 – 15:00
		3 <sup>rd</sup> Year of Study	15:15 – 16:15
SCHOOL OF NATURAL AND APPLIED SCIENCES			
<b>Date</b>	<b>31 January 2019</b>		
Qualification Code	Qualification Description	Study Period	Time
ICT601	ICT Diploma in Application Development - NEW	2 <sup>nd</sup> Year of Study	09:00 – 10:00
ICT600	ICT Diploma in Application Development	3 <sup>rd</sup> Year of Study	10:15 – 11:15
DSC701	Bachelor of Science (Data Science) - NEW	2 <sup>nd</sup> Year of Study	11:30 – 12:30
DSC700	Bachelor of Science in Data Science	3 <sup>rd</sup> Year of Study	14:00 – 15:00
SCHOOL OF EDUCATION			
<b>Date</b>	<b>1 February 2019</b>		
Qualification Code	Qualification Description	Study Period	Time
EDU731	B.Ed. Life Sciences, Natural Sciences And Mathematics Teaching	2 <sup>nd</sup> Year of Study	09:00 – 10:00
EDU737	B.Ed. Teaching Of: Mathematics (FET); Mathematics (Senior Phase); Mathematical Literacy (FET)	2 <sup>nd</sup> Year of Study	10:15 – 11:15

### **Please Note:**

- No first year students will be able to register online.
- All students must complete the AOD (Acknowledgement of Debt) form.

### **Venue:**

Luka Jantjie House, First Floor, Computer Labs



## Step-by-Step Guidelines for Online Registration



Let's start with the easy steps:

### Step 1

- Login with your student number and 5 digit pin
- Click on Registration
- Select **"Rules and Registrations"** on the left.
- Once you have read the rules and agreed to the Rules and Regulations, click on the **"I Accept"** button at the bottom of the page.



### Step 4

- Click on the **"Accept Registration"** button to continue with the registration process.



### Step 2

- Select **"Submit Registration"** on the left
- Select your **"Employment Status"** in the drop down list **"Employed by External Employer"**, **"Employed by This Institution"** or **"Unemployed."**
- Click on **"Save and Continue"** or **"Save – Continue later"** or **"Restart Process"** button.



### Step 5

- Click on **"Proof of Registration"** on the left, print and collect your document by the printer.



### Step 3

- Take note that your compulsory subjects cannot be deleted.
- Select your elective subjects, by ticking the box next to each subject if applicable.
- Note that you may not register for subjects where the pre-requisite has not been met. These subjects will be indicated with a **red dot**.
- Click on **"Save and Continue"** or **"Save – Continue Later"** or **"Restart Process"** button.
- Click on the **"Save and Continue"** button if you are absolutely sure that you've selected the right subject(s)

## **Congratulations!**

*You have successfully completed your registration as a bona fide student of the  
**Sol Plaatje University.***