



## **FIRST PAYMENTS**

### **Important information**

- 2020 Account balances must be zero.
- First payments are due **five (5) working days prior to registration**. Students will not be able to register until these amounts reflect as **CREDITS** on their tuition fees accounts.
- The full amount is payable when the total fees are less than the first payment required.
- Students studying with financial aid (bursary/loan) (**SA students only**):
  - If the financial aid (bursary/loan) does **not cover all the fees for the year**, the first payment is payable five (5) working days prior to registration. Failure to do so, will delay registration.
  - If the financial aid **covers all the expenses** for the full academic year, then the first payment will be reduced by the amount of the financial aid.
  - Should a student qualify for a merit reward, it may be used, partially or fully, to cover the first payment.
  - Proof of financial aid must faxed to +27 51 401 3579, or emailed to [tuitionfees@ufs.ac.za](mailto:tuitionfees@ufs.ac.za), five (5) working days prior to registration. The ORIGINAL CONFIRMATION of the bursary/loan must be presented during registration;
- COMPULSORY**: First-time-entering students (students who will register for the first time at the UFS), are reminded to have their bursar/employer/other third party complete and sign the **Financial Agreement (Credit Facility form)**, which was emailed to them. Students must upload the document as per the instructions, or alternatively email the documents to [tuitionfees@ufs.ac.za](mailto:tuitionfees@ufs.ac.za) or the contact person (refer to p. 2) as soon as possible prior to registration. Failure to do so, will delay registration.

### **Amounts payable as first payments prior to 2021 registration**

Please pay attention to the amounts that are payable five (5) days prior to registration:

	SA Students	SADC	Non-SADC
First payment - 5 days prior to registration	R7 100*	R11 620*	R15 820*
* Students who register for <u>one module</u> only - the above fee is the minimum amount payable and may not be the full payment in all instances.			
* Accommodation fees are not included in the above first payment			
January	first payment - 5 days prior to registration		
31 March	second payment - pay all first-semester fees		
30 June	<u>International students</u> : third and final payment - settle tuition fees account in full		
31 August	<u>SA citizens</u> : third and final payment - settle tuition fees account in full		

### **Quotations**

- Quotations are available on the UFS webpage ([www.ufs.ac.za](http://www.ufs.ac.za)):
  - Please select the Financial Planning Law under the option **Location**.
  - The UFS so not issue separate quotations to third parties (including employers).
  - The option for books, study guide and diary is not applicable to the above programmes.
- Textbook information are available in the study guides after registration was finalised. Quotations for text books can be requested directly from the suppliers (refer to study guide).
- Invoices are available on the **UFS4life email address** after registration was successful (starting March).

### **UFS Banking details**

BANK	ABSA
Name of account	University of the Free State Tuition Fees
Branch code	630734
Account number	1 570 151 688
SWIFT Code for international transfers	ABSAZAJJ
Reference number:	100directly followed by student number

### **Online credit card payment facility**

[www.ufs.ac.za](http://www.ufs.ac.za) -> Students -> Student Financials -> [Online credit card payments](#) (see more helpful links)



**Programme fees**

Registration admin fee (refer to required minimum first payment p.1)	R1 220
International admin fee (non-SADC countries also pay additional 50% per module)	R2 650

<b>Advanced Diploma in Estate and Trust Administration (NQF 7 )</b>		
Registration fee: R1 220		
	<b>Module code</b>	<b>Fees per module</b>
Regulatory Environment	REEN1700	R6 790
Administration of Deceased Estates	ADDE1700	R6 790
Trust Administration	TRAD1700	R6 790
Estate Planning and Drafting of Wills	EPDW1700	R6 790

<b>Postgraduate Diploma in Financial Planning (NQF 8)</b>		
Registration fee: R1 220		
	<b>Module code</b>	<b>Fees per module</b>
Financial Planning Environment	LFPE5800	R6 270
Personal Financial Planning	LFPP5800	R6 270
Corporate Financial Planning	LFPC5800	R6 270
Financial Planning Case Study	LFPS5800	R6 270

<b>Postgraduate Diploma in Investment Planning (NQF 8)</b>		
Registration fee: R1 220		
	<b>Module code</b>	<b>Fees per module</b>
Asset Types and Investment Planning	LFPA5800	R8 260
Principles of Portfolio Planning	LFPP5800	R8 260

<b>Postgraduate Diploma in Estate Planning (NQF 8)</b>		
Registration fee: R1 220		
	<b>Module code</b>	<b>Fees per module</b>
Estate Planning	LFPB5800	R8 260
Personal Financial Risk Management OR Asset Types and Investment Planning	LFPR5800 LFPA5800	R8 260 OR R8 260

**Online registration**

Online registration open from 8 February 2021: [www.ufs.ac.za](http://www.ufs.ac.za) (Click on *online registration*).

Required financial documentation 5 days prior to registration:

1. Proof of payment (minimum fee or full payment )  
**OR**
2. Bursary letter (only SA citizens). The bursary letter should contain the following information:
  - Company letterhead (with address- and contact details)
  - Signed by relevant head (not by student)
  - Year, program and amount or % approved
  - Student number / ID number**AND**
3. Financial agreement (credit facility form). A copy of ID document must accompany the signed document.

Students should follow up on their registration no later than the end of February.

Contact person if your surname starts with the letter:

A - H:	Jaqueline Badenhorst	<a href="mailto:badenhorstje@ufs.ac.za">badenhorstje@ufs.ac.za</a>
I - N:	Julia Molet	<a href="mailto:moletemj@ufs.ac.za">moletemj@ufs.ac.za</a>
O - Z:	Joyce Leeuw	<a href="mailto:leeuwj@ufs.ac.za">leeuwj@ufs.ac.za</a>

Refer to [2021 student finance yearbook](#) for more information regarding tuition fees (including cancellations).