

17 December 2020

## ONLINE REGISTRATION PROCESS FOR UFS STUDENTS IN 2021

The 2021 registration process of the University of the Free State (UFS) will take place online for first-year, senior, and postgraduate students\*.

The UFS is doing many things differently in 2021, including the introduction of an online registration process, because your safety is as important as your education.

Considering the benefits and challenges experienced by our students during 2020 and the devastating effect of COVID-19, the UFS has been endorsed by the Council on Higher Education (CHE) to continue with an **online/blended learning and teaching approach** during the first semester of 2021 for first-year and senior students. This means that **certain classes will be online, some in contact or face-to-face mode, and others a combination of contact and online.**

Information on the online/blended learning approach will be shared with students by the respective faculties in due course.

\* Excluding students in the Faculty of Health Sciences.

**2021 Registration Information Page (<http://www.ufs.ac.za/register>)**

In preparing for 2021, it is important to note the following information:

### 1. UFS POSITION ON WALK-IN APPLICANTS IN 2021

The university has reached its admissions capacity and is not able to take walk-in applicants in 2021.

Definition of walk-in applicants are those prospective undergraduate students

- who did not submit an application for admission; **or**
- who are without an acknowledgement letter for 2021 study; **or**
- who submitted an application after the closing date of 31 August 2020 (for international applicants) and 30 September 2020 (for South African applicants); **or**
- who do not have an offer to study.

## 2. CENTRAL APPLICATION CLEARING HOUSE (CACH)

First-year students without an acknowledgement letter for study in 2021 or who have submitted an application after the closing date of 30 September 2020 or who do not have an offer to study, should apply to the Central Application Clearing House (CACH) via the link: <http://cach.dhet.gov.za>

CACH is an initiative of the Department of Higher Education and Training, offering a service to assist applicants who wish to study at one of the many South African universities or colleges in 2021, but have not yet applied or been offered a place at the institution where they applied.

## 3. IMPORTANT DATES FOR THE FIRST QUARTER OF 2021

### 3.1 Online registration and orientation

- 11 to 22 January 2021: Registration for students in the Faculty of Health Sciences
- 8 to 26 February 2021: Online registration and orientation in all other faculties (senior and postgraduate students)
- 1 to 13 March 2021: Online registration and orientation (first-year students)

### 3.2 Start and duration of the first term

- 1 March 2021 to 16 April 2021: First term for senior students
- 15 March 2021 to 30 April 2021: First term for first-year students\*

[Click here](#) for more information on the 2021 Academic Calendar.

\*First-year students in the Faculty of Health Sciences will start on 1 March 2021.

**NOTE: Postgraduate students** must consult their respective departments in terms of the start of their academic activities in 2021.

## 4. ACCESS TO A LAPTOP

The COVID-19 pandemic has resulted in a global shift towards the integration of technology into learning and teaching. The ability to learn and work with a laptop is essential for your studies.

**In an effort to best prepare for the 2021 academic year, you are encouraged to ensure that you have access to a laptop. Ideally, you should have your own device, but we are aware that this might not be possible for some of our students.**

The UFS and the government are very aware that some students will not be able to purchase a laptop and are therefore engaging with NSFAS and other bursars to include support to cover the purchase of a device within its funding allocation for 2021. Owning or having regular access to a laptop has become a necessity, and therefore we urge you to prepare for this new reality.

Our ICT Services has recommended the following specifications for a laptop, if you are able to purchase one:

*Intel Core i3/ AMD Ryzen equivalent CPU, 4 – 8 GB Ram and 500 GB/ 256 SSD hard disk.*

All students (including students receiving bursaries from the National Student Financial Aid Scheme (NSFAS)), will need to manage their bursary and funds carefully to ensure that they are able to purchase a laptop. The UFS will be making a limited number of laptops with a planned payment schedule available for first-year students.

## 5. PROVIDING ZERO-RATED LEARNING SPACES

In 2020, the UFS worked to develop an application that allows students to access academic materials with no data-cost implications (i.e. zero-rated).

The *Global Protect* App allows you to learn on all academic websites as determined by the faculty and department. More information about the app can be found here: <https://www.ufs.ac.za/globalprotect>

## 6. ACADEMIC ADVICE SUPPORT

Academic advising at the UFS focuses on helping students plan and manage their educational journey and to guide them through decision-making processes related to their educational journey.

For the 2021 registration process, academic advising support will take place as follows:

- 1 to 26 February 2021: Senior and postgraduate students
- 1 to 13 March 2021: First-year students

Contact your faculty or the [Central Advising](#) (CTL) office for any academic advice or queries.

## 7. HELPING YOU GET READY TO LEARN IN A DIGITAL AGE

The UFS has also developed digital orientation platforms for first-years and current students. These online platforms will help you learn all the skills you need to navigate university systems during January and February 2021, before the academic year starts in March 2021.

## 8. COMMUNICATION FROM THE UFS

Leading up to the commencement of the 2021 online registration process and the start of the first semester and beyond, you will be receiving information from the university on your **ufs4life email** – make sure that you regularly check your inbox, as this is the only official communication channel used by the university to communicate with students.

## 9. FINANCIAL AID

### 9.1 NSFAS students

#### Process for NSFAS students to register for 2021:

1. Log into your myNSFAS account to check your funding status with NSFAS.
2. If the funding status on your myNSFAS account reads 'Funding eligible without / with admission' or 'Provisionally funded', you will receive an SMS from the UFS Financial Aid Office to inform you that the university system is open for you to register. The university can only send you an SMS once NSFAS has confirmed your funding.
3. If your funding is confirmed in Step 2 and you have not received an SMS from the UFS Financial Aid Office within two weeks, please contact the Financial Aid Office to assist you in finding a solution. Please note that the Financial Aid Office does not take over your responsibility to engage with NSFAS. You remain responsible for continuously engaging with NSFAS to resolve any outstanding issues.
4. Once you have received an SMS from the UFS Financial Aid Office to confirm that your funding has been allocated, you may continue to register for a **NSFAS-funded qualification** without having to make the first payment for registration. Please register for all your modules at the beginning of the year, if possible, to avoid an increase in costs during the second semester. If you have outstanding fees for the previous year, you will be referred to Student Finance before you may be allowed to register.

### 9.2 Transferring students

The above-mentioned process also refers to transferring students. Your previous institution must upload your academic data to NSFAS so that a funding decision can be made. UFS Financial Aid will only be able



to assist you once you are funded by NSFAS. If you experience any problems with regard to your NSFAS funding, please contact NSFAS.

### 9.3 NSFAS appeals

The NSFAS appeal process will be communicated once the information has been received from NSFAS.

### 9.4 Contact details: NSFAS Virtual Contact Centre

Email: [info@nsfas.org.za](mailto:info@nsfas.org.za)

Facebook: National Student Financial Aid Scheme

Twitter: @myNSFAS

Instagram: @myNSFAS

### 9.5 Merit awards

Merit awards are automatically allocated to students on the basis of performance. Successful students will receive an allocation that will be reflected in the Academic Data Summary. You may use the merit award to register. If the merit award is not sufficient to cover the first payment for registration, you will have to pay the balance five days prior to your registration.

The fee accounts of students who qualify for academic merit awards will be credited with the amount of the award after they register as UFS students.

### 9.6 Contact details

UFS Financial Aid Offices:

- **Bloemfontein Campus:**  
Email: [FinAidEnquiriesBfn@ufs.ac.za](mailto:FinAidEnquiriesBfn@ufs.ac.za)  
Contact number: 051 401 3955 / 7125 / 9894 / 7731 / 7175 / 2218
- **Qwaqwa Campus:**  
Email: [FinAidQwa@ufs.ac.za](mailto:FinAidQwa@ufs.ac.za)  
Contact number: 058 718 5198 / 5061 / 3625



- **South Campus:**

Email: [FinAidEnquiriesSouth@ufs.ac.za](mailto:FinAidEnquiriesSouth@ufs.ac.za)

Contact number: 051 401 3955 / 7125 / 9894 / 7731 / 7175 / 2218

