

COMMUNIQUE: REGISTRATION ARRANGEMENTS FOR 2021

Dear Staff, Students and Prospective Students,

It has been a tragic start to the new year for so many. The COVID-19 pandemic continues to infect thousands of people in our country on a daily basis and sadly, the fatality rate is also increasing. The University conveys its most sincere condolences to those who have lost their loved ones. We pray for your strength and comfort during these challenging times. As you know, President Cyril Ramaphosa recently announced that South Africa has returned to Lockdown Level 1 in the State of Disaster. We all need to do everything we can to prevent a deadlier third wave of the pandemic, which is predicted in the second quarter of the year.

The World Health Organisation has emphasised that the pandemic is a global, but also an 'individual' responsibility, referring to the precautionary measures that need to be taken by governments, companies, institutions, organisations and all citizens. The University is extremely concerned by the high rate of infection and the increasing number of fatalities, as the COVID-19 pandemic continues to ravage our province and our country and consequently we will need to adjust our registration plans.

After due consideration of inputs from the University's Executive Management Team, the Executive Committee of Senate, the DUT COVID-19 Task Team, AND national developments, a decision has been taken that **only online, off campus registration will be allowed** and this is in keeping with global trends during the pandemic. All registrations are done online and off-campus, for which you may use a tablet/handheld device or any other computer facility at your disposal. Due to the ongoing COVID-19 pandemic and the high level of infections in KwaZulu-Natal, the University considers it to be the most responsible course of action. It is the responsible decision to protect the campus community and to limit the possibility of the spread of the virus into the general population. We appreciate your support and understanding for these decisions that have been taken in your best interest. Your safety is as important as your education.

Students and applicants are implored not to come onto campus, as unregistered persons will not be allowed onto any of our campuses. Please follow this link https://www.dut.ac.za/student_portal/student_registration/ to access important registration information and follow the step-by-step registration guide and videos to finalise your online registration remotely. Please review your Proof of Registration. This is to ensure that your qualification and all the module registration(s) are complete and correct. Please follow this link <https://www.dut.ac.za/wp-content/uploads/2014/10/Important-Dates-for-2021.pdf> to access important registration dates deadline dates for your academic administration pertaining to 2021.

We also remind students that no walk-in registrations will be permitted, and no walk-in applicants will be allowed on campus. New first-year students who may be experiencing challenges related to online registration should contact the Department of Student Admissions at: Tel: **0313735005**. Alternatively, you can contact the Department of Student Admissions via WhatsApp on: **0834451282, 0834460459, 0834541495, 0834543477, 0834516751, 0834413766**. First year students can email: Istyrstudentreg@dut.ac.za and visit the DUT website for guidance related to online off-campus registration: https://www.dut.ac.za/student_portal/student_registration/.

Please note that prospective students will only be granted access to register online if they have uploaded all the required documentation and paid the relevant minimum registration deposit. Should first-year students not register by the registration date as indicated in the timetable, your offer to study at DUT will be automatically withdrawn and your place will be offered to the next suitable candidate.

Returning students can use the following contact details for assistance with online off-campus registration:

| FACULTY | EMAIL ADDRESS | CONTACT NUMBER |
|---------------------------------------|--|----------------|
| Accounting and Informatics | FAIreg@dut.ac.za | 031 373 5826 |
| Applied Sciences | FAS@dut.ac.za | 031 373 2506 |
| Arts and Design | FADreg@dut.ac.za | 031 373 6520 |
| Engineering and the Built Environment | FEBEreg@dut.ac.za | 031 373 2165 |
| Health Sciences | FHSreg@dut.ac.za | 031 373 2446 |
| Management Sciences | FMSreg@dut.ac.za | 031 373 5441 |
| Midlands: Indumsio Campuses | MidlandsReg@dut.ac.za | 031 373 6030 |
| Midlands: Riverside Campuses | MidlandsReg@dut.ac.za | 031 373 6040 |

| DEPARTMENT | EMAIL ADDRESS | CONTACT NUMBER/S |
|---|--|--|
| Finance <u>Debtors Durban:-</u> General Queries Sponsor Queries Arrear Fee Queries <u>Debtors PMB:-</u> General Queries Sponsor Queries Arrear Fee Queries | Debtorsdbn@dut.ac.za Sponsorsdbn@dut.ac.za Arrearfeedbn@dut.ac.za debtorspmb@dut.ac.za sponsorspmb@dut.ac.za arrearfeepmb@dut.ac.za | 031 373 2379/5164 031 373 5334 031 373 3103/6825 031 373 6055 031 373 6056 |
| Financial Aid Services | (Durban Campus) Finaiddbn@dut.ac.za (Midlands Campus) Finaidpmb@dut.ac.za | 031 373 2553 (Durban) 031 373 6057(Midlands) |
| Student Housing | (Durban Campus) Housingdbn@dut.ac.za (Midlands Campus) HousingPMB@dut.ac.za | 031 373 6337 (Durban) 031 373 6059(Midlands) |
| International Education & Partnerships | caroln@dut.ac.za PhiliswaM@dut.ac.za | 031 373 5484 031 373 5600 |

Please follow this link https://www.dut.ac.za/student_portal/student_registration/ to access further important contact information for assistance with online off-campus registration.

In order to give effect to compulsory online off-campus registration for the 2021 academic year, students have been granted a concession for this year only whereby you will be allowed to submit scanned, certified copies of the required registration documentation via email or the iEnabler system. However, please note that you would be required to present the original documents at the first opportunity you are allowed back on campus and which must be before the end of the 2021 academic calendar year, failing which you will be prevented from further registrations until the required original documents have been presented to the relevant Faculty Office. If it is discovered that a document is fraudulent, the student will be subjected to a disciplinary process which could lead to the termination of a student's registration with the Institution.

Students are reminded of the following General Rules:

Rule G3 Registration

Rule G3 (1)(b):

“agree to any measure taken by the Institution to check and authenticate any documentation submitted for admission. Any incorrect and false information submitted may render a registered student to be charged with misconduct which could lead to the termination of a student’s registration with the Institution. Applicants submitting incorrect and false information will be disqualified from admission to the Institution”

Rule G3(5) (a):

The registration of a student shall be considered to be provisional if the student’s entrance requirements are:

- (iv) “still to be verified by checking of the relevant original certificate, diploma or degree, by and to the satisfaction of the Institution.”

Rule G3(5) (b):

Provisional registration shall become unconditional registration when the student has complied with all the outstanding requirements as dealt with in Rule G3(5)(a) within the period stipulated by the Institution.

Academic Integrity - Rule G13(1)(o)

The credibility of the Institution as a proud provider of top calibre tertiary, career-specific education and training is dependent on its academic integrity as embodied in the worthiness and honesty of its staff, students and graduates, and consequently of the qualifications it awards. The Institution is uncompromising in safeguarding its academic integrity. The following fraudulent acts will be regarded as undermining the Institution’s academic integrity and will therefore be severely dealt with:

- falsification of academic records, e.g. the altering of results on a Senior Certificate or any authorised results statement;

We remind you of the following important amended registration dates:

| 2021 REGISTRATION DATES | |
|--|----------------------------------|
| Undergraduate | |
| New Students | 01 March 2021 – 26 March 2021 |
| Returning Students | 22 February 2021 – 26 March 2021 |
| Postgraduate | |
| Full Research (Master’s and Doctorates) | |
| New Students | 01 February 2021 – 30 July 2021 |
| Returning Students | 01 February 2021 – 26 March 2021 |
| Course Work (Master’s) | |
| New Students | 22 February 2021 – 26 March 2021 |
| Returning Students | 22 February 2021 – 26 March 2021 |
| Lectures commence | |
| 29 March 2021 | |

Notwithstanding the above scheduled registration dates, students may be informed by the relevant Faculty Officers of earlier online off-campus registration dates.

The COVID-19 pandemic continues to disrupt our lives. It is up to each one of us to play our role in reducing the further spread of the disease. We remind all staff and students that as per the Presidential announcement, wearing a face mask in public is compulsory. Failure to wear your mask in public is a criminal offence. So please, do not leave your place of residence without your mask.

Please stay safe and continue to follow the public health guidelines as we strive to save lives in our country.

DUT MANAGEMENT