Pre-Arrival Info and Campus Guide
FOR INTERNATIONAL STUDENTS 2019

The Future Reimagined
A Word of Welcome

Mr Lebethe Malefo
Senior Director (Acting)
Division For Internationalisation

The University of Johannesburg (UJ) extends a warm welcome to you, as an international student, and invites you to become an active member of the UJ community. You are joining a university that is young, vibrant, and was built on the footholds of possibility, tenacity, and a ‘can-do’ attitude, all of which are attributes that it shares with the city it is located in, and whose name it carries: Johannesburg. Make time to get to know this cosmopolitan city, and claim it rightly as your home.

You are now a member of an institution that upholds excellence in all facets of its work and life. You will be wholly supported in order that you can excel in all your academic pursuits. As an international student, you have the opportunity of a lifetime to attain well-rounded education that goes beyond the academic. An international education imbues you with, amongst others, attributes of adaptability, flexibility, and cultural fluency: the soft skills so sought after by employers world-wide. Your international education at UJ then, sets you on a path to be highly competitive as a graduate. It also prepares you for leadership, entrepreneurship, innovation, and creativity, all of which accord you the tools to lead; to be an employer; to contribute positively to humanity, at home and beyond.

Your presence at UJ is highly valued and you stand to contribute to cultural diversity as well as academic enrichment which are the hallmarks of our internationalisation programme. We trust that you will find your stay enjoyable, hospitable, friendly and an enriching academic and social experience. We encourage you to seek opportunities for personal, social and intercultural growth, so richly afforded by our campus life and the broader Johannesburg community and South African society.

The Division for Internationalisation is your home-away-from-home. It is your first port of call as you enter the university, and remains a resource for your support throughout your time at UJ. Make use of all the opportunities that UJ offers you.

Seek assistance when you are in doubt. Most of all, claim your place of excellence and open your mind to the UJ notion of being a shape shifter in your own right: rethink, reinvent.

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About UJ

The University of Johannesburg was established on 1 January 2005. It is the result of the incorporation of the Soweto and East Rand campuses of Vista University into the Rand Afrikaans University – which took place on 1 January 2004 – and the merger of the Rand Afrikaans University (into which the two Vista campuses had been incorporated) and the Technikon Witwatersrand on 1 January 2005, to create the University of Johannesburg (UJ).

The Technikon Witwatersrand had been in existence since 1925, the Rand Afrikaans University since 1967 and the Vista University since 1982. UJ has four campuses spread over Central Gauteng: the Auckland Park Kingsway Campus (APK), the Doornfontein Campus (DFC), the Auckland Park Bunting Road Campus (APB), and the Soweto Campus (SWC). A fifth campus, the East Rand Campus is currently dormant. With over 48 000 full-time students and 3 000 permanent employees, it is one of the largest residential universities in South Africa.

The incorporation and merger, which led to the establishment of the University of Johannesburg, was part of a major programme of the restructuring of higher education in South Africa. The National Plan for Higher Education, published in 2001, charted a course for a major revamp of South African higher education institutions. The most important consequence of the restructuring exercise conducted by the Department of Education was the reduction of thirty-six universities and technikons to twenty-three higher education institutions. This reduction was achieved by mergers and incorporations of existing higher education institutions, the planning and implementation of which was executed from 2002 to 2004. The final decision of the Minister of Education on the restructuring of higher education institutions was published as Government Notice 855 in the Government Gazette of 21 June 2002. As a result of the restructuring exercise, South Africa now has eleven traditional universities (offering traditional formative degree programmes), five universities of technology (offering vocational and professional programmes) and six “comprehensive institutions” (offering both formative degree programmes and vocational programmes).

The University of Johannesburg falls in the category of comprehensive institution. The term “comprehensive institution” is an instrument of educational policy and has no statutory definition. Each of the “comprehensives” has developed an identity that best suits their own strategic objectives.

Education for the 21st century

As one of the largest residential universities in South Africa without distance education programmes, the University of Johannesburg’s teaching and learning programmes result in degrees and diplomas in an array of subjects, ranging from Fine Arts to Engineering, from Business Management and Accounting to Haute Couture and from Theology to Homoeopathy. The University has nine faculties located in greater Johannesburg and it accommodates a diverse student body on four campuses located in Doornfontein, Auckland Park, Bunting Road and Soweto. Although these campuses are fairly recent additions to the urban landscape of the city, each is located in an area that made a significant contribution to its history and growth. For example, the campus in Doornfontein was developed in the heart of one of Johannesburg’s oldest suburbs, which was laid out in 1889, shortly after the discovery of gold on the Witwatersrand. The Soweto Campus, where major development commenced in 2008, is set to become the flagship of the new generation university and will contribute significantly to its surroundings. The Bunting Road and Kingsway Campuses in Auckland Park, a suburb laid out in 1895, have brought a vibrant new student population to this suburb.
**First-year Experience**

**Facilitating Teaching and Learning**

As all students enter university with the aim of attaining a tertiary qualification, UJ seeks to support first-year students who need to negotiate the transition between school and university successfully, if they are to succeed academically.

Both internationally and specifically in the South African context, students tend to find this challenging, resulting in many students dropping out during the first year. In response to this challenge, UJ has implemented a First-year Experience (FYE) initiative. The FYE aims to create an ethos and a way of life at UJ that will facilitate effective student transition from school to university. It supports an institutional climate and culture that is conducive to first-year students’ success. The FYE assists and guides students to take up the challenge of adapting to university life and becoming fully fledged and productive members of the UJ academic community.

The FYE gives strong motivation for the attendance of the First-year Seminar (FYS), the implementation of tutorials, and the Residence Academic Adviser programme (RAA) which provides students with opportunities for active learning and critical discussion of themes and topics, as well as opportunities for making friends.

**Campuses of the University of Johannesburg**

These campuses are:
- Auckland Park Kingsway Campus at the corner of Kingsway and University Road (APK)
- Auckland Park Bunting Road Campus, Bunting Road, Cottesloe (APB)
- Doornfontein Campus at the corner of Siemert and Beit streets (DFC)
- Soweto Campus at Old Potch Road, Soweto (SWC)

**Website**

Further information is available on the UJ website: http://www.uj.ac.za

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**Division for Internationalisation**

Your home away from home, one of the main purposes of the Division is to integrate international students into UJ student life. This is done on the following levels:
- Social interaction (International Festival, excursions)
- Student exchange programme
- Communication (newsletter, sms service, liaison with embassies, etc.)
- Student support (buddy system, UJISS, orientation programme)
- Study abroad

Please join the group “UJ Division for Internationalisation” on Facebook to keep up to date with developments in the Division.

**International Admissions and Welfare Office**

**APK**

Mr Tshepang Marumo  
+27 (0)11 559 2096  
Supervisor: International Admissions  
International House | Madibeng Building  
tshepangm@uj.ac.za

Mrs Mampou Ngqumshe  
+27 (0)11 559 4517  
International Admissions Officer  
International House | Madibeng Building  
mampoum@uj.ac.za

Ms Shantelle Sass  
+27 (0)11 559 7780  
Academic Liaison and Student Welfare Officer  
International House | Madibeng Building  
ssass@uj.ac.za
The International Admissions and Welfare Office is there to ensure that all international students are provided with necessary support for the duration of their studies at the University of Johannesburg. You can contact or visit the International Admissions and Welfare Office for any compliance related issues, e.g. study permits and medical aid requirements.

**English Proficiency Test**

If English is not an official language or used as a medium of learning and teaching in your home country, you are required to provide an English Proficiency Test Score. Only the following will be accepted: IELTS at an overall score of 6 and TOEFL at an average score of 80-104 for Undergraduate programmes. Alternatively, you may elect to write the University of Johannesburg English Language Programme test (UJELP). Should you choose to write the University of Johannesburg English Language Programme test (UJELP), Mr Malibongwe Masango will be the contact person. Mr Masango’s contact details are as follows: +27 (0) 11 559 4265 or mmasango@uj.ac.za
## Academic Calendar for 2019

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<td>Wed 2019-01-23 – Tue 2019-01-29</td>
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<td>1st Year Seminar</td>
<td>Tue 2019-01-29 – Fri 2019-02-01</td>
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<td>First Semester</td>
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<td>Sat 2019-03-23 – Sun 2019-03-31</td>
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<td>Winter Vacation</td>
<td>Wed 2019-06-12 – Sun 2019-07-07</td>
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<td>• Academic research</td>
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<td>Thu 2019-08-01 – Wed 2019-08-07</td>
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<tr>
<td>2nd Semester (of previous year) Special Assessments</td>
<td>Wed 2020-01-22 – Tue 2020-01-28</td>
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Registration 2019

Arrival
Plan to arrive between 19 and 25 January in order to settle in, acclimatise and find accommodation. Students can be collected upon arrival at the Airport, they should inform the Division for Internationalisation at least two weeks prior to their arrival providing their full flight details. The Division will need to make arrangements with the University Transport Department for the pick-up of students that will require the service. Only two pick-ups will be arranged on each of the days on 18th and 19th of January, one in the morning and one in the afternoon.

Registration procedures for 2019
If you are a first-time student registering at the UJ, please consult with your faculty for registration details.

On Campus registration for all students will be from 21 January until 01 February 2019.

Off Campus registration for all students will be from 07 January until 01 February 2019.

During the First-year Seminar (FYS), please consult your faculty about your registration date.

IMPORTANT: Admitted or Conditionally admitted international applicants are requested to inform the University of the circumstances preventing them from registering on the given registration date to avoid forfeiting their admission at the University (though the University of Johannesburg together with the Division for Internationalisation will not guarantee your admission space due to popular qualifications or reaching a registration quota.) Notice should be submitted one week before the given registration date; failure to adhere to the University request will result in your admission being given to a national applicant meeting the admission requirements on a first-come-first-serve basis.

Registration information can be found on the University's website or can be requested from the faculty. Off-Campus registration will only take place upon complying with the financial and international clearance requirements. Enquiries for all international postgraduate students residing in their home country for the duration of their studies should contact the Division for Internationalisation at +27 (0)11 559 4517 or mampoum@uj.ac.za.

Please carefully follow the steps set out below when you arrive on campus to register. You need to report to the International Student Admissions and Welfare Office FIRST for clearance before continuing to register.

Step 1
To avoid long queues, you may opt for an electronic international clearance by emailing your certified documents as stipulated below, to internationaladmissions@uj.ac.za

When reporting to the International Student Admissions and Welfare Office please ensure that you bring the following documents:
Important documents
• your valid passport;
• the appropriate valid study, work or relatives visa endorsed to study at the University of Johannesburg;
• proof of your medical aid cover, registered with the South African Council of Medical Schemes, www.medicalschemes.com/MedicalSchemes.aspx
• a valid Asylum Seeker Permit, Refugee Permit, Refugee Identity Document or Permanent Residence Permit – no medical aid cover is required;
• proof of payment. All international students need to pay 30% upfront, the remaining 70% need to be paid in the following instalment terms:
  – 35% at the end of April 2019
  – 35% at the end of July 2019
In case of 100% upfront payment, student will qualify for a 5% discount.
You will find the International Student Admissions and Welfare personnel at the following venues during registration:
APK  D-1 Lab K08
DFC  Perskor Building, Room G300
APB  Con Cowan Building, Lab C
SWC  Robert Sobukwe Building GNA07

Step 2
Present the proof of the payment of your fees to the Student Finances Department. Payment should include tuition fee, registration fee and the international levy. After submitting proof of payment, you may proceed to the registration venue. You will find Student Finance at the following venues:
APK  E-Ring 102
DFC  Perskor Building, 2nd Floor
APB  Con Cowan Building, Lab D
SWC  Robert Sobukwe Building GNA07

Step 3
Proceed to the registration venue for the authorisation of your registration, capturing information and to receive your proof of registration.
The registration venues are as follows:
APK  D 1 Lab Basement
DFC  Perskor Building
APB  FADA Building
(FADA Students)
APB  Con Cowan Building,
(Management, Economics and Financial Sciences)
SWC  Robert Sobukwe Building

Step 4
Proceed to get your student card issued at the following venues:
APK  D Lab 208
DFC  Perskor Building
APB  Con Cowan Building
SWC  Robert Sobukwe Building
First-year Seminar (FYS)

The University of Johannesburg would like to welcome all its new first year undergraduate students!

An informative and compulsory First Year Seminar programme has been arranged for all our new first years, beginning with the Dean’s Welcome address, academic orientation to the Faculty, the Department and the specific programmes for which students have been accepted. Students will get to meet lecturers, receive their time tables and get to know their fellow students and the campus they will be studying on. The First Year Seminar programme is available from www.uj.ac.za/fys, then click on your Faculty and will also be sent out with the Registration Information packs.

The First Year Seminar is also when students will be introduced to the wide range of academic development and support services the University offers – the Library and Information Centres, Reading and Writing Centres, the Computer Facilities, Psychological Services and Career Development and the Career Resource Centres. These services aim to take our students from Good 2 Gr8!

Students will learn about the dedicated team looking after their safety and about the services available to them via the Health Clinics situated on each campus.

The First Year Seminar is not just about the very important academic aspects of student life: it is the time to join Student Societies, get involved in the many cultural activities, join one of the many sport clubs, join the gym or become a member of a Day House. What’s that, you say? You’ll find out during the First Year Seminar.

Academic registration

Off-Campus Undergraduate Registration is from 07 January to 01 February 2019. Postgraduate Registration will take place from the 07 January to 01 February 2019. In order to ensure that the registration proceedings are successful, it is imperative that students adhere to the registration schedule, except for unforeseen circumstances preventing you from registering on the set date.

For procedures regarding late arrival, please refer to page 5.

International student orientation

International students are assisted to adjust to their new environment. In the orientation programme provided by the Division for Internationalisation, the main focus is on the international students’ needs and providing students with vital information and a tour of the campus and city surrounds. This orientation is compulsory for all students.

All sessions for FYS (orientation) are compulsory. Please visit: www.uj.ac.za/fys for more Information.

Lectures begin

4 February 2019.
Study Visa

How to Apply for a Study Visa

It is advisable to apply 60 days before the expiry of your current visa when applying within the Republic of South Africa through VFS Global. The link for lodging your online application is as follows: http://www.vfsglobal.com/dha/southafrica/

When applying through VFS, kindly select Corporate Account.

All International applicants who will be applying outside South Africa can submit their applications at the South African Visa issuing authority (Embassy, High Commission, Consulate and Trade Mission) in their country of residence. If there is no South African representative in your country, you are advised to apply at the nearest South African Embassy, High Commission, Consulate or Trade Mission.

The following documents are to be submitted with the study visa application at the visa issuing authority to obtain your study visa:

1. A passport valid for not less than 90 days of the expiry of your visa.
2. Administration fee equivalent to the value of R425.
3. If you apply within the Republic of South Africa then you will pay R425 plus R1350 (VFS Administration Cost). Outside South Africa, you pay R425 only.
4. Confirmation and proof of payment of a South African medical aid cover with a medical scheme registered with the SA Council of Medical Schemes. Cover must remain valid for the duration of the calendar year.
5. Letter of Offer from the University stating the duration of degree, confirming that the student is not taking the place of a local student and undertaking to inform the Department of Home Affairs when the student deregisters.

6. A medical and radiological report (less than six months old).

7. Yellow Fever vaccination certificate, if applicable.

8. Relevant certificates if married, widowed, divorced or separated.

9. Confirmation of accommodation while in South Africa.

10. Proof of sufficient funds to cover tuition fees and maintenance.

11. A police clearance certificate for the past 12 months from the country you have lived in for a period exceeding 12 months after the age of 18.

Applicants are advised to keep a copy of their submission documents and all receipts safely.

**Endorsement of relatives visa**

Please be informed that with effect from the 1st of May 2015, a holder of a valid temporary residence visa issued for the categories mentioned below will be allowed to register and undertake part-time studies with institutions of Higher Learning as defined by the immigration Regulations of the Immigration Act, 2002 (Act No. 13 of 2002) during the validity period of their respective visas.

- a) General work visa
- b) Critical Skills work visa
- c) Intra-company transfer work visa
- d) Business visa

The holder of a Relatives Visa is still required to get their visa endorsed for part-time studies. The requirements are listed below:

**BI1739 – Application for the endorsement of a Relatives Visa**

- There is no cost for the endorsement
- Letter of acceptance/firm offer letter from the University
- Original passport and work permit
- Proof of medical aid
- Proof of finance
- Confirmation of employment letter or contract

**Changing conditions of a study visa**

A change of conditions of a study visa refers to a situation where one holds a valid permit to be in the Republic other than to study at the University of Johannesburg. This is usually the case of learners and students studying at South African high schools, colleges and other academic institutions and their visas would therefore be endorsed with a condition to study at institutions in any of the categories above. In order to register at the University of Johannesburg the visa will need to be issued in the name of the University.

Application for change of conditions of a study visa constitutes a new application for a study visa. Though the applicant will need to complete a separate form, the requirements are the same as for the initial application of a study visa.

Refer to the following website: http://www.vfsglobal.com/dha/southafrica/

**Fees**

Please note: When an international student is accepted for study at UJ, the student is required to pay 30% upfront, the remaining 70% need to be paid in the following instalment terms:

- 35% at the end of April 2019
- 35% at the end of July 2019
All students (local and international) who register at the University of Johannesburg are required to pay a non-refundable registration fee and ICT levy of R1040. Please pay your fees at the bank before proceeding to the UJ. Alternatively, fees can be paid at the Student Finance Offices on all four campuses. However, for safety reasons, students are encouraged to pay the fees by means of bank transfers at least twenty days prior to coming to South Africa.

Please consult with your relevant faculty office for a full pro forma invoice. Kindly refer to pages 6 and 9 for Fee Structure.

**Banking details**

**University of Johannesburg Banking Details**

Account holder’s name: UJ Tuition fee account  
Bank name: First National Bank  
Account number: 62615873199  
Branch code: 210-554  
Reference on deposit slip: Your student number  
Swift Code: FIRNZ AJJ

**The physical address of the UJ is:**

Corner Kingsway and University Road, Auckland Park, Johannesburg, 2092.

Fax: +27(0)11 559 2866

The following fees are payable before registration:

**Undergraduate students**

**Students from African countries:**

Prescribed tuition fees plus an international levy of **R2 000**.

**Students from other countries:**

The prescribed tuition fees plus an international levy of **R17 000** per year.

**Postgraduate students**

All postgraduate students pay the tuition fee as prescribed plus an international levy of **R2 000**.
The No. 1 medical aid choice for more than 30 000 students offers ...

Momentum Health Ingwe Option

Access to any private hospital and unlimited emergency transport via Netcare 911
- Emergency/casualty/specialist and physiotherapy visits
- Benefits for dentistry/optometry and more...

Unlimited visits and treatment at any doctor on the Ingwe Active network
- FREE health assessment plus cover for sport injuries
- FREE chest x-ray for your study visa

FREE bonus benefits from Momentum

Multiply Starter rewards | International Travel | HealthSaver | Hello Doctor | Student Wellness | and much more ...

TRUST US to take care of your health and wellness on your journey to success

Join or renew your membership
- ingwehealth.co.za
- studenthealth@momentum.co.za
- 0860 102 493

From just R407* per month

2019

*Income of less than R700 per month
Financial assistance

Financial aid is not available to undergraduate international students. However, merit bursaries are automatically awarded to deserving full-time international students from SADC countries from their second year of study. All international students are eligible for postgraduate bursaries and should apply. For more information, you may enquire from the Bursary Division, Student Finance and the Postgraduate Centre.

Medical Aid

All international students need to comply with the visa regulation as determined by the Immigration Act, Act 19 of 2004.

Regulation 10 (1) (i) determines the following:

An applicant for a study permit is required to provide proof of medical aid cover with a medical scheme registered in terms of the Medical Schemes Act, Act 131 of 1998, recognized in the Republic.

Although you may, with some other international insurance or medical product, secure a study permit from a South African visa issuing authority, the University of Johannesburg, in accordance with the Immigration Act, does not recognise such medical cover for registration purposes.

The University requires proof of full medical aid cover with a South African based medical aid scheme from the first day of the month in which a student seeks registration to the 31st of December of that year.

Month-to-month medical aid cover will only be acceptable from dependents on submission of the confirmation letter from the main member’s medical aid service provider undertaking to make monthly contributions and to provide proof of these contributions to the University on a monthly basis.

It is thus advisable that international students make the necessary financial arrangements for the medical aid cover prior to entry into South Africa. Should the student rely on a sponsorship, he/she should ensure that the sponsor is advised of the requirement at the onset of the sponsorship of the admission offer from the institution. Most institutions do not accept a letter from the sponsor in lieu of payment. Payment for the required medical aid cover fee is made directly to the medical aid company, separately from the tuition fee.

The following are medical aid companies with developed student-focused products that are registered in terms of the Medical Schemes Act. They offer the minimum benefits that a student may need while in South Africa. These schemes have weekly consultation sessions on all campuses throughout the year.

CompCare
+27 (0) 82 651 4610 or +27 (0) 11 867 4450
www.studentplan.co.za or student@universal.co.za
esther@estmed.co.za

Momentum Health
+27 (0) 83 308 1081 or +27 (0) 12 671 8511
www.ingwehealth.co.za
neville.govender@momentum.co.za

Other Medical Schemes
You are welcome to visit the website of the Medical Schemes Council in South Africa to explore other medical cover options. The address is https://www.medicalschemes.com/
FROM R404 PER MONTH*

SMS ‘youth’ to 32673 if you are keen to find out more

SO MUCH MORE THAN JUST HEALTHCARE COVER

UNLIMITED visits to the doctor

COVER FOR ACUTE MEDICINE

OPTOMETRY AND DENTAL BENEFITS

COVER WHEN INJURED, even during extreme sports

EMERGENCY ASSISTANCE, including airlifts from the scene of an accident

RADIOLOGY, PATHOLOGY AND SPECIALIST CONSULTATIONS
A single view chest x-ray for study visas

Excellent ‘out-of-hospital’ benefits

Repatriation cover via the free loyalty programme, Universal 360°

Playing sport? We’ve got you covered

Visit us today at our walk-in office
(JHB) JCCI House, 27 Owl Street,
Cnr Empire Road, Milpark
Tel: 011 208 1005

*Terms and conditions apply
Accommodation

Please note: If you have applied for campus accommodation and you have not yet received a confirmation of allocated accommodation, you may have to make alternative arrangements. The subdivision of Student Accommodation and Residence Life sends confirmation letters by October to all students who have applied and who have been accepted.

As an alternative to University accommodation it is suggested that you obtain private accommodation. It is important to note that the Division for Internationalisation does not accept responsibility for any possible problems arising from a student’s private accommodation.

The Division is able to help identify University approved private accommodation.

<table>
<thead>
<tr>
<th>APK:</th>
<th>RESIDENCE TYPE/NAME</th>
<th>MALE / FEMALE</th>
<th>PLACEMENTS OFFICER</th>
<th>EXT</th>
<th>EMAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thomas Sankara</td>
<td>Post Graduates</td>
<td>Bonny Tshabane</td>
<td>2065 <a href="mailto:vtshabane@uj.ac.za">vtshabane@uj.ac.za</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Faranani</td>
<td>Post Graduates</td>
<td>Bonny Tshabane</td>
<td>2065 <a href="mailto:vtshabane@uj.ac.za">vtshabane@uj.ac.za</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Afslaan</td>
<td>Sport</td>
<td>Bonny Tshabane</td>
<td>2065 <a href="mailto:vtshabane@uj.ac.za">vtshabane@uj.ac.za</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Junior Residences Male</td>
<td>Male</td>
<td>Nondumiso Xaba</td>
<td>3022 <a href="mailto:nxaba@uj.ac.za">nxaba@uj.ac.za</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Junior Residences Female</td>
<td>Female</td>
<td>Daleen Strydom</td>
<td>2092 <a href="mailto:daleens@uj.ac.za">daleens@uj.ac.za</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sophiatown</td>
<td>Mixed</td>
<td>Maryka Kirstein</td>
<td>1566 <a href="mailto:mkirstein@uj.ac.za">mkirstein@uj.ac.za</a></td>
<td></td>
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</tr>
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</table>

<table>
<thead>
<tr>
<th>APB:</th>
<th>RESIDENCE TYPE/NAME</th>
<th>MALE / FEMALE</th>
<th>PLACEMENTS OFFICER</th>
<th>EXT</th>
<th>EMAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Junior Residences Female</td>
<td>Female</td>
<td>Maryka Kirstein</td>
<td>1566 <a href="mailto:mkirstein@uj.ac.za">mkirstein@uj.ac.za</a></td>
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<tr>
<td>Junior Res Male</td>
<td>Male</td>
<td>Maryka Kirstein</td>
<td>1566 <a href="mailto:mkirstein@uj.ac.za">mkirstein@uj.ac.za</a></td>
<td></td>
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</tr>
<tr>
<td>Goudstad Post Graduates</td>
<td>Post Graduates</td>
<td>Bonny Tshabane</td>
<td>2065 <a href="mailto:vtshabane@uj.ac.za">vtshabane@uj.ac.za</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mayine</td>
<td>Post Graduates</td>
<td>Bonny Tshabane</td>
<td>2065 <a href="mailto:vtshabane@uj.ac.za">vtshabane@uj.ac.za</a></td>
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</table>

<table>
<thead>
<tr>
<th>SWC:</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>All residences: Boniswa Khuluse x5015 (<a href="mailto:boniswak@uj.ac.za">boniswak@uj.ac.za</a>)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DFC:</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>All residences: Veronica Ngobese x6552 (<a href="mailto:veronican@uj.ac.za">veronican@uj.ac.za</a>)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Off-Campus Accommodation:**

Please access the following link https://goo.gl/MPbQ6t to view Accredited Off Campus accommodation.
## The Buddy System

### What is a buddy system?

The University of Johannesburg Buddy System is a special programme that was established for the purposes of providing support to international students and ensuring cultural integration. All new international students are paired with a buddy for support in navigating the University systems and Johannesburg in general. The duty of a buddy stretches further than just the new student. They introduce the new student to the culture of UJ and South Africa through social events and excursions. All buddies report to a Buddy Coordinator in the Division for Internationalisation. The Buddy Coordinator will take up matters with the Division for Internationalisation should the need arise.

All buddies are trained in orientation matters, cultural immersion and mentoring.
Who can apply to be a buddy?
Any registered student of the University of Johannesburg, whether South African or international. The applicants should at least be in their second year of study.

Advantages of being a buddy
• Formal training from the Centre for Psychological Services and Career (PsyCaD).
• A certificate after completion of the term as a buddy, proving extra-curricular participation at the University.
• An impressive entry on your CV.
• The opportunity to learn about international cultures.
• The opportunity to build international contacts.

The following characteristics are required from a buddy
• Social responsibility
• Good interpersonal skills
• Empathy/sympathy
• Sensitivity to other religious beliefs and cultures.
• Committed to the duties of being a buddy

Role and tasks of a buddy...
A buddy should:
• treat students with respect;
• hold a positive outlook towards South Africa and the UJ;
• help international students adapt academically, by providing information about UJ. This information includes services to international students,
• the Library, PsyCaD, Academic Development, the University of Johannesburg International Student Society (UJISS), the Student Representative Council (SRC) and the relevant faculties;
• assist international students to adapt socially by introducing them to friends, exposing them to cultures in South Africa and introducing them to societies on campus;
• instil a sense of belonging to international students;
• take the students on a campus tour;
• provide guidance and support to students;
• provide basic information to students, such as public transport (bus routes), medical facilities, shopping centres, other information that could make the day-to-day life of the students more manageable;
• meet with students on an informal basis as often as possible;
• meet once a month with the assigned students on a formal basis on a date set up by the Buddy Coordinator;
• meet with the Buddy Coordinator a day or so after the formal meeting with the students to discuss relevant matters;
• report any problems, complaints or suggestions that might need attention to the Buddy Coordinator. The Buddy Coordinator will in turn report it to the Division for Internationalisation for further investigation and/or action;
• attend feedback sessions at the end of each term with the Division for Internationalisation;
• participate in a final written evaluation at the end of September.

Culture Shock
Coming to a new country is both exciting and somewhat nerve-wrecking. The key to preventing undue stress is to allow oneself to ease into the new environment and to ask questions. In South Africa especially, the people around you will be glad to help.

Attend the orientation programme and make full use of the student buddy assigned to you by the Division for Internationalisation.

Homesickness
When the excitement wears off, a person is confronted with daily life in his/her new environment, where everything can be quite different from what you are used to back home. Make use of our buddy system to meet new people, make friends and get to know your new environment. PsyCad is also available to help you deal with homesickness.

Socials
The Division for Internationalisation, the buddies and the University of Johannesburg International Student Society (UJISS) arrange several social events for international students during the two weeks of registration. By attending these events, international students can meet one another.

Annual International Festival
The Annual International Festival is presented by the Division for Internationalisation with the assistance of the international students in September. The International Festival has always been a great success. International students are given the opportunity to showcase their various cultures to the UJ student community. You are encouraged as an international student to bring traditional recipes, traditional costumes and other items from home representing your country for this wonderful event.

Facilities
The University of Johannesburg supports the academic and informal student life by providing a range of facilities for student use. The various campuses have modern facilities that enable students to use the latest technology in education, training and research.

Auckland Park Kingsway Campus

Library
The library on the APK-campus houses over 540 000 volumes and serves more than 32 000 users (students and staff members). The library caters for the academic and research needs of students. From books and periodicals to electronic resources and the Internet, you will find almost everything you might be looking for. Upon registration, international students have access to the University libraries on all campuses.

Computer laboratories
The extensive computer labs offer students not only desktop facilities, but also Internet access. These facilities are situated at E-Les 2 as well as at the D laboratories.

Lecture halls
The lecture halls are mainly situated in buildings B (red), C (orange) and D (yellow). These lecture halls are referred to as Les and the administration offices as Ring. The lecture halls are equipped with all the latest audio-visual equipment.

Information technology
Technologically, the Auckland Park Kingsway (APK) campus is one of the leading campuses in Southern Africa. A multi-functional teaching-learning model that has been developed, integrates traditional lecture-based approaches
with technology-based opportunities, to achieve the goal of learning improvement. Students also have access to free WiFi on campus.

**Student Centre**
The Student Centre on the APK campus houses more than 30 shops, including banks, ATMs, bookshops, a medical doctor and a dentist, a computer store, postal, courier and photocopy services, a hairdresser, a convenience store, many fast-food outlets, and a meal-of-the-day restaurant to cater for all tastes.

**Sports facilities**
- Athletics stadium (Tartan track): seats 10 000
- 6 rugby fields and a clubhouse
- 3 soccer fields and a clubhouse
- 5 hockey fields and a clubhouse (including an Astroturf field)
- 3 cricket fields and a clubhouse
- facilities for netball, basketball and tennis courts with floodlights and a clubhouse
- 5 squash courts and a clubhouse
- 1 sports hall (indoor)
- 1 recreational sport facility (including an action cricket court)
- 1 aerobics facility

International students are welcome to participate in any of the sports offered at the University. For any enquiries regarding sport participation, please call +27(0)11 559 3068/1308

**Doornfontein Campus**

**Library**
The Lesley Boyd Library on the DFC campus can accommodate about 430 learners. Photocopy services are also provided at the library. Upon registration, international students have access to the University libraries on all campuses.

**Lecture halls**
A total of 84 lecture rooms providing 5 142 seats are available on this campus. The lecture halls are equipped with all the latest audio-visual equipment.

**Internet Café Style Cyber Centre**
Various computer laboratories provide students access to educational software, the internet and email.

**Convenient shopping**
There are two cafeterias for both staff and students on campus. The campus shop sells stationery, art materials, mobile phone packages as well as mechanical and architectural drawing equipment. This shop offers services such as binding, colour copying and the printing of T-shirts. ATMs are also available on the campus. ATMs are also available on the campus.

**Sports facilities**
This campus has squash courts that are open to staff, students and the public. Most sport facilities are situated at the APB campus so that the Sport Management students could have easy access to train, gym, etc. For any enquiries regarding sport participation, please call +27(0)11 559 3068/1308

**Auckland Park Bunting Road Campus**

**Library**
The APB Library can accommodate about 475 learners who want to study, while all students and staff are welcome to use the library services at any time. Photocopy services are available on the Ground Level of the library. Upon registration, international students have access to the University libraries on all campuses.
Laboratories
Our computer labs offer students not only desktop facilities, but also Internet access. These facilities are situated at B RED 45 as well as at the Green Block laboratories.

Lecture halls
A total of 55 lecture rooms providing 4 412 seats are available on this campus. The lecture halls are equipped with all the latest audio-visual equipment.

Information technology
Various computer labs give students access to educational software, the internet and email. The Cyber Centre on the APB campus is situated at the Upper Level of the library.

Coffee shop and restaurant
The coffee shop and restaurants on the APB campus deserve special mentioning, run by the School of Tourism and Hospitality, they double as training facilities for Food and Beverage Management students. The School moved into its own newly built facility with high-tech equipment and the promise of world class catering. The restaurant is open to both staff and students for reservations.

Sports facilities
Most sport facilities are situated on the APB campus so that the Sport Management students can have easy access to train, gym, etc.

- 1 Grass athletic track field
- 1 Cricket field
- 4 Soccer fields and a clubhouse
- Basketball courts
- Softball field
- Gymnasiums
- Indoor volleyball court
- 1 Aerobics facility

For any enquiries regarding sport participation, please call +27(0)11 559 3068/1308.

Soweto Campus

Library
The Library can accommodate approximately 430 learners. Photocopy services are also provided at the Library. Upon registration, international students have access to the University libraries on all campuses.

Lecture halls
There are 28 lecture halls with 3513 seats. All lecture halls are equipped with the latest audio visual equipment.

Information Technology
There are 10 computer labs with more than 900 computers. These laboratories are situated at the Robert Sobukwe and Braam Fischer buildings. Added to this we have 60 computers at the Library with internet access.

Other Services

Protection Services
The University Protection Services provide a 24-hour security service to students on all campuses. The Protection Services staff respond to emergency calls and investigate reports of theft, harassment and other crimes that are reported to them. Students are advised not to walk in deserted places on or off campus, particularly at night. Hitchhiking is extremely dangerous and forbidden by law.

APK
Library bridge basement
Telephone no.: +27(0)11 559 2555/2000/3400

APB
Main entrance
Telephone no.: +27(0)11 559 1312

DFC
Main entrance
Telephone no.: +27(0)11 559 6450/6085

SWC
Main entrance
Telephone no.: +27(0)11 559 5555
Access control

Access to the campus is controlled by means of a central university card and a student’s finger print. This card is also used for access to some residences, computer labs, and the library. This card is also referred to as a student card. The card is issued to a student once the registration process has been completed. Student cards are issued by the Enrolment Centre. If a card is lost, a student may obtain a new card after an administration fee has been paid. If a student should experience any problems to access a facility, the student should contact Protection Services. A student should not lend his/her card to another student, or use another student’s card.

Campus Health

The University offers health services for both staff and students. Services include:
- consultation and referral;
- health education and promotion;
- first aid (for any medical emergencies please call Protection Services):
  - APK +27(0)11 559 2555/2000/3400
  - APB +27(0)11 559 1312
  - DFC +27(0)11 559 6450/6085
  - SWC +27(0)11 559 5555
- screening and monitoring chronic conditions, e.g. blood pressure monitoring, blood sugar, cholesterol, anaemia and urine testing;
- pregnancy testing;
- HIV/AIDS counselling and testing (VCT).

Consultation hours are from Mondays to Fridays from 08:30–15:30. You need to call on the day to schedule an appointment. Consultations are free of charge.

Telephone numbers for Campus Health Services on all four campuses:
- APB +27(0)11 559 1238
- APK +27(0)11 559 3837
- DFC +27(0)11 559 6544/6132
- SWC +27(0)11 559 5571

Inter-campus transport

Transportation is provided between the DFC, APB, APK and SWC Campuses.

There is a student shuttle service that travels between these campuses during week days. Bus schedules will be available upon registration.
South Africa

Location
South Africa lies at the southern tip of the African continent between latitudes 22° and 35° south. It is flanked in the west by the Atlantic Ocean, in the south and the east by the Indian Ocean, in the north by Namibia, Botswana and Zimbabwe, and in the north-east by Mozambique and Swaziland.

Climate
The climate is mostly sunny and temperate, and the average number of sunshine hours each day is among the highest in the world: 8.5 compared with 3.8 in London, 6.4 in Rome and 6.9 in New York. Winters are mild and clear, although snowfall often occurs on the higher mountain ranges of the Cape and KwaZulu-Natal, causing brief cold spells in the surrounding areas. The south-western Cape Province enjoys a Mediterranean climate (dry summers and winter rainfall). In general, the rest of the country experiences summer rainfall usually in the form of short afternoon thunderstorms. As the country lies in the southern hemisphere, seasons are the reverse of those prevailing in the northern hemisphere.

Average maximum temperatures in degrees Celsius for some of the major cities (tourist centres) are:

<table>
<thead>
<tr>
<th>City</th>
<th>Summer</th>
<th>Winter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cape Town</td>
<td>26°</td>
<td>17°</td>
</tr>
<tr>
<td>Bloemfontein</td>
<td>29°</td>
<td>16°</td>
</tr>
<tr>
<td>Durban</td>
<td>28°</td>
<td>21°</td>
</tr>
<tr>
<td>Johannesburg</td>
<td>28°</td>
<td>17°</td>
</tr>
<tr>
<td>Kimberley</td>
<td>32°</td>
<td>18°</td>
</tr>
<tr>
<td>Nelspruit</td>
<td>29°</td>
<td>22°</td>
</tr>
<tr>
<td>Pretoria</td>
<td>29°</td>
<td>19°</td>
</tr>
</tbody>
</table>

For more accurate information, please visit the South African Weather Bureau website: www.weathersa.co.za

Currency
The South African currency unit is the Rand, denoted by the symbol R. (R1.00 = 100 cents.) There is no restriction on the amount of foreign currency you may bring into the country, but it must be declared at Customs & Excise when you arrive.

Credit Cards and Travel Cards
Most international credit cards such as American Express, Diners Club, MasterCard and Visa are accepted, as well as travel cards. Foreign currency is accepted in South Africa, and may be converted into local currency.

Please note: A commission fee is charged every time you exchange currency.

Taxation
The Value Added Tax (VAT) rate is 14% and is included in the price you see on products. It is levied on most products except staple foods. Students should obtain proof of payment for all capital items purchased during their stay to claim refunds at the port of exit, provided the value of the items exceeds R250-00. Information leaflets on the procedure to be followed are available from the VAT Refund Administration offices at the Beit Bridge Border Post and OR Tambo International Airport (Johannesburg).

Electricity
City and town power systems mostly operate at 220/250 volts, AC 50Hz. Adapters for electric shavers and hair dryers are obtainable locally.

Telephone & Internet communication
South Africa has a sophisticated telecommunications network. International dialling codes can be found in South African directories. A direct dialling service connects all the local centres, except the more remote rural districts. The international telephone service links South Africa with more than 111 countries around the world. All the hotels and businesses have fax services.
Time
Throughout the year, Standard Time in South Africa is two hours ahead of Greenwich Mean Time, one hour ahead of Central European Winter Time, and seven hours ahead of US Eastern Standard Winter Time. Consult the local telephone directory for detailed world time zones. There is no daylight savings time in South Africa.

Banks
South African banks are able to accommodate all international transactions. Banks are open from Monday to Friday (09:00 to 15:30) and on Saturdays from 08:30 to 11:00. There are Automatic Teller Machines (ATMs) on all campuses, although not all banks are represented. These operate 24 hours a day.

Apart from the ABSA and Nedbank on the APK campus, other bank facilities are available at Campus Square and in Melville. International students may contact Standard Bank Melville situated in the Campus Square Mall on +27(0)11 853 4329.

Foreign exchange
The closest foreign exchange facility to the APK and APB campuses is available at the ABSA Bank in Annet Road, Auckland Park (2 km from the APK campus). Traveller’s cheques and foreign currency can be exchanged at most banks, American Express +27 (0)11 476 3045, HRG Rennies Travel +27 (0)11 407 2400, or at the airport. Businesses, tour operators, airlines and hotels generally accept international credit cards, including Visa, Master, American Express and Diners Club cards.

Living in S.A.
The following figures are only an estimate and the needs of students may vary.

Personal monthly expenses

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing (depending on the type of private housing)</td>
<td>R4 000 (average)</td>
</tr>
<tr>
<td>Food</td>
<td>R3 000</td>
</tr>
<tr>
<td>Entertainment &amp; transport</td>
<td>R2000</td>
</tr>
<tr>
<td>Other</td>
<td>R 900</td>
</tr>
</tbody>
</table>

Total per month: R9 900

Annual expenses

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books, etc. (Annual, variable depending on course)</td>
<td>R9 350</td>
</tr>
<tr>
<td>Medical cover (Annual, compulsory)</td>
<td>R4 000</td>
</tr>
<tr>
<td>Clothing (Recommended for winter months in Johannesburg)</td>
<td>R2 750</td>
</tr>
<tr>
<td>Settling-in (Recommended for first arrival)</td>
<td>R2 750</td>
</tr>
<tr>
<td>Deposit for rent (Applicable if renting an apartment)</td>
<td>R 4000</td>
</tr>
<tr>
<td>Study permit renewal (Applicable if a student needs to extend the study period)</td>
<td>R2000</td>
</tr>
</tbody>
</table>

Total: R24 850
Public transport

The University of Johannesburg campuses are on several bus routes going to the centre of Johannesburg. The APK campus is on the route to the West Rand and the south of Johannesburg. Minibus taxis can be hailed and stopped at any point, but we do not recommend this as these taxis are often overloaded and/or in an unroadworthy condition.

The bus routes can be found on the official Johannesburg website: www.joburg.gov.za, Quickhelp, Transport.

Emergency Information

International Student Emergency Contact Procedure:

Protection Services is your first point of call in any emergency:
Any time, Day or Night!

Reporting an Emergency:

What is an emergency?

An emergency is any immediate threat to life and property that requires an immediate response of the appropriate authorities (e.g. UJ’s Protection Services, or the fire and ambulance emergency services.) Examples of emergencies include serious injury or illness, fire, or crime in progress.

If you are unsure whether a situation constitutes an emergency or not, contact the Protection Services control room anyway!

How to report an emergency:

You must contact Protection Services in all emergencies. The Control Room, which is operational at all times, will coordinate all emergency responses and contact other emergency services if necessary.

When reporting an emergency:

1. Stay on the line with the Control Room officer
2. Provide the location and description of the emergency
3. Provide your phone number

APK (Auckland Park Kingsway Campus)

Control Room
Library Bridge Basement
+27 (0) 11 559 2555//2000/3400
bskalg@uj.ac.za

APB (Auckland Park Bunting Road Campus)

Control Room
Cnr of Ibis and Bunting Road
+27 (0) 11 559 1312
controlroomapb@uj.ac

DFC (Doornfontein Campus)

Control Room
Near Main Entrance
+27 (0) 11 559 6450/6085
dfcsec@uj.ac.za

SWC (Soweto Campus)

Control Room
Near Main Entrance
+27 (0) 11 559 5555
swcsecurity@uj.ac.za

Police Services

• The Johannesburg Central Police Station may be contacted on +27(0)11 497 7000/7116/7535
• The Brixton Police Station may be contacted on +27(0)11 248 5520/5521
• The Sophiatown Police Station may be contacted on +27(0)11 670 6300/6401
• The Hillbrow Police Station may be contacted on +27(0)11 488 6511/6809
Division for Internationalisation

Madibeng Building
Mezzanine Level
Opposite Student Enrolment Centre
(Old UJ Unlimited Shop)
Auckland Park Kingsway Campus
Cnr Kingsway and University Road
Auckland Park
2092

www.uj.ac.za