



DIVISION FOR INTERNATIONALISATION

# Pre-Arrival Info and Campus Guide for International Students 2024

The Future  
Reimagined

# A Word of Welcome

**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. The University of Johannesburg (UJ) is an Afropolitan international university with an identity of inclusion, a university that is transforming lives and diversifying professions. A proudly South African university, rooted in the vibrant and multicultural city of Johannesburg, reflecting the city's energy and embracing its diversity with equal passion.**

At the University of Johannesburg “The Future. Reimagined” is not simply a catchy phrase. The institution is taking the lead in Africa in 4th Industrial Revolution thinking, reimagining the future in all disciplines.

You are joining a university that is young, vibrant, and was built on the footholds of possibility, tenacity, and a ‘can-do’



attitude, and that upholds excellence in all facets of its work and life. You will be fully 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 a well-rounded education that goes beyond the academic. An international education imbues you with, amongst other things, 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 be a change maker and to contribute positively to humanity at large.

Your presence at UJ is highly valued and you will undoubtedly 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 pioneer in your own right: The Future, Reimagined

Welcome!

Prof Ylva Rodny-Gumede  
Senior Director



# Content

## PAGE

<b>1</b>	<b>About UJ</b>
1	Education for the 21st century
2	First-year Experience
2	Facilitating teaching and learning
2	Campuses of the University of Johannesburg
<b>2</b>	<b>Division for Internationalisation</b>
2	International Admissions and Welfare Office
3	English Proficiency Test
<b>4</b>	<b>Academic Calendar for 2024</b>
<b>5</b>	<b>Registration 2024</b>
5	New Undergraduate Registration Information
7	New Postgraduate Registration Information
8	Returning Student Registration Information
10	Online Registration Guide
11	First-year Seminar
<b>13</b>	<b>Study Visa</b>
13	How to apply for a Study Visa
14	Endorsement of relatives visa
14	Changing conditions of a Study Visa
<b>14</b>	<b>Fees</b>
16	Banking details
16	Undergraduate students
16	Postgraduate students
17	Financial assistance
<b>17</b>	<b>Medical Aid</b>
17	Momentum Health
<b>20</b>	<b>Accommodation</b>
<b>21</b>	<b>The Buddy System</b>
21	What is a buddy System?

## PAGE

23	Culture shock
23	Homesickness
23	Socials
23	Annual International Festival
<b>23</b>	<b>Facilities</b>
23	Auckland Park Kingsway Campus
25	Doornfontein Campus
25	Auckland Park Bunting Road Campus
26	Soweto Campus
<b>26</b>	<b>Other Services</b>
26	Protection services
27	Access control
27	Campus Health
27	Inter-Campus Transport
28	South Africa
28	Location
28	Climate
28	Currency
28	Credit cards and travel cards
28	Taxation
28	Electricity
28	Telephone & Internet communication
29	Time
29	Banks
29	Foreign exchange
29	Living in S.A.
30	Public transport
<b>30</b>	<b>Emergency Information</b>
30	International Student Emergency Contact Procedure
30	Police Services



# 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 21<sup>st</sup> 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.

## 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 like and follow the "UJ International Office" Facebook page to keep up to date with international related news.

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>

### 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](mailto:tshepangm@uj.ac.za)

##### Mrs Mampou Ngqumshe

+27 (0)11 559 4517

International Admissions Officer  
International House | Madibeng Building  
[mampoum@uj.ac.za](mailto:mampoum@uj.ac.za)

##### Ms Shantelle Sass

+27 (0)11 559 7780

Academic & Student Services Officer  
International House | Madibeng Building  
[ssass@uj.ac.za](mailto:ssass@uj.ac.za)

**APB****Ms Palesa Makwela**

+27 (0)11 559 1027

International Admissions Officer  
Room 104, Con Cowan Building  
pmakwela@uj.ac.za

**DFC****Mr Thabang Mothebe**

+27 (0)11 559 6510

International Admissions Officer  
G 70, Maropeng Building  
thabangm@uj.ac.za

**SWC**

+27 (0)11 559 5014

ADB 107, Ukhamba Building

You can contact or visit the International Admissions and Welfare Office for any compliance related issues, e.g. study permits and medical aid requirements.

The International Admissions and Welfare Office is located on all four campuses and is responsible for:

- advising prospective students about programmes offered at UJ and all legal requirements;
- clearing admitted international students for registration;
- providing liaison services for international students and faculties;

- liaising with all South African Missions (Embassies, High Commissions, Consulates, Trade Missions) and the South African Department of Home Affairs
- social integration through orientation and student activities
- welfare services

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. You may elect to write the University of Johannesburg English Language Programme test (UJELP). Please send an email to the following address for more information: [ujelp1@uj.ac.za](mailto:ujelp1@uj.ac.za). Alternatively, UJ will accept the IELTS at an overall score of 6 and TOEFL at an average score of 80 -104 for Undergraduate Programmes.



# Academic Calendar for 2024

Academic activity	Dates
University re-opens for professional support staff	2 January
University re-opens for academic staff	15 January
Online registration (for returning and first year students)	15 January to 11 February
Previous year's Special Assessments	15 to 19 January
Academic staff research period	15 January to 11 February
First Semester	12 February to 24 May
Mid-Semester recess (First semester)	23 to 31 March
Study period for students	25 to 29 May
First Semester - Final Assessment	30 May to 21 June
Winter recess for students. Students involved in supplementary assessments are scheduled to write in the last week of recess period	22 June to 7 July
Supplementary Assessments (First Semester)	8 to 12 July
Winter recess for academic staff	22 June to 7 July
Academic staff research period	8 to 12 July
Second Semester	15 July to 18 October
First Semester Special Assessment	29 July to 2 August
Mid-semester recess (Second Semester)	31 August to 8 September
Study Period for Students	19 to 23 October
Second Semester Final Assessment	24 October to 15 November
Study Period for Students involved in Supplementary Assessments	16 to 24 November
Second Semester Supplementary Assessments	25 to 29 November
Start of Summer recess for students	30 November
Start of Summer recess for academic staff (by the end of business day)	10 December
University closes for the Summer recess for support staff (by the end of business day)	12 December

# Registration 2024

## New Undergraduate Registration Information

For more information regarding registration dates, visit <https://www.uj.ac.za/admission-aid/registration/>

**Programmes generally fill up in the first 2 weeks of registration, therefore spaces cannot be guaranteed.**

Note that the registration dates may be adjusted, in which case it will be formally communicated to you.

On Campus registration is not encouraged, however should you require assistance, you can visit the campus you will be studying at from Friday, 19th January 2024.

Students who are studying at the Soweto campus can visit any of the three other campuses for assistance.

Follow this link <https://www.uj.ac.za/admission-aid/registration/> to access registration information and follow the step by step guide.

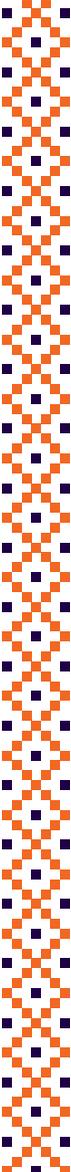
The Division for Internationalisation will be assisting with off-campus clearance from Wednesday 3 January 2024. The University would like to encourage students to make use of the off-campus registration process, including the international off-campus clearance.

Following documents may be required for clearance:

- Temporary Residence visa appropriate to your immigration status with the necessary permissions to study full-time or part-time (i.e. Study Visa, Visitors' Visa: Section 11(6) *(for a spouse of a South African Citizen (SAC) or Permanent Resident (PR))*, relative with endorsement to study at UJ, Work Visa (part-time studies), Permanent Residence Permit (PRP), Diplomatic Visa, LSP – Lesotho Special Permit, ZEP – Zimbabwe Exemption Permit, ASP – Angola Special Permit; Asylum Seeker Permit or a Refugee Permit; Medical Aid Cover registered in the Republic of South African in accordance with the Medical Schemes Act, paid up in full for the academic year and certified copies of passport and/or valid visa/permit.

Documents to be uploaded on uLink - <https://ulink.uj.ac.za/Default>

Please click on the following link to complete the Online Orientation: <https://uj.goorientation.com/>





Contact person	Campus	Office
<b>Mr Tshepang Marumo</b>	APK & SWC	International House Madibeng Buildinnd Park, Kingsway Campus
<b>Email</b> tshepangm@uj.ac.za		<b>Tel</b> +27 (0) 11 559 2096
<b>Mrs Mampou Ngqumshe</b>	APK	International House Madibeng Buildinnd Park, Kingsway Campus
<b>Email</b> mampoum@uj.ac.za		<b>Tel</b> +27 (0) 11 559 4517
<b>Mr Thabang Mothebe</b>	DFC	Ground Floor, Maropeng Building
<b>Email</b> thabangm@uj.ac.za		<b>Tel</b> +27 (0) 11 559 6510
<b>Ms Palesa Makwela</b>	APB	International Admission Office Ground Floor Con Cowan Building
<b>Email</b> pmakwela@uj.ac.za		<b>Tel</b> +27 (0) 11 559 1027
<b>Ms Shantelle Sass</b>	APK	International House Madibeng Building, Auckland Park, Kingsway Campus
<b>Email</b> ssass@uj.ac.za		<b>Tel</b> +27 (0) 11 559 7780



## New Postgraduate Registration Information

Registration commences on **09 January 2024 until 9 February 2024** for new Masters coursework, Honours and Postgraduate Diploma students.

Full research Masters and Doctoral students have until 31 March 2024 to register.

On Campus registration is not encouraged, however should you require assistance, you can visit the campus you will be studying at from Friday, 19th January 2024.

Students who are studying at the Soweto campus can visit any of the three other campuses for assistance.

Registration towards postgraduate qualifications is extremely competitive and takes place on a first-come, first-serve basis. The University thus cannot guarantee your place if you do not register **on/or before the closing date of registration**. Note that the registration dates may be adjusted in which case such detail will be formally communicated to you.

Kindly access registration information at <https://www.uj.ac.za/admission-aid/registration/> and follow the step by step guide.

The Division for Internationalisation will be assisting with off-campus clearance from Wednesday 3 January 2024. The University would like to encourage students to make use of the off-campus registration process, including the international off-campus clearance.

- Temporary Residence visa appropriate to your immigration status with the necessary permissions to study full-time or part-time (i.e. Study Visa, Visitors' Visa: Section 11(6) (for a spouse of a South African Citizen (SAC) or Permanent Resident (PR)), relative with endorsement to study at UJ, Work Visa (part-time studies), Permanent Residence Permit (PRP), Diplomatic Visa, LSP – Lesotho Special Permit, ZEP – Zimbabwe Exemption Permit, ASP – Angola Special Permit; Asylum Seeker Permit or a Refugee Permit; Medical Aid Cover registered in the Republic of South African in accordance with the Medical Schemes Act, paid up in full for the academic year and certified copies of passport and/or valid visa/permit.

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<b>Email</b> ssass@uj.ac.za		<b>Tel</b> +27 (0) 11 559 7780

## Returning Student Registration Information

Registration commences from **9 January 2024 until 9 February 2024** for returning/continuing students in respect of Diploma, Degree, Honours and Course Work Masters programmes.

### Full research Masters and Doctoral students have up until 31 March 2024.

Access registration at <https://www.uj.ac.za/admission-aid/registration/> and follow the step by step guide.

On Campus registration is not encouraged, however should you require assistance, you can visit the campus you will be studying at from Friday, 19th January 2024.

Students who are studying at the Soweto campus can visit any of the three other campuses for assistance.

The University cannot guarantee your place if you do not register **on/or before the closing date of registration**. Note that the registration dates may be adjusted in which case such detail will be formally communicated to you.

Students who have only second semester modules that are outstanding will also be required to register during the registration period in January 2024.

Please take note in the case of compulsory modules that have not been passed in the previous year the registration system has been set up to register those compulsory modules first.

## Undergraduate:

Students in contact programmes who interrupt their studies are required to apply for special permission from the relevant Faculty/College to continue their studies. Continuation of studies, after an interruption, is not guaranteed and may be subject to conditions, since certain qualifications are being phased out. For a full list of programmes being phased out please consult your respective faculty yearbook.  
<https://www.uj.ac.za/faculties/>

## Postgraduate:

Students in honours, masters and doctoral programmes must apply for abeyance in accordance with the Academic Rules and Regulations. Failure to re-register without approval will result in the cancellation of studies.

**STUDENTS MAY NOT ATTEND LECTURES FOR A MODULE OR PROGRAMME IF THEY ARE NOT REGISTERED FOR IT. SIMILARLY, NO STUDENT MAY RECEIVE POSTGRADUATE RESEARCH SUPERVISION UNLESS THEY ARE FORMALLY REGISTERED FOR THE RESEARCH MODULE AND PROGRAMME.**

Please review your Proof of Registration, to ensure that your modules/programme registration is correct.

The Division for Internationalisation will be assisting with off-campus clearance from Wednesday 3 January 2024. The University would like to encourage students to make use of the off-campus registration process, including the international off-campus clearance.

- Temporary Residence visa appropriate to your immigration status with the necessary permissions to study full-time or part-time (i.e. Study Visa, Visitors' Visa: Section 11(6) (for a spouse of a South African Citizen (SAC) or Permanent Resident (PR)), relative with endorsement to study at UJ, Work Visa (part-time studies), Permanent Residence Permit (PRP), Diplomatic Visa, LSP – Lesotho Special Permit, ZEP – Zimbabwe Exemption Permit, ASP – Angola Special Permit; Asylum Seeker Permit or a Refugee Permit; Medical Aid Cover registered in the Republic of South African in accordance with the Medical Schemes Act, paid up in full for the academic year and certified copies of passport and/or valid visa/permit.

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All international students need to pay 30% upfront, the remaining 70% needs to be paid in the following installment terms:

- 35% at the end of April 2024
- 35% at the end of July 2024

All international students who pay their fees in full at the time of registration will later be credited with a 5% discount on their fee statement.

The discount applies to the following categories:

- Tuition fees for 2024.
- Residence fees for 2024.



# REGISTRATION

## STEP BY STEP GUIDE

**1**

- Log onto the registration portal via [ulink.uj.ac.za](http://ulink.uj.ac.za) using your **STUDENT NUMBER** and **PASSWORD**.
- If you do not have a password, click on **CREATE A PASSWORD** to continue.

**2**

- Click on the **CLASSES** tab and then click on **My Registration (ITS iEnabler)**.
- Click on **Registration** on the left, to start the registration process.
- Detailed instruction on how to use each option can be accessed by clicking on the blue question mark at each process.

**3**

- Work your way through all the processes listed on the left.
- Read the POPIA regulations and click on **I Accept** to continue.
- Verify your personal contact details, address details and contact person details.
- You can generate a provisional Proforma statement (if needed).
- Click on **Uploading of Documents Required** to upload the required outstanding documents to register.

**4**

- Click on **Registration Verification** to verify your registration statuses w.r.t minimum payment, outstanding documents and web access to register.
- Click on **Submit Payment** to make a payment. All outstanding fees from prior years to be paid PLUS the minimum payment fee applicable according to the registration verification.

**5**

- If you are under the age of 18 on the day you register, you and your parent/guardian must accept the Online agreement including capturing of their details.
- Read the **Academic Registration Rules, Regulations and Indemnity** and click on **I Accept** to continue.
- Click on **Submit Registration** to confirm your qualification to be registered for. Enter your **Employment Status** and select whether you are responsible for your own account. If not supply the third party information requested.
- Click on **Save and Continue**.
- Select your combination of modules to be taken and click on **Save and Proceed**.
- Verify the modules you plan to Register for and click on **Continue**.
- Verify your Registration Cost and click on **Accept Registration**.
- Print your Proof of Registration.

**6**

- Click on **Add Subjects to a Registration** if you want to add extra subjects to your current registration or cancel subjects as permitted by the rules and regulations of the University.
- Click on **Subject Cancellations** if you want to cancel a subject as permitted by the rules and regulations of the University. Module changes will be allowed within the registration period.

**7**

- After you have finalised your registration, please collect your student card (if you don't already have one) at any of the four campuses as soon as possible.

**Consultant ONLINE**

Ask your question 

Online Registration Chat facility and the UJ Chat bot is available to assist with your registration enquiries on [www.uj.ac.za](http://www.uj.ac.za)

**General comment:**  
If you are not allowed to register online or if you have forgotten your password you can reset it in the beginning of the process or call (011 559 4555) for assistance.



## THIS IS YOUR GUIDE TO A FIVE MINUTE REGISTRATION PROCESS

Follow all the necessary steps and you should be finished in five minutes!  
For more information please call the UJ Call Centre:  
011 559 4555 (07:30 - 16:30)

# UJ First-year Seminar/Orientation (FYS/O)

## Welcome

Congratulations on completing your matric in these difficult times we are living in. Welcome to your first year of study at the University of Johannesburg (UJ). The first year of study could be the most interesting and rewarding period of your life.

## First Year Seminar/Orientation

The First Year Seminar/ Orientation (FYS/O) is an important process to integrate the first-time incoming students into the university. At the University of Johannesburg (UJ), FYS/O follows a blended approach, meaning that you will have face-to-face sessions and online self-paced modules to enrich the learning process. Attendance and participation is compulsory. The online modules are hosted on Learner Management system called Blackboard. To learn more about Moodle, three pre-orientation session per day are arranged for you to take part in from **29 January to 2 February during week days.**

**“Students are required to attend one session but can join as many sessions as they think they would like to attend”**

**The role of orientating first years is to assist them with the smooth transition from school to university and integrate the students into the university culture and student life. First year Orientation is central to student success.**

### To participate in the blended orientation will require:

- To physically come to the campus where you are registered from to attend in person or face-to face sessions from **05-09 February 2024**

- To access the online orientation module, you will need a **computer /Laptop/ Tablet/ iPad/ Smart cell phone as well as internet connectivity or data to access the online orientation module.**
- On the week of the **12-14 February** there are opportunities to learn more about UJ in between classes on the lawns across the four campuses.

## Enrolment into First-Year Orientation module

Enrolment into the module will happen 24 hours after you have registered. The Center for Academic Technologies will send you an SMS or e-mail notification alerting you. Once you receive notification then you are ready to start with your First Year Seminar/Orientation. It is crucial to know which faculty you are registered under.

For details on how to access the module go to [www.uj.ac.za/fys](http://www.uj.ac.za/fys) by 20 January 2024

For further information, students can consult the FYS webpage [www.uj.ac.za/fys](http://www.uj.ac.za/fys).

## Technical support available

The Centre for Academic Technologies (CAT) has a helpdesk operating during office hours (08:00-16:00) to assist, should you encounter problems to access the module. You can email [uhelp@uj.ac.za](mailto:uhelp@uj.ac.za). Please ensure that you state your student number and your faculty in the email.





## First-year Seminar (FYS)

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

The 2024 First Year Seminar programme will follow a blended approach, meaning that you will have face-to-face sessions and online self-paced modules to enrich the learning process.

### To participate in the blended orientation will require:

- To physically come to the campus where you are registered from to attend in person or face-to-face sessions from
- **5-9 February 2024**
- To access the online orientation module, you will need a **computer /Laptop/ Tablet/ iPad/ Smart cell phone as well as internet connectivity or data** to access the online orientation module.
- In the week of the 12-14 Feb there are opportunities to learn more about UJ in between classes on the lawns across the four campuses.

### For details on how to access the module go to [www.uj.ac.za/fys](http://www.uj.ac.za/fys)

A Comprehensive and informative compulsory First Year Seminar programme has been arranged for all our new first years, beginning with the Vice Chancellors' Welcome address, academic orientation to the Faculty, the Department and the specific programmes for which students have been accepted. Students will be introduced to lecturers, made aware their class time tables.

The First Year Seminar is also introduced you to the wide range of academic development programmes and support services the University offers such as the Library and Information Centers, Reading

and Writing Centers, the Computer Facilities, Psychological Services and Career Development and the Career Resource Centers.

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 also about the discovering the social aspects that UJ has on offer.

### Academic registration

For more information regarding registration dates, visit <https://www.uj.ac.za/>

It will be advisable for transfer students to register from 9 January to 9 February 2024 in order to submit the application for exemptions.

Advance Diploma, Postgraduate Diplomas, Honours and Coursework Master students' registration will commence from 9 January to 9 February 2024. Research Masters and PhD student's registration will commence from 9 January to 31 March 2024.

### 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](http://www.uj.ac.za/fys) for more Information.**

## Lectures begin

All contact classes/lectures will commence on Monday, 12 February 2024.

For more information regarding the start date for lectures, visit <https://www.uj.ac.za/>

# 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: <https://visa.vfsglobal.com/zaf/en/dha>

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 R1550 (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 – <https://www.medicalschemes.co.za/regulated-entities/medical-schemes-in-south-africa/> 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:  
<https://visa.vfsglobal.com/zaf/en/dha/apply-visa>

### 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 2024
- 35% at the end of July 2024

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 R 1040.



## Introducing our new payment partner - Flywire!

Dear Student,

We would like to inform you that UJ has partnered with Flywire to provide an online payment portal for our home and international students.

You will have access to payment methods such as bank transfer, debit/credit card, online banking and e-wallets such as PayPal and AliPay.

The benefits of using Flywire are:

- Local familiar payment methods in over 140+ currency offerings with competitive rates and no hidden fees.
- Flywire offers a Best Price Guarantee where they will match rates if a student finds a better price at their bank.
- Around-the-clock multilingual customer support via live chat, email, phone and WeChat for Chinese students.
- Students get quicker access to their tuition fee receipt to support their student visa application.
- Flywire is secure and fully compliant with regulatory requirements to ensure funds are safe and payer's information is secure.
- Track your payment anytime via the web, Flywire mobile app, or by contacting Flywire directly. **Flywire multilingual support is available around the clock by phone, live chat, email, and more.**

To make your payment go to our Online Payment Portal: <https://pay.flywire.com/>

To access help at any time, please visit Flywire's help centre, or email [support@flywire.com](mailto:support@flywire.com), quoting your payment ID if you have one.

Please pay your fees at the bank or utilising the option above 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.

## 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

### Credit Card Payment:

<https://www.uj.ac.za/studyatUJ/Student-Finance/Pages/E-Payments.aspx>

### Bursary Students:

All students whose fees are paid by sponsors/employers will be allowed registration without the first minimum payment. On registration, they must hand in at the Bursaries Department written proof of the bursary awarded for the year of study. Students will not be allowed to register if the previous year's fees have not been paid in full. - <https://www.uj.ac.za/studyatUJ/Student-Finance/Pages/Contact-Details.aspx>

### 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.



## 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 is a medical aid company with developed student-focused products that is registered in terms of the Medical Schemes Act. The company offers the minimum benefits that a student may need while in South Africa. This scheme has weekly consultation sessions on all campuses throughout the year.

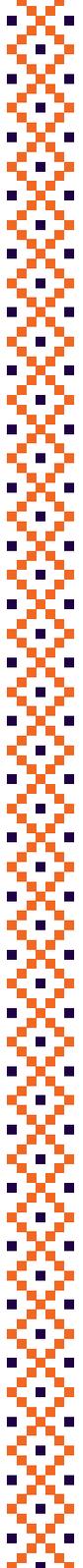
### Momentum Health

+27 (0) 83 308 1081 or +27 (0) 12 671 8511  
[www.ingwehealth.co.za](http://www.ingwehealth.co.za)  
[neville.govender@momentum.co.za](mailto: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.co.za/regulated-entities/medical-schemes-in-south-africa/>



# More health for more students for less



International student

For students from outside of South Africa

2024

From  
**R541pm**

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**SA's No. 1** medical aid choice for more than 1 million students over the past 33 years

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**studenthealth@momentum.co.za**



**0860 102 493** Customer care



WhatsApp us on **+27860102493** or go to **studenthealthcare.co.za** and click on the help icon to use our web chat facility.

**momentum**  
medical scheme



Scan this QR code  
to join



Scan this QR code  
to get a quotation

## Momentum Medical Scheme's Ingwe Option provides:

- ✓ **Unlimited** access to private hospitals
- ✓ **Unlimited** access to any doctor on your chosen Ingwe Network
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- ✓ **Emergency/trauma** and specialist benefits
- ✓ **Unlimited emergency** medical transport via Netcare 911
- ✓ Preventive care benefits: **FREE** health assessment
- ✓ **NEW HPV PCR screening benefit** for female members aged 21 to 65



**PLUS** many **FREE** complementary lifestyle benefits from Momentum

Visit **studenthealthcare.co.za** for more information

+ You may choose to make use of additional products available from Momentum Metropolitan Holdings Limited (Momentum), to seamlessly enhance your medical aid. Momentum is not a medical scheme, and is a separate entity to Momentum Medical Scheme. The complementary products are not medical scheme benefits. You may be a member of Momentum Medical Scheme without taking any of the complementary products.

Please note that Momentum Medical Scheme's 2024 benefits and contributions amendments have been submitted to the Council for Medical Schemes, and the Scheme awaits approval by the Registrar. Therefore, the proposed changes are subject to such approval by the Registrar.



# 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.

## APK:

RESIDENCE TYPE/NAME	MALE / FEMALE	PLACEMENTS OFFICER	EXT	EMAIL
Thomas Sankara	Post Graduates	Bonny Tshabane	2065	vtshabane@uj.ac.za
Faranani	Post Graduates	Bonny Tshabane	2065	vtshabane@uj.ac.za
Afslaan	Sport	Bonny Tshabane	2065	vtshabane@uj.ac.za
Junior Residences	Male	Nondumiso Xaba	3022	nxaba@uj.ac.za
Junior Residences	Female	Leevasha Moodley	2092	leevashan@uj.ac.za
Sophiatown	Mixed	Maryka Kirstein	1566	mkirstein@uj.ac.za

## APB:

RESIDENCE TYPE/NAME	MALE / FEMALE	PLACEMENTS OFFICER	EXT	EMAIL
Junior Residences	Female	Maryka Kirstein	1566	mkirstein@uj.ac.za
Junior Res	Male	Maryka Kirstein	1566	mkirstein@uj.ac.za
Goudstad	Post Graduates	Bonny Tshabane	2065	vtshabane@uj.ac.za
Mayine	Post Graduates	Bonny Tshabane	2065	vtshabane@uj.ac.za

## SWC:

All residences: Boniswa Khuluse x5015 (boniswak@uj.ac.za)

## DFC:

All residences: Veronica Ngobese x6552 (veronican@uj.ac.za)

## Off-Campus Accommodation:

Please access the following link to view Accredited Off Campus accommodation:

<https://www.uj.ac.za/study-uj-and-aid/student-affairs/off-campus-accreditation/>





# 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).
- 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.

### 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:

	Summer	Winter
Cape Town	26°	17°
Bloemfontein	29°	16°
Durban	28°	21°
Johannesburg	28°	17°
Kimberley	32°	18°
Nelspruit	29°	22°
Pretoria	29°	19°

For more accurate information, please visit the South African Weather Bureau website: [www.weathersa.co.za](http://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 15% 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.

## Living in S.A.

The following figures are only an estimate and the needs of students may vary.

### Personal monthly expenses

Housing (depending on the type of private housing)	R 4 000 (average)
Food	R 3 000
Entertainment & transport	R 3 000
Other	R 1 000

**Total per month R 11 000**

### Annual expenses

Books, etc. (Annual, variable depending on course)	R 9 350
Medical cover (Annual, compulsory)	R 6 500
Clothing (Recommended for winter months in Johannesburg)	R 3 000
Settling-in (Recommended for first arrival)	R 3 000
Deposit for rent (Applicable if renting an apartment)	R 4 000
Study permit renewal (Applicable if a student needs to extend the study period)	R 2 200

**Total R 28 050**

It is recommended that international students open a local bank account. It is a relatively simple process to open an account at one of the major banks. For this purpose you would require proof of registration, your passport and proof of accommodation while studying in South Africa and a letter from the Division for Internationalisation.

## 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 Rennie's 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.

## 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](http://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](mailto: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](mailto:controlroomapb@uj.ac)

### DFC (Doornfontein Campus)

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

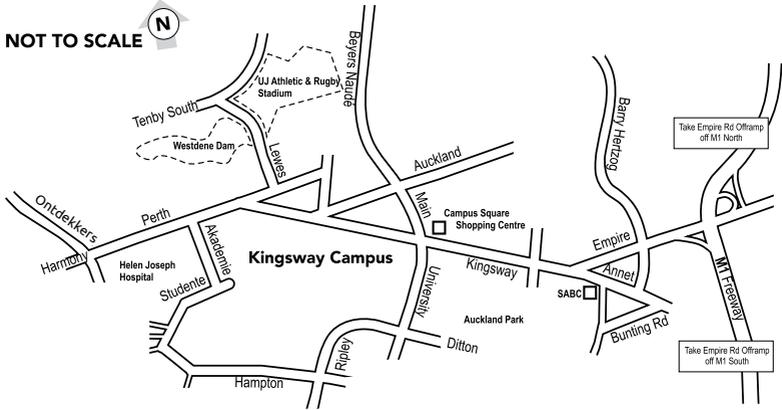
### SWC (Soweto Campus)

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

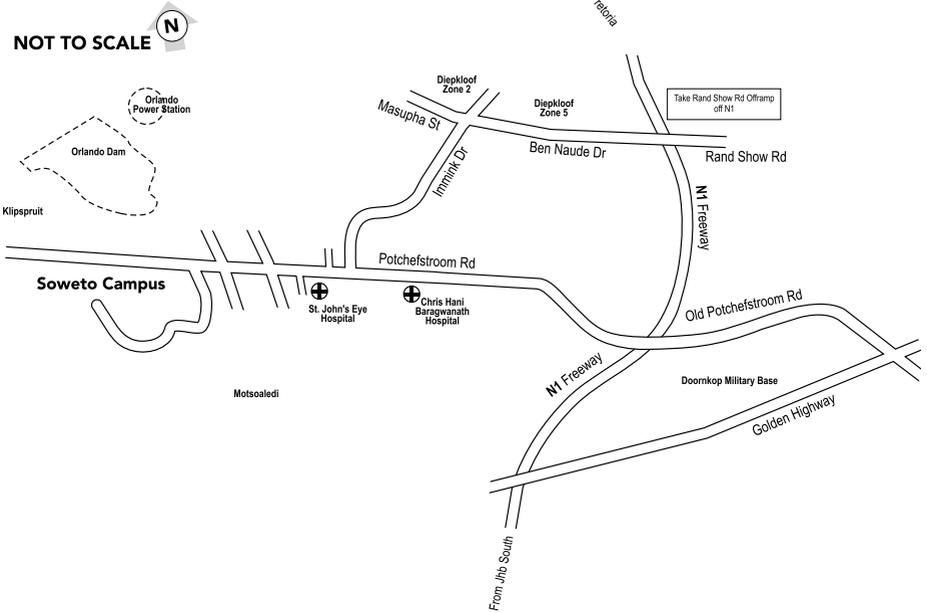
## Police Services

- 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

### Kingsway Campus | University of Johannesburg

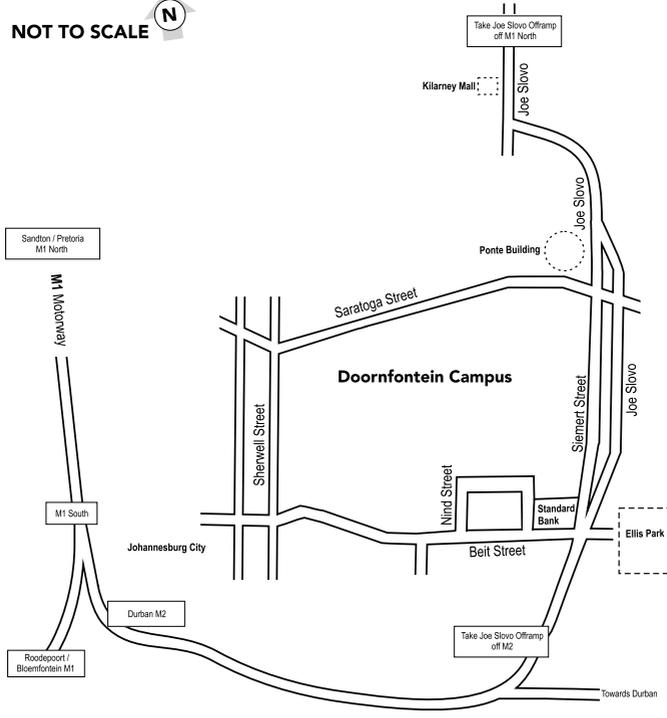


### Soweto Campus | University of Johannesburg



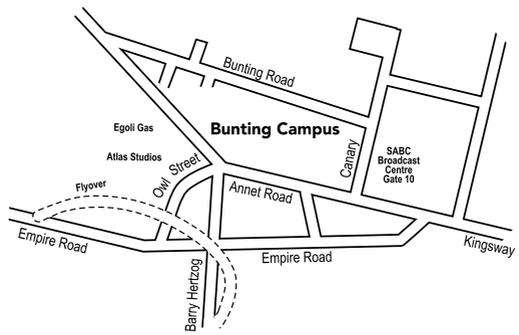
## Doornfontein Campus | University of Johannesburg

NOT TO SCALE 



## Bunting Campus | University of Johannesburg

NOT TO SCALE 



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](http://www.uj.ac.za)