



# CONDITIONAL REGISTRATION AGREEMENT 2022

I, \_\_\_\_\_ (full names and surname),

student number

identity number/passport number

the undersigned, hereby apply to / or

register at the **University of Johannesburg (UJ)**, subject to the following terms and conditions:

## 1. Applicants who are transferring from other institutions

Undergraduates (UG) and Postgraduates (PG) applicants who do not have their final results available at the point of final selection, could be accepted and allowed to register conditionally subject to the following terms:

- 1.1 They must register during the formal registration period.
- 1.2 They must pay the minimum applicable registration amount, which includes a non-refundable registration fee and ICT levy.
- 1.3 The applicant must sign the conditional registration agreement and standard student registration agreement.
- 1.4 The applicant will not be allowed into residences until the registration becomes unconditional.
- 1.5 The registration will become unconditional if the applicant submits the final (outstanding) admission documents (e.g. final results from another institution), meets the conditions and entrance requirements by not later than 11 March 2022.

## 2. International students

No international student within SA should be on conditional registration. UG and PG students who are abroad and will still be in their home countries during the registration could be accepted and allowed to register subject to the following terms:

- 2.1 They must register during the formal registration period.
- 2.2 They must pay the minimum applicable registration amount, which includes a non-refundable registration fee and ICT levy.
- 2.3 The student must sign the conditional registration agreement and standard student registration agreement.
- 2.4 The student will not be allowed into residences until the registration becomes unconditional conditions are met.
- 2.5 The registration will become unconditional if the student submits the final (outstanding) registration documents (e.g. valid study permit), meets the conditions and entrance requirements by not later than 11 March 2022.
- 2.6 The student must have a valid study permit and attend classes (in person) from 1 April 2022.

## 3. Included in the rules and regulations of UJ under this agreement

The standard student agreement, subject to the necessary amendments, will apply to applicants who are registered conditionally. These include the terms copied below.

- 3.1 I/we hereby, undertake to acquaint myself, abide by and comply with the UJ Statute, all the rules, regulations, policies and procedures of UJ as amended from time to time
- 3.2 I agree that UJ, through its normal governance bodies, may amend any rule, regulation, policy or procedure and that I shall be bound to any such amendment as soon as it may take effect.
- 3.3 I acknowledge that the curriculum of the degree, diploma or certificate programme for which I am applying has been prescribed by Senate-approved regulation.

## 4. Certificates and documents of entrance

- 4.1 I agree that UJ has the right to cancel my conditional or unconditional registration if I provide incorrect or false information or documentation during my application for conditional or unconditional registration (including, but not limited to, supporting documentation, the official certificate in respect of my UJ admission, any previous study record, and certificate of conduct) or if I fail to provide material information or documentation.

- 4.2 I consent that UJ may verify all information and documents I provide to it before or after my conditional or unconditional registration as a UJ student (including, but not limited to, the qualifications I claim to have obtained).

- 4.3 I agree that I will be subject to UJ's disciplinary procedures for submitting incorrect or false information or documentation to it before or after my conditional or unconditional registration as a UJ student and UJ will retain that power after I cease to be a conditionally or unconditionally registered UJ student.

## 5. Fees

- 5.1 I/we, the undersigned, hereby assume absolute responsibility for the payment of any fees that may fall due as a result of my studies and/or residence at UJ on the appointed due dates as determined by e UJ from time to time.

- 5.2 Every signatory to this agreement hereby consents to and authorises UJ to enquire about creditworthiness from credit bureaus and to publish any event of non-payment to credit bureaus.

- 5.3 I confirm that, in the event of my failure to pay any amount due by or demanded of me on the due date, all outstanding fees owing to UJ at that point shall become due and payable in one sum with immediate effect.

- 5.4 I agree that the nature and amount of my indebtedness to UJ shall at any time be proven by a written certificate purporting to be signed by or on behalf of the Chief Financial Officer of UJ or his or her duly authorised representative whose authority need not be proved, acting reasonably and in good faith, and this certificate shall constitute proof of the contents thereof and of the amount of my indebtedness and the fact that such an amount is due and payable in any legal proceedings against me.

- 5.5 In respect of students not fulfilling their financial obligations on time and/or as prescribed, the University retains the right:

- 5.5.1 to exclude students from University residences;
- 5.5.2 to withhold students' examination results or diplomas/degrees.
- 5.5.3 to cancel students' conditional or unconditional registration after the specified dates and to hold them liable for payment of the outstanding amounts as agreed upon and signed in the special arrangement made with UJ;
- 5.5.4 not to allow students to register if the previous year's fees have not been paid in full;
- 5.5.5 not to issue a certificate of conduct; and
- 5.5.6 to institute legal action against students, who will be liable for all UJ's legal costs.

## 6. Amendment to this agreement

- 6.1 I/we acknowledge that, unless expressly changed in writing, all the terms of this agreement shall remain in force and shall stand for as long as the student is a conditionally or unconditionally registered student of UJ, irrespective of whether or not the student's studies may be suspended.

- 6.2 I/we declare that no amendment or change to this agreement, including this clause, shall be valid unless it has been duly authorised in writing by either the Registrar or his/her duly authorised representative.

Signed at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 2022

Signature of Student: \_\_\_\_\_

Herein assisted as far as may be necessary while the applicant/student is still under the age of eighteen (18) years.

Signed at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 2022

Signature of Parents/Legal Guardian: \_\_\_\_\_

**Office Signatures:**

\_\_\_\_\_  
Name and Surname of Executive Dean or Vice-Dean

\_\_\_\_\_  
Signature of Executive Dean or Vice-Dean

\_\_\_\_\_  
Date: