



UNIVERSITY of the WESTERN CAPE

# 2021

POST-REGISTRATION GUIDE  
FOR PARENTS





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## POST-REGISTRATION GUIDE FOR PARENTS

The purpose of the Parents' Guide is to help you provide support to your child in the transition to the University of the Western Cape.

Your child may be leaving home for the first time, and while UWC will introduce them to a number of supports, they will also be looking to you for advice and guidance.

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# GENERAL INFORMATION

## IMPORTANT DATES

### 1ST QUARTER

Monday, 8 March 2021 –  
Wednesday, 21 April 2021

### 2ND QUARTER

Wednesday, 28 April 2021 –  
Friday, 23 July 2021

### 3RD QUARTER

Tuesday, 10 August 2021 –  
Monday, 20 September 2021

### 4TH QUARTER

Monday, 27 September 2021 –  
Wednesday, 15 December 2021

### THE UNIVERSITY OFFICES OPEN ON

**MONDAY, 4 JANUARY 2021, AND CLOSES  
WEDNESDAY, 23 DECEMBER 2021.**



## TUITION FEES

Tuition Fees are charged per module within a prescribed programme. Students who register for fewer modules as prescribed will be charged accordingly.

50% of the total outstanding Student fee account will be due by 30th April 2021.

100% of the total outstanding Student fee account will be due by 31st July 2021.

- Accounts settled in full before the due dates will be eligible for settlement discounts calculated on current tuition fees and accommodation fees outstanding after all rebates have been credited.

### DISCOUNTS ARE ONLY APPLICABLE TO SOUTH AFRICAN STUDENTS

PAYMENT DATE	DISCOUNT
On or before 31 March	5%
On or before 30 April	3%
On or before 31 May	2%

All payments must be made payable to the University of the Western Cape. These payments may be made electronically (EFT), by cheque or credit card, postal order or foreign drafts using the account details given below. Use your student number as a reference.

### BANKING DETAILS

**Bank:** ABSA Bank  
**Account name:** UWC Student Deposit Account  
**Branch:** Public Sector Western Cape  
**Address:** 1st Floor, Tygerpark 4, Willie Van Schoor Drive, Bellville, 7530  
**Account No:** 40 4960 4740  
**Branch Code:** 632005  
**Swift Code:** ABSAZAJJ

**IF A STUDENT HAS ANY OUTSTANDING BALANCE ON HIS / STUDENT ACCOUNT, HIS/HER RESULTS WILL BE WITHHELD UNTIL THE OUTSTANDING AMOUNT HAS BEEN PAID.**



**A UNIVERSITY EDUCATION DELIVERS MORE THAN A RESPECTED QUALIFICATION AND CAREER PREPARATION, IT ALSO PREPARES YOUR CHILD FOR LIFE.**



## FINANCIAL AID

### NATIONAL STUDENT FINANCIAL AID SCHEME (NSFAS)

NSFAS is a statutory body, funded primarily by South Africa's National Department of Education, providing academically but financially needy students who wish to study at one of South Africa's public higher education institutions. Consult NSFAS website for information on the online NSFAS application process as [www.nsfas.org.za](http://www.nsfas.org.za)

## STUDENT FINANCES

Students should make allowance for the following expenses in their financial plans:

- Tuition fees
- Text books and Stationary
- Residence Fees  
(where accommodation is applicable)
- Personal Expenses
- Meals/Food (where applicable)
- Traveling (to and from University)

## PROTECTION OF PERSONAL INFORMATION ACT SUMMARY (POPIA)

The purpose of the POPIA is to ensure that all South African institutions conduct themselves in a responsible manner when collecting, storing, using, disclosing, processing and sharing another entity's personal information, by holding them accountable should they abuse or compromise your personal information in any way.

Under the POPIA, the University is legally required to comply with the POPIA principles. Under the POPIA, institutions are required to take reasonable steps to protect the personal information they hold, from misuse and loss and from unauthorised access, modification or disclosure.

**A STUDENT'S PERSONAL INFORMATION SUCH AS RESULTS, BUT NOT LIMITED TO, CANNOT BE SHARED WITH A PARENT OR GUARDIAN WITHOUT THE CONSENT OF THE STUDENT IN WRITING.**

## SHUTTLE SERVICES

We provide a shuttle service between the 5 residences which are situated off-campus and the University main campus.

**NOTE:**  
**WHILE UWC RECOMMENDS THIS SERVICE IT WILL NOT BE HELD LIABLE FOR ANY LOSS OR DAMAGE INCURRED WHILE UTILISING THESE SERVICES.**

# SUPPORT

## ADVICE FOR PARENTS

The Counselling Service may be contacted by parents who are aware that their child is struggling at university and are unsure how best to help them. It can be especially worrying when your child is not very communicative about their difficulties and appears resistant to getting help.

## HOW TO HELP AND SUPPORT THE STUDENT

Developmentally, university represents an important transition between childhood and adulthood with young people expected, and expecting, to take far more responsibility for all aspects of their lives. Some embrace this challenge, others find it hard. The Centre for

### Contact Details

Tel: 021 959 2299

Fax: 021 959 2882

E-mail: [mljaftha@uwc.ac.za](mailto:mljaftha@uwc.ac.za)

Student Support Services (CSSS) develops an exciting, stimulating and supportive campus environment, which enhances student learning on multiple levels.

The focus is to engage students' potential in order to assist them in achieving their personal and academic goals, and to develop responsible and responsive citizens of the future.

The CSSS provides broad student-centered development and professional services, programs, training opportunities and resources aimed at enhancing students' academic experiences, graduate attributes and quality of life. We conduct research and engage with national issues and debates to provide a cutting edge service. We have dynamic professionals, who provide high quality, free and confidential services.



## CAMPUS HEALTH AND WELLNESS CENTRE

The Campus Health and Wellness Centre is a dispensing medical practice staffed by doctors, primary health care nurses and counsellors. Conveniently located on the 1st floor of the Community and Health Sciences Building, the Health Centre provides an extensive range of services to students on campus.

### Contact details:

**Tel: 021 959 2875/6**

**E-mail: [health@uwc.ac.za](mailto:health@uwc.ac.za)**



## THE OFFICE FOR STUDENTS WITH DISABILITIES (OSWD)

OSwD is the central campus resource for disabled students who wish to request academic accommodations. In collaboration with students, faculties and departments, we coordinate accommodations and support to ensure equal access, promote awareness, as well as providing an individualised support structure for students with disabilities within the UWC community.

The Office for Students with Disability facilitates various forms of support:

- Assessments
- Extra time for exams
- Providing a scribe
- Brailing
- Special access
- Providing the use of sophisticated software during exams and for ongoing academic studies

### Contact details:

**Tel: 021 959 3586**

**E-mail: [oswd@uwc.ac.za](mailto:oswd@uwc.ac.za)**



# USEFUL TIPS

## FOR PARENTS DURING UNIVERSITY...

1. Be supportive, check in with the student to see if everything is going according to plan and if they are coping.
2. Always be vigilant. Take note of any unusual behaviour.
3. Encourage socialising, it would be beneficial if they found someone to relate to. Students should make their University life exciting and network to create support groups.
4. Independence is key, we prefer if students consult with us themselves if they are experiencing any uncertainties.
5. Every student experiences student life differently, encourage your child to be comfortable enough to find their own identity and support them in this.
6. Communication is extremely important. Students should inform their tutors and lecturers regarding any concerning issues. If Faculties are not aware of aware of a situation, they will not be able to assist.
7. All communication regarding the student is done via their student email. Please remind students to keep an eye on their Gmail Account.
8. Everyone at UWC has free access to the Internet, but you will need to login with your Network Identity and password to gain access. Use of the Internet is also subject to our Information Technology Security policy.



# CONTACT DETAILS

(consult the University website for updated contact information)

**UWC CONTACT CENTRE** ..... 021 959 3900/01/02

**STUDENT ADMINISTRATION HELPDESK** ..... 021 959 3348/3394/2897

**LIAISON OFFICE** ..... 021 959 2895

**EXAMINATIONS AND GRADUATIONS OFFICE** ..... 021 959 2895

## **FACULTY HELPDESK:**

Faculty of Arts and Humanities ..... 021 959 2152

Faculty of Community and Health Sciences ..... 021 959 2852

Faculty of Economic and Management Sciences ..... 021 959 3164

Faculty of Law ..... 021 959 3291

Faculty of Dentistry ..... 021 937 3000

Faculty of Natural Sciences ..... 021 959 3426

Faculty of Education ..... 021 959 2276

## **CENTRE FOR STUDENT SUPPORT SERVICES (CSSS)**

Community & Health Sciences Building, Main Campus, 2nd Floor ..... 021 959 2299

**FREE** telephonic counselling for all mental health issues and crisis intervention. Available after 5pm on weekdays and 24 hours during holidays, weekends, and public holidays

..... **0800 222 333**

Email: [csss@myuwc.ac.za](mailto:csss@myuwc.ac.za)

## **STUDENT ACCOUNTS (CASH/CARD PAYMENTS)**

Ground Floor ..... 021 959 2154/3108

Student Administration Building

Counter 6

Email: [studaccount@uwc.ac.za](mailto:studaccount@uwc.ac.za)

## **FINANCIAL AID**

Office situated at UWC Prefabs behind Student Administration Building

Tel: 021 959 9753

E-mail: [finaid@uwc.ac.za](mailto:finaid@uwc.ac.za)



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