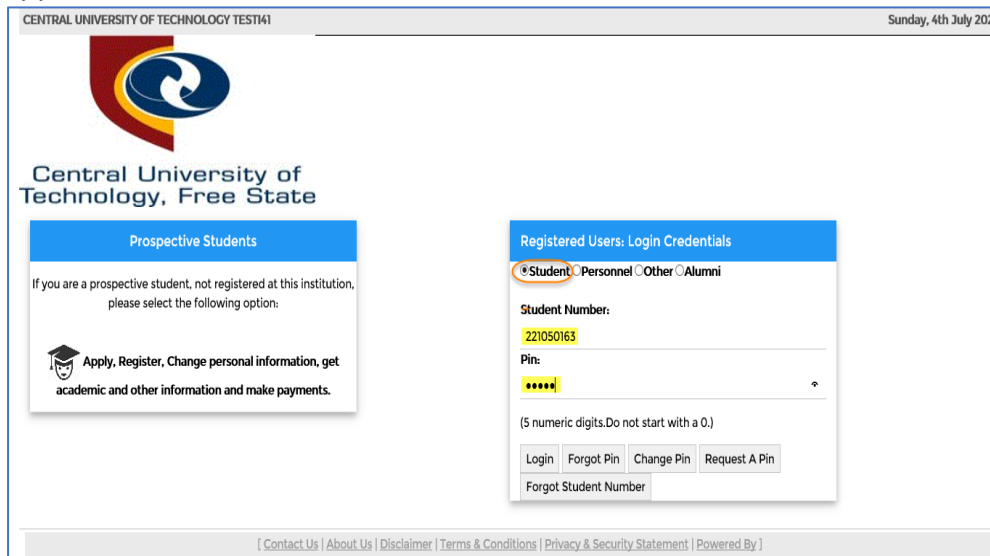# RESIDENCE ONLINE APPLICATION GUIDE 2025

You only have one option to apply for accommodation.

Go to the link below to register for residence – **only after your academic registration**:
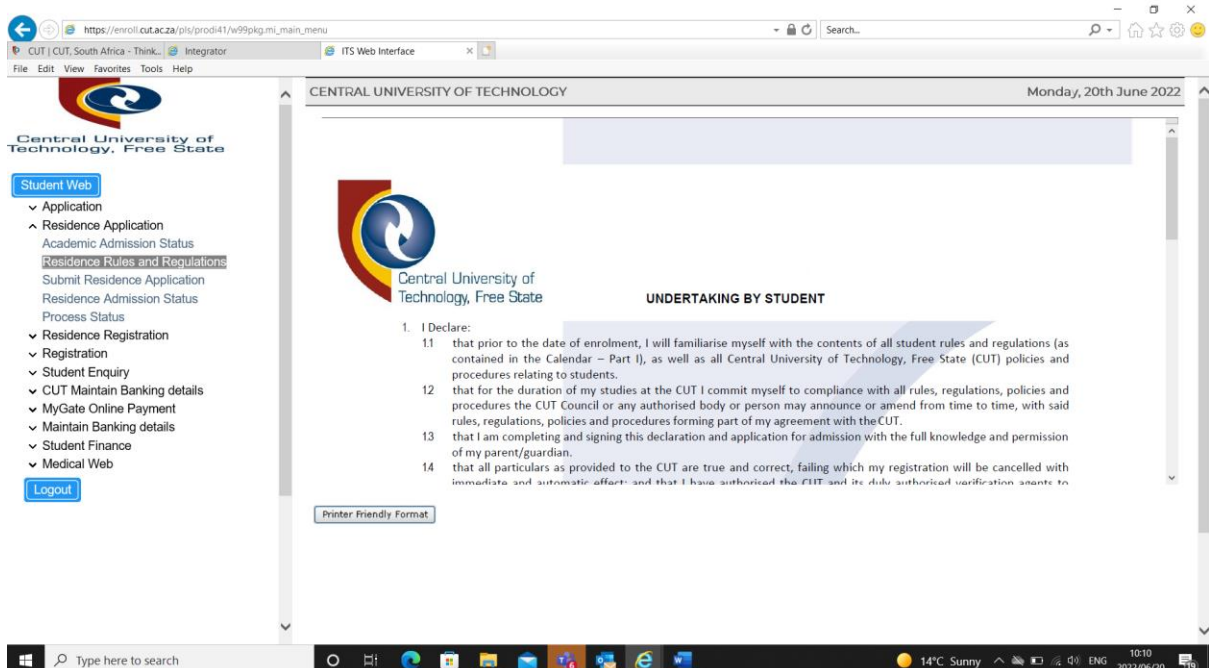https://enroll.cut.ac.za/pls/prodi41/w99pkg.mi_login

The student will enter his/her student number and pin before he/she will be able to go online and apply or register for a residence. Then he/she must proceed to the residence application function.
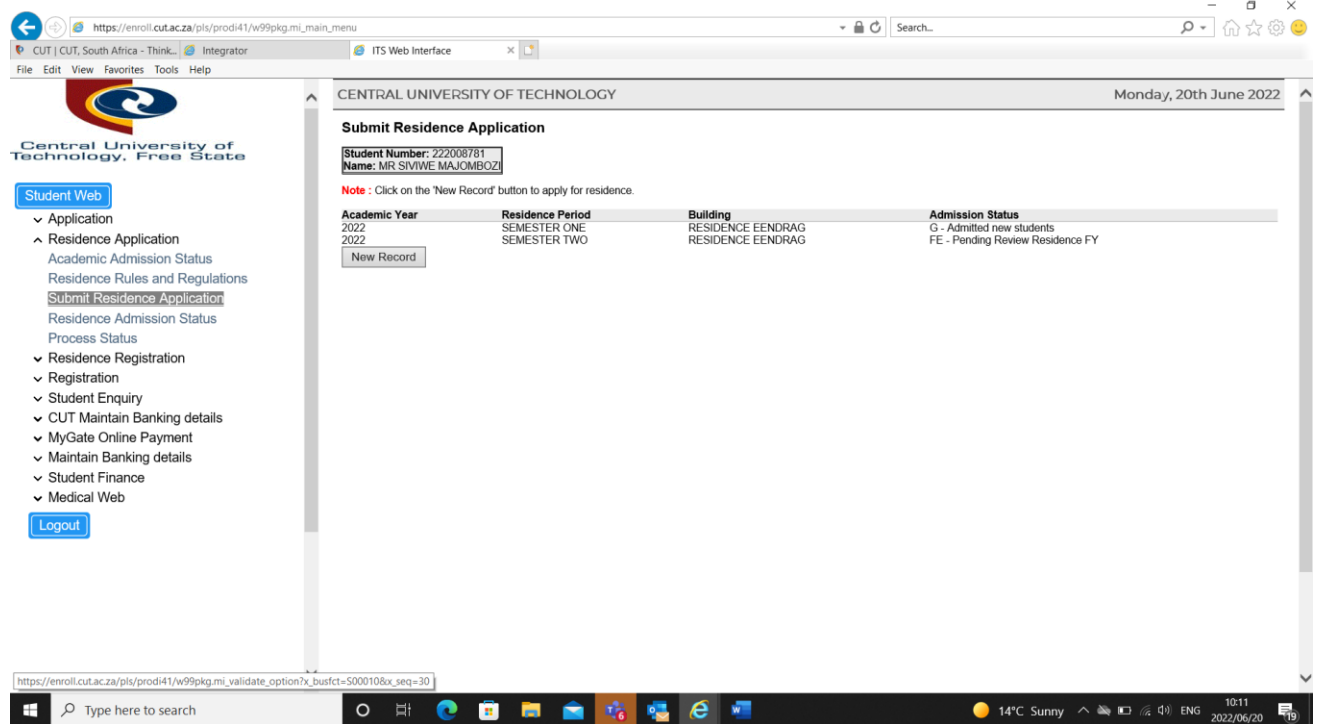

Step 1:

- Click on "Residence applications"
- Then click on the residence rules and regulations process. He/she must "Accept" the rules to be able to continue with his/her application. If no accept button continue to next step.

Continue by clicking on "Submit residence application"
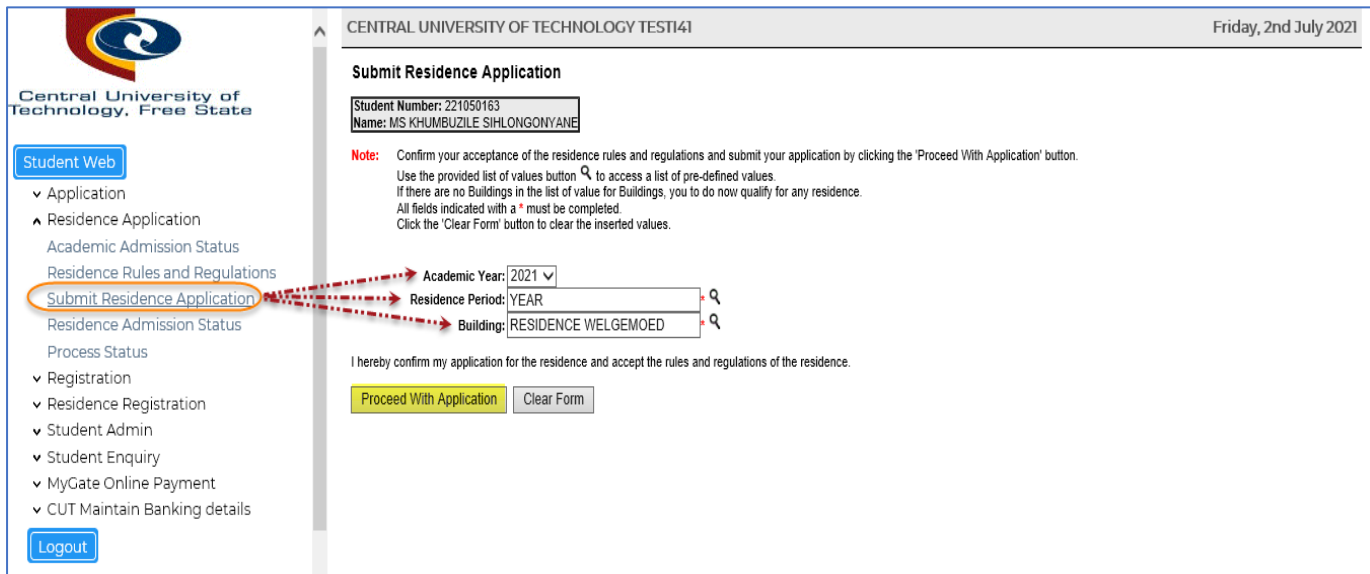
Step 2:

Click on "New Record". **(You only have one option to apply for accommodation.)**

Proceed to the next process to Submit the Residence Application. Make use of the list of values by

- Enter the academic year **(Should be 2025)**
- Residence period **(Depending on your course – should be YEAR or SEMESTER)**
- Choose building **(Click on magnifying glass to see residences – choose a residence)**
- Click on the "Proceed with application" button.

When done click on "Proceed with Application"

It will display the record has been captured.

The student will then receive a Residence Application Notification which will display the student residence details. Use the online system to check your application status.

GENERAL INFORMATION

First-year applications will stay on "pending", until the office starts processing the applications, but only if you are fully admitted for studies. Senior student status will stay on "pending" until the office starts processing the applications. Use the online system to check your application status.

First-year students:

First-year students' status will change to "N" (no decision taken) until they are admitted for residence.   If a first-year student is placed, the status will change to "G". **Students can only be placed if fully accepted for studies**. If a student stays on "N" it could indicate that the

residences are fully booked. Students will then be on waiting list until a first-year student who already got space cancelled his/her accommodation.

Senior students:
All senior student status will change to "W" (waiting list) until they are accepted to stay at residence. If status stay on "W" it could indicate that the residences are fully booked. Students will then be on waiting list until a senior student who already got space cancelled his/her accommodation.

Cancellation:
Students who applied and got space in a CUT residence but will not be able to accept the placement should cancel their accommodation. First-year and Senior students who got space but do not register online in time could forfeit their space if not making arrangements with the office or residence in advance.

Email address/contact number:
Make sure your email address is always up to date as we will communicate with you via email. Also update your contact number if it changed. If you have a student number and pin you could update it on the student portal.

For more residence information: https://www.cut.ac.za/student-life---campus-accommodation