

2020 FINANCIAL REGISTRATION GUIDELINES

BLOEMFONTEIN & WELKOM CAMPUS



Central University of
Technology, Free State



2020 Financial Registration Guidelines

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Introduction

There has been a number of developments around the issue of student fees in the institutions of higher learning. A number of engagements have been held with different stakeholders (DHET, USAF, etc) in a bid to arrive at the most sustainable solution for both the students and the universities. Though the matter has not yet been finalized by DHET, the institution has derived the following guidelines in the interim.

Since 2017 the university has been increasing the fees according to the directives received from DHET.

Background

The registration guidelines in this document seek to give clarity on, and to smoothen the registration process. The guidelines focus on several areas that impact the students' ability to register for the academic year 2020. These areas are:

- i) the **application fees is not charged since 2nd semester 2019**
- ii) the **minimum initial payment**,
 - a. South African citizens
 - b. SADC and international students
- iii) the settlement of **prior debt**,
- iv) the allocation of **NSFAS funds**.
- v) the allocations of **external donors**, and
- vi) the allocations of the university **merit awards**

It must be understood that at present, South Africa's university funding system is based on both government grant and tuition fees; the latter expected from students, their parents/guardians and/or sponsors. In addition, the NSFAS system is available for those students considered academically deserving and financially needy. Students are encouraged to apply on NSFAS website. The following is the income thresholds for NSFAS funding

- 2018 First Time Entrants with the combined household income of R350 000.00
- disabled students with combined household income of R600 000.00
- returning students with the combined household income of R122 000.00

NB: NSFAS assesses the applications and approves the students not the institution



CUT has to optimize the initial payments that are due to avoid:

- i. serious cash-flow problems as well as;
- ii. an increase in overall student debt. The recoverability of student debt is becoming more and more of a challenge from year to year.

FINANCIAL GUIDELINES

Application fees payable

The following fees must accompany the application form for admission:

- Application fee (non-refundable): **R0.00**
- Residence application fee: First time entrants **R0.00**
- Residence application fee: Senior Students **R100.00**

Where applicable, the residence application fee is refundable if the applicant is not accepted to CUT, or if the student is not placed in a residence.

Minimum Initial Payment

The 2020 minimum initial payment has not been finalized yet. The Student Fees Committee will determine the fee increase for MANCOM approval and Council ratification.

Verifiable **proof of combined household income must be submitted during registrations.**

Below are the tables with the levels for the different student categories in 2020

Levels	Income Range		Minimum Initial Payment
	No.	Start	
	(R)	(R)	(R)
1	0	122 000	0
2	120 001	200 000	1 710
3	200 001	300 000	3 410
4	300 001	400 000	4 550
5	400 001	600 000	5 690
6	600 001	and above	7 580

South African Citizens

Please note:

- All returning NSFAS funded students who passed 50% of their modules, registering for an NSFAS funded qualification (in line with the University PQM) and not exceeding the NSFAS N+2 rule for students registered prior to 2018, N+1 rule for FTEN students registered from 2018 onwards.
- All 2020 FTEN provisionally approved by NSFAS (**funded qualification**) will be registered without paying any fees
- Students funded by external donors where a list is provided to the institution by the donor or **stamped and signed original** bursary award letters will be allowed to register.
- Students who qualify for the University merit awards which is equivalent to the required initial fee will be allowed to register
- Where the funding award letter excludes registration fee the student will be required to pay the registration fee as prescribed
- Self-paying students will be required to pay the minimum initial payment and complete a **debit order consent form**. Should the student not meet the required initial minimum payment a Financial Appeals Form should be completed and submitted to the delegated officials at the registration venues for consideration by the Financial Aid and Assistance Committee.
- In case of any outstanding fees the student will be required to also complete the **debt acknowledgement form** prior registration

SADC and International students

The rules regulating the acceptance of international students are legislated by the South African Department of Home Affairs, thus the Central University of Technology, Free State, as an institution that operates under the jurisdiction of South Africa and governed by the Higher Education Act has to comply with these regulations. The guidelines given below seek to accommodate the international students, with the necessary study permits, that cannot afford to settle the costs of their studies for the year in full as stipulated by the CUT Policy on International Students.

THE PROCESS

Normal Category

All international students (new entrants and returning) are required to pay 100% of the cost of their study for the year upon registration.

Deviation from the normal category

- i. Where an international student has applied for a concession to the normal process, and provided that such concession is granted, a 50% of the cost of the study for the year will be required to be paid upon registration.
- ii. Where the international student cannot afford a deposit of 50% of the cost of study a reduced deposit to a **minimum of R10 000.00** can be negotiated. This arrangement will be based on the merits attached to representations that must be submitted to the delegated official.
- iii. All the above concessions are to be supported by the following:-
 - a. **An affidavit acknowledging the debt and committing to settle the debt by 30 June 2020 with clear monthly payments.**
 - b. **Where the international student has a South African Citizen as a guardian, in addition to the affidavit a debit order to be signed to service the debt, the last debit order should be no later than 30 June 2020.**
- iv. The requests for concessions are to be submitted to the delegated officials at the registration venues for consideration upon recommendation of the Deputy Director: Fees & Financial Aid.

Feedback to students

The Deputy Director: Fees & Financial Aid or delegated officials will process the requests within two (2) days of receipt of submission and the outcomes will also be communicated on a daily basis where possible.



General

NB: Please note that only persons with disability, pregnant women and elderly citizens will be prioritised.

Student Debt Settlement

Student debt continues to be a challenge in the sector. Non-payment of tuition fees is not sustainable for the institution. Thus, responsible decisions must be made to ensure the full collection of debt. Every year student fees contribute over 35% of the total budget needed to run the institution. Continuous failure by students to settle their debt timeously compromises the institution's operations and if not carefully managed, may result in the failure of the university to

meet its obligations including buying supplies for classrooms or laboratories and paying staff salaries amongst other things.

In a case where a student has not paid the full account for a previous year of study, such a student will not be allowed to re-register before the account concerned has been paid as per the Table 2 below, and provided that the payment is received before the last day of registrations.

Alternatively, the student will have to make payment arrangements and sign the acknowledgement of debt (AoD) before the University can allow registration. Proof of combined household income must be submitted.

Please note that all student fees are supposed to be settled by 30 November of the year of registration.

Below is a debt settlement schedule for students prior to being allowed to register for 2020. This is to minimize the amount of debt in the system to a manageable level.

Table 2: Debt Settlement Details – Non – Funded Students

Levels No.	Debt Level		Down Payment (%)	2020 Minimum Down Payment (R)
	Start (R)	End (R)		
1	0	10 000	100	Amount Owed
2	10 001	40 000	80	10 000
3	40 001	60 000	75	32 000
4	60 001	MAX	50	45 000
Total				

Debt Settlement: Students with Prior ‘NSFAS Debt’

The Debt Settlement Table 2 above, **will not apply to students with prior NSFAS debt.**

The University will encourage the academically successful “missing middle” students who have outstanding student debt to register with FEENIX at www.feenix.org and other donors to assist with funding for 2020 registration.

CUT banking details

Students are encouraged to deposit the money directly into the University Bank account to reduce the risk of handling too much cash.

Bank	:	First National Bank
Account Name	:	Central University of Technology FS Student Fee Account
Branch Name	:	Bloemfontein
Branch Code	:	230134
Account Number	:	62684987418
Account Type	:	Cheque account
Account Name	:	Central University of Technology FS Student Fee Account
Reference	:	YOUR STUDENT NUMBER OR IDENTITY (ID) NUMBER