



Central University of  
Technology, Free State

# 2023 1<sup>st</sup> Semester Online Registration Guide

Bloemfontein Campus

Welkom Campus

Thinking Beyond

# CUT's VISION 2030

Guiding the activities that underpin our Vision.



## **FOREWORD BY THE INSTITUTIONAL REGISTRAR**

It is my pleasure to extend a hearty word of welcome to all CUT students to the 2023 academic year. The CUT community is here to support you every step of the way in your academic journey and career development. You are encouraged to take advantage of every opportunity to develop yourself. This includes utilising the many student resources and support services available to you. We work with your respective faculties to promote a climate that is respectful, supportive, and safe for all our students, and, most importantly to create an environment that is student centred.

It is worthy to always remember that your time is limited to the acquisition of the qualification. Therefore, use the time wisely, be steadfast, and remain focused. The pursuit of education is no one else's but your own. Nothing should stop you from achieving success. Set and maintain practical goals, and do not lose sight of the main reason why you are at this prestigious institution. Live according to the CUT values of *ubuntu, integrity, diversity, innovation and excellence*, in addition to continuing to be resolute and persistent.

It is therefore my pleasure to sincerely thank you for choosing CUT. This we cannot take for granted, because you could have decided to study at another university. I would like to assure you that you have made the right choice.

Have a wonderful, productive and memorable time at CUT. When in doubt, please ask. We are here to serve you.

Kind regards

**DR SALLY DZINGWA**  
**INSTITUTIONAL REGISTRAR**

Dear Student

Registration procedures for the 2023 academic year have been reviewed by the Office of the Registrar, in order to streamline various administrative processes. In an attempt to reduce the contact time and delays, the registration dates are scheduled for all faculties and qualifications for the duration of the registration period. More information is available on the website.

CUT is looking forward to welcoming you to the 2023 first-semester registration period. The registration – including, but not limited to, subject changes, additions, terminations, and course changes – will commence online on 31 January 2023 and conclude on 09 February 2023.

CUT values your academic success and would like to assist you to complete your registration effectively and successfully.

**Note: All students from Faculties of Humanities and Management Sciences must register for both semesters during the first-semester registration period.**

## 2023 FIRST-SEMESTER ONLINE REGISTRATION INFORMATION

All relevant information regarding the second-semester registrations is currently available on our website. Click on this link for more information: <https://www.cut.ac.za/enrolment-process>

Ensure that you register on the date specified for your programme in the table below:

### REGISTRATION DATES: ALL FIRST YEAR AND RETURNING POSTGRADUATE STUDENTS

DATE	FACULTY
25 – 27 January	Faculty of Engineering, Built Environment and Information Technology
25 – 27 January	Faculty of Health and Environmental Sciences
25 – 27 January	Faculty of Management Sciences
25 – 27 January	Faculty of Humanities

### REGISTRATION DATES: SENIOR STUDENTS (FROM SECOND-YEAR UNDERGRADUATE INCLUDING CONTINUING AND RETURNING MASTERS AND DOCTRAL STUDENTS

DATE	FACULTY
01 February	Faculty of Engineering, Built Environment and Information Technology
02 February	Faculty of Health and Environmental Sciences
03 February	Faculty of Management Sciences
06 February	Faculty of Humanities

**End of registration** for year and first semester subjects is **10 February 2023**. This includes all students, all faculties, and all campuses.

### **COURSE CONTROL WEEK: CHANGES TO SUBJECTS AND COURSES**

Subject and course additions, changes, and terminations must be done during this week. This is late registration. No changes will be made after this period.

<b>STARTS</b>	13 February 2023	<b>All faculties</b>
<b>ENDS</b>	17 February 2023	

### **REGISTRATION DATES: (NEW) FIRST-TIME ENTERING POSTGRADUATE STUDENTS (MASTERS AND DOCTORATE DEGREES)**

<b>STARTS</b>	13 February 2023	<b>All faculties</b>
<b>ENDS</b>	31 August 2023	

## ACADEMIC ADVICE

**NB:** Old National Diplomas and BTech pipeline students must consult with the relevant HoD before attempting to register for guideline on available subjects

Use the following details for all enquiries regarding academic advice.

LIST OF HEADS OF DEPARTMENT (HODS)/DEANS AND OTHER IMPORTANT CONTACTS			
DEPARTMENT	NAME	E-MAIL ADDRESSES	TITLE
GOVERNMENT MANAGEMENT	PROF. T VAN NIEKERK	EDWARDST@CUT.AC.ZA	HOD
BUSINESS MANAGEMENT	PROF. NM NAONG	MNAONG@CUT.AC.ZA	HOD
CUT-EDU	PROF. D DZANSI	DDZANSI@CUT.AC.ZA	DIRECTOR
TOURISM & EVENTS MANAGEMENT	MS B DE KLERK	MEYERB@CUT.AC.ZA	ACTING HOD
BUSINESS SUPPORT STUDIES	DR PK HOEYI	PHOEYI@CUT.AC.ZA	ACTING HOD
HOTEL SCHOOL	DR D CROWTHER	DCROWTHE@CUT.AC.ZA	ACTING HOD
ACCOUNTING & AUDITING	MS M THITHI	MTHITHI@CUT.AC.ZA	ACTING HOD
ACCOUNTING & AUDITING	MR K KAELO	KKAELO@CUT.AC.ZA	ACTING DEPARTMENT MANAGER (WELKOM CAMPUS)
HR PROGRAMME (DEPARTMENT FOR BUSINESS MANAGEMENT)	MR X RATHABA	XRATHABA@CUT.AC.ZA	ACTING DEPARTMENT MANAGER (WELKOM CAMPUS)
BUSINESS SUPPORT STUDIES	DR L LEZAR	LLEZAR@CUT.AC.ZA	ACTING DEPARTMENT MANAGER (WELKOM CAMPUS)
MARKETING PROGRAMME AND GOVERNMENT MANAGEMENT (TWO DEPARTMENTS, BUSINESS MANAGEMENT AND GOVERNMENT MANAGEMENT)	DR H JORDAAN	HJORDAAN@CUT.AC.ZA	ACTING DEPARTMENT MANAGER (WELKOM CAMPUS)
	MR B SMITH	BSMITH@CUT.AC.ZA	FACULTY OFFICER
	MR B MOKOMA	BMOKOMA@CUT.AC.ZA	FACULTY ADMINISTRATOR
	PROF. A STRYDOM	ASTRYDOM@CUT.AC.ZA	DEAN
INFORMATION TECHNOLOGY	PROF. EMI MASINDE	EMASINDE@CUT.AC.ZA	HOD
ELECTRICAL/ELECTRONIC/COMPUTER ENGINEERING	PROF. K KUSAKANA	KKUSAKANA@CUT.AC.ZA	HOD
MECHANICAL/MECHATRONICS ENGINEERING	DR J COMBRINCK	JCOMBRINCK@CUT.AC.ZA	HOD
CIVIL ENGINEERING	PROF. OJ GERICKE	JGERICKE@CUT.AC.ZA	HOD
BUILT ENVIRONMENT	PROF. E EMUZE	FEMUZE@CUT.AC.ZA	HOD
MATHEMATICS & PHYSICAL SCIENCES	DR M ERASMUS	MELLIS@CUT.AC.ZA	ACTING HOD
END-USER COMPUTING (BLOEMFONTEIN CAMPUS)	MR C WESSELS	CASPER@CUT.AC.ZA	DEPARTMENT MANAGER
INFORMATION TECHNOLOGY (WELKOM)	MS M TLALE-MKHIZE	CTLALE@CUT.AC.ZA	DEPARTMENT MANAGER
	MS M MBEO	MBEO@CUT.AC.ZA	FACULTY OFFICER
	MR B JEREMIAH	BJEREMIA@CUT.AC.ZA	FACULTY ADMINISTRATOR
	DR B KOTZE	BKOTZE@CUT.AC.ZA	ASSISTANT DEAN: TEACHING & LEARNING
	PROF. YE WOYESSA	YWOYESSA@CUT.AC.ZA	ASSISTANT DEAN: RESEARCH, INNOVATION AND ENGAGEMENT
	PROF. H VERMAAK	HVERMAAK@CUT.AC.ZA	DEAN
COMMUNICATION SCIENCES	DR BG FREDERICKS	BFREDER@CUT.AC.ZA	HOD
POSTGRADUATE STUDIES	PROF. G SCHLEBUSCH	GSCHLEBU@CUT.AC.ZA	HOD
LANGUAGE & SOCIAL SCIENCES EDUCATION	DR M KIMANZI	MKIMANZI@CUT.AC.ZA	HOD
EDUCATIONAL & PROFESSIONAL STUDIES	DR W THABANE	RTHABANE@CUT.AC.ZA	HOD
DESIGN & STUDIO ART	MS M BARNARD	MROWE@CUT.AC.ZA	ACTING HOD
MATHEMATICS, SCIENCE & TECHNOLOGY EDUCATION	MR JAG BEUKES	JBEUKES@CUT.AC.ZA	ACTING HOD
COMMUNICATION SCIENCES	DR BP BADENHORST	BBADENHO@CUT.AC.ZA	DEPARTMENT MANAGER (WELKOM CAMPUS)
LANGUAGE & SOCIAL SCIENCES EDUCATIONAL AND PROFESSIONAL STUDIES	DR C MPHOJANE	MMPHOJANE@CUT.AC.ZA	DEPARTMENT MANAGER (WELKOM CAMPUS)
MATHEMATICS, SCIENCE & TECHNOLOGY EDUCATION	DR R BHAGWANDEEN	RGUPTA@CUT.AC.ZA	DEPARTMENT MANAGER (WELKOM CAMPUS)
POSTGRADUATE STUDIES	DR T MATLHO	LMATLHO@CUT.AC.ZA	DEPARTMENT MANAGER (BLOEMFONTEIN CAMPUS)
	MR K MOKOENA	KMOKOENA@CUT.AC.ZA	FACULTY OFFICER (BLOEMFONTEIN CAMPUS)
	MS K MOTAUNG	KMOTAUNG@CUT.AC.ZA	FACULTY OFFICER (WELKOM CAMPUS)
	DR T WILLIAMS	TWILLIAMS@CUT.AC.ZA	FACULTY ADMINISTRATOR
	DR CL SCHLEBUSCH	LSCHLEBU@CUT.AC.ZA	ASSISTANT DEAN: TEACHING & LEARNING
	DR A MODISE	MAMODISE@CUT.AC.ZA	ASSISTANT DEAN: RESEARCH, INNOVATION AND ENGAGEMENT
	PROF. W SETLALENTOA	WSETLALE@CUT.AC.ZA	DEAN
AGRICULTURE	PROF. PJ FOURIE	PFOURIE@CUT.AC.ZA	HOD
HEALTH SCIENCES	DR H MFENGWANA	PNTSOELI@CUT.AC.ZA	HOD
CLINICAL SCIENCES	DR J DU PLESSIS	DUPLESJ@CUT.AC.ZA	HOD
LIFE SCIENCES	DR J NKHEBENYANE	SNKHEBEN@CUT.AC.ZA	HOD
	MS B NAKEDI	BMOOKETSI@CUT.AC.ZA	FACULTY ADMINISTRATOR
	MR W MBIJEKANA	WMBIJEKANA@CUT.AC.ZA	FACULTY OFFICER
	DR. Z KHETSHA	ZKHETSHA@CUT.AC.ZA	ACTING ASSISTANT DEAN: TEACHING & LEARNING
	PROF. T MAKHAFOLA	JMAKHAFOLA@CUT.AC.ZA	ASSISTANT DEAN: RESEARCH, INNOVATION AND ENGAGEMENT
	PROF. H FRIEDRICH-NEL	HFRIED@CUT.AC.ZA	ACTING DEAN

## REGISTRATION ENQUIRIES

### FINANCE

FACULTY	E-MAIL CONTACT DETAILS
Faculty of Humanities	<a href="mailto:pkulan@cut.ac.za">pkulan@cut.ac.za</a>   <a href="mailto:litabem@cut.ac.za">litabem@cut.ac.za</a>
Faculty of Engineering, Built Environment and Information Technology	<a href="mailto:nmbobo@cut.ac.za">nmbobo@cut.ac.za</a>   <a href="mailto:tleisa@cut.ac.za">tleisa@cut.ac.za</a>
Faculty of Health and Environmental Sciences	<a href="mailto:tankisomosala@cut.ac.za">tankisomosala@cut.ac.za</a>
Faculty of Management Sciences	<a href="mailto:tsebatli@cut.ac.za">tsebatli@cut.ac.za</a>   <a href="mailto:amoleme@cut.ac.za">amoleme@cut.ac.za</a>

### STUDENT ENROLMENT SERVICES

For enquiries regarding administrative advice and [iEnabler](#) pins, contact the following:

ENQUIRY GUIDE	E-MAIL CONTACT DETAILS	CONTACT NUMBER
iEnabler issues, admission processes, pins, etc. – all faculties	<a href="mailto:apply@cut.ac.za">apply@cut.ac.za</a>	Bloemfontein Campus: (051) 507 3744 Welkom Campus: (057) 910 3500
Subject prerequisites	<a href="mailto:mmawoyo@cut.ac.za">mmawoyo@cut.ac.za</a>	
Academic exclusions (e-mail correct campus to avoid delays).	<b>Bloemfontein Campus:</b> <a href="mailto:snkoala@cut.ac.za">snkoala@cut.ac.za</a>   <a href="mailto:marlene@cut.ac.za">marlene@cut.ac.za</a> <b>Welkom Campus:</b> <a href="mailto:llekutu@cut.ac.za">llekutu@cut.ac.za</a>	

### INTERNATIONAL STUDENTS

For international students, there is a pre-registration process that takes place during registration, during which international students will be given required compliance forms to complete. In exchange, international students must submit the following documentation five days before registration to [msejake@cut.ac.za](mailto:msejake@cut.ac.za).

- Certified copy of a valid passport.
- Certified copy valid study visa issued for the Central University of Technology, Free State
- Certified copy of an asylum/refugee status permit
- Certified copy (proof) of medical cover with a medical scheme registered in South Africa in terms of the Medical Schemes Act (Act 131 of 1998). Cover must remain valid for the duration of the calendar year. CUT recommends the following medical aid, Momentum Health and Comp Care. **ONLY medical aid recognised in South Africa will be accepted. NO hospital plans/insurance will be accepted.**
- Proof of payment registration fee (R8600.00) – **returning students**
- Completed MIE form
- Completed Compliance form

**NB: All compliance papers must be certified; CUT will not accept uncertified copies for registration.**

For further guidance/enquiries please contact the Centre for Global Engagement: Ms Cecilia Sejake [msejake@cut.ac.za](mailto:msejake@cut.ac.za) or office +27 (0) 51 507 3798/3885

For proper guidance on recommended medical aid and application procedures contact: Mr. Joseph Brown (SimekaHealth), [Joseph@simekahealth.co.za](mailto:Joseph@simekahealth.co.za) , Tel: +27 (0) 51 400 3801

## RESIDENCE REGISTRATION PROCESS

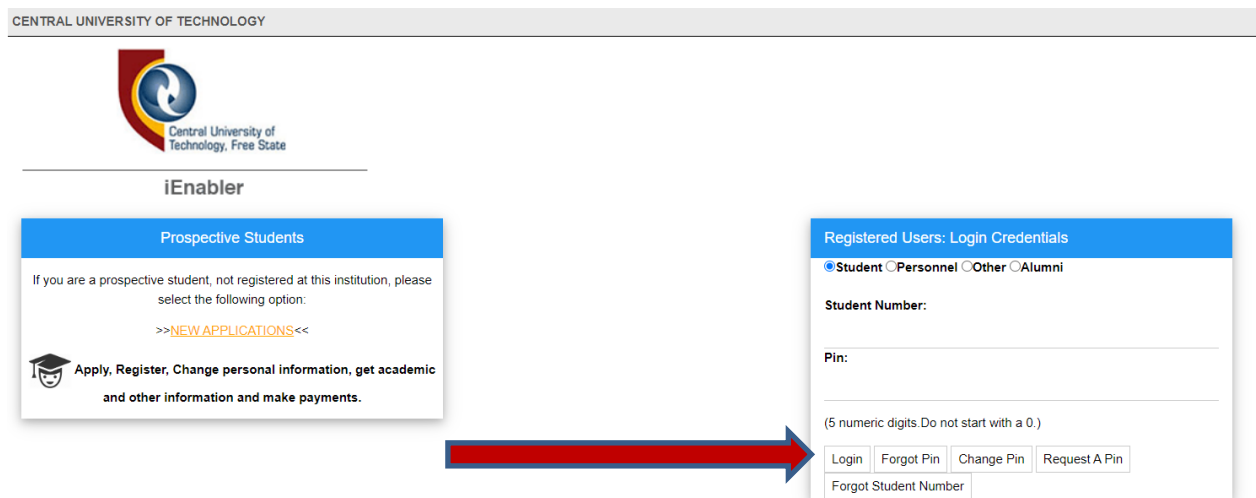
First-year and senior students to register for residence after academic registration, on the same platform, on the day of their study registration. No student may move into a residence without proof of residence registration.

Send an e-mail to one of the following for all residence enquiries: [rgilpin@cut.ac.za](mailto:rgilpin@cut.ac.za) or [tlenkoane@cut.ac.za](mailto:tlenkoane@cut.ac.za)

## HELPFUL LINKS

If you have forgotten any of your iEnabler credentials, you are able to request them by clicking on the relevant option and click as per example below:

CENTRAL UNIVERSITY OF TECHNOLOGY



The image shows a screenshot of the iEnabler website. At the top, it says 'CENTRAL UNIVERSITY OF TECHNOLOGY'. Below that is the university's logo and name: 'Central University of Technology, Free State'. The main heading is 'iEnabler'. There are two main sections: 'Prospective Students' and 'Registered Users: Login Credentials'. The 'Prospective Students' section has a blue header and contains text: 'If you are a prospective student, not registered at this institution, please select the following option: >>NEW APPLICATIONS<<'. Below this is a graduation cap icon and the text: 'Apply, Register, Change personal information, get academic and other information and make payments.' The 'Registered Users: Login Credentials' section has a blue header and contains radio buttons for 'Student', 'Personnel', 'Other', and 'Alumni'. Below this are fields for 'Student Number:' and 'Pin:'. A note says '(5 numeric digits. Do not start with a 0.)'. At the bottom of this section are buttons for 'Login', 'Forgot Pin', 'Change Pin', 'Request A Pin', and 'Forgot Student Number'. A large red arrow points from the 'Prospective Students' section to the 'Registered Users: Login Credentials' section.

1. How to request your [CUT Pin/Student Number](#) (PDF)
2. Download the [How to Register Guide](#) (PDF)
3. **Watch:** Step-by-step [How to Register](#)
4. University [calendars and year programmes](#)
5. [Faculties](#)
6. [Current Students](#)
7. CUT [COVID-19 Information Hub](#)