



SELF-HELP REGISTRATION

2ND SEMESTER 2024

Current NUST students can add their 2nd semester modules through self-help or online registration. If you were not registered in the 1st semester of 2024, please complete the resumption of studies form available on our website and submit it to your Faculty Officer.

Campus visits are not required unless assistance with registration is needed. For help, contact the numbers and email addresses provided below.

Classes will commence on Monday, 15 July 2024.

DATES

Registration will take place from Monday, 01 July - Friday, 12 July 2024. There will be no late-registration.

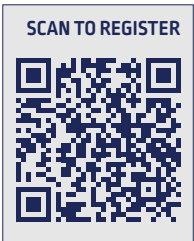
FEES

- Deposit on Tuition Fees:** N\$4,500 (for undergraduate and honours degrees) and N\$9 000 (for Master and PhD degrees). Outstanding fees must be settled and full deposit is required. The full deposit must be paid regardless of the number of subjects being registered.
- Deposit on Residence Fees:** N\$4,500 including the refundable breakage fee of N\$1 230.
- NUST Banking Details:** First National Bank, Account Number: 55500126319, Branch Code: 281872 International Swift Code: FIRNNANX, Reference: Your Student Number (very important)
- E-mail payment** confirmation to studentdebtors@nust.na
- Bank payments do not immediately reflect on your student account, therefore, **allow at least two working days** for processing.
- NUST Online Payment Platform:** Students are encouraged to use the online platform on the Student Portal. This platform is safe and easy to use. You will further be able to continue with your registration in less than 20 minutes after you have made your payment.
- NSFAF loan holders** will be given access to their examination results and registration according to their eligibility and completion of internal processes. Students need not to forward NSFAF award letters.

PROCESS

After payment of the deposit on your Tuition Fees, log onto www.students.nust.na and click on "Student Kiosk"

- Login with your Student Number and PIN then click on "Registration".
- Read and **accept the "Rules and Regulations"** as well as the "Declaration" then click on "Add Subjects to a Registration". This will enable you to add your second semester subjects/courses.
- Register and print a Proof of Registration. Students who were not registered in the first semester 2024, must complete a Resumption of Studies form, which can be found on www.nust.na. Email the completed form to the Faculty Officer.



SCHOOL/DEPARTMENT	FACULTY OFFICER	FACULTY ASSISTANT
FACULTY OF COMPUTING AND INFORMATICS		
<ul style="list-style-type: none">School of ComputingSchool of Informatics	Ms Julia Semi T: +264 61 207 2923 E: jsemi@nust.na	Mr Brandon Strauss E: bstrauss@nust.na
FACULTY OF ENGINEERING AND THE BUILT ENVIRONMENT		
<ul style="list-style-type: none">School of Engineering	Mr Gilbert //Hoabeb T: +264 61 207 2320 E: ghoabeb@nust.na	Ms Jasmin Beukes E: jbeukes@nust.na
<ul style="list-style-type: none">School of the Built Environment<ul style="list-style-type: none">InSTEM Programme	Mr Phen Ilukena T: +264 61 207 2661 E: pilukena@nust.na	
FACULTY OF HEALTH, NATURAL RESOURCES AND APPLIED SCIENCES		
<ul style="list-style-type: none">School of Natural and Applied SciencesSchool of Agriculture and Natural ResourcesSchool of the Health Sciences	Ms Seanie Van Wyk T: +264 61 207 2835 E: sfvanwyk@nust.na	Mr Brandon Strauss E: bstrauss@nust.na
FACULTY OF COMMERCE, HUMAN SCIENCES AND EDUCATION		
<ul style="list-style-type: none">Department of Governance and Management Sciences	Ms Rudy-Am Naruses, T: +264 61 207 2440, E: rnaruses@nust.na Ms Mercia Richards, E: mrichards@nust.na Ms Jacky Mbako. E: imbako@nust.na	Ms Julia Kashupi E: jkashupi@nust.na
<ul style="list-style-type: none">Department of Economics, Accounting and FinanceHarold Pupkewitz Graduate School of Business	Ms Yvonne Shipanga T: +264 61 207 2671 E: yshipanga@nust.na	
<ul style="list-style-type: none">Department of Communication and LanguagesDepartment of Social SciencesDepartment of Technical and Vocational Education and Training	Ms Gillian Feris T: +264 61 207 2160 E: gferis@nust.na	
<ul style="list-style-type: none">Department of Marketing, Logistics and Sports Management	Ms Jacky Mbako T: +264 61 207 2170 E: imbako@nust.na	Ms Rudy-Am Naruses E: rnaruses@nust.na
<ul style="list-style-type: none">Department of Hospitality and Tourism		

Enquiries: