



Self-help Registration 2nd Semester 2021

Self-help/Online registration is only available for current NUST students who are continuing their studies in the same programme that they registered for at the beginning of 2021. Due to COVID-19 restrictions, no registration will be conducted on campus. Students are encouraged to contact their respective faculty officers via e-mail or telephone, should they need assistance with registration.

Dates

Registration will start on 26 July and end on 13 August. There will be no late-registration.

Fees

- **Deposit on Tuition Fees:** N\$4 200 (for undergraduate and honours degrees) and N\$8 400 (for Master and PhD degrees). In addition to the deposit, outstanding fees must be settled.
Full Deposit must be paid regardless of the number of subjects to be registered.
- **Deposit on Residence Fees:** N\$4 200 including refundable breakage fee of N\$1 840.

Distance Education Students

1. **All distance students** will be enrolled in e-Learning for their relevant courses. Study Guides will be uploaded onto the MOODLE platform in a flipbook file format. The tutorial letters will be uploaded under the Course Material Section. No hard copies will be issued to students.

Compulsory Vacation School for Business Applications (BAP51S, BAP621S and BAP721S) and Computerised Accounting (IAD720S) will take place from **16 to 20 August 2021** at the **Main Campus in Windhoek**. The Vacation School is an opportunity for all distance education students to attend face-to-face classes and engage with their lecturers for a stipulated period. **Kindly note that the above arrangements are subject to change, in line with the COVID-19 national guidelines.**

Process

After payment of your registration fee, log onto **www.students.nust.na** and click on **"Student Kiosk"**

1. Login with your Student Number and PIN then click on "Registration".
2. 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.
3. Register and print a Proof of Registration. Students who were not registered in the first semester 2021, must complete a Resumption of Studies form, which can be found on **www.nust.na**. Email the completed form to the Faculty Officer.

Contacts

General Enquiries, T: +264 61 207 2056, E: admissions@nust.na
Student Debtors, T: +264 61 207 2743, E: studentdebtors@nust.na

Faculty	Faculty Officer	Contact details
Faculty of Computing and Informatics	Ms Julia Semi	T: +264 61 207 2923, E: jsemi@nust.na
Faculty of Engineering	Ms Sonja Samuels	T: +264 61 207 2016, E: ssamuels@nust.na
Faculty of Health and Applied Sciences	Ms Mercia Richards	T: +264 61 207 2964, E: mrichards@nust.na
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Faculty of Natural Resources and Spatial Sciences	Ms Neriene Hoebes	T: +264 61 207 2963, E: nhoebes@nust.na
Faculty of Management Sciences		
Department of Management Sciences	Mr Gilbert //Hoabeb	T: +264 61 207 2320, E: ghoabeb@nust.na
Department of Accounting and Economics	Ms Yvonne Shipanga	T: +264 61 207 2671, E: yshipanga@nust.na
Department of Hospitality and Tourism Department of Marketing and Logistics	Ms Indira Mbako	T: +264 61 207 2170, E: imbako@nust.na

Enquiries:

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