

INTERNATIONAL STUDENTS' REGISTRATION PROCESS

STEP 1: All international students

- Student must download and fill in the Biographical Checklist form from www.vut.ac.za (Link)
- The **FILLED IN** biographical checklist form. Together with the supporting documents for your category that is listed **below** **MUST** be sent to internationalveri@vut.ac.za **All copies must be in full colour and in scanned PDF Format. All the information must be clear and comprehensible (NO PHOTO SCAN)**

Study visa holder	Refugee / Asylum Seekers	Relative Visa (Dependent / Spousal)
<ul style="list-style-type: none"> • Certified copy of passport • Certified copies of valid VUT study visa • Medical aid for 12 months 	<ul style="list-style-type: none"> • Certified copy of Refugee / Asylum papers 	<ul style="list-style-type: none"> • Certified copies of passport • Certified copies of valid relative endorsed to study at VUT
Special Permits (Lesotho Special permit / Zimbabwean Exemption Permit)	Diplomatic Visa	Student Pending Visa (VFS Receipt)
<ul style="list-style-type: none"> • Certified copy of passport • Certified copies of Valid special visa for study • Medical aid for 12 months 	<ul style="list-style-type: none"> • Certified copies of passport • Certified copies of Valid Diplomatic Visa 	<ul style="list-style-type: none"> • Certified copies of passport • Copy of VFS receipt • Signed undertaking (Link) • Medical aid for 12 months

Students must please note:

- All copies must be certified not older than 3 months.
- Medical aid cover must be for the full 12 months of academic registration.
- If the applicant is a dependent, the principal member must submit a letter from the employer stating that s/he is still employed by the company as well proof from the medical aid scheme that the prospective student is a dependent, if the medical aid cover is cancelled for any other reason, all expenses incurred will remain the responsibility of the student and parent.

Enquiries	Contact
Quotations & General financial enquiries	bonganimh@vut.ac.za ; thabisor@vut.ac.za
Credit Management	sonette@vut.ac.za ; credit-management@vut.ac.za
Financial Aid	mahadim@vut.ac.za ; confidence@vut.ac.za
Administrative Assistance: General Enquiries	relebogilem@vut.ac.za / sylviakg@vut.ac.za
Exemptions	stephen@vut.ac.za
Graduations	graduationapp@vut.ac.za
Extension of study visa letter	siphelelel@vut.ac.za
Appeals	motshidisis@vut.ac.za ; appealapp@vut.ac.za
IT – ITS pins, password, and assistance	it_support@vutcloud.onmicrosoft.com