

CIS Programme 1, 2 and 3 UNISA Registration Form

IMPORTANT NOTICE

Registration will be delayed if forms are incomplete or required documents not attached.

First time registration with ICOSA/CIS:

- Certified copy of your ID
- Certified copy of your highest qualification (Senior Certificate/Grade 12) or ICOSA conversion letter

Other Documents

- Proof of payment - No UNISA credits will be loaded until full payment has been received (please ensure that copy of deposit slip is readable - use surname as reference)

Other information

- This form is for registration entry only, **no study material AND examinations will be provided**
- No cancellation will be accepted
- Ensure that you signed this registration form and completed in full
- **EXAM ENROLMENT MUST BE DONE DIRECTLY WITH UNISA**

Mail to CIS at PO Box 3146, Houghton, 2041

Note: Please update your personal profile on-line at <https://www.icsadms.co.za/userlogin.php>

PLEASE PRINT IN BLACK INK



Applicant Details

Student Information

Student Number:

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Title: Ms Mrs Miss Mr
 Dr Prof Rev Adv

Surname:

Full Names:

Initials:

Gender M F

Nationality

FOR STATISTICS PURPOSES ONLY

Population Group: African Asian
 Coloured White

Home language:

Disability: Sight Hearing
 Communication Physical
 Intellectual Other
 Emotional

Proof of disability (e.g. medical certificate, psychologist's report) must be provided.

Identity Number:

Passport Number:
 (if no ID number was completed)

Date of Birth: Y Y Y Y M M D D

Highest School Qualification:

Grade Year Completed:

Employment/Occupation

Employer

Position held:

Tuition Provider:

UNISA

UNISA Student number:

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Postal Address Line 1:

Postal Address Line 2:

Suburb:

City:

Province:

Postal Code:

Country:

Home Number:

Work Number:

Cell Number:

Fax Number:

Email:

Payment Options

Credit Card Cheque Direct Deposit Other

Number of Module(s)	Type	Amount
	Registration ONLY	R770
	Total	
	Amount Paid Now	

Credit Card Payment

Please charge to my Visa Master Card Other

Account Number:

CV Number (last 3 digits on the back of the card):

If on "Budget Account", number of months:

Expiry date:

Card Holder Name

Card Holder's Signature

Deposit/Cheque Payment

Deposits/Cheques must be made payable to:

Account holder: ICSA
Bank details: Nedbank
Branch name: Braamfontein
Branch code: 19 68 05
Account number: 1968 298 991

Reference: Surname and Student Number **[COMPULSORY]**

Declaration

I have read the Institute's Student Handbook, and agree to comply with the rules contained therein. I acknowledge that any non-compliance will result in forfeiture of rights that would normally be due to me. I furthermore acknowledge that the Institute is not a tuition provider and therefore I cannot hold the Institute liable for the content or presentation of tuition material.

I specifically note the terms and conditions contained in the Student Handbook and related Institute material in hard and soft copy, pertaining to:

1. Courses that are to be covered over a full year as opposed to a semester
2. Registration as a private candidate
3. References throughout the Student Handbook to the Institute's role and responsibilities, especially with regard to limitations of support, NQF status, provisions of syllabus and curriculum outlines, the role of prescribed and recommended texts and text books as well as study guides, and my responsibility as a student.
4. The final decision and authority of the Chief Examiner
5. The use of the correct and appropriate channels for communication and appeals.
6. The Institute and its subsidiaries make no claims whatsoever regarding the guarantee of jobs or emigration/immigrations points or benefits.
7. That all services and examination/course results are ONLY obtainable on full payment of all fees due - in advance, with no refunds payable.
8. That the onus is on me to provide clear and unambiguous proof of such payments.
9. All other information contained in the Student Handbook and related hard and electronic copies of pertinent materials relating to my responsibilities and duties as a student.

Signature

Date