



University of Venda
Creating Future Leaders

STUDENT FEES

CORRESPONDENCES

Please address all correspondence to the office of the Chief Financial Officer, and always quote your student number.

**Postal Address: University of Venda
Private Bag X5050
THOHOYANDOU
0950**

CALENDARS

THE CALENDAR IS OBTAINABLE IN THE FOLLOWING SEPARATE PARTS:

- | | | |
|-----------|---|---------------|
| 1. | GENERAL INFORMATION | PART 1 |
| | Academic Year Plan
Mission Statement
Officers of the University
Council of the University
Senate
Academic Staff and Departments
Administrative Staff
Colours and Hoods for Degrees
Admission and Registration
Library
General Rules for Degrees, Diploma and Certificates | |
| 2. | Faculty of Health Sciences | PART 2 |
| | <ul style="list-style-type: none">• Health Sciences | |
| 3. | Faculty of Humanities, Social Science and Education | PART 3 |
| | <ul style="list-style-type: none">• Human and Social Sciences• Education | |



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4. Faculty of Management, Commerce and Law: School of Law PART 4

- Management Sciences
- Law

5. Faculty of Science, Engineering and Agriculture PART 5

- Agriculture
- Environmental Sciences
- Mathematical and Natural Sciences

6. STUDENT FEES PART 6

STUDENT ACCOUNTS

ENQUIRIES AND PAYMENTS

1. HOW TO MAKE ENQUIRIES AND PAYMENTS:

1.1 Personally

Student Financial Enquiries Counter: Student Administration Building

Telephones : (015) 962 8000
Fees Enquiry: (015) 962 8957 / 8467 / 8956
Office Hours : Monday to Friday
08h00-16h45 (All financial related Enquiries)

1.2 By Post



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Chief Financial Officer
Department of Finance
University of Venda
Private Bag X5050
THOHOYANDOU
0950

1.3 Electronic Bank Transfer to Univen account:

Bank : ABSA BANK
Branch : LOUIS TRICHARDT
Branch Code : 334-149
Account number : 1 000 000 589

NB! Please note: the deposit slip, either direct cash deposit or electronic funds transfer MUST show the student number as the reference number.

2. METHODS OF PAYMENT

Direct bank deposits, ATM cash deposits, payments by credit and debit cards, and electronic payment transfer are all acceptable. Students may make payments by means of any of the methods mentioned below:

2.1 Credit cards

Payments by credit card (Visa or MasterCard) are acceptable.

2.2 Debit Card payments and Debit Order arrangements

All students carrying a Maestro ATM card can pay their fees at any payment points with their debit card. All transactions are online and PIN-based (the same PIN student use at the ATM). For further details about this payment facility, contact the Finance Department of the University.

Parents or guardians of students may also make arrangements with their banks to

make payments through monthly debit orders. In this process, the University's bank account is credited with the agreed upon amount on a monthly basis.



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2.3 Letters of authority and bursaries

If a sponsor has undertaken to pay the student's study fees, the sponsor must provide an original official letter, on a letterhead, signed by the appropriate authorized person on behalf of the sponsor. In order to be registered, the student must present this letter at the University on the day of registration. The letter must indicate the following:

- full names
- surname
- identification number
- student number
- the academic cycle and year for which a student is registering
- the amount of study fees that the sponsor commits to pay on behalf of the student

In the event that a sponsor does not pay, a student will be held liable for the fees.

2.4 Direct deposits and Internet payments

A student can make a deposit at any branch of ABSA Bank (refer to 1.3 above) on condition that the minimum requirements are met.

If a student transfers funds through EFT or whatever method, it is a student's responsibility to confirm/verify the student number and University's bank particulars as UNIVEN will not take responsibility of errors done by the depositor.

If sponsors make bulk payments for various students via electronic transfer, the following information must be entered for each individual student:

- student name
- amount payable
- student number

Without this information the individual student's account cannot be credited, and this prevent students from accessing benefits for students whose accounts are up to date.

A list of these students will be kept by the Student Debtors division, which should be contacted to clear these credits to students' account. The telephone number is (015) 962-8467 / 8957.



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2.5 Electronic payments

Students can make use of this system to pay their accounts online by supplying a credit card number, card holders name, expiry date and CVV number.

Steps to be followed for payments via Mygate:

1. Log using your student number and pin
2. Click on "My Gate Online Payment"
3. Click on "Process Online Payment"
4. Enter the amount
5. Click the "Pay Now" button to continue with the transaction.

2.6 FUNDI previously known as Edu-Loan

All employees and their dependents who enrolled with the University may apply for Fundi study loan. To do so a student/guardian will have to:

- complete and sign a salary deduction instruction
- provide two latest salary slips/advice
- provide a certified copy of his/her identity document

The conditions of FUNDI are as follows:

- The study fees include the registration fee and the cost of the subjects for which a student has enrolled at the **University** for the period concerned.
- Repayment takes place over a period of ten (10) months via a salary deduction facility, administered by Fundi.
- If a student wants to register for additional subjects after the initial registration has taken place, a student will have to do so by means of a cash payment. The salary deduction facility cannot be used for this purpose.

Students may direct enquiries to any Financial Aid Division office or to Fundi's client services on telephone **(072) 127-6110**.

2.7 NSFAS grant and bursaries.



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All students who successfully applied at NSFAS and other bursaries must provide a proof of funding to be able to register without paying a minimum fee.

Applicants will know about the outcome of their applications by the second week after reopening for the first term. Students whose applications are not successful should register with the normal initial amount payable by all other students of R5000.

3. LATE PAYMENT OR NON-PAYMENT OF FEES

All fees must be paid by the dates stipulated in section 4. Failure to do so will result in the following:

- Student's examination results will not be released.
- Students will not be allowed to enroll for the next registration cycle.
- Students will be held liable for outstanding fees.
- Outstanding debts will be handed over to the University's legal collections department.
- Student diploma/degree certificate will not be issued.

Any applicant whose fees are outstanding or whose fee account has been handed over for debt collection will be prohibited from registration. Furthermore, any applicant whose fees were previously written off will be prohibited to register until such time the written off fee is settled in full. Any fee defaulter from previous years wishing to re-register must comply with the following conditions:

- all arrears must be paid in full on the day of registration, by EFT.
- No letter of authority, debit orders, bursary or loan documents will be accepted in these instances. Sponsors assisting these students are required to pay the arrears in full before the current registration will be considered.

The non-receipt of statements/invoices due to incorrect email addresses will not

be an acceptable reason for the non-payment of fees. Statements/Invoices will be emailed to students on a regular basis once the students have registered.

It is at all times the student's responsibility to inform the University of any change of email address (change of email address supplied at the date of registration)



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4. RULES FOR FEES, PAYMENTS AND REFUNDS

Fees are determined by Council from time to time and are subject to review without notice.

4.1 Payment Schedule

- Registration fee, SRC levy and late registration fee (where applicable) plus a R1 520.00 of tuition contribution for non-sponsored students upon registration and /or residence fees deposit is payable before the room is allocated to the student.
- 10% of balance payable by 21st January
- 30% of balance payable by 31st March
- 50% of balance payable by 30th May
- 70% of balance Payable by 31st July
- 90% of balance payable by 30th September
- Balance of 10% payable by 31st October

NOTE:

- Minimum amounts payable during registration do not include amounts owed for the previous year(s).
- It is the responsibility of students to pay the balances by the due date, and to inform their sponsors of any outstanding balances on their accounts.
- A late registration fee will be levied on students who fail to register by the final date of registration.

4.2 Outstanding Fees

- 4.2.1 A student may not renew his/her registration unless fees for the preceding year/s have been paid in full.
- 4.2.2 Students who have outstanding fees, fines or dues will not be awarded degrees, diploma or certificates.
- 4.2.3 A student whose fees are not paid by the due dates, and who has not produced evidence of receipt of a bursary/scholarship/loan will be excluded from class attendance, residence and admission to examination. Interest will be levied on overdue student accounts.



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- 4.2.4 A student must check his/her account on a regular basis. Student accounts may be debited with other charges such as library fines, student health charges, and residence damage cost and residence key deposit.
- 4.2.5 No examination results will be released until all fees have been paid. A student or past student will not be issued with a transcript of his/her academic record until all fees have been paid.
- 4.2.6 Any case which is not provided for in these rules will be subject to the ruling of Executive Management, Finance and Budget Committee and / or Council.

5. RESIDENCE

- 5.1 The University operates a central catering facility, and it is not compulsory for a student to take meals. The cost of meals is optional and is not included in the residence fees.
- 5.2 Students who have not been living in the student housing during the first semester and who are accepted into the residence for the second semester will be required to pay half of the annual residence fees.
- 5.3 Students who vacate the residences during the 1st and the 3rd term will be liable for 50% of the semester residence fees. However, should an acceptable replacement be made, a student's liability will be calculated on a *pro rata* basis. *Pro rata* calculation includes the date of official notification of the intention to vacate the residence. **NO REFUND** for cancellation of residence during the 2nd and 4th term.

6. CANCELLATION AND REFUND STRUCTURE

- 6.1 Upon cancellation of registration a student must submit a formal application to the Deputy Dean, Executive Dean or Registrar in the relevant form which must be completed and duly signed.

Students who fail to comply with the above procedure will be held liable for the full outstanding fees, finance charges and collection cost in the event of legal action.

The date of cancellation will be the official University date stamp reflecting the date of receipt of the cancellation form.



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6.2 Fees for self-funding and sponsor funding will be refunded to students or sponsors respectively only if the student's account is in credit.

Note: Refunds must be requested in writing, with proper explanations. Credit balances on Student accounts will be refunded only on written request.

(a) Students who wish to cancel their registration for a course/s for any reason whatsoever must notify the office of the Registrar immediately in writing on the official cancellation form, failing which the registration shall be treated in terms of paragraph(c) below.

Cancellation forms, which are available from respective School officers, must be completed in triplicate.

(b) Students who wish to vacate the hostels must notify the Hostel Superintendent immediately in writing.

(c) Students failing to cancel courses and /or residence remain responsible for the full fees for that academic year.

(d) Registration fees, late registration fee and SRC levy will under **NO** circumstances be refunded.

6.3 Year and first semester courses/modules

6.3.1 Cancellation of courses within 60 days (From the first day of the first term) a student will get 100% refund on tuition. Note that a refund is not calculated based on the amount paid, but on the amount payable for the year.

6.3.2 Cancellation of courses between 60-90 days, 50% refund.

6.3.3 Cancellation of courses after 90 days, **NO REFUND**. (The full amount is payable).

6.4 Second semester courses/modules



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- 6.4.1 Cancellation of courses within 60 days, (from the first day of the third term) 100% refund.
- 6.4.2 Cancellation of courses between 60-90 days, 50% refund.
- 6.4.3 Cancellation of courses after 90 days,
NO REFUND. (The full amount is payable).

6.5 Withdrawal from individual modules

When students withdraw from individual modules, any fee reduction is Dependent Upon whether the notice to withdraw is received before the dates cited in 6.3 and 6.4 above.

NO reduction will be granted if the notice to withdraw is received after the due dates.

A student's registration is not transferable between any registration cycles. A student needs to formally apply for cancellation of studies.

Note that refunds must be requested in writing, with proper explanations. Similarly, credit balances on a student's account will be refunded only on written request, as no credits are refunded automatically.

7. REBATES

Should a family have two or more dependent children, under the age of 26 years studying simultaneously at the University, the second and any further children qualify for the following discount on tuition fees.

7.1 Second student: 15% discount.

7.2 Third and successive students: 20% discount.

A written request must be submitted to the Chief Financial Officer (see annexure A).

The closing date for application of rebate is 30 September in the year of registration. A rebate will be granted based on tuition and residence fees at the rate determined by Council from time to time.



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APPLICATION: REBATE

ANNEXURE A

To:
 Chief Financial Officer
 Private Bag X5050
 THOHOYANDOU
 0950

I, the undersigned, hereby apply for a rebate (parent)

Relevant information in support of the application: (attach I.D. copies or birth certificates)

The family members (brothers/sisters) listed below are:

- dependents (no income of their own)
- under the age of 26 years and
- registered students at the University of Venda

Student Information

Surname:	
Initials:	
ID number:	
Student number:	
Qualification enrolled for:	

Surname:	
Initials:	
ID number:	
Student number:	
Qualification enrolled for:	

Surname:	
Initials:	
ID number:	
Student number:	



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Qualification enrolled for:	
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I declare that the preceding information is true and correct.

.....
Signature of guardian/parent **Date**

Details of guardian/parent:

Surname:	
Initials:	
ID number:	
Telephone no:	
Residential address:	

Note: The application will apply to both semester registration periods.

Approved / Not Approved
:.....
Chief Financial Officer

Date :.....

ON-CAMPUS RESIDENCE RATES

NAME OF RESIDENCE	RESIDENCE CODE	ROOMS CATEGORY	RATE
New Female Residence Block 1	1	SINGLE	37 810.00



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NAME OF RESIDENCE	RESIDENCE CODE	ROOMS CATEGORY	RATE
New Female Residence Block 2	2	SINGLE	37 810.00
New Female Residence Block 3	1233	SINGLE	37 810.00
New Female Residence Block 4	1241	SINGLE	37 810.00
Mvelaphanda Female Residence Block 1	28	SINGLE	37 810.00
Mvelaphanda Female Residence Block 2	29	SINGLE	37 810.00
Mvelaphanda Female Residence Block 3	30	SINGLE	37 810.00
Mvelaphanda Female Residence Block 4	31	SINGLE	37 810.00
Mvelaphanda Female Residence Block 5	32	SINGLE	37 810.00
Mvelaphanda Female Residence Block 6	33	SINGLE	37 810.00
Mvelaphanda Female Residence Block 7	34	SINGLE	37 810.00
Mvelaphanda Female Residence Block 8	35	SINGLE	37 810.00
Carousel Male Res	1280	SINGLE	24 850.00
Carousel Male Res	1280	DOUBLE	22 660.00
Riverside Block A: Female Res	2000	SINGLE	24 850.00
Riverside Block B: Male Res	2010	SINGLE	24 850.00
Riverside Block C: Male Res	2020	SINGLE	24 850.00
Riverside Block D: Male Res	2030	SINGLE	24 850.00
Riverside Block E: Male Res	2040	SINGLE	24 850.00
Riverside Block F: Female Res	2050	SINGLE	24 850.00
Riverside Block G: Female Res	2060	SINGLE	24 850.00
Riverside Block H: Female Res	2070	SINGLE	24 850.00
Lost City Girls Block 3: Female Res	2320	SINGLE	24 850.00
Lost City Girls Block 4: Female Res	2340	SINGLE	24 850.00
Lost City Boys Block 1: Male Res	2300	SINGLE	24 850.00
Lost City Boys Block 2: Male Res	2310	SINGLE	24 850.00
Mango Groove Female Res	2350	SINGLE	24 850.00
Mango Groove Female Res	2350	DOUBLE	22 660.00
F5 Female Res	2360	SINGLE	37 810.00
F5 Female Res	2360	DOUBLE	34 030.00



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NAME OF RESIDENCE	RESIDENCE CODE	ROOMS CATEGORY	RATE
F3 Male Res	2351	SINGLE	24 850.00
F3 Male Res	2351	DOUBLE	22 660.00
F4 Female Res	2352	SINGLE	24 850.00
F4 Female Res	2352	DOUBLE	22 660.00
New Male Residence A East	2362	SINGLE	37 810.00
New Male Residence B East	2364	SINGLE	37 810.00
New Male Residence A West	2361	SINGLE	37 810.00
New Male Residence B West	2363	SINGLE	37 810.00
Bernard Ncube	2160	SINGLE	24 850.00
Bernard Ncube	2160	DOUBLE	22 660.00

The Initial amount payable per annum	8 340.00
The Initial amount payable per semester	4 170.00
Daily rate	160.00

OFF-CAMPUS RESIDENCE RATES

RESIDENCE	ROOMS	MONTHLY TARIFF 2022	ANNUAL TARIFF 2023	TOTAL BEDS
Grand Royal - Nakiseni				
Single	271	3 784,91	37 849,14	271
Simeka Heights				
Single	156	3 728,15	37 281,51	156
Double	444	3 610,34	36 103,41	888
Simeka total capacity				1044
M Shelly				
Double - 0703	60	3 610,34	36 103,41	120
Double - 0707	90	3 440,05	34 400,52	180
M Shelly total capacity				300
Fulo res				



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Single	4	3 557,86	35 578,62	4
Double	10	3 440,05	34 400,52	20
Fulo Res total capacity				24
Itsiror				
Double	53	3 610,34	36 103,41	106
T.C Academia				
Double	11	3 235,49	32 354,91	22
Have Mercy				
Double	14	3 247,27	32 472,72	28
Vhugalahawe 0724				
Single	48	3 557,86	35 578,62	48
Double	24	3 440,05	34 400,52	48
Vhugalahawe 0724 total capacity				96
Samvuni Res				
Single	24	3 728,15	37 281,51	24
Double	68	3 610,34	36 103,41	136
Samvuni Res total capacity				160
Maphula's				
Single	8	3 190,51	31 905,09	8
Double	14	3 076,98	30 769,83	28
Maphula's total capacity				36
Afmet Properties				
Double	20	3 610,34	36 103,41	40
Forest Hill				
Single	2	3 728,15	37 281,51	2
Double	24	3 610,34	36 103,41	48
Forest Hill total capacity				50
Johanna's Nest				
Single	18	3 557,86	35 578,62	18
Double	18	3 440,05	34 400,52	36
Johanna's Nest total capacity				54
3MTR				
Double	102	3 667,10	36 671,04	204
HHHH C142 0725				
Double	26	2 866,00	28 659,96	52
Phungo House				



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Single	32	3 728,15	37 281,51	32
Emlanjeni				
Double	60	3 076,98	30 769,83	120
Sandton Rokunda				
Single	7	3 557,86	35 578,62	7
Double	48	3 440,05	34 400,52	96
Sandton Rokunda total capacity				103
Sandton Yabama				
Single	14	3 557,86	35 578,62	14
Double	59	3 440,05	34 400,52	118
Sandton Yabama total capacity				132
Waterfall				
Double	11	3 610,34	36 103,41	22
West Gate Residence				
Single	22	3 557,86	35 578,62	22
Double	69	3 440,05	34 400,52	138
West Gate Residence total capacity				160
J & R Towers				
Double	48	2 866,00	28 659,96	96
Student Home				
Double	32	3 247,27	32 472,72	64
Magrannies 0735				
Single	5	3 190,51	31 905,09	5
Double	15	3 076,98	30 769,83	30
Magrannies 0735 total capacity				35
Mmae Matagu				
Single	21	3 557,86	35 578,62	21
Double	13	3 440,05	34 400,52	26
Mmae Matagu total capacity				47
Tshivu				
Single	16	3 557,86	35 578,62	16
Vele Villa				
Double	20	3 610,34	36 103,41	40
Sandton Zwahuli				
Single	6	3 557,86	35 578,62	6
Double	46	3 440,05	34 400,52	92



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Sandton Zwahuli total capacity				98
Phanda Property Development				
Double	180	3 667,10	36 671,04	360
Valley View				
Double	25	3 610,34	36 103,41	50
Vhatanzi				
Single	6	3 728,15	37 281,51	6
Double	16	3 610,34	36 103,41	32
Vhatanzi total capacity				38
Pfunzo House				
Double	9	3 076,98	30 769,83	18
Yellow House MLA				
Double	85	3 440,05	34 400,52	170
681 Student Villa				
Single	2	3 360,80	33 607,98	2
Double	7	3 247,27	32 472,72	14
681 Student Villa total capacity				16
Blue Valley				
Double	24	3 610,34	36 103,41	48
OGT Student Accommodation				
Double	14	3 440,05	34 400,52	28
Phoshko Student Accommodation				
Single	23	3 557,86	35 578,62	23
Double	5	3 440,05	34 400,52	10
Phoshko Student Accommodation TC				33
De-Gann Inn				
Single	5	3 728,15	37 281,51	5
Double	46	3 610,34	36 103,41	92
De-Gann Inn total capacity				97
Rockville				
Single	1	3 360,80	33 607,98	1
Double	20	3 247,27	32 472,72	40
Rockville total capacity				41
Spectrum Res				
Double	16	3 293,33	32 933,25	32
Parkview				



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Single	5	3 557,86	35 578,62	5
Double	44	3 440,05	34 400,52	88
Parkview total capacity				93
Pops Lagos				
Single	15	3 076,98	30 769,83	15
Beverly Hills				
Single	5	3 557,86	35 578,62	5
Double	78	3 440,05	34 400,52	156
Beverly Hills total capacity				161
Maphiswana Residence				
Double	13	3 247,27	32 472,72	26
Hayani Manor				
Double	14	3 667,10	36 671,04	28
Muthathe Student Village				
Double	164	3 610,34	36 103,41	328
Mubvafhi Accommodations				
Double	18	3 667,10	36 671,04	36
Brukedo				
Single	40	3 667,10	36 671,04	40
Double	50	3 667,10	36 671,04	100
Brukedo total capacity				140
Hill View				
Double	19	3 076,98	30 769,83	38
Mfunzo House ngovhela				
Double	10	3 076,98	30 769,83	20
MLA Riverside Res				
Double	50	3 247,27	32 472,72	100
Lifestyle Accommodation				
Single	2	3 190,51	31 905,09	2
Double	7	3 076,98	30 769,83	14
Lifestyle Accommodation TC				16
Nchebeko Residence				
Single	25	3 728,15	37 281,51	25
Double	95	3 610,34	36 103,41	190
Nchebeko Residence total capacity				215
Sun City Student Accommodation				



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Double	63	3 440,05	34 400,52	126
Rasil				
Single	50	3 190,51	31 905,09	50
Magra Accommodation				
Double	11	3 247,27	32 472,72	22
One Step General Accommodation				
Single	2	3 728,15	37 281,51	2
Double	48	3 610,34	36 103,41	96
One Step General Accommodation TC				98
Green Stone				
Single	54	3 557,86	35 578,62	54
Double	289	3 440,05	34 400,52	578
Green Stone total capacity				632
Montana				
Double	101	3 440,05	34 400,52	202

Rates are based on the 7,1% increase and list is as per total available capacity as at 31 December 2022. List to be updated annually.

The Initial amount on off campus residence

4 000.00

OTHER STUDENT FEES

(a)	Registration Fee	2 500.00
(b)	Late Registration Fee	4 100.00
(c)	SRC Levy	980.00
(d)	Supplementary\Special\Aegrotat Examinations	290.00
(e)	Re-submission of Dissertation	8 200.00
(f)	Re-submission of Thesis	8 900.00
(g)	Remarking of Examination Scripts	760.00
(h)	Viewing of Scripts	760.00
(i)	Academic Record	100.00
(j)	Duplicate Certificate reprint	680.00
(k)	Graduation in Absentia	1 050.00
(l)	Exemption fees per year module	680.00
(m)	Exemption fees per semester module	360.00
(n)	Status Recognition Fee	1 100.00



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(o)	Student Card Replacement Fee	100.00
(p)	Laboratory Deposit (Refundable)	620.00
(q)	Lost Room Key Fee	740.00
(r)	Meals	34 161.00

Books allowance will be as per quotation from the bookshop and as per the rate funded by each sponsor.

The upfront fee breakdown is as follows:

Description	Normal	Late
Registration fee	2 500	4 100
SRC levy	980	980
Tuition deposit	1 520	1 520
TOTAL	5 000	6 600

NB! An upfront fee is a fee payable by all new students before registration takes place. This excludes residence fee deposit.

Application fees: 2024

NOTE

1. Application fees are not refundable under any circumstances.
2. Applications submitted without the prescribed fee will not be processed.

The closing date of application for enrolment is **31 December 2023**.

Application fee 105.00

Late application fee 105.00