



## Residence Online Registration

### Step One:

#### ITS Web Interface

**Registered Users**

Please use the login screen below if you already have the appropriate login information. If not, please contact your system administrator.

Student
  Personnel
  Other
  Alumni

Student Number

Pin  (5 numeric digits. Do not start with a 0.)

Student Login with Student No and Pin

### Step Two:

**Residence Registration**

[Residence Registration Rules and Regulations](#)

[Submit Residence Registration](#)

[Residence Proof of Registration](#)

[Process Status](#)

Click the link: [Residence Rules and Regulations](#) and accept Rules and Regulations by pressing button **[Accept Button]**

### Step Three:

Click the link: [Submit Residence Registration](#) and click the button **[Accept this Registration]**

**Note:** Complete the registration form. Use the calendar button  provided to select a date in the appropriate format. All fields indicated with a \* must be completed. Click the 'Save' button in order to submit the entered information.

Acad Year	Block	Gender	Residence	Floor	Room	Stations	Date In	Date Out	Process Date
2016	0	F	9001 MEROPA A (MALE RESIDENCE)	0	10	1	10-NOV-2016	31-DEC-2016	10-NOV-2016

The cost for registering for this Residence room is R **16820.00**

### Step Four:

**Residence Registration**

[Residence Registration Rules and Regulations](#)

[Submit Residence Registration](#)

[Residence Proof of Registration](#)

[Process Status](#)

Click the link: [Residence Proof of Registration](#) and print it.