

FIRST YEARS

IMPORTANT NEED TO KNOW

WELCOME
TO
WITS
UNIVERSITY!

It is not by mistake that you find yourself here. You worked hard for it. You are one of 6000 bright young minds deserving to be a Witsie, out of the more than 80 000 applications we received for 2025.

CONGRATULATIONS!

We can only encourage you to work hard – continuously, and you will no doubt, succeed. And do not hesitate to make use of the academic and other support services available on campus.

We outline herein where you could turn to for support as you commence this part of your life's journey.

1. Day to day communication with the Faculty Office and other University offices

Not much correspondence will be in paper form. Communication from the University will be sent to your specific University-generated MY-WITS email account. You may access this email from www.wits.ac.za/mywits/. It is your responsibility to ensure that you access the site, set up your inbox and if need be, divert to your personal email. For assistance on setting up this facility, contact the ICT helpdesk on 011 717 1717 or email itstudenthelp@wits.ac.za. You can also visit www.wits.ac.za/mywits/. Always quote your student number on emails to any office, for ease of access to your information or record.

2. Contact Information: Address, Telephone and Emergency Contacts

You are encouraged to regularly check and maintain your personal information via the Student Self-Service portal - <https://self-service.wits.ac.za>. The onus is upon you to ensure that your personal contact information is always up to date to ensure that all University communication, including posted correspondence, reaches you. Please check your student e-mail address regularly for important correspondence. If for some reason you are unable to amend or correct your details through the Self Service Portal, please seek assistance from your Faculty Office.

3. Student Support Services

Wits offer a range of student services and facilities, including those for students with disabilities, a student health and wellness service, and a career development service, amongst others. If not sure how to access these services, please contact the office of the Dean of Student Affairs on 011 717 9168. The office, SH039, is located on the ground floor of Solomon Mahlangu House. We provide contact details of other offices on the last page of this newsletter.

4. Request for Biographic Data

As part of developing a better understanding of the financial, educational and social needs of our students, the University is collecting biographic information from all first-year undergraduate students. Please note that completing this section of the registration process is compulsory. The information obtained from this questionnaire will assist the University in offering relevant and responsive support to its students. It will be treated with the strictest confidentiality.

5. Rules and Syllabus and Fees Booklets

Please familiarise yourself with the rules pertaining to your degree programme and ensure that you know the specific closing dates by which fees should be paid. The Faculty Rules and Syllabuses and Fees booklets are available on the following website <https://www.wits.ac.za/students/>. Please ensure your course registrations are correct because changes/amendments are not allowed after published dates. You are not allowed to attend classes for courses in which you are not registered.

6. Book Lists

Some lecturers do list prescribed texts for the subjects they teach. Students wishing to access the book list may visit <https://www.wits.ac.za/students/academic-matters/comprehensive-book-list/>

7. Academic Year

The academic year at the University of the Witwatersrand runs from January to November.

TERM DATES 2025	
First Year Registration	Friday 19 January – Tuesday 30 January (8 Days)
FIRST TEACHING BLOCK	Monday 10 February – Wednesday 26 March (32 Days)
Mid-term Vacation/Study/Research Break	Thursday 27 March – Sunday 06 April (11 Days)
SECOND TEACHING BLOCK	Monday 07 April – Tuesday 27 May (33 Days)
Study Break	Wednesday 28 May – Friday 30 May (3 Days)
Examinations	Monday 02 June – Monday 30 June (20 Days)
Winter Vacation/Study/Research Break	Tuesday 01 July – Monday 21 July (20 Days)
THIRD TEACHING BLOCK	Tuesday 22 July – Friday 05 September (34 Days)
Mid-term Vacation/Study/Research Break	Saturday 06 September – Sunday 14 September (09 Days)
FOURTH TEACHING BLOCK	Monday 15 September – Tuesday 28 October (31 Days)
Study Break	Wednesday 29 October – Sunday 02 November (5 Days)
Examinations	Monday 03 November – Friday 28 November (20 Days)
Summer Vacation/Study/Research Break	Saturday 29 November

Please note:

- Faculty of Health Sciences term dates may vary
- Term Dates = 130 teaching days
- Consult the University's website for more detailed information about dates of registration for different cohorts of students
Link: <https://www.wits.ac.za/students/academic-matters/term-dates/2025-term-dates/>

Good luck
WITH YOUR
STUDIES!

Student Enrolment Centre

www.wits.ac.za

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UNIVERSITY OF THE
WITWATERSRAND,
JOHANNESBURG

WELCOME TO WITS

8. Gateway to success

Wits has created an exciting programme to help you find your feet and successfully make the transition to being a university student. First Year registration Welcome Day will be held on Sunday, 26 January 2025 and Gateway to Success runs from 27 January to 07 February 2025, so be sure to be in Johannesburg for the whole programme. Gateway to Success is a compulsory programme for all new first year students that integrates academic content and skills, student life, health and wellness and orientation to Wits. It will be run in a blended format, with some activities taking place on campus and some being run in an online mode. Refer to the link for more information: <https://www.wits.ac.za/students/first-year-experience/gateway-to-success/>

After completing Gateway to Success, students will have the knowledge and skills to use the Wits online Learning Management System, ulwazi, for their academic courses from Day 1 of the term, know their way around campus and where to get support; get introduced to First Year Experience Mentorship, make friends, and feel part of the Wits community. Click here to find out more about the programme : <https://www.wits.ac.za/students/first-year-experience/> We encourage you to report anything which makes you feel uncomfortable. Please contact the Wits Integrity Hotline on 082 938 4559 or email wits.integrity@wits.ac.za

9. Can't Find Your Way?

Wits has various campuses spread over mainly Braamfontein and Parktown. If you know the building you would like to get to, please make use of the website to find your way: <https://www.wits.ac.za/maps/parktown-campus/> or <https://www.wits.ac.za/maps/braamfontein-campus/>

10. Want to Amend Courses or De-register from Wits?

If you want to amend courses within your degree, please do so in writing by completing the relevant form at your Faculty Office within the first two weeks of term.

To de-register from Wits, please make sure you alert your Faculty in writing, by no later than the third week of March. Cancellation Forms are available from Faculty Offices. If you do not officially cancel your registration, you will remain liable for the payment of fees. If in University accommodation, cancellation should be done through the Accommodation Officer at the residence.

11. Take Your Safety Seriously!

Safety issues are everybody's concern. Wits students, at one point or another, venture into Braamfontein and other parts of Johannesburg. Given the concentration of the student population around Braamfontein, students are known to move around with expensive cellphones, laptops and at times vehicles; rogue elements in society are also occupying the same spaces. Students are encouraged to move in groups. Other tips include:

- Catch a University bus to move to and from campus; www.wits.ac.za/students/wits-bus-service/. If the bus service has stopped operating, seek assistance from the Wits Protection Services Division to escort you from one place to another even, on campus. Call 45 minutes before the time you intend leaving campus – Protection Services contact details are at the back of your student card.
- Keep your phone and other valuables out of sight – headphones will alert criminals to a valuable gadget on you!
- Bags or property on a car seat are tempting to a thief; pack away from view, preferably in a boot.

12. Lost your student card?

Please report a lost student card to Protection Services immediately so that the card may be blocked, in case it ends up in the wrong hands. If not reported, and therefore access not blocked, a criminal may end up committing a serious crime on campus having gained access using your card.

The Lost and Found Office, located on the ground floor in Solomon Mahlangu House, (with access gained through a passage between the Post Office and TSS office), receives items lost on campus. Please check for any of your lost items – pencil cases, keys, student cards, watches, laptops, etc., handed over to that office as it is worth your while to check with them if your belongings go missing.

STUDENT SERVICES

Department	What they do	Contact Details/ where they are found
Wits Student Call Centre	Address all general student - related queries	www.wits.ac.za/askwits
Central Accommodation Office	Responsible for all residences, meals, recreational facilities and programmes for improved academic performance and holistic student development within a residential environment	Ground Floor, Solomon Mahlangu House, East Campus, 011 717 9172/3/4
Fees Office	Handles all fee-related matters, e.g. tuition fees and residence fees	Ground Floor, Solomon Mahlangu House, East Campus, 011 717 1531
Financial Aid and Scholarships Office (FASO)	Provides information on student funding, scholarships, and awards for undergraduate and postgraduate students	Ground Floor, Solomon Mahlangu House, East Campus, 011 717 1070
Counselling and Careers Development Unit (CCDU)	CCDU provides career services, therapy services, HIV/AIDS education and support Graduate Employment	West Campus, 011 717 9131
Development and Leadership Unit (DLU)	Student-centered unit offering holistic opportunities that expose students to information, ideas, and worldviews	1st Floor, The Matrix, East Campus, 011 717 9218
Campus Health and Wellness Centre (CHWC)	Offers convenient, accessible, caring and cost-effective health services to the Wits Community	Lower Ground Floor, The Matrix, East Campus, 011 717 9111
Sports Administration	Provides staff and students the opportunity to take part in various sports on an elite or recreational level	Slurrock Park, West Campus, 011 717 9409/9414
Parking Office	In charge of all aspects of parking and orderly admission of vehicles onto the different campuses	Ground Floor, Solomon Mahlangu House, East Campus, 011 717 1881-4
Library Services	Wits has 11 libraries on different campuses	No central contact point
Disability Rights Unit (DRU)	Assists students with disability to ensure accessibility – physical, technological and social	1st Floor, East Wing, Solomon Mahlangu House, 011 717 9151
Student Representative Council (SRC)	Addresses queries, concerns and complaints of Wits students	The Matrix, 011 717 9258
International Students Office (ISO)	Complement Faculty and academic departments to international students, e.g. Matriculation exemption, study visa	Ground Floor, Solomon Mahlangu House, 011 717 1054
Protection Services	Responsible for safety and security issues on all Wits Campuses	Main Campus 011 717 4444 and 011 717 6666, Medical School 011 717 2222
Wits Citizen Community Outreach (WCCO)	Provides students with opportunities to enhance their learning and civic responsibility, while addressing community needs	Lower Ground Floor, The Matrix, 011 717 9255
Gender Equity Office	Sexual harassment advisory office	20th Floor, University Corner, East Campus, 011 717 9790
Kudu Bucks Terminals	Load up with cash to use in dining halls, libraries, print stations, etc.	Around Campus – on the concourse in Solomon Mahlangu House outside the Cashier's booth, and also just outside the Matrix on the ground floor – as examples.