

ONLINE REGISTRATION

WEBSITE ADDRESS

The Website for the SELF HELP (On-line) registration is <http://sc.ukzn.ac.za>

ON-LINE REGISTRATION STEPS

The following steps are integral to the successful completion of your registration

Step 1

Compliance with all the pre-registration requirements i.e. you have been fully admitted to the desired degree, have obtained financial clearance and have cleared and removed all system holds on your student number as per the University's rules and policies

Step 2

Go to the website <http://sc.ukzn.ac.za>

Step 3

Enter your Student Number

Step 4

New Students: Enter your initial password (DDMM of your birthdate e.g. 3112 if your birthday is the 32st of December)

Returning Students: Enter your Student Central password (or DDMM if you have never used Student Central before)

Click on login (If this is the 1st time you are using Student Central you will be prompted to create a password)

Step 5

Go to the Administration Menu and choose **Self Help Registration** and follow the prompts

Step 6

Click on **UKZN Web Registration** on the left of the screen and complete each of the steps sequentially

Step 7

If you make any mistakes click on **Cancel Subject** and choose your subjects again, otherwise click **Complete Registration**

Step 8

Proceed to Risk Management Services (RMS), with your ID Book, to have a student card issued (in case of new student or lost card) or validated (in case of returning student)