

REGISTRATION FOR SENIOR STUDENTS | 2025

The Elsenburg Agricultural Training Institute (EATI) extends a warm welcome to all returning students for the 2026 academic year. This document provides all necessary information to assist you with the registration process. **All senior registrations will take place on campus.**

1. Registration Dates and Times:

Diploma in Agriculture (Year 3: Work Integrated Learning): Monday, 02 February 2026

Surnames	Times	Venue
All students	09h00 to 12h00	EATI Lecture Rooms
All students (contact session)	13h00 to 15h00	TBC

Bachelor of Agriculture Year 3 & Non-Degree Purposes

Wednesday, 04 February 2026

Surnames	Times	Venue
A – H	08h30 to 10h00	EATI Lecture Rooms
I – P	10h30 to 12h00	EATI Lecture Rooms
Q – Z	12h30 to 14h00	EATI Lecture Rooms

Bachelor of Agriculture Year 2 & Diploma in Agriculture Year 2:

Thursday, 05 February 2026

Surnames	Times	Venue
A – H	08h30 to 10h00	EATI Lecture Rooms
I – P	10h30 to 12h00	EATI Lecture Rooms
Q – Z	12h30 to 14h00	EATI Lecture Rooms

Note: Please ensure you are available at the stipulated venue on the stipulated date and time slot.

2. Step-by-Step Registration Process

Step 1: Academic Advice

Find out about your curriculum (study fields, groups, modules, etc.) by viewing the 2026 prospectus for the particular programme you intend to register for. The prospectus can be downloaded here: <https://www.elsenburg.com/>. If you have any specific academic-related enquiries, kindly send an email to DOA.study@westerncape.gov.za.

Step 2: Student fees and payments

Please refer to the Student Fee Guide for full details regarding payment schedules and fee structures.

- A compulsory first instalment of R6 130.00, which includes a registration fee of R3 297.00, is payable on or before 28 February. Failure to make this payment by the due date will result in deregistration and the deactivation of student access.
- **Returning students with outstanding debt must settle all outstanding balances before registration will be permitted.**
- NSFAS- or bursary-funded students awaiting confirmation of funding may be provisionally registered, subject to verification and approval of funding status. Bursary recipients must submit their official confirmation or award letter prior to registration and remain responsible for ensuring that payments are made before the due dates.

For **International Students**, you are required to submit the following documentation on the day of registration:

- A study permit (receipts will not be accepted) made out for the Elsenburg Agricultural Training Institute.
- All school leaving results/ academic records
- Your passport
- Proof of comprehensive medical aid cover (valid for 12 months) and valid in South Africa
- **All fees charged for the year must be paid in full before or on the day of registration.**

Step 3: Proof of registration

Once you have been registered, you will receive:

- Proof of Registration
- Statement of Account

Note: Please check that you are registered for the correct modules. Changes must be completed before the amendment deadline (13 February 2026). If you fail to make corrections before the amendment cut-off dates, you will be liable for the fees, and the modules concerned will appear on your academic record as a FAIL.

Step 4: Student Card and Biometric Access

- Once you have obtained your proof of registration, please proceed to the Hostel Dining Hall to collect your student card and register on the access control system.
- Students registering for the B. Agric programme who require a Stellenbosch University student card may purchase the card through Stellenbosch University. This fee is payable directly to Stellenbosch University.

Step 5: Hostel Registration

Once you have concluded the academic registration, hostel students may report to the **Hostel Dining Hall** for the allocation of their rooms. Proof of registration must be presented to the hostel before a student may be allocated to a room.

Note: The onus is on the student to confirm, before registration, whether he/she has received a place in the hostel.

3. Start of Academic Year

- **Classes Commence:**
Date: Monday, 09 February 2026

4. Official correspondence

- All communication will be sent directly to registered students **only**.
- Students will receive an official institutional email address at registration.
- Only this address may be used for all formal communication.

5. Application for practical exemption:

If a student requests an exemption from a practical upon repeating a module, they must:

- Apply in writing using the *Application Form for Practical Exemption*.
- Submit the application **on the day of registration**.

The outcome of the exemption request will be ratified by Faculty Management. Students will be notified via email of the outcome of the application. If no application is received before the exemption deadline (refer to Academic Calendar), and the student fails to attend the practical or write tests and examinations, a zero mark will be recorded.

Students exempted from practicals must still write all scheduled tests and complete all assignments, seminars, and class activities to obtain a predicate.

6. Compliance and consent

Students will be required to sign an agreement confirming understanding of institutional rules and compliance obligations, including the Protection of Personal Information Act (POPIA).

Contact Details:

Section	Tel. no.	Email
Student Administration	021 808 5451	DOA.study@westerncape.gov.za
Finance Office	021 808 5034	DOA.Accounts@westerncape.gov.za
Hostel	021 808 5470	Laetitia.Smith@westerncape.gov.za