



IUM - 2nd Semester Students Registration

GLOBAL HUB FOR MANAGEMENT SCIENCE AND INFORMATION TECHNOLOGY

REGISTRATION FLOW CHART – SEMESTER 2 – 2020

NB: Please attached this chart to your application form

Student Name: _____ Student Number: _____

Course of Study: _____ Study Year: _____

Registration Date: _____ English Symbol (Gr.12) _____

Grade 12 Points (New Students only): _____ English Upgraded? Yes No
(If Yes, attach upgraded results)

Study Mode: Part time Full Time

Registration Type: Provisional Full

<p>Point 1 – Biographical Data Capturing and Admission Capture new applications / Update continuing students' records. Selected Study programme: _____ English Upgrade? Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>_____ Staff Initials and Date</p>	<p>Stamp</p>
<p>Point 2 - Verification Confirm admission against Entry Criteria & Confirm progression against academic results. Course Admitted to: _____ Progress to: _____</p>	<p>_____ Staff Initials and Date</p>	<p>Stamp</p>
<p>Point 3 - Finance Finance Clearance / to register</p>	<p>_____ Staff Initials and Date</p>	<p>Stamp</p>
<p>Point 4 - Finance Payment of registration fees</p>	<p>_____ Staff Initials and Date</p>	<p>Stamp</p>
<p>Point 5 – Academic Registration Only Semester 2 modules to be registered</p>	<p>_____ Staff Initials and Date</p>	<p>Stamp</p>
<p>Point 6 – Verify Registration Verify SUBJECTS registered</p>	<p>_____ Staff Initials and Date</p>	<p>Stamp</p>
<p>Point 7 – Proof of Registration Proof of Registration Printed</p>	<p>_____ Staff Initials and Date</p>	<p>Stamp</p>
<p>Point 8 – student Card ONLY for Students who didn't register for the first time in 2020 Other students pay a N\$200-00 reprint fee</p>	<p>_____ Staff Initials and Date</p>	<p>Stamp</p>

