



Central University of  
Technology, Free State

# WELCOME GUIDE

FOR  
INTERNATIONAL STUDENTS



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Thinking Beyond





# WELCOME GUIDE

FOR  
INTERNATIONAL STUDENTS



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## Message from the Director: International Office

A heartfelt welcome to all international students, staff and visitors to the Central University of Technology, Free State (CUT).

Through your presence, we celebrate the most important constituency to the internationalisation mandate at CUT – the international students and staff; those who have left their homes and family and who have travelled long distances to further their educational aspirations, and thus respond to Africa's and the world's leadership and intellectual call.

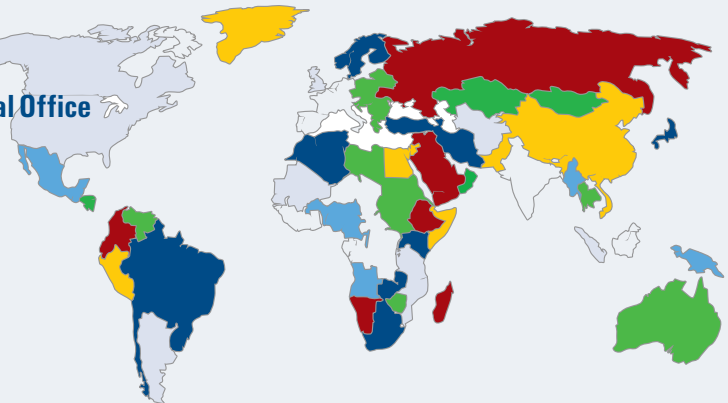
May your stay be filled with observance of the contribution of those sacrifices and with milestones achieved by scores of intellectuals who entered CUT's doors, held its name on high and represented the institution with dignity and honour, despite the odds.

Let us, together, enjoy this enriching experience of cross-border education as we commemorate our strive to re-affirm each other's humanity. May your arrival at CUT mark a historical occurrence that will always point to advancing Africa and the world, by adding your own realisation of our true potential through this journey of discovery at CUT.

Welcome to your intellectual home!

Sincerely

Mr Arthur Johnson  
Director: International Office





# ABOUT CUT

Central University of Technology, Free State (CUT) is the foremost higher education institution in the heartland of South Africa, dedicated to quality education and training in science, engineering and technology. CUT has developed into a leading institution able to take its place on the national, as well as international, higher education landscape. CUT, then still known as the Technikon Free State, opened its doors in 1981 with 285 students enrolled in mainly secretarial, art and design programmes. With the restructuring of the higher education landscape a few years ago, CUT embraced its new status as a university of technology and thus positioned itself to succeed as such. On 26 March 2004 the former Technikon Free State officially exchanged its “technikon” status to Central University of Technology, Free State (CUT).



**CENTRAL UNIVERSITY OF TECHNOLOGY, FREE STATE**



# INTERNATIONAL OFFICE PROFILE

The Internationalisation of higher education is a phenomenon that has arrived on the doorstep of almost all higher education institutions in the world, least of which the Central University of Technology, Free State (CUT), through its long history of providing a home for African and other international scholars. Each year the university welcomes a range of international visitors to our campuses, from diverse backgrounds and cultures, the world over. This situation necessitates engagement with the world, thus, making internationalisation, a distinct imperative.

The response to this ever increasing phenomenon, as well as the appeal for international best practice and benchmarking resulted in the establishment of the International Office (IO) at the CUT in 2014. It is clear that this intervention is a very important link in the CUT commitment to excellence through scholarship and relevance. To this end, capacitating the institution and strategically positioning the office and the university, its scholarship, research, service and operations in the international education landscape.

The IO is the first port of call for international experts, researchers, visitors and international students and subsequently, the internationalisation of the institution plays a pivotal role in positioning the institution's profile and international stature. This Directorate would not only be seen as a support service at home and abroad but would be considered a glance into the prospect that is the CUT. It is paramount to acknowledge the vitality and importance of the IO in the positioning of the institution as a preferred destination which not only provide excellence in scholarship but also excellence in service.

# INTERNATIONAL OFFICE

The International Office is located at:  
Central University of Technology, Free State  
Advancement and Marketing Building  
1 Park Road, Willows, Bloemfontein, 9301, South Africa  
OR  
Private Bag X20539, Bloemfontein, 9300, South Africa

# TRAVEL INFORMATION AND DIRECTIONS

**From Abraham Fischer Airport to Bloemfontein Campus**  
**11,3 km - about 12 minutes travel time**  
**Head South-East**

- |   |          |
|---|----------|
| 1. Go through 1 roundabout                          | (1.8 km) |
| 2. Turn right to merge onto N8 towards Bloemfontein | (7.2 km) |
| 3. Turn left onto Nelson Mandela Rd/N8              | (1.2 km) |
| 4. Turn left onto Markgraaff Street                 | (0,6km)  |
| 5. Continue onto President Boshoff Street           | (0.5 km) |

**Destination will be on the left , CUT**



## INTERNATIONAL OFFICE STAFF

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<b>Position:</b>	Director
<b>Telephone</b>	+ 27 51 507 2584
<b>Email:</b>	ajohnson@cut.ac.za
<b>International Office URL:</b>	www.cut.ac.za

<b>Name:</b>	<b>Refilwe Moleyane</b>
<b>Position:</b>	Academic Exchange/Study Abroad Coordinator
<b>Telephone</b>	+ 27 51 507 3886
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<b>International Office URL:</b>	www.cut.ac.za

<b>Name:</b>	<b>Cecilia Sejake</b>
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<b>Name:</b>	<b>Danny Bokaba</b>
<b>Position:</b>	International Student Support Services Officer
<b>Telephone</b>	+ 27 51 507 3912
<b>Email:</b>	dbokaba@cut.ac.za

<b>Name:</b>	<b>Martina Moss</b>
<b>Position:</b>	Administrative Coordinator
<b>Telephone</b>	+ 27 51 507 3410
<b>Email:</b>	mmoss@cut.ac.za



# ACADEMIC FACULTIES AT CUT

## FACULTY OF ENGINEERING AND INFORMATION TECHNOLOGY

**Dean:** Prof. AB Ngowi

**Faculty Secretary:** Ms L Mokoma

**Tel:** +27 51 507 3255 **Fax:** +27 51 507 3254 **Email:** [lmokoma@cut.ac.za](mailto:lmokoma@cut.ac.za)

**Faculty Administrator:** Mr BW Jeremiah

**Tel:** +27 51 507 3070 **Fax:** +27 51 507 3254 **Email:** [bjeremia@cut.ac.za](mailto:bjeremia@cut.ac.za)

## FACULTY OF HEALTH AND ENVIRONMENTAL SCIENCES

**Dean:** Prof S Mashele

**Faculty Secretary:** Ms NC Nigrini

**Tel:** +27 51 507 3112 **Fax:** +27 51 507 3355 **Email:** [nnigrini@cut.ac.za](mailto:nnigrini@cut.ac.za)

**Faculty Administrator:** Ms Boipelo Mooketsi

**Tel:** +27 51 507 3433 **Fax:** +27 51 507 3355 **Email:** [bmooketsi@cut.ac.za](mailto:bmooketsi@cut.ac.za)

## FACULTY OF HUMANITIES

**Acting Dean:** Prof F van Schalkwyk

**Faculty Secretary:** Ms Tsholofelo Tshehlana

**Tel:** +27 51 507 3216 **Fax:** +27 51 507 3751 **Email:** [ttshehlana@cut.ac.za](mailto:ttshehlana@cut.ac.za)

**Faculty Administrator:** Mr T Williams

**Tel:** +27 51 507 3328 **Fax:** +27 51 507 3751 **Email:** [twilliams@cut.ac.za](mailto:twilliams@cut.ac.za)

## FACULTY OF MANAGEMENT SCIENCES

**Dean:** Prof AJ Strydom

**Faculty Secretary:** Ms JM Husselmann

**Tel:** +27 51 507 3200 **Fax:** +27 51 507 3262 **Email:** [jhusselm@cut.ac.za](mailto:jhusselm@cut.ac.za)

**Faculty Administrator:** Mr B Mokoma

**Tel:** +27 51 507 3351 **Fax:** +27 51 507 3133 **Email:** [bmokoma@cut.ac.za](mailto:bmokoma@cut.ac.za)



## ACADEMIC DEVELOPMENT AND SUPPORT (ADS)

**Dean:** Prof. M Monnapula-Mapesela

**Assistant to the Dean:** Ms Dire Claudia

**Tel:** +27 51 507 3463

**Fax:** +27 51 507 3190

**E-mail:** [cdire@cut.ac.za](mailto:cdire@cut.ac.za)

## RESEARCH AND INNOVATION

**Dean:** Prof. L.OK. Lategan

**Assistant to the Dean:** Ms Sandra Nel

**Tel:** +27 51 507 3279

**Fax:** +27 51 507 3275

**E-mail:** [snel@cut.ac.za](mailto:snel@cut.ac.za)

## SEMESTER DATES

**Beginning of the first semester:**

**14 January 2016**

**Mid-term vacation:**

**22 March 2016**

**Classes commence:**

**29 March 2016**

**Examination period start:**

**23 May 2016**

**Examination period end:**

**15 June 2016**

**Beginning of the second semester:**

**18 July 2016**

**Mid-term vacation:**

**30 September 2016**

**Classes commence:**

**10 October 2016**

**Examination period start:**


**24 October 2016**

**Examination period end:**

**25 November 2016**

# CUT CAMPUS MAP



- |   |  |
|---|--|
|  Faculty of Engineering and Information Technology |  General    |
|  Faculty of Health and Environmental Sciences      |  Residences |
|  Faculty of Management Sciences                    |  |
|  Faculty of Humanities                             |  |

- |   |   |
|---|---|
|  11 Japie van Lill Auditorium  |  75 Gym Hall   |
|  12 Faculty of Engineering and Information Technology                    |  77 Centre for e-learning and Educational Technology |
|  13 Engineering Technology Building                                      |  78 Faculty of Management Sciences                   |
|  14 BHP Billiton Lecture Block   |  79 Office Management & Technology                   |
|  15 Residence: Loggies   |  80 Humanitas Office Complex (Faculty of Humanities) |
|  30 Netball / Mini Hockey Astro Cricket / Soccer Clubhouse               |  81 Artec Hall                                       |
|  31 Orion Office Complex   |  82 Lapeng Student Centre<br>Centre for Counselling  |
|  35 Sportsgrounds:<br>Rugby, Soccer and Athletics                        | 83 Filling Station & ABSA ATM   |
|  50 Main Hall  |  84 Art  |
|  51 Emergency Medical Care   |  85 Graphic Design                                   |
|  52 Dirk Coetzee Building (Faculty of Health and Environmental Sciences) |  86 Teacher Education Building                       |
|  53 Prosperitas Auditorium   |  87 Residence: Eendrag                               |
|  54 School of Tourism, Hospitality and Sport                            |  88 Kamelia Annex (School of Teacher Education)     |
|  55 Residence: Welgemoed   |  89 Residence: Technikon                           |
|  56 Dirk Coetzee West Block  | 93 Tennis / Basketball  |
|  58 Boet Troskie Hall  |  94 Student Academic Support Centre                |
|  60 Maintenance and Central Deliveries                                 |  100 Science Park                                  |
|  61 Vehicle Park   |   |
|  62 Partnerships & Enterprises<br>Communications & Marketing           |  Campus Doctor                                     |
|   |  Cafeteria / Standard Bank ATM                     |
|   |  Assessment Notice-boards                          |
|   |  Protection Services: Charge-office                |



## EXCURSIONS: MUSEUMS AND GALLERIES

- **Freshford House Museum**  
This house was built in 1897 by architect John Edward Harrison and depicts the charming lifestyle of the late 1800s in Bloemfontein. It has been restored and furnished by the National Museum.
- **The National Museum**  
Bloemfontein is – a natural history, cultural history and art museum – was established in 1877 and is a Declared Cultural Institution.  
**Unique displays include:**
  - A cast of the 260 000 year-old Florisbad skull; the only relatively complete example in southern Africa of a pre-modern phase in human evolution.
  - The Malvern meteorite, possibly originating from Mars.
  - A life-size fibreglass replica of an adult elephant bull.
  - A Bloemfontein street scene from the early 1900s.
  - The largest selection of live animals on display in a South African museum.
  - The history of Bloemfontein/Mangaung (1846 – 2000).
  - The only complete skeleton (with skull) of the dinosaur Melanorosaurus that lived about 215 million



## EXCURSIONS: MALLS AND SHOPPING CENTRES

### Loch Logan Water Front

Conveniently close to most of Bloemfontein's upmarket accommodation, Loch Logan Waterfront offers a good selection of retail and entertainment choices. The lively mall houses more than 100 shops, 17 restaurants and coffee shops, 10 fast food outlets, cinemas, salons, banks, and a medical center.

Loch Logan Waterfront is centrally situated in King's Park, a few blocks west of the City Hall and National Afrikaans literary Museum. The Bloemfontein Zoo, home to a fair amount of African wildlife, is also found in King's Park.

The convenient situation of Loch Logan Waterfront places it in close proximity to the Free State Stadium, Free State Cricket Stadium, Sand du Plessis Theatre, Bloemfontein Medi-Clinic, and Bloemfontein Rose Gardens. Bloemfontein International Airport is only a ten-minute drive away.

### Mimosa Mall

Mimosa Mall is one of the Free State's most desirable and luxurious shopping centers. Fashionable shops bring leading brands within grasp of Bloem's trendy set. With 120 leading stores, there are numerous tempting choices coupled with an indulgent ambience. Big name chain stores include Game, Woolworths, Foschini, Truworths, twelve (12) major restaurants and a Ster-Kinekor theatre.

Mimosa Mall is perfect for families with various eateries open for breakfast. There is a wide range of restaurants, shops and cafes. Most restaurants are open until late so there is sure to be something suitable for everyone.

Positioned in the heart of Bloemfontein, the center is a characteristic landmark and is one of the most successful malls in South Africa. Parking is plentiful with 1 800 secure bays. All car parks provide easy, direct access into the center for consumers with kids.

Mondays to Fridays: 09:00 - 18:00  
Saturdays: 08:30 - 17:00  
Sundays: 10:00 - 14:00  
Public holidays: 09:00 - 14:00  
Restaurants: 07:00 - till late



## CURRENCY

The South African Rand is the currency of South Africa. The currency code for Rand is ZAR, and the currency symbol is R.

**Coins:** Freq Used: R1, R2, R5, 50c, 10c, 20c

**Banknotes:** Freq Used: R10, R20, R50, R100, R200

## CREDIT CARDS AND TRAVEL CARDS

Most international credit cards such as American Express, Diners Club, MasterCard and Visa are accepted, as well as travel cards. Foreign currency is accepted in South Africa, and may be converted into local currency.

## SAFETY

To ensure that you are safe at all times, please be aware of the following:

- Always avoid walking in dark and deserted areas.
- Avoid parking your car in isolated areas.
- Avoid carrying large sums of cash, carrying cameras or videos cameras in plain sight and leaving belongings unattended.
- Do not allow strangers to assist you in any way at ATM's
- At night, park in a secure, well-lit area.
- Your life is more valuable than your possessions.
- Keep photocopies of all valuable documents in a safe place.
- You might be approached by Street children and Beggars for hand-outs. Many social workers counsel against giving money to the children as it usually gets handed over to an older person or it is used to purchase drugs. If you wish to do good rather give food, donate your change to a registered charity.

## BICYCLES

The International Office has bicycles available for rent on a monthly basis at a rental amount of R100.00 per month. The rental fee is payable at the university cashiers on or before the seventh (7) of every month.



## INFORMATION ON INDIVIDUAL RESIDENCES

Residences have full-time Residence Managers who manage the facilities and are supported by a Warden and Sub-wardens. **IMPORTANT:** If you experience any problems with residence telephone numbers, call + 27 (0)51 507 3911.

To maximize the housing system's educational value, as well as to unite student life and learning, the residence leadership strives to:

- Encourage first-year students to participate in the existing academic support programmes for identified risk subjects offered by the Centre of Counselling;
- Establish smaller study groups in the residences emanating from above in co-operation with the Centre of Counselling;
- Involve academic and support staff regularly in student programmes in residences;
- Instil responsibility towards the community through community services.

Ladies Residences (<http://www.cut.ac.za/campus-accomodation/#ladies>)

Mens Residences (<http://www.cut.ac.za/campus-accomodation/#men>)

Campus Living (<http://www.cut.ac.za/campus-accomodation/#campus>)

Application for Accommodation (<http://www.cut.ac.za/campus-accomodation/#appresidence>)

Boarding Fees (<http://www.cut.ac.za/campus-accomodation/#fees>)

## ON CAMPUS ACCOMMODATION DURING CUT ACADEMIC RECESSES

Traveling to Bloemfontein for a conference, seminar, workshop or a school/university tour group and need affordable accommodation? Why not stay on campus, and enjoy the following advantages:

- Centrally situated campus
- Affordable rates
- Accommodation for large groups
- Enjoy well-manicured grounds and social areas of campus
- 24hr Security
- On campus cafeteria
- Within easy walking distance of the Loch Logan Waterfront

When are the facilities open? During the residences closed recesses for academic term, see year programme (<http://www.cut.ac.za/calendar/>).

## LADIES RESIDENCES

**Huis Technikon**

**Tel: +27 (0) 51 507 3175**

**Welgemoed**

**Tel: +27 (0) 51 507 3171**

**Mannheim Ladies**

**Tel: +27 (0) 51 507 3161**

Mannheim is situated on the corner of King Edward road and Ella Streets, within walking distance of CUT Bloemfontein Campus

## MEN RESIDENCES

**Eendrag**

**Tel: +27 (0) 51 507 3170**

**Loggies**

**Tel: +27 (0) 51 507 3247**

Loggies is situated on the corner of Goddard and Saltzman Streets, within walking distance of the CUT Bloemfontein Campus.

**Mannheim Men**

**Tel: +27 (0) 51 507 3594**

Mannheim is situated on the corner of King Edward road and Ella Streets, within walking distance of CUT Bloemfontein Campus

## CAMPUS LIVING

### Foodstuff

- Ready prepared meals are available in the Cafeteria in the Lapeng Student Centre.
- Students are also allowed to prepare food in the residences.
- CUT Bloemfontein Campus is located within walking distance from Loch Logan Waterfront, one of the city's major malls.

### Equipped rooms

Bed and mattress, Cupboard, Desk and chair, Wastepaper bin, Curtains, Computer points in on-campus residences (Welgemoed, Huis Technikon and Eendrag)

### Available in residence

Television, Laundromat, Telephones, Learning and living areas



### Items needed for on campus living (check list)

<b>Bathroom supplies</b> (Towels, toiletries)	
<b>Cleaning and washing agents</b> (Handy Andy, soap powder for automatic washing machines, fabric softener, clothes-pegs, laundry bag, bucket (plastic))	
<b>Crockery</b> (Coffee-mug, glass)	
<b>Groceries</b> (Coffee, tea, milk powder, sugar, soft drinks)	
<b>Bedding</b> (Duvet or bedspread, extra blanket in winter, pillow, sheets and pillow cases)	
<b>Electronic</b> (Portable radio, alarm clock, iron, electrical extension cord, double-adapter plug, bedside lamp, and chargers for phones, tablets, etc.)	
<b>Extra-curricular activities</b> (Students who belong to organisations that attend camps as part of their programme must bring sleeping bags, cutlery and crockery.)	

### Residence matters to note:

- Students are responsible for the washing and ironing of their own laundry and/or linen.
- No refrigerators and/or freezers may be kept without permission.
- No kettles are allowed. Boiling water is available.
- Students are responsible for their own medication for injuries and illnesses, such as allergies, colds and flu, etc.
- Students may be in possession of cars. Parking is at the student's own risk.

## APPLY TO RESIDENCE

Only students who have been accepted academically by the CUT and who have received written confirmation of such acceptance from the CUT may apply.

### Important Dates

Applications will open and close on the dates indicated below for residences.

Applications for	Open for Submission	Closing Date
2nd Semester 2016	1 April 2016	30 April 2016
2017	1 August 2016	31 August 2016

First-years applying for 2017, have no closing date.



## APPLICATION FEES

Deposit the application fee into the Central University of Technology, Free State's bank account. The deposit slip **must** accompany the application form.

Bank: Standard Bank  
Branch: Brandwag  
Branch Code: 055534  
Account Number: 240454405  
Reference: Student Number or ID number must be provided

**OR**

Bank: Absa Bank  
Branch: Maitland West  
Branch Code: 632005  
Account Number: 0470151560  
Reference: Student Number or ID number must be provided

- A copy of the bank deposit slip / University receipt as proof of payment of the application fee must accompany the application form otherwise the application will not be processed or considered. Please keep a certified copy of your deposit slip in a safe place.
- The date of payment appearing on the deposit slip is presumed to be the date of signing of the application form and placements will be made strictly according to this date.
- If no accommodation is available, students will be placed in residences in accordance with a waiting list. It is the responsibility of the students to keep in constant contact with the Residence Administration for space by dialling +27 (0)51 507 3158 during work hours.

## BOARDING FEES

The boarding fees payable by students annually or per semester covers only their accommodation for the duration of the academic quarter.

### Postal Address

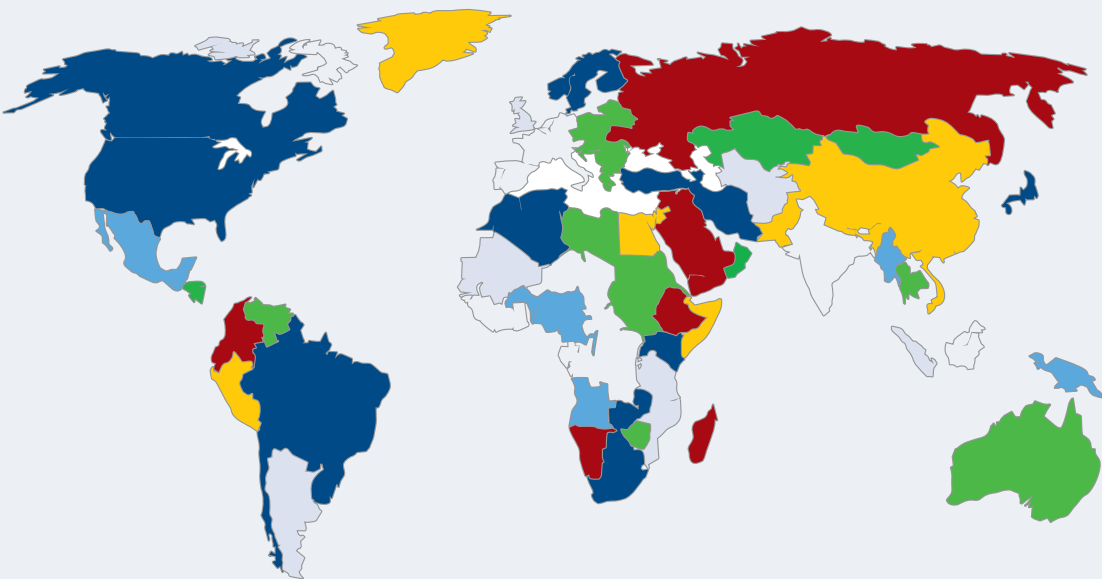
Private Bag X20539, Central University of Technology, Bloemfontein, 9300

### Contact us

Manager: Residences

Mr MD Kabi, Tel: +27 (0)51 507 3149 | E-mail: [mkabi@cut.ac.za](mailto:mkabi@cut.ac.za)





# WELCOME GUIDE

## INTERNATIONAL STUDENTS



Central University of  
Technology, Free State

**INTERNATIONAL OFFICE**

**20 President Brand Street, Bloemfontein**  
**Private Bag X20539, Bloemfontein, 9300, South Africa**  
**Tel: 051 507 3410**

Thinking Beyond

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