

Faculty of Health Science (UG) Pre-Populated Shopping Cart(PPSC)



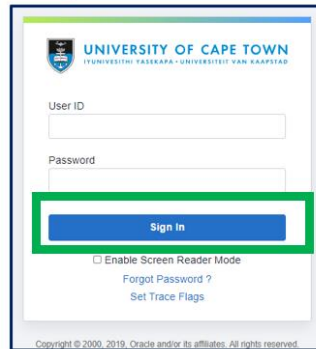
Student Guide Registration Activity Guide

Registration 2023



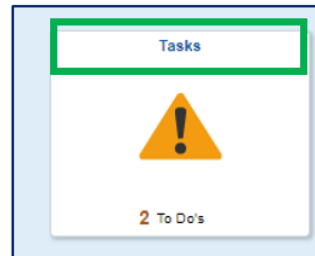
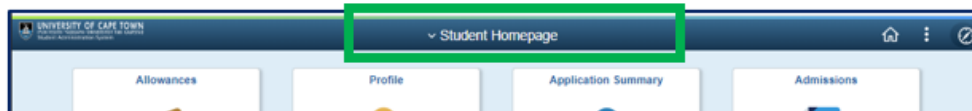
Registration Activity Guide: Student-facing Steps 1-11

1. Login on Peoplesoft <http://studentsonline.uct.ac.za/>

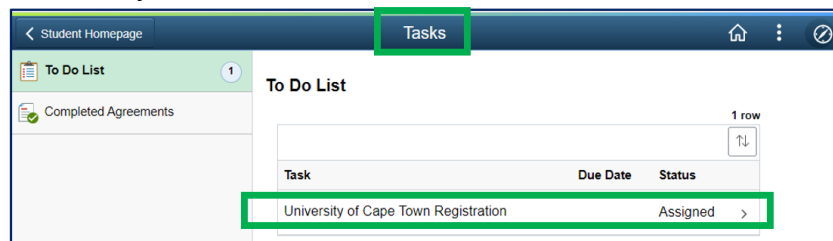


The image shows the login page for the University of Cape Town. It features the university's logo and name at the top. Below this, there are two input fields: 'User ID' and 'Password'. A blue 'Sign in' button is highlighted with a green border. Below the button, there are links for 'Enable Screen Reader Mode', 'Forgot Password?', and 'Set Trace Flags'. At the bottom, there is a copyright notice: 'Copyright © 2009, 2019, Oracle and/or its affiliates. All rights reserved.'

2. On the Student Home Page, click on the Tasks tile.



3. On the Tasks page, click on University of Cape Town Registration to open the Registration Activity Guide

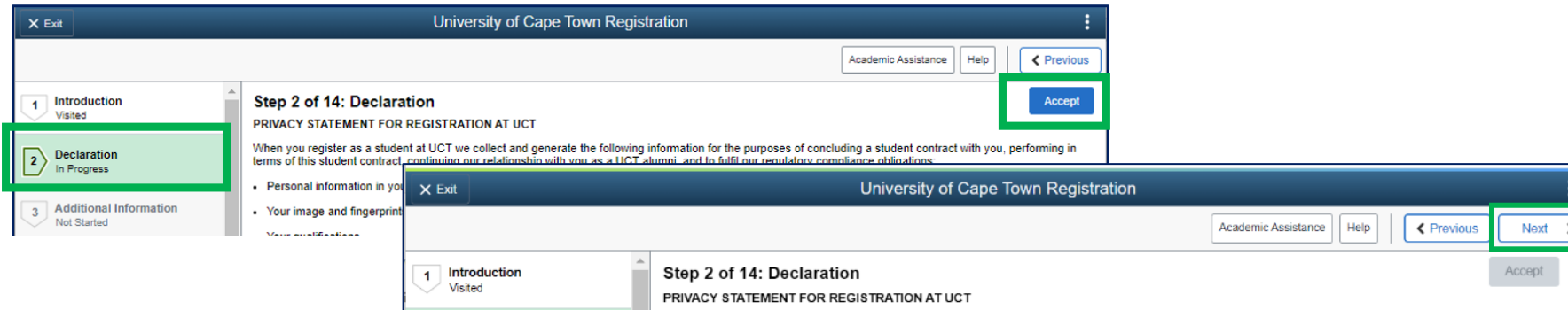


Registration Activity Guide: Student-facing Steps 1-11

4. Upon clicking on the task, the Registration Activity Guide opens on Step 1 (Introduction). Read the introduction and click Next.



5. Upon clicking next, the Declaration (Step 2) is displayed. Read the information and click Accept and Next to continue.



Registration Activity Guide: Student-facing Steps 1-11

6. Based on the student's cohort, the applicable Questions in the Additional Information step (Step 3) appears for completion. Complete the questions, Save Answers, and click Next

The screenshot shows the 'University of Cape Town Registration' interface. On the left, a sidebar lists steps 1 through 9: Introduction (Visited), Declaration (Complete), Additional Information (In Progress), Personal Details (Not Started), Biographic Details (Not Started), Contact Details (Not Started), Addresses (Not Started), Emergency Contacts (Not Started), and Communication Preferences (Not Started). The main content area is titled 'Step 3 of 14: Additional Information' and contains several questions with dropdown menus for answers. A 'Save Answers' button is highlighted in a green box. Below the main content, there are navigation buttons: 'Academic Assistance', 'Help', '< Previous', and 'Next >'. The 'Next >' button is also highlighted in a green box.



Students who are eligible, will also see the Laptop question in Step 3. If “Yes” is selected (indicating interest to purchase a Laptop from UCT), an additional Activity Guide will be assigned to you to complete this process. The Laptop activity guide has all the details regarding payment and pick-up of the device (for more information: <https://icts.uct.ac.za/services-student-computing/allocation-uct-laptops>).



The Expected Graduation Year question is an indication of when you think you will finish your degree.

7. Complete Steps 4-11 by clicking on the Confirm/Save buttons and Next to move along to the next step.

The screenshot shows the 'University of Cape Town Registration' interface. On the left, a sidebar lists steps 4 through 11: Personal Details (In Progress), Biographic Details (Not Started), Contact Details (Not Started), Addresses (Not Started), Emergency Contacts (Not Started), Communication Preferences (Not Started), Personal & Demographic Information (Not Started), and Holds (Not Started). Steps 4 through 7 are highlighted in green, indicating they are in progress or completed.

The screenshot shows the 'University of Cape Town Registration' interface. It displays the 'Confirm' button, which is highlighted in a green box. The button is located at the bottom right of the main content area.

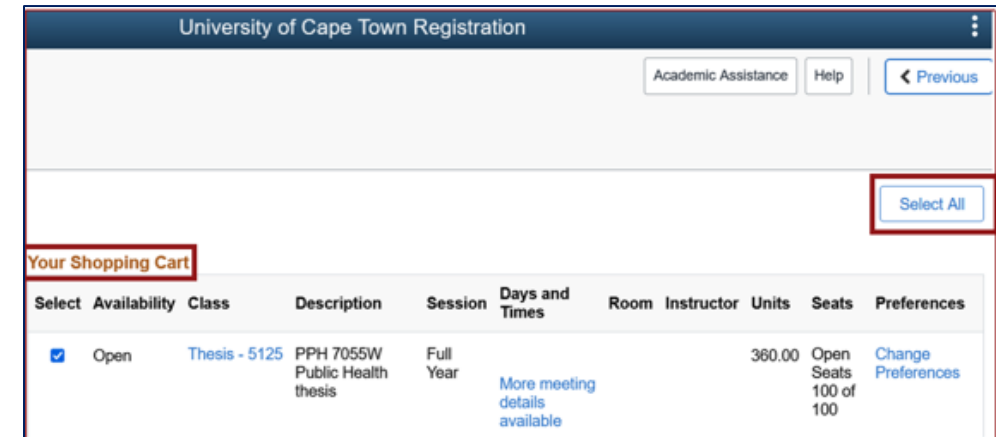
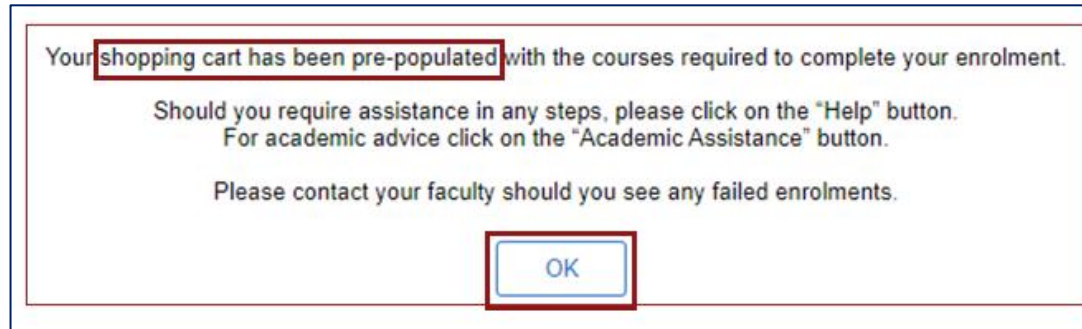
The screenshot shows the 'University of Cape Town Registration' interface. It displays the 'Next' button, which is highlighted in a green box. The button is located at the bottom right of the main content area.



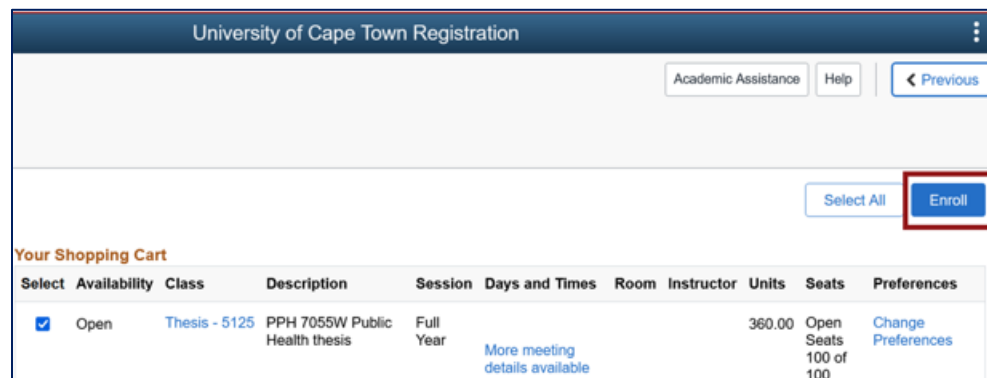
If you have any “blocks/holds” (Service Indicators) on your record, these will be noted in Step 11. Please resolve the “blocks/holds” first, before entering back into the Registration Activity Guide to continue with the Registration Process.

PPSC Registration Method: Student-facing Step 12-14

8. Upon clicking on the My Course step (Step 12), a Pop-up Message with the applicable Active Programme and Plan appears. Click OK.

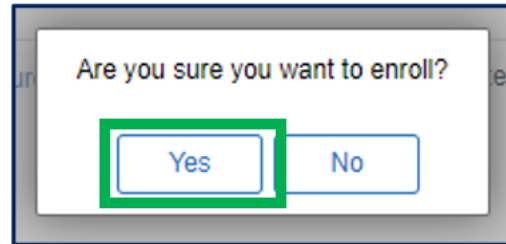


9. To finalise registration, click on the Select All button and click Enrol.

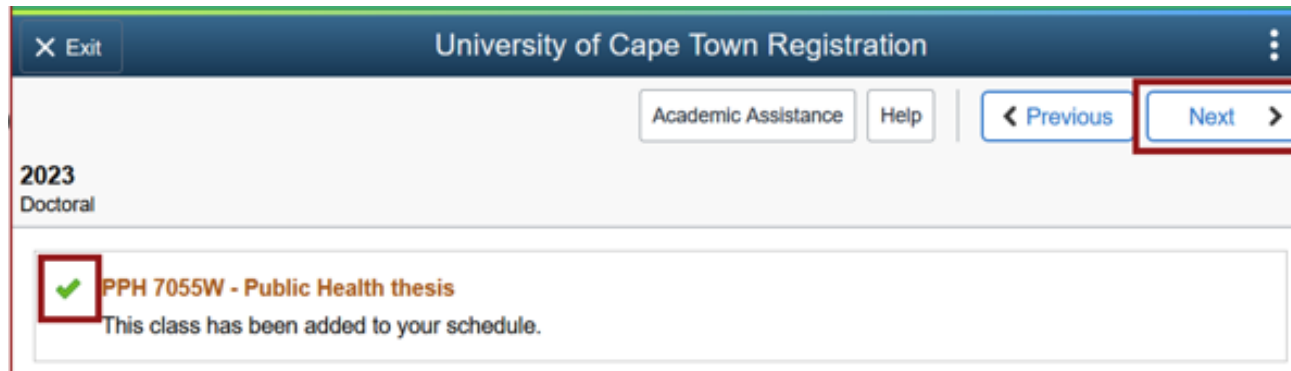


PPSC Registration Method: Student-facing Step 12-14

10. A Pop-up Message appears, click Yes to continue.



11. Upon clicking on the Enrol button, the list of courses you registered for will appear, with a positive or negative indicator. Click Next to view your schedule.



PPSC Registration Method: Student-facing Step 12-14

12. The View My Classes (Step 13) tab will open, showing your class schedule. Click Next to finalise your registration.

University of Cape Town Registration

Academic Assistance Help < Previous **Next** >

By Class By Date

☒ Show Enrolled Classes ☐ Show Dropped Classes

PPH 7055W Public Health thesis

Status	Units	Grading Basis	Grade	Academic Program	Requirement Designation
Enrolled	360.00	Graded		PhD	

Class	Start/End Dates	Days and Times	Room
Thesis - 5125	06/02/2023 - 19/02/2024	Days: Monday to Friday Times: 8:00AM to 5:00PM	To be Announced

[Enrollment Deadlines](#)

13. The final step, the Complete step (Step 14) opens. Read the information and click Submit.

University of Cape Town Registration

Academic Assistance Help < Previous **Submit**

Step 14 of 14: Complete

Click on the Submit button to complete your UCT registration task.

Please note that as a registered student you are required to follow the policies, procedures, and guidelines of UCT. You are liable for fees. You may view your Fee Account and Proof of Registration via PeopleSoft Self-Service.

6 Contact Details Complete

7 Addresses Complete

Tasks

No current tasks



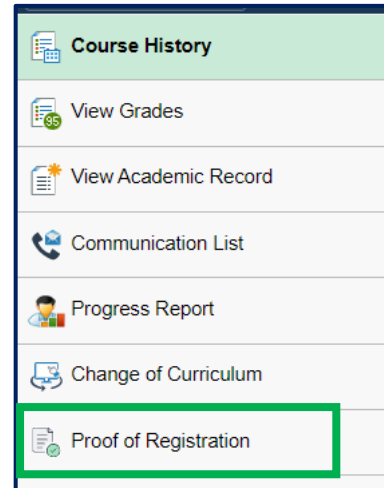
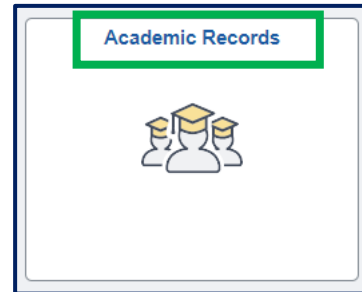
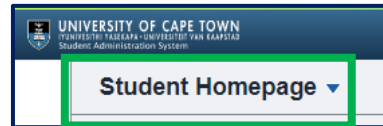
Note: Upon clicking submit, the student will automatically be re-directed to the Student Home page. The Tasks tile will now show “No current tasks”. This marks the end of the student’s registration.



Registration Activity Guide: Student-facing Steps (PPSC)



You can access your Proof of Registration from the Student Home page, by clicking on the Academic Record tile, and choosing the “Proof of Registration” tab on the left-hand side of the screen.



Proof of Registration

Term Selection

Select Term

Academic Information

Career
Level
Program

Course	Description

[EMAIL](#)