



2021 Information to New Intakes

REGISTRATION

Registration starts on Monday 8th February 2021 at the Student Service Building. Registration for all first year new intakes will be on Monday 8th of February 2021 and Tuesday 9th of February 2021. Official Registration will end on Friday 12th February. Registration is an integral part of students' enrolment.

As per registration policy, please note that failure to register during official registration week may affect a student's eligibility to be enrolled at DWU OLSH Kabaleo. A fee of K30.00 per is charged for late registration. Students are advised to contact the Registrar's Office by email should they have a genuine reason for registering late. There will be no registration of students after the 19th of February 2021.

For new students, the mandatory requirements that must be completed and presented during registration are:

- 1) Your acceptance letter
- 2) Original Deposit slip from bank
- 3) DWU Medical Form, duly complete and signed
- 4) Student Information Form
- 5) Student Parental Approval form to visit/stay with relatives
- 6) Original Grade 10 and 12 certificate (copies will not be accepted)
- 7) Completed Sports Waiver Form
- 8) Signed DWU OLSH Kabaleo 2021 Student Behaviour Contract Form.

FEES

To pay the correct amount of required fees, you must refer to the 2021 Fee Schedule and identify your program and the required On-Registration fee that needs to be paid before registering. The balance of the total fee must be paid before the 31st of May.

NO GUARANTEE LETTERS FROM SPONSORS WILL BE ACCEPTED DURING REGISTRATION.

Below are the bank details to use to deposit your fees.

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|------------------------|---------------------------------|
| Bank Name: | Bank of South Pacific |
| Account Name: | Kabaleo Teachers College |
| Account Number: | 1000689208 |
| Bank Branch: | Kokopo Branch |

For convenience, ensure that you quote the following information on your deposit slip as it is essential to identify your payment correctly. E.g. Full Name, Program and Year of Study.

Students are reminded to keep their original copy of their paid deposit slip safe. The full contents of this information will be provided in each of your letters posted to your nominated address. If you have not received your letters by the 22nd January 2021 please contact Ms. Miriam Sange by emailing msange@dwu.ac.pg

We look forward to seeing you in our DWU Rabaul Campus Community. Enjoy the rest of your holidays.



Prof/Dr. Francis Hombhanje, MBBS, MSc, MD
Vice President

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FOR: Campus Administrator, Mr. Melchior Bokalen

Divine Word University- Rabaul Campus