|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **The registration process at CBM:**   |  |  |  |  | | --- | --- | --- | --- | | **1. Complete the registration form** | **2. Receive your student number** | **3. Make a payment** | **4. Get your study material** | | **Download and complete the registration form (PDF/** [**MS Word**](file:///C:\Users\singomc\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\RRUIPE50\CBM_registration_form%202019.doc)**), then send it to CBM with copies of your National Senior Certificate and ID via:**   * **Fax: 086 686 3401 or** * **E-mail:** [**cbmregistrations@unisa.ac.za**](mailto:cbmregistrations@unisa.ac.za) **or** * **Post:  The Centre for Business Management, P O Box 392, UNISA, 0003** | **Your student number will be sent to you within 2 weeks after your registration form has been received and processed.**  **Previously registered CBM students can still use their existing CBM student number.**  **Students who have previously been registered for a diploma or a degree with Unisa will be provided with a new CBM student number.** | **You can only make a payment once you have received your student number, which must be used as your payment reference.**  **A copy of the proof of payment must be faxed to 086 641 7259 or e-mailed to** [**cbmfinance@unisa.ac.za**](mailto:cbmfinance@unisa.ac.za)**.** | **Your study material will be sent to you within 7 working days after your payment has been received.**  **Contact CBM study material on 012 429 6670/4920 for your parcel tracking number should your study material not arrive on time.** |   **Please** [**click here**](https://www.unisa.ac.za/sites/myunisa/default/Assignments-&-Examination/Examinations/Examination-centres) **for the Unisa examinations centres and codes which you will need to fill in your application form.** |