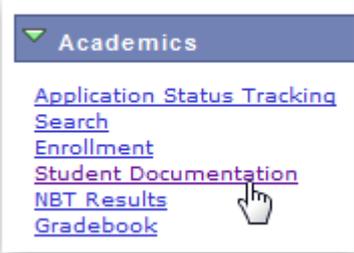
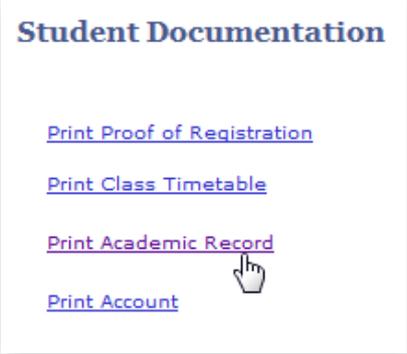


Steps to obtain your academic record on PeopleSoft Campus Solutions

Action	Related Screens
<p>On the Campus Solutions Login page complete the following fields:</p> <ul style="list-style-type: none"> • User ID: Your UFS Student Number. • Password: Your official UFS Password. <p>For help with your username and password:</p> <ul style="list-style-type: none"> • Browse to https://selfservices.ufs.ac.za • Contact the student enquiry desk at 051 401 2442 or email studentdesk@ufs.ac.za 	
<ul style="list-style-type: none"> • Click Student Documentation on the top left of your screen. 	
<ul style="list-style-type: none"> • Click Print Academic Record. • The Academic Record will display as a popup window (see notes below) on your browser from where you can print or save the document. 	
<ul style="list-style-type: none"> ➤ Note that outstanding fees will prevent the academic record from being generated. ➤ Should the popup screen not display immediately, check your browser settings for any popup blockers that may be preventing the screen from opening. ➤ No documents printed from the web page will be regarded as an official document and will thus need to be certified by the University before handing it to any third parties. Please contact Student Academic Services in this regard. 	