



Navigating myUnisa

UNISA
UNIVERSITY OF SOUTH AFRICA

Define tomorrow.

UNISA | university of south africa

Dr Ramashego Shila Mphahlele

Step 1: Go to home page: <https://my.unisa.ac.za>



User Name: Password: [Login](#)

[Claim UNISA Login](#) | [Forgotten Student Number](#) | [Forgotten UNISA Password](#)

- Registration
- Student Support & Regions ▾
- Assignments & Examinations ▾
- Student Affairs & SRC ▾
- News & Events ▾
- Library
- Enquiries

EXAMS

Go to myExams to login and access your examination for Jan-Feb 2022

[CLICK HERE](#)

Sisipho Mayo's NPO bridges the gap to opportunities

[More stories](#)

Registration

Learner Support & Regions

Assignments & Exams

Student affairs & SRC

myLife email

Unisa Radio

Notices

- ▶ Extension of registration to 14 February 2022
- ▶ Student webinar training: Basic skills in myModules on myUnisa
- ▶ Recognition of student organisations and structures

Important links

- Exam Results
- Submit assignments (MCO & File uploads)

Step 2: Claim Unisa login

Click claim UNISA login



User Name: Password: [Login](#)

[Claim UNISA Login](#) | [Forgotten Student Number](#) | [Forgotten UNISA Password](#)

- Registration
- Student Support & Regions
- Assignments & Examinations
- Student Affairs & SRC
- News & Events
- Library
- Enquiries

EXAMS

Go to myExams to login and access your examination for Jan-Feb 2022

[CLICK HERE](#)

Sisipho Mayo's NPO bridges the gap to opportunities

[More stories](#)

- Registration
- Learner Support & Regions
- Assignments & Exams
- Student affairs & SRC

[myLife email](#)

[Unisa Radio](#)

Notices

- > Extension of registration to 14 February 2022
- > Student webinar training: Basic skills in myModules on myUnisa
- > Recognition of student organisations and structures

Important links

- Exam Results
- Submit assignments (MCO & File uploads)

Step 3: Enter student number



Student no/User id

Claim UNISA Login | Forged

Registration

Learner Support & Regions

Assignments & Examinations

Student Affairs & SRC

Home / Claim UNISA Login

Claim UNISA Login

Forgotten UNISA Password

Forgotten Student Number

Claim UNISA Login

Welcome to UNISA.

Please complete the application below to access your **initial UNISA Login details**.

The initial login details will give you access to three systems:

1. myUnisa – teaching and learning system and the Unisa Library
2. myLife – a web-based email for UNISA students

Step 1 of 4: Please enter your student number

Required items marked with *

Student number *

1234567

Continue

Enter your student number

Step 4: Enter personal information

myUNISA

student no / user id: password:

Enter your personal details

Step 2 of 4: Complete your personal information for 50871609

NOTE: If your name contains diacritical characters, and you get the "Data does not match" error, try the character without the diacritical character, e.g. "e" instead of "é". If your name contains a hyphen (-) try leaving the hyphen out. Please enter your full names.

Required items marked with *

Surname *

Full names *

Date of birth (YYYY/MM/DD) *

South African Identity Number *

OR

Passport Number or Foreign ID *

Remember to enter either an ID number or a passport number, not both

Step 5: Read guidelines

Back Forward <https://my.unisa.ac.za/portal/site/!gateway/page/64af00b9-7853-47f3-b4b8-1250d0ae2015> Reload Stop Home

myUNISA university of south africa

student no / user id: password: login

Welcome **Claim UNISA Login**

Forgotten UNISA Password?

Student Affairs

Learner Support

Bursaries & Loans

Jobs & Scholarships

Prescribed Books

Official Booksellers

Assignments

Examinations

Graduations

e-Bookshop

Forgotten Student Number?

Student Associations

Unisa Radio

Claim UNISA Login

Step 3 of 4: Acknowledge that you have read the information below

Click in the check boxes next to each statement to **acknowledge** that you have read the information below.

- This password will provide **initial access** to your myLife email account as well as access to your myUnisa account.
- Your **myLife account will be the only e-mail account** recognized by Unisa for official correspondence from the university.
- You **may redirect your myLife emails** to another email account which you have access to. However, the myLife account will remain the official email address on record at Unisa.
- The management of this e-mail account is solely your responsibility. You can make use of the online features supplied by the email provider to protect the privacy of your account.
- It is your responsibility to protect your passwords from abuse by others. **DO NOT** disclose your passwords to any other persons.

Your student number and various passwords controls access to your information on myUnisa, myLife as well as allow access to the Library site. It is good practice to regularly **change** your passwords.

Unisa will not be liable for any changes to your information, made by other users logging in with your valid password, via the myLife email account (either with or without your consent) or myUnisa learning system.

Please READ and acknowledge that you have read the guidelines

Step 6: Only ONE password

Back Forward <https://my.unisa.ac.za/portal/site/!gateway/page/64af00b9-7853-47f3-b4b8-1250d0ae2015> Reload Stop Home

myUNISA university of south africa

Welcome [Claim UNISA Login](#)

Forgotten UNISA Password? Student Affairs Learner Support Bursaries & Loans Jobs & Scholarships Prescribed Books Official Booksellers Assignments Examinations Graduations e-Bookshop Forgotten Student Number? Student Associations Unisa Radio

Claim UNISA Login

Step 4 of 4: UNISA Account details

Student number 50871609

You are almost done!

Your myLife email address is: 50871609@mylife.unisa.ac.za

Your cell phone number on record is: +27780697623

TAKE NOTE

Your initial UNISA password will be: **AaBbcC9Z** and will be sent via SMS to your cell

Your initial UNISA password is case-sensitive – enter is exactly as above.

What is next?

You can now access your new myLife email account or the myUnisa learning system.

1. Click here to access your myLife email account at the Outlook Live Service. <http://mylife.unisa.ac.za/mail>

2. Click here to access the myUnisa learning system at <https://my.unisa.ac.za>

Your password for BOTH myLife and myUnisa will appear on the screen

1. Click here to access your myLife email account at the Outlook Live Service.
<http://mylife.unisa.ac.za/mail>

Access myLife email account

The image shows a browser window displaying the Outlook Live sign-in page. The browser's address bar shows the URL: <https://login.live.com/login.srf?ntprob=-1&cbxct=out&vv=910&wa=wsignin1.0&wtrealm=urn:fed>. The page features the Outlook Live logo and a sign-in form. Two orange-bordered boxes with arrows point to the email and password fields, accompanied by instructional text.

Microsoft®
Outlook Live

Outlook Live

sign in

Microsoft account [What's this?](#)

1234567@mylife.unisa.ac.za

AaBbcC9Z

Keep me signed in

Sign in

[Can't access your account?](#)
[Sign in with a single-use code](#)

Enter your myLife email address

Enter the password that was given to you

myLife email setup

The image shows a browser window displaying the Microsoft Outlook Web App setup page. The browser's address bar is visible at the top, showing navigation buttons (Back, Forward) and a search icon. The page title is "Microsoft Outlook Web App". Below the title, there is a checkbox labeled "Use the blind and low vision experience" which is currently unchecked. The text below the checkbox reads: "If you have low vision and use a screen reader or high contrast settings, you can select the check box below to optimize Outlook Web App for this and all subsequent sessions. After you sign in, you can modify this choice at any time using Options." Below this text, there is a section titled "Choose the language you want to use." with a label "Language:" and a dropdown menu currently showing "English (South Africa)". Below the language dropdown, there is a section titled "Time zone:" with a dropdown menu that is open, showing a list of time zones. The time zone list includes: "(UTC) Monrovia, Reykjavik", "(UTC+01:00) West Central Africa", "(UTC+01:00) Windhoek", "(UTC+02:00) Amman", "(UTC+02:00) Athens, Bucharest", "(UTC+02:00) Beirut", "(UTC+02:00) Cairo", "(UTC+02:00) Damascus", "(UTC+02:00) Harare, Pretoria", and "(UTC+02:00) Helsinki, Kyiv, Riga, Sofia, Tallinn, Vilnius". The "Harare, Pretoria" option is highlighted in blue. Two orange callout boxes with arrows point to the language and time zone dropdown menus. The first callout box contains the text "Enter the language from the drop down box". The second callout box contains the text "Enter the relevant time zone you live in from the drop down box".

Enter the language from the drop down box

Microsoft
Outlook Web App

If you have low vision and use a screen reader or high contrast settings, you can select the check box below to optimize Outlook Web App for this and all subsequent sessions. After you sign in, you can modify this choice at any time using Options.

Use the blind and low vision experience

Choose the language you want to use.

Language: English (South Africa)

Time zone:

- (UTC) Monrovia, Reykjavik
- (UTC+01:00) West Central Africa
- (UTC+01:00) Windhoek
- (UTC+02:00) Amman
- (UTC+02:00) Athens, Bucharest
- (UTC+02:00) Beirut
- (UTC+02:00) Cairo
- (UTC+02:00) Damascus
- (UTC+02:00) Harare, Pretoria
- (UTC+02:00) Helsinki, Kyiv, Riga, Sofia, Tallinn, Vilnius

Enter the relevant time zone you live in from the drop down box

myLife email inbox

The screenshot shows a web browser window displaying the Outlook Web App interface. The address bar shows the URL <https://amsprd0104.outlook.com/owa/>. The page header includes the UNISA logo and navigation links for Mail, SkyDrive, and MSN. The user is logged in as 'BLOGS J N'. The inbox shows one item: 'Welcome to the UNISA online environment' from 'comms@my.unisa.ac.za' received on 18 January 2013 at 01:21 PM. The message content includes a welcome message, account details (Student number: 1234567, Initial Password: AaBbc9Z), and login instructions. Three orange callout boxes are overlaid on the image: one pointing to the message title, one pointing to the account details, and one pointing to the password confirmation text.

Welcome message

Confirmation of password for myLife AND myUnisa

Welcome to the UNISA online environment

comms@my.unisa.ac.za
To: BLOGS J N
18 January 2013 01:21 PM

NB: This is an automated response - do not reply to this e-mail.

Dear student,

Welcome to Unisa! May you find great benefit from participating in this online community. Your initial UNISA password gives you access to the myUnisa Learning Management System, the myLife Email, as well as the Unisa Library system.

Your initial account details are:
Student number: 1234567
Initial Password: AaBbc9Z

Please note:
The password is case sensitive.
When logging on to myUnisa and the Library System you must login without adding a 0 before your student number!

If you have more questions about Unisa send email to study-info@unisa.ac.za.
Technical enquiries about myUnisa can be sent to myunisahelp@unisa.ac.za.

Good luck with your studies,
myUnisa Support Team

Access myUnisa Learning Management System

Back Forward <https://my.unisa.ac.za/portal/site/!gateway/page/64af00b9-7853-47f3-b4b8-1250d0ae2015> Reload Stop Home

myUNISA university of south africa

student no / user id: password: login

Welcome **Claim UNISA Login**

Forgotten UNISA Password?

Student Affairs

Learner Support

Bursaries & Loans

Jobs & Scholarships

Prescribed Books

Official Booksellers

Assignments

Examinations

Graduations

e-Bookshop

Forgotten Student Number?

Student Associations

Unisa Radio

Claim UNISA Login

Step 4 of 4: UNISA Account details

Student number 1234567

You are almost done!

Your myLife email address is: 1234567@mylife.unisa.ac.za

Your cell phone number on record is: +27831112222

TAKE NOTE

Your initial UNISA password will be: and will be sent via SMS to your cell phone number on record.

Your initial UNISA password is case-sensitive – enter is exactly as above.

What is next?

You can now access your new myLife email account or the myUnisa learning system.

1. Click here to access your myLife email account at the Outlook Live Service <http://mylife.unisa.ac.za/mail>
2. Click here to access the myUnisa learning system at <https://my.unisa.ac.za>

2. Click here to access the myUnisa learning system at <https://my.unisa.ac.za>

Cont...

The screenshot shows the myUNISA portal interface. At the top, there is a browser address bar with the URL <https://my.unisa.ac.za/portal/>. Below the browser bar is the myUNISA logo and the text "university of south africa". To the right of the logo is a search bar and a "Home" button. Below the logo is a login form with fields for "student no / user id:" and "password:", and a "login" button.

On the left side, there is a navigation menu with the following items: Welcome, Claim UNISA Login (highlighted), Forgotten UNISA Password?, Student Affairs, Learner Support, Bursaries & Loans, Jobs & Scholarships, Prescribed Books, Official Booksellers, Assignments, Examinations, Graduations, e-Bookshop, Forgotten Student Number?, Student Associations, and Unisa Radio.

The main content area is titled "Claim UNISA Login" and contains the following text:

Welcome to UNISA.

Please complete the application below to access your initial UNISA Login details.

The initial login details will give you access to three systems:

1. myUnisa – teaching and learning system and the Unisa Library
2. myLife – a web-based email for UNISA students

Step 1 of 4: Please enter your student number

Required items marked with *

Student number *

Annotations in orange highlight the "Student number" field containing "1234567" and the "Continue" button. A large orange box on the right contains the text "Type your student number and click Continue".

Cont...

Type student number

Type student Password



User Name:

Password:

Login

[Claim UNISA Login](#) | [Forgotten Student Number](#) | [Forgotten UNISA Password](#)

[Registration](#)

[Student Support & Regions](#)

[Assignments & Examinations](#)

[Student Affairs & SRC](#)

[News & Events](#)

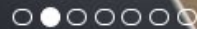
[Library](#)

[Enquiries](#)

EXAMS

Go to myExams to login and access your examination for Jan-Feb 2022

[CLICK HERE](#)



Registration



Learner Support & Regions



Assignments & Exams



Student affairs & SRC



myLife email



Unisa Radio

Notices

- > Extension of registration to 14 February 2022
- > Student webinar training: Basic skills in myModules on myUnisa
- > Recognition of student organisations and structures

Important links

- Exam Results
- Submit assignments (MCQ & File uploads)

Now you logged in

The screenshot displays the myUNISA website interface. At the top left is the myUNISA logo with the text "university of south africa". To the right are three buttons: "myModules 2022", "myModules 2021", and "myAdmin". Further right is the user name "R MPHAHLELE" with a dropdown arrow. Below this is a dark navigation bar with the following items: "Registration", "Student Support & Regions", "Assignments & Examinations", "Student Affairs & SRC", "News & Events", "Library", and "Enquiries".

The main content area features a large banner for "2022 REGISTRATION". The banner includes a circular image of a smiling woman and the following text:

ONLINE REGISTRATION FOR 2022
Please note that registrations for semester modules has been extended to **14 February 2022**. The final date for registration for semester modules is **17 February 2022** for the semester modules.

Undergraduate qualifications, honours degrees & postgraduate diplomas:
Semester 1 & 2 modules: 04 January - 14 February 2022
Semester 2 modules can also be registered 20 June to 18 July
Year modules: 4 January - 7 March 2022

Masters and doctoral qualifications:
4 January - 30 April 2022 (some exceptions apply)

Below the banner are four service buttons: "Registration", "Learner Support & Regions", "Assignments & Exams", and "Student affairs & SRC". To the right of these buttons is a "myLife email" button and a "Unisa Radio" button.

At the bottom left is a "Notices" section with the following items:

- > Extension of registration to 14 February 2022
- > Student webinar training: Basic skills in myModules on myUnisa
- > Recognition of student organisations and structures

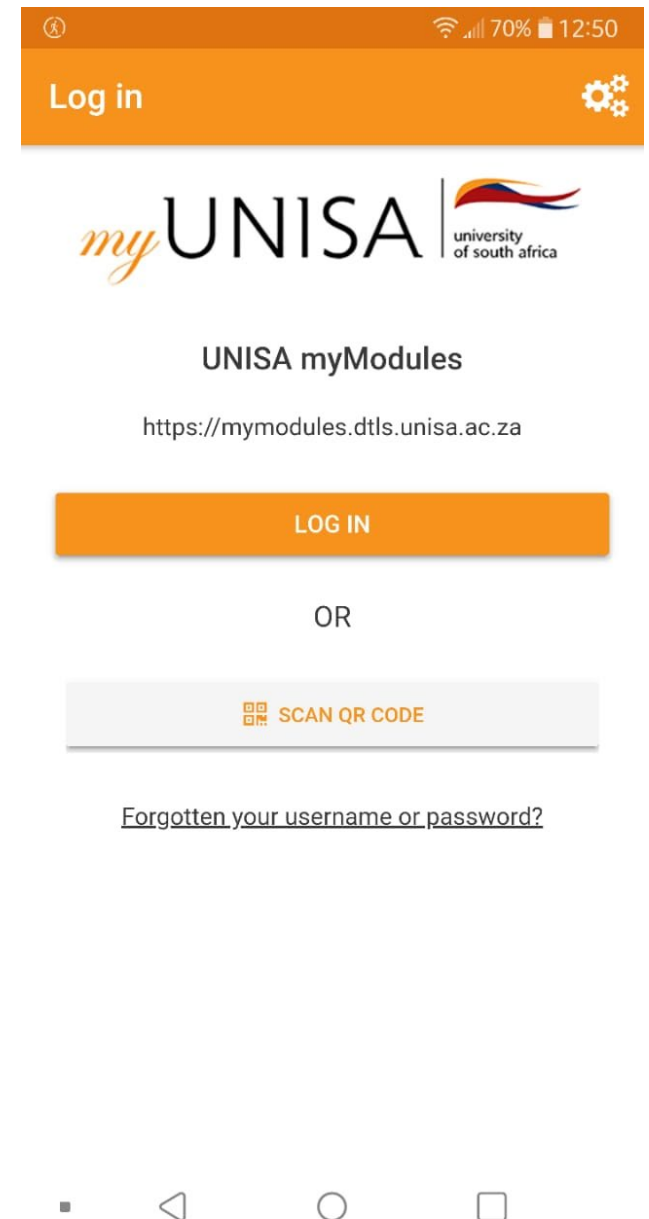
At the bottom right is an "Important links" section with the following items:

- Exam Results
- Submit assignments (MCO & File uploads)

A watermark URL "https://forms.office.com/r/LxeQq2t" is overlaid on the registration banner.

For
Mobile app

Please search for the
UNISA myModules on
play/app store, and
download the first option
from the results.



Login with
your student
number and
password

< > <https://cas.unisa.ac.za/c> Cancel

Login


Username:

Password:

LOGIN

[? Forgot your password?](#)

For security reasons, please [log out](#) and exit your web browser when you are done accessing services that require authentication!



You will be
ready to go

