

INTRODUCTION

The North West University (NWU) officially came into existence on 1 January 2004 following the merger of the University of North-West University and the Potchefstroom University for Christian Higher Education and the incorporation of the Sebokeng Campus of the Vista University.

The University consists of three campuses: The Potchefstroom Campus, Vaal Triangle Campus and Mafikeng Campus. The head office and seat of the institutional management are located on the Potchefstroom Campus.

The NWU is a value-driven institution that promotes tolerance and respect for all perspectives and belief systems in order to facilitate an environment conducive to teaching-learning, research and community service. The value system and practices of the NWU will be driven by the values enshrined in the Constitution, especially human dignity, equality and freedom. This includes the promotion of unity through diversity.

APPLICATION FEE

The prescribed application fee as determined annually by the Council is non-refundable. The application form will only be accepted for processing if accompanied by this application fee (only cheques or postal orders in favour of the North-West University, please).

LANGUAGE POLICY

The Council of the North-West University (NWU), in concurrence with the Senate, developed a language policy that is flexible, functional and which promotes multilingualism. For more information please visit <http://www.nwu.ac.za> on the Internet.

UNIVERSITY NUMBERS

Please note that the allocation of a university number does not necessarily mean that you have been accepted as a student.

ALL CORRESPONDENCE TO:

POTCHEFSTROOM CAMPUS

Master's & Doctorate Admission Office

North-West University (Potchefstroom Campus)

Private Bag X6001

2520 POTCHEFSTROOM, RSA

Tel: (018) 299-4049 / 2465 / 2629 / 2632 / 4005

Fax: (018) 299-2443 / 018 293 5284

E-mail: enquiries@nwu.ac.za

Please inform the University immediately should you:

- Decide not to pursue this application for admission any further;
- Change your address;
- Not, within four weeks of sending in the application, receive an acknowledgment of receipt from the University.

The University reserves the right to refuse any application without supplying reasons for such a decision..

Population Group

- Although this information is vital for statistical purposes, answering it is optional.

NB: For further information with regard to the completion of the application form, consult the calendar or information guides.

Policy documents, fees payable and financial regulations and all other rules and regulations of the University are available for information purposes at <http://www.nwu.ac.za>. The Institutional Statute of the University, containing particular provisions with regard to students, degrees and discipline at student level, is available at <http://www.nwu.ac.za>

A. GENERAL INFORMATION AND INSTRUCTIONS TO PROSPECTIVE STUDENTS

IMPORTANT

Read the following instructions and information carefully before completing the form. Incomplete information can lead to unnecessary delays in the processing of your application. If any of the following documents have been issued in the maiden name of an applicant, a copy of the relevant marriage certificate must accompany the application.

(Please complete and post with the following):

- A certified copy of your identity document.

- A certified copy of your full academic record, including final results of qualifications obtained and a certificate of conduct, as issued by the registrar of the university/teacher's training college/technikon where you were registered or where you are currently registered. This is not applicable to students if this university was the last tertiary institution where they were registered.
- Certified copies of all your degree certificates/diplomas etc. This is not applicable to students if this university was the last tertiary institution where they were registered.
- Fees payable
A non-refundable application fee of R150,00 (R550,00 in the case of learners who are not South African citizens).
- Two recent ID photographs of yourself.
- An evaluation certificate as issued by the South African Qualifications Authority (SAQA) must be submitted if your previous qualification was obtained in a foreign country. Application forms can be obtained at the following website: www.saqu.org.za This is the responsibility of the student.

NB

- A. Your application will not be dealt with or even considered if any of the above-mentioned documents are not included in your application.
- B. Supporting documents must be certified by a commissioner of oaths, attorney of law or university official.
- C. Application forms and supporting documents received per fax and email will not be accepted.

Applications for admission during a particular year close at the end of November of the preceding year except selection courses and instances in which faculties determine specific closing dates. However late applications are considered in exceptional circumstances.

Please note:

- Candidates are personally responsible for determining the closing date of selection courses in conjunction with the relevant faculty/school.
- Before submitting the application forms one should consult the lecturer under whose supervision one would like to conduct the research. If one does not know under whose guidance one would like to work, the Administrative Manager of the appropriate faculty school should be consulted for a recommendation.
- Prospective students are responsible for submitting completed application forms accompanied by all relevant documentation (certificates etc.) as requested above.

FOREIGN STUDENTS

- A sworn statement or bank guarantee must be submitted to ensure that you have access to the necessary finances which will enable you to undertake your studies and to cover your cost of living expenses for the full duration of your studies.
- Prospective learners from non-English speaking countries must submit a certificate of English language proficiency, either the TOEFL score sheet or results of the University of Cambridge International English Language Testing system. Please request that the institution where you did the test send us an official statement of your score and that it also states whether the test was paper-based or IT-based. Students who completed their studies through an English-medium institution prior to submitting their application may apply in writing for exemption from the TOEFL test.
- Alternatively, the School for Languages, NWU: Potchefstroom Campus, can be contacted. An English proficiency test will be taken and results made available to the learner. Should you fail to comply with the required standards, arrangements can then be made for enrolment into the applicable English course. The contact person is: Prof JL van der Walt, Telephone: +27 18 299 1553; E-mail: engilvdw@nwu.ac.za

PLEASE NOTE: Proof of English proficiency must be given prior to official registration.

- All documents in foreign languages should be submitted together with sworn translations in English.

STUDY PERMIT

Please note that you may only apply for a study permit once you have received the "Confirmation of provisional registration of a foreign learner", an admission letter from the NWU as well as an invitation letter issued by the International office. You should then contact the South African Embassy in your country of origin to determine the procedure to be followed.

On receipt of a study permit a student is required to fax a copy thereof to the NWU as soon as possible, marked for the attention of the Master's and Doctorate Admissions Office (Fax no. +27 18 299 2443). A certified copy must be submitted on arrival at the University or sent by mail to our office ASAP.

Learners will not be allowed to register without proof of a valid study permit and proof of international medical insurance.

A.

A1. Application Form

University number

Continuation of study

Alumni

First time Applicant

During which year do you intend to commence your study at this University?

At which campus do you plan to study?

Potchefstroom

Vaal Triangle

Have you been registered at this University before?

Yes

No

If yes, please supply university number

Last year of registration (e.g. 1994)

Method of learning that you will follow (mark with X) (1) Full-time

(2) Part-time

(3) Agreement, e.g. Bible Colleges, Cedar, etc

A.2. Qualification

Qualification that you wish to enrol for:.

Qualification e.g. M.A. (Humanities)

Second choice:

Qualification e.g. M.Com (Law)

Third choice:

Qualification e.g. LLM

OFFICE USE ONLY

Qualification code

Curriculum code

Qualification code

Curriculum code

Qualification code

Curriculum code

A.3. Biographical Particulars of Applicant:

Identity number

Surname

Initials

Birth date (YYYY/MM/DD)

Title e.g. Mr

First names

Gender Male

Female

Preferred name

Marital status

Maiden name (married woman)

Nationality

South African

Other (please specify)

Population group

Asian

White

Coloured

Black

Information Confidential

Other (please specify)

Please complete where applicable:

Employer:

Occupation & position held:

Religious affiliation (specify)

Do you make use of a wheelchair?

Yes

No

Do you suffer from any of the following? (Supporting proof of your disability must be included with your application)

Blindness

Deafness

Cerebral paralysis

Speech defect

Other (specify)

Notifiable Disease

Tuberculosis (TB)

Bacterial Meningitis

LANGUAGE PREFERENCE

Home Language

Afrikaans

English

Other (specify)

Preferred language for correspondence

Afrikaans

English

Preferred language for certificates / diplomas

Afrikaans

English

APPLICATION FEE INCLUDED:

YES

NO

POSTAL ORDER

CHEQUE

REMITTANCE SLIP

Please do not include cash

FOREIGN STUDENTS

(Mark applicable block)

Study permit Residence permit Other (please specify) _____

OFFICE USE

Permit number Permit expiry date (YYYY/MM/DD)
Passport number Passport expiry date (YYYY/MM/DD)

B. Contact Details

Preferred communication channel Post Email Fax

Do you have access to CD-ROM facilities? Yes No

Home address

Postal code

Postal address

Cellphone number

Tel. no of applicant during office hours Area code Number Extension

Tel. no of applicant after hours Area code Number

Fax no Area code Number

E-mail address Internet address, if any

C. HOLDERS OF BURSARIES

NRF UNIVERSITY EMPLOYER GOVERNMENT

OTHER: _____

CONTACT PERSON (EMPLOYER): _____

CONTACT NUMBER: _____

ADDRESS: _____

_____ POSTAL CODE: _____

C. Post-school activities

Primary activity in year prior to study at the NWU:

School University Technical Institute Military service Other (specify)

Work Technikon Teacher's Training College

Will this be your First Second or further registration at a tertiary institution?

Have you sat for any examination at a tertiary level? Yes No

Complete in reverse order (starting with the most recent) all tertiary academic qualifications including incomplete qualifications (compulsory for evaluation purposes)

D. ACADEMIC HISTORY

Period		Name of university / college / technikon, etc.	Name of degree / diploma / certificate	Study completed		University-Student no.
From Year/Month	To Year/Month			Yes	No	

E. Employment record

Please record your most recent positions of employment, starting with your current position

Period		Occupation	Employer
From Year/Month	To Year/Month		

SA Nursing Council Reference Number (Nursing applicants only) _____

F.

DEPARTMENT OF ACADEMIC ADMINISTRATION

- Application for University card

All students are issued with university identity cards to enter the library, for use of other facilities and for purposes of identifications during certain classes, examinations and on the computer network. This card is prepared on the basis of the details provided below, so that the card can be issued to you after registration. The card remains the property of the University and should be returned if you should suspend your studies.

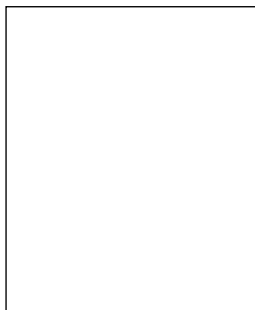
- Two ID photographs of yourself should accompany the first application for admission (undergraduate and postgraduate)
- These photographs are required for administrative purposes, and also to enable us to provide you with a university identity card after registration.
- Please write your initials, surname, date of birth and your signature on the reverse side of the photographs.
- You are cordially requested to paste the ID photographs on to the little frames below.

Initials

Surname

University number

These photographs remain the property of the NWU



DEPARTMENT OF PROTECTION SERVICES

- Application for University card

All students are issued with university identity cards to enter the library, for use of other facilities and for purposes of identifications during certain classes, examinations and on the computer network. This card is prepared on the basis of the details provided below, so that the card can be issued to you after registration. The card remains the property of the University and should be returned if you should suspend your studies.

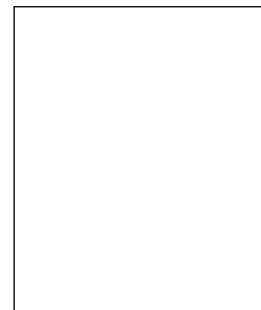
- Two ID photographs of yourself should accompany the first application for admission (undergraduate and postgraduate)
- These photographs are required for administrative purposes, and also to enable us to provide you with a university identity card after registration.
- Please write your initials, surname, date of birth and place signature on the reverse side of the photographs.
- You are cordially requested to paste the ID photographs on to the little frames below.

Initials

Surname

University number

These photographs remain the property of the NWU



N/A: I already have a student card

Undertaking by the student.

1. I declare that I (hereinafter referred to as the learner) have fully completed the form and that the details are true and correct.
2. I the undersigned, will be responsible for the prompt payment of all and any money payable to the NWU in terms of my enrolment and/or association with the NWU, now and in future, as more fully set out in the official University Brochures as determined and amended by the University's Council from time to time. The contents of these brochures form the basis of the financial agreement between the University and myself/us and are regarded to be incorporated in their entirety into this agreement. I shall forthwith fax every deposit slip with regard to monies paid into the University's bank account to the University to enable the University to credit my personal study account with the University.
3. I grant permission for a student identity card to be issued to me and I assume responsibility for all financial and other transactions negotiated and entered into by means of such card. I also bind myself to the prescribed rules with regard to lost cards (the relevant rules are provided when the card is issued and are available for purposes of information at the Office of the Dean of Students, together with the relevant brochure). University cards are issued to all students and these are inter alia necessary for the use of sport and library facilities, dining halls, restaurants and for personal identification in some classes, at examination venues and on the computer network. This card is issued on the basis of the details supplied by or on behalf of the student so that the card can be issued to the student after registration. It is inter alia expected of the student to wear the card conspicuously on his/her person and to treat it as a debit card. The card remains the property of the University and must be handed in when the student terminates his/her studies. Lost cards must be cancelled immediately at the Department of Protection Services of the University.
4. I consent to the issue of a computer user name to me. I realise that the security of the password is the personal responsibility of the student. I bind myself to the rules for the use of the University's computer facilities as contained in the relevant policy documents and brochures and accept responsibility for all transactions done from my user name, including electronic mail and Internet access.
5. I understand that the University will at all times be entitled to summarily cancel my registration should it become apparent that the information supplied on this form is false or incorrect
6. Should the University, when I fail to make payments or pre-determined due dates, at the University's sole discretion, hand over to attorneys any amount of monies for collection. I undertake to pay all costs whatsoever which may be due and payable, including tracing fees, collection charges, advocate's fees, and any expenses of whatever nature on an attorney and own client scale. Any fees payable by me will firstly be allocated to the abovementioned costs, thereafter to interest and only then to the capital amount. A wage attachment order may also immediately be issued against my employers in order to attach my salary or wages in order to collect the outstanding amount as a whole or in instalments.
7. I take notice that the University is a credit provider in terms of the National Credit Act 34 of 2005 and that any financial arrangement between the University and myself which constitutes a credit transaction as contemplated in this Act, must be contained in a formal agreement that complies with the relevant statutory provisions. I hereby give the University the right to make any enquiries that the University deems necessary in order to evaluate my application for credit. If credit is granted, I will be obliged to conclude the required credit agreement with the University and to sign all documents in connection therewith.
8. I understand that this undertaking signed by the me specifically refers to my application for admission to the University and/or application for continuation of studies at the University.
9. I hereby bind myself to properly meet all conditions contained herein.
10. These conditions will remain valid and in force for the full duration of my enrolment as student at the University and thereafter until all commitments in terms hereof have been met.
11. I have satisfied myself as to and subject myself to all the rules and regulations contained in the brochures and in the Institutional Statute of the University which form part of this agreement and/or as it may be amended from time to time.
12. Potchefstroom shall be regarded as the place where this agreement has come into existence, regardless of where it may have been signed.
13. I hereby undertake to transfer to the University any intellectual property rights that may arise in the course and scope of my studies and research at the University by signing the necessary documents. I understand that the University, in the case of any commercial exploitation thereof, will remunerate me in terms of the same policy that applies to staff of the University.
14. I understand that the University will take all reasonable steps to prevent me from being injured or prejudiced for any injury or damage, whether or not it is caused by the negligence of the University of any of its employees, or a fellow student, and undertake, not to institute any claims against the University in respect of such an injury or damage. I further undertake to indemnify the University should the University incur any liability whatsoever pursuant to any negligent or other act or omission by me.
15. I, my dependents, executors, administrators, and/or transferees hereby relinquish and indemnify the University against any claim or damage of whatsoever nature which may arise on or outside the campuses of the University during my period of study at the University.

Signed on this

Signature of Student

day of

NAME AND SURNAME - please print

Identity number

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Particulars of friend / next of kin (not of the same address)

Relationship ID
Surname Initials
Title
Occupation Employer
Postal address
 Postal code
E-mail address Cellphone number
Home tel. no Area code Number
Work tel. no Area code Number
Fax no. Area code Number

OFFICE USE ONLY

1. RECOMMENDATION BY FACULTY / SELECTION COMMITTEE

Application approved Application rejected Year level to which admitted

Remarks/Conditions _____

TITLE, INITIALS, SURNAME _____

ADMINISTRATIVE MANAGER / CHAIRMAN: _____ DATE (YYYY/MM/DD)

2. RECOMMENDATION BY THE SCHOOL DIRECTOR (only applicable to postgraduate applications)

Application approved Application rejected

Other recommendations _____

TITLE, INITIALS, SURNAME _____

SCHOOL DIRECTOR: _____ DATE (YYYY/MM/DD)

3. RECOMMENDATION BY THE RESEARCH DIRECTOR (only applicable to M & D applications)

Application approved Application rejected

Other recommendations _____

TITLE, INITIALS, SURNAME _____

RESEARCH DIRECTOR: _____ DATE (YYYY/MM/DD)