



NORTH-WEST UNIVERSITY[®]
YUNIBESITI YA BOKONE-BOPHIRIMA
NOORDWES-UNIVERSITEIT

APPLICATION FORM



INTRODUCTION

The North-West University (NWU) officially came into existence on 1 January 2004 following the merger of the University of North-West 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 in Potchefstroom.

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 in diversity.

APPLICATION FEE

The prescribed application fee as determined annually by the Council is **not refundable**. The application form will only be accepted for processing if accompanied by this application fee.

SELECTION

1. Provisional selection for all undergraduate applications can be done on the basis of the grade 11 final examination marks (not symbols) if the applicant has not yet matriculated, or on the basis of the matriculation symbols as indicated on the certificate.
2. The University reserves the right to require of candidates who have not obtained a specific average pass mark, to write an additional selection test on the basis of which final consideration will be given to the application of such a candidate. Following receipt of applications for admission, candidates will be informed as to whether they are expected to write the selection tests and as to the date, time and venue.
3. Approval of applications further depends on post-school training and education and/or applicable work experience.

STUDENT NUMBER

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

ALL CORRESPONDENCE TO*:

POTCHEFSTROOM CAMPUS

The Campus Registrar
North-West University (Potchefstroom Campus)
Private Bag X6001
POTCHEFSTROOM, 2520, RSA
Undergraduate, Honours and Diplomas
Tel: +27 (0) 18 299 2458/4262, 285 2335
E-mail: Toelatings-AdmissionsPotch@nwu.ac.za

*** VAAL TRIANGLE CAMPUS**

The Campus Registrar
North-West University (Vaal Triangle Campus)
PO Box 1174
VANDERBIJLPARK, 1900, RSA
Tel: (016) 910-3111
Fax: (016) 910-3116
E-mail: vaal@puk.ac.za

*** MAFIKENG CAMPUS**

The Campus Registrar
North-West University (Mafikeng Campus)
Private Bag X2046
MMABATHO, 2735, RSA
Tel: (018) 389-2111
Fax: (018) 392-5775

* To facilitate data capturing, prospective students must request the appropriate application forms from the above-mentioned addresses.

February 2016

7.15/1234567 (2012-02-24) = (Office use only)

LANGUAGE POLICY

The Council of the North-West University (NWU), in concurrence with the Senate, will develop a language policy that will be flexible, functional and that will promote multilingualism. The policy will promote accessibility, integration and a sense of belonging. In line with this policy, each campus (i.e. Potchefstroom, Vaal Triangle and Mafikeng) will develop a campus language plan, which will take into account the language requirements of students and the language realities at ground level. For more information, please visit <http://www.nwu.ac.za> on the Internet.

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.

1. This application form should be completed by all who have not been registered at this University before or who have interrupted their studies for a year or longer.
2. The following documents should accompany this application (**only certified copies are accepted**):
 - 2.1. Undergraduate applicants:
 - Matriculation certificate (if already matriculated) (certified copies are accepted);
 - Academic record and certificate of conduct with regard to study at another tertiary institution (certified copies are accepted);
 - Copies of certificates obtained at another tertiary institution (certified copies are accepted);
 - Identity document (certified copies are accepted);
 - Vaccination certificate if the applicant suffers from the notifiable diseases tuberculosis (TB) or bacterial meningitis (please refer to A3 on page 3 of this application form).

All copies should be certified.

- 2.2. Postgraduate applicants:
 - Official proof of compliance with the prerequisites for the intended study;
 - Academic record and certificate of conduct with regard to study at another tertiary institution (certified copies are accepted);
 - Copies of certificates obtained (certified copies are accepted);
 - Identity document (certified copies are accepted).

All copies should be certified.

NB: If any of the above documents have been issued in the maiden name of married applicant, a certified copy of the marriage certificate should accompany this application.

3. 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 acknowledgement of receipt from the University.
4. The University reserves the right to refuse any application without supplying reasons for such a decision.
5. Population Group
Although this information is vital for statistical purposes, answering 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 rules and all other rules and regulations of the University (hereafter referred to as the brochures) are available for purposes of information at <http://ow.ly/YqAbR> or at the office of the Dean of Students, Joon van Rooy Building (building F1), Hoffman Street, Potchefstroom. The Institutional Statute of the University, containing particular provisions with regard to students, degrees and discipline at student level, is available for purposes of information at <http://ow.ly/Yqy74> or at the office of the Campus Registrar, Joon van Rooy Building, (building F1), Hoffman Street, Potchefstroom.

A.1. APPLICATION FORM

Student number:

During which year do you intend to commence your study at this University? 2 0

Campus **Potchefstroom**

Have you been registered at this University before? Yes No

If yes, please supply student number First year of registration (e.g.1994)

Method of learning that you will follow (mark with an x) (1) Full-time (2) Part-time

(3) Corporation agreement, (e.g. Bible Colleges, Cedar, etc.) Specify:

A.2. Qualification

Qualification that you wish to enrol for: Qualification e.g. B.A. (Humanities) Qualification code Curriculum code

Second choice: Qualification e.g. B.A. (Humanities) Qualification code Curriculum code

A.3. Biographical Particulars of Applicant:

Identity number

Surname Initials

Date of Birth Title (e.g. Mr)

First names **Gender** Male Female

Preferred name Maiden name (married woman)

Marital Status Single Married Other (please specify)

Nationality South African Other (please specify)

Population group (Information treated as confidential.) Asian White Coloured Black

Other (please specify)

Religious affiliation

Home language Afrikaans English Other (specify)

Preferred language for correspondence Afrikaans English

Indicate any disability for appropriate support? (Supporting proof of your disability must be included with your application.)

Visual Hearing Mobility Speech Special learning * Tuberculosis (TB)

* Bacterial Meningitis Other Specify:

Do you make use of a wheelchair? Yes No

*** Notifiable Disease**

* It is specifically brought to the attention of applicants that tuberculosis and bacterial meningitis are extremely contagious and can have serious medical complications. Successful applicants are strongly advised to immunise themselves against the above-mentioned diseases before commencing their studies.

If not South African, please provide the following (mark applicable block):

Study permit Residence permit Other (please specify)

Permit number Permit expiry date

Passport number Passport expiry date

B. CONTACT DETAILS

Confidential Information Yes No

* I hereby grant permission to the NWU to disclose my personal information as defined in the Protection of Personal Information Act 4/2013 to third parties, including bursary providers, financial institutions, parents and guardians, potential employers, etc. I understand that I have the right at any time to withdraw this consent in writing by submitting a student request.

Preferred method of communication Post E-mail

Home address
 Postal code

Postal address (if different from home address)
 Postal code

To whom should the account be sent? Father Mother Guardian Applicant personally Other

To which address should the account be sent? Home address Postal address Other
 Please specify "other".

Postal code

Student cell phone number International dialing code

Home tel. no. with area code International dialing code

Work tel. no. with area code International dialing code

Fax no. with area code

E-mail address of student Account e-mail address

C. PRELIMINARY REPORT OF PROSPECTIVE STUDENT

Name of school

Year of matriculation Matriculation examination number

Examining authority: (mark with a cross where applicable) **Type of exemption** (only if already matriculated)

	Department of Education (Gauteng)
	Department of Education (Kwazulu Natal)
	Department of Education (Limpopo)
	Department of Education (Mpumalanga)
	Department of Education (North West)
	Department of Education (Northern Cape)
	Department of Education (Eastern Cape)
	Department of Education (Western Cape)
	Department of Education (Free State)
	Other (specify)

	Full exemption
	Senior Certificate
	Mature age exemption
	Meet minimum requirements for admission to:
	1) Bachelor degree study
	2) Diploma study
	3) Higher Certificate study
	Other (specify)

D. POST-SCHOOL ACTIVITIES

Primary activity in year prior to studying at the NWU:

School University Technical Institute Other (specify)

Work University of Technology Teachers' Training College

Will this be your First Second/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 work, including incomplete qualifications (compulsory for evaluation purposes)

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

E. SPORT PARTICIPATION, CULTURAL ACTIVITIES AND ACHIEVEMENTS (ONLY GR 11 AND MATRIC)

E.1 Achievements in sport (Indicate your participation in with an X. However, if you have achieved any of the following, use the applicable code instead of an X for the sport in question: P = Participation S = School colours PC = Provincial colours I = International colours C = Club colours N = National colours.)

X	Type of Sport	Year	Leadership achievement e.g. captain.	Achievements e.g. time, distance, other
	Athletics			
	Rugby			
	Hockey			
	Cricket			
	Netball			
	Soccer			
	Other			

E.2 Achievements in cultural and academic associations (e.g. olympiads)

Cultural/Academic association	Achievement NATIONAL LEVEL	Achievement PROVINCIAL/REGIONAL LEVEL	Achievement SCHOOL LEVEL	Participation SCHOOL LEVEL

E.3 Leadership achievements (mark with a cross where applicable)

Have any of your brother(s) or sister(s) been at NWU Yes No In which residence

- | | | | |
|--|--------------------------|-------------------------------------|--------------------------|
| Member of management of a Cultural or Academic Association | <input type="checkbox"/> | Deputy Headboy/Headgirl Culture | <input type="checkbox"/> |
| Captain of a first team | <input type="checkbox"/> | Headboy/girl Culture | <input type="checkbox"/> |
| Member of the Students' Representative Council | <input type="checkbox"/> | Deputy Headboy/girl Sport | <input type="checkbox"/> |
| Deputy Headboy/girl of Residence | <input type="checkbox"/> | Headboy/girl Sport | <input type="checkbox"/> |
| Headboy/girl of Residence | <input type="checkbox"/> | Deputy Headboy/girl Repeeni Council | <input type="checkbox"/> |
| Chairpers of a cultural or academic association | <input type="checkbox"/> | Headboy/girl Representative Council | <input type="checkbox"/> |

F. DETAILS OF APPLICATION FOR ACCOMMODATION

NOTE: No placing in residences will be considered if the accommodation deposit has not been paid.

Do you require accommodation in a university residence? Yes No

If yes, mark your preference in order of 1, 2, 3 (see point 2 below)

(Admission to and placing in residences are subject to a selection policy.)

WOMEN

Potchefstroom Eikenhof Heide Huis Republiek Karlien Kasteel Klawerhof
 Minjonet Oosterhof Vergeet-my-nie Wag-`n-Bietjie Wanda

MEN

Potchefstroom Caput De Wilgers Excelsior Hombré Laureus
 Over de Voor Patria Ratau Leboné Veritas

YOUR ATTENTION IS DIRECTED TO THE FOLLOWING

1. A deposit, as approved annually by Council, should accompany this application for admission to a residence, to make a placing possible.
2. The University will try to place students in the residence of their choice as far as possible. However, no guarantees in this regard can be given.
3. The University prefers that students stay in residences in order to help the students develop fully at all levels.
4. There are fixed study times in the residences, during which an academic atmosphere is maintained.
5. For the welfare and security of students, as well as to maintain order and discipline in residences, each residence has a house master, a matron and a residence committee.
6. The residences are within walking distances from lecture halls.
7. Full information regarding residence rules is contained in the "Rules for Residents of Campus and Town Residences" and is available from the Dean of Students upon request. An official University publication entitled "Fees Payable and Financial Regulations" sets out financial obligations and rules. It will be mailed to applicants during November. Should you not receive it in the mail, you may request it from the Finance Department at the University.
8. The University runs a computerised system which allow students to select their meals according to their budgets. Accounts are issued monthly and are payable within 30 days.
9. The first payment of accommodation fees is made during registration, and the rest of the accommodation fee is payable in (5) five monthly payments (from 31 March up to 31 July). Each payment should be made within 30 days of the account being issued.
10. Details about a dress code for each residence will be sent to applicants following the final placing in November.
11. Students older than 25 are not placed in University residences.
12. The University takes no responsibility for theft or damage to property of students.
13. I/we 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/the student 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 authorise the University to make any enquiries that the University deems necessary in order to evaluate my/the student's application for credit. If credit is granted, I/the student shall be obliged to conclude the required credit agreement with the University and to sign all documents in connection therewith.

I HEREBY GIVE CONSENT THAT MY CHILD MAY RESIDE IN A RESIDENCE AND I DECLARE THAT I AM FAMILIAR WITH THE CONTENT OF THIS APPLICATION FORM.

SIGNATURE OF PARENT/GUARDIAN/SURETY/
PERSON LIABLE FOR PAYMENT

SIGNATURE OF STUDENT

NAME AND SURNAME (please print)

NAME AND SURNAME (please print)

ID NUMBER

ID NUMBER

G. KINSHIPS

FATHER / GUARDIAN Surname ID
Initials Date of birth Title
Nationality South African Other (specify)
Occupation Employer
Is your father an alumnus of NWU? Yes No Is your father a donor of NWU? Yes No
Student number of father, if known

Home address
 Postal code
Postal address (if different from home address)
 Postal code
Work address
 Postal code

E-mail address International dialing code (if appl)
Home Tel. no. with area code Cell phone number
Work Tel. no. with area code

MOTHER / GUARDIAN Is your mother an alumnus of NWU? Yes No
Is your mother a donor of NWU? Yes No
If known, mother's student number

Mother's married name ID
Mother's maiden name
Mother's initials Title Date of birth

Nationality South African Other (specify)
Occupation Employer
Home address

Postal code
Postal address (if different from home address)
 Postal code
Work address
 Postal code

E-mail address International dialing code (if appl)
Home Tel. no. with area code Cell phone number
Work Tel. no. with area code

H. SURETYSHIP (IF APPLICABLE)

1. I, the undersigned,

Full names and surname

Identity number

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hereby **bind myself** as surety and co-principal debtor in **solidum** (i.e., for the full amount) for the due performance by the student of all his/her financial obligations towards the University as set out in paragraph 3 of section J above.

I confirm that I understand the meaning of the term in **solidum** as explained in the paragraph above

2. I hereby **renounce** the benefits arising from the legal exceptions **de duobus vel pluribus res debendi and ordinis seu excussionis**, and I confirm that I am aware of the legal effect of the above-mentioned renunciation, namely that it entails the following:

2.1 **duobus vel pluribus res debendi** (the principle that a debtor is only liable for a portion of the amount payable): The University can, in its discretion, claim full payment of all outstanding moneys owing to it from either the student or from myself as surety or jointly from both of us.

2.2 **ordinis seu excussionis** (the principle that a debtor is regarded as secondary and becomes liable only after the portion owed by the main debtor had been collected): I shall not be entitled to force the University to proceed against the student as principal debtor and to excuss him/her first before claiming performance from me as surety.

Signature

Date

Y	Y	Y	Y	M	M	D	D
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Student number:

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I. UNDERTAKING BY THE STUDENT (IF STUDENT IS UNDER AGE WE ALSO REQUIRE THE SIGNATURE OF PARENT OR GUARDIAN.)

1. I declare that I/my son/daughter (hereinafter referred to as the student) have/has completed the form in full and that the details are true and correct.
2. I would like the student to be placed in one of the University's residences as a resident student. If I/the student should require urgent medical attention during my/the student's stay in the residence, I authorise the housemaster or his delegate to call in a practising physician or medical specialist. Should an emergency operation or other treatment be required, I authorise the housemaster or his delegate to give the required written consent thereto on my/the student's behalf. (Not applicable to distance education students.)
3. I/we, the undersigned, will be responsible for the prompt payment of all and any money payable to the NWU in terms of my/ the student's enrolment and/or association with the NWU, now and in future, as set out in more detail in the official University brochures as determined and amended by the University 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 proof of every deposit/payment made by or on behalf of the student with regard to monies paid into the University's bank account to enable the University to credit the student's personal study account with the University.
4. I give permission that a student card may be issued to me/the student and I assume responsibility for all financial and other transactions negotiated and entered into by means of such card. I also bind myself/the student to the prescribed rules with regard to lost cards (the rules in question 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 are required among others, 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. Among others, It is expected of the student to wear the card visibly on his/her person and to treat it as a debit card. The card remains the property of the University and must be returned when the student terminates his/her studies. Lost cards must be cancelled immediately at the Department of Protection Services of the University.
5. I consent to the issuing of a computer user name to me/the student. I realise that the security of the password is the personal responsibility of the student. I/the student bind myself to the rules for the use of the University's computer facilities as contained in the relevant policy documents and brochures and I/the student accept(s) responsibility for all transactions done in the student's user name, including electronic mail and Internet access.
6. I understand that the University will at all times be entitled to summarily cancel my/the student's registration should it become apparent that the information supplied on this form is false or incorrect. I further understand that the University reserves the right to cancel my/the student's admission/registration in the event that I/the student was for any reason erroneously admitted

7. If I/the student fail/fails to make payments on pre-determined due dates, and if the University, at the University's sole discretion should 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/ the student will firstly be allocated to the aforementioned costs, thereafter to interest and only then to the capital amount. A wage attachment order(s) may also immediately be issued against my/our employer(s) in order to attach my/our salary/salaries or wage(s) in order to collect the outstanding amount as a whole or in instalments.
8. Any amount owing and payable to the University in terms of the University's financial rules as published in the brochure entitled "Fees Payable and Financial Rules", may be fixed and proven by means of a certificate issued and signed by an authorised official of the University. Such a certificate shall be binding and will serve as prima facie proof of the extent and existence of such amount, unless and until the contrary is proved.
9. I understand that this undertaking signed by me specifically refers to my/the student's application for admission to the University and/or application for continuation of studies at the University.
10. I hereby bind myself jointly and severally and in solidum together with the student to properly meet all conditions contained herein.
11. These conditions will remain valid and in force for the full duration of my/the student's enrolment as a student at the University and thereafter until all commitments in terms hereof have been met.
12. 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.
13. Potchefstroom shall be regarded as the place where this agreement has come into existence, regardless of where it may have been signed.
14. I hereby undertake to transfer to the University any intellectual property rights that may arise in the course and scope of the studies and research of the student at the University by signing the necessary documents. I understand that, in the case of any commercial exploitation thereof, the University will remunerate me/the student in terms of the same policy that applies to staff of the University.
15. I understand that the University will take all reasonable steps to prevent me/the student from being injured or prejudiced for any injury or damage, whether or not it is caused by the negligence of the University or any of its employees, or a fellow-student, and I 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/the student.
16. I/the student, my/his/her dependants, 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/the student's period of study at the University.
17. Do you currently own any amount of money to any tertiary institution in South Africa? Yes No
18. If the answer above is YES, please indicate the name of the institution, the amount that is owed and attach all relevant details.

Name of Institution:

Amount owed:

Signed on this day of

2	0		
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SIGNATURE OF PARENT/GUARDIAN/SURETY/
PERSON LIABLE FOR PAYMENT

SIGNATURE OF STUDENT

NAME AND SURNAME (please print)

NAME AND SURNAME (please print)

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ID NUMBER

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ID NUMBER

J. OFFICE USE ONLY

J.1. RECOMMENDATION BY FACULTY/SELECTION COMMITTEE

Application approved Application rejected Year level to which admitted

Other recommendations _____

ADMINISTRATIVE MANAGER/CHAIRPERSON: _____ DATE

Y	Y	Y	Y	M	M	D	D
---	---	---	---	---	---	---	---

J.2 RECOMMENDATION BY THE SCHOOL DIRECTOR

NOTE: ONLY APPLICABLE TO POSTGRADUATE APPLICATIONS, EXCLUDING MASTERS/DOCTORS DEGREE STUDENTS

Application approved Application rejected

Other recommendations _____

SCHOOL DIRECTOR: _____ DATE

Y	Y	Y	Y	M	M	D	D
---	---	---	---	---	---	---	---

K. FOR OFFICE USE ONLY

TB

P

YEAR

2	0		
---	---	--	--

Student number _____ Qualification _____

Title _____ Initials _____ Surname _____

		Journal entry			Bursary	
Application fee (6500-5345)	R	T	K	P	J	B
Accommodation deposit	R	T	K	P	J	B
TOTAL	R					

Receipt number _____ Date _____ Signature _____

AMOUNT RECEIVED	
APPLICATION FEE	
ACCOMMODATION DEPOSIT	

Date application is processed

Y	Y	Y	Y	M	M	D	D
---	---	---	---	---	---	---	---

Signature: _____

DEPARTMENT OF UNDERGRADUATE AND HONOURS: STUDENT ADMISSIONS

L. APPLICATION FOR STUDENT CARD

All students are issued with student identity cards to enter the library, for use of other facilities and for purposes of identification during certain classes, examinations and on the computer network. This card is created 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 must be returned if you should suspend your studies.

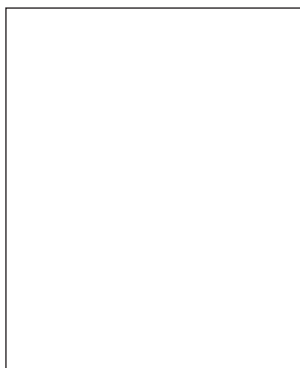
- * Two ID photographs of yourself should accompany the first application for admission (undergraduate and postgraduate).
- * These photographs are required for administrative purposes, and also to enable us to provide you with a university identity card after registration.
- * Please write your initials,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

Initials

Surname

Student number

These photographs remain the property of the NWU.



DEPARTMENT OF PROTECTION SERVICES

L. APPLICATION FOR STUDENT CARD

All students are issued with student identity cards to enter the library, for use of other facilities and for purposes of identification during certain classes, examinations and on the computer network. This card is created 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 must 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 signature on the reverse side of the photographs.
- * You are cordially requested to **paste** the ID photographs in the frames below.

Initials

Surname

Student number

These photographs remain the property of the NWU.

