



UNIVERSITY OF JOHANNESBURG

ENQUIRIES

Direct further enquiries
about your application to:
011 559 4555

www.uj.ac.za

DELIVERY ADDRESS

**AUCKLAND PARK
KINGSWAY CAMPUS**
cnr Kingsway and University Road
Auckland Park, Johannesburg

POSTAL ADDRESS STUDENT ENROLMENT CENTRE

PO Box 524
Auckland Park
2006

All International Applicants

For any assistance, you may
contact the International
Office before applying:

APK: +27 11 559 4517

APB: +27 11 559 1027

DFC: +27 11 559 6510

international@uj.ac.za

www.uj.ac.za/International

**IMPORTANT:
DO NOT PAY THE
APPLICATION FEE IF YOU
HAVE PAID PREVIOUSLY AS
UJ'S APPLICATION FEE IS
PAYABLE ONCE ONLY.**

**NO APPLICATION
FEE WILL BE
CHARGED
FOR ONLINE
APPLICATIONS
(www.uj.ac.za/apply)**

APPLICATION FORM 2017

INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM

VERY IMPORTANT

- Please read the instructions carefully and complete all applicable sections.
- Incomplete forms **will not** be processed.
- Only **ONE** application form per applicant.
- The completion of the National Benchmarking Test (NBT) is compulsory for all first-time entry undergraduate applicants. (See NBT website www.nbt.ac.za or call NBT call centre at 021 650 3523).
- Please allow 3 weeks before checking on the status of your application. You can do so by going to www.uj.ac.za where you will also be able to print a letter regarding your application status.

1. ADMISSION REQUIREMENTS

Please consult the brochure "UJ Undergraduate Prospectus 2017" obtainable from the Student Enrolment Centre or www.uj.ac.za/apply for full details of the admission requirements pertaining to the programme for which you intend to enrol.

2. APPLICATION DEADLINES

UNDERGRADUATE STUDIES (EXCEPT BTECH)

All Undergraduate Programmes	30 September 2016 @ 12:00
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STUDENT ACCOMMODATION

All Undergraduate Programmes	30 September 2016 @ 12:00
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For more information visit www.uj.ac.za

POSTGRADUATE STUDIES

All Postgraduate programmes (Except for some programmes as listed below)	31 October 2016 @ 12:00
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FACULTY OF EDUCATION: BEd Hons (Educational Psychology) MEd Educational Psychology	30 June 2016 @ 12:00
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FACULTY OF HUMANITIES: MA (Clinical Psychology) MA (Counselling Psychology)	15 July 2016 @ 12:00
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FACULTY OF MANAGEMENT: BCom Hons in Marketing Management BCom Hons (Strategic Management)	30 September 2016 @ 12:00
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3. APPLICATION FEES

Payment may only be made by:

- Bank guaranteed cheque to: University of Johannesburg
- Bank deposit
- Electronic payment
- ID number of applicant is required if payment is made at a UJ cashier

**R200-00 for 2017 intake (non-refundable) - if applying using this paper form.
R1 220-00 Residence deposit**

NB: Postal orders are not accepted (neither local nor international)

4. CHANGE OF ADDRESS

The University must be notified immediately of any change of address after submission of the form at the Student Enrolment Centre.

5. COMMUNICATION TO APPLICANTS

You will receive separate email and/or sms communication with regard to the outcome of your academic, residence, and bursary or loan application. It is therefore required that you complete both email and cellphone contact details on this application form.

6. ACADEMIC DOCUMENTS

All documents may not be required with this academic application form however you may be requested to submit all relevant documents at registration.

Photocopies of all documents must be certified.

6.1 All Undergraduate Applicants currently studying towards a South African Grade 12	
Must complete sections A, B, C, D, F, G and H	
	No supporting documents (ID and final Grade 11 results) are required for the academic application section II
	Must submit proof of payment with this paper application form
	NOTE: Ace School of tomorrow, NCV and N3/N4/N5/N6 applicants must refer to the undergraduate prospectus on additional requirements

6.2 All Undergraduate Applicants already completed a South African Grade 12		Documents Required
Must complete sections A, B, C, E (if applicable), F, G and H		
	Final Grade 12 statement of symbols if certificate is not issued yet	✓
	Senior Certificate (prior to 2008) OR National Senior Certificate (NSC) with endorsement for degree, diploma, or certificate OR Independent Examination Board certificate (IEB)	✓
	Previous degree/diploma (s) if completed at another higher education institution	✓
	Academic Record and certificate of conduct if registered/completed at another higher education institution	✓
	Proof of payment required with this paper application form (Not applicable to previous UJ applicants/students)	✓

6.3 International Undergraduate Applicants currently studying towards a Grade 12 OR already completed a school-leaving certificate in home country		Documents Required
Must complete sections A, B, C, E (if applicable), F, G and H		
	International school-leaving statement of symbols	✓
	Previous degree/diploma (s) if completed at another higher education institution	✓
	Academic Record if registered/completed at another higher education institution	✓
	Proof of payment required with this paper application form (Not applicable to previous UJ applicants/students)	✓

** For degree studies - confirmation letter from Matriculation Board (HESA)

The following requirements are specific to selected applicants of which more information is obtainable from the UJ Undergraduate Prospectus 2017:

- Ace School of Tomorrow, National Certificate Vocational (NCV) with relevant endorsement, and N3/N4/N5/N6 results together with NBT results and PSYCAD evaluation report. For more information visit www.uj.ac.za/PsyCaD
- Confirmation letter from Matriculation Board (HESA) for Conditional and Mature Age Exemption

6.4 South African Postgraduate Applicants		Documents Required
Current UJ students must complete sections A, B, F, G and H - do not submit supporting documents listed below.		
External applicants (including previously registered UJ students) must complete sections A, B, C, E, F, G and H - submit supporting documents listed below.		
	Academic Record and certificate of conduct if registered/previously registered at another higher education institution	✓
	Previous degree/diploma(s)	✓
	Proof of payment required with this paper application form (Not applicable to previous UJ applicants/students)	✓

6.5 International Postgraduate Applicants**Documents Required**

Current UJ students must complete sections A, B, C, F, G and H - do not submit supporting documents listed below.

External applicants (including previously registered UJ students) must complete sections A, B, C, E, F, G and H - submit supporting documents listed below.

	Previous degree/national diploma/other diploma certificate(s)	✓
	Academic Record and certificate of conduct if registered/previously registered at another higher education institution	✓
	Proof of payment required with this paper application form (Not applicable to previous UJ applicants/students)	✓

** SAQA evaluation document must be readily available on request.

7. FINANCIAL ARRANGEMENTS

**A COPY of the deposit slip of the application fee must accompany your application form.
This deposit can only be made at a branch of ABSA Bank.**

Should you apply for accommodation, your accommodation deposit and your general application fee may be paid in as one amount.
NB: You must fill in your identity number in the deposit reference field on the bank deposit slip or the Electronic Funds Transfer (EFT).

BANKING DETAILS:

ABSA Bank - Auckland Park Branch

Branch code - 632005

Bank account number - 2840189565 (If using a provisional student number)

Bank account number - 3240141018 (If using ID number for a South African applicant)

Bank account number - 4055642621 (If using Passport number for an International applicant)

The swift code is **ABSA ZA JJ** for International applicants.

You must retain your original proof of payment and **only a copy must** accompany your application form.

NB: Applicants/Students must always state on the deposit slip the following:

- *Surname and Initials*
- *ID number (SA Applicant)/Passport number (International Applicant)*
- *Telephone/Cellphone number*

8. UJ MOBI (LATE ENQUIRY)

Please refer to the UJ web (www.uj.ac.za/apply) for more information.

9. ORANGE CARPET

Only prospective students who are entering for the first time undergraduate studies are eligible for the Orange Carpet initiative. Prospective students who have already undertaken studies at UJ or elsewhere are not eligible for this initiative.

10. DISCLAIMER

Please note that receiving a UJ student number does not imply you are a student until you have officially registered.

I FOR OFFICE USE ONLY

STUDENT NUMBER STICKER

STUDENT NUMBER (PREVIOUSLY ALLOCATED)

FILEPLAN NUMBER

9FD/9.1.3.1

DESCRIPTION	DATE	STATUS
1st Choice		
2nd Choice (if applicable)		

NOTES:

Signature: Supervisor (Postgraduate)

AND/OR

Signature: HOD

II ACADEMIC APPLICATION 2017

CONSENT TO PROCESS PERSONAL INFORMATION

I, the undersigned applicant (duly assisted by a competent person where I am under the age of 16), hereby agree to the processing of my personal information for purposes of applying to the University of Johannesburg ("UJ").

UJ is committed to protecting the applicant's privacy and recognises that it needs to comply with statutory requirements insofar as it is necessary to process the applicant's personal information. In terms of section 18 of the Protection of Personal Information Act 4 of 2013, UJ is obligated to inform you of the following:

1. The type of information that UJ will process will include matriculation marks, national benchmark test scores and first year university marks (if applicable);
2. The nature/category of the information that UJ will process will relate to academic performance indicators.
3. The purpose of processing the information will be to consider and determine admission into UJ.
4. UJ will source the information from yourself, the Department of Education and other university records (where applicable).
5. In terms of the Higher Education Act 101 of 1997 (as amended), UJ's Institutional Statute and UJ's Academic Regulations, UJ has a legal obligation to obtain such information for selection purposes.
6. Failure to consent to the processing of such information may compromise your admission.
7. You have the right to access and to amend any information processed by UJ at any reasonable time.
8. You have the right to direct any complaint regarding the processing of your information to the Information Regulator.

SECTION A: QUALIFICATION DETAILS

APPLICATION FOR YEAR OF STUDY

First choice of study e.g. BCom (Accounting)

Qualification code (As per prospectus)

Second choice of study e.g. BCom (Finance)

Qualification code (As per prospectus)

For Postgraduate Applicants: How would you like to study for the qualification?

Full-time

Part-time

- NB:**
1. Please ensure that you qualify for the above programme choices. Third and fourth choices will not be considered.
 2. In the case of applicants re-writing, please note we can only process your application on the current results we have available. If Grade 12 has been written more than once then your combined results must be supplied with the application form.
 3. Please note that receiving a UJ student number does not imply that you are a student until you officially register.

SECTION B: PERSONAL DETAILS

1. Identity number
2. Passport number (International applicants only)
3. Title (Mr/Ms/Mrs/Dr/etc.)
4. Initial(s)
5. Surname
6. First names in full
7. Date of birth
D D M M Y Y Y Y
8. Gender Male Female
9. Home language (Indicate with a tick)

Afrikaans	<input type="checkbox"/>	Sesotho sa Leboa	<input type="checkbox"/>
English	<input type="checkbox"/>	Setswana	<input type="checkbox"/>
IsiNdebele	<input type="checkbox"/>	SiSwati	<input type="checkbox"/>
IsiXhosa	<input type="checkbox"/>	Tshivenda	<input type="checkbox"/>
IsiZulu	<input type="checkbox"/>	Xitsonga	<input type="checkbox"/>
Sesotho	<input type="checkbox"/>	Other Home Languages (Specify)	<input type="text"/>

10. Population group (compulsory) (Information required for government reporting purposes)

African	<input type="checkbox"/>	Coloured	<input type="checkbox"/>	Indian	<input type="checkbox"/>	White	<input type="checkbox"/>	Asian	<input type="checkbox"/>
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11. International Citizenship, indicate your country of origin

12. Current and previous activity: Please indicate your current and previous activity (Please tick **all** relevant blocks)

	Current	Previous		Current	Previous
Grade 12 learner/ International School learner	<input type="checkbox"/>	<input type="checkbox"/>	Technical college student	<input type="checkbox"/>	<input type="checkbox"/>
Labour force (work)	<input type="checkbox"/>	<input type="checkbox"/>	Technikon student	<input type="checkbox"/>	<input type="checkbox"/>
Nursing college student	<input type="checkbox"/>	<input type="checkbox"/>	Unemployed	<input type="checkbox"/>	<input type="checkbox"/>
Teachers' college student	<input type="checkbox"/>	<input type="checkbox"/>	University student	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>			

SECTION C: SCHOOL-LEAVING DETAILS

1. Highest grade passed to date

Grade 11/Preliminary International School results	Year	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Grade 12/Final International School results	Year	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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No mid-year Grade 12 marks will be accepted.

- 2.
- | | |
|-------------------------|----------------------|
| Name of school attended | <input type="text"/> |
| School postal address | <input type="text"/> |
| Province | <input type="text"/> |
| City or town | <input type="text"/> |
| Postal code | <input type="text"/> |

SECTION D: SCHOOL-LEAVING SUBJECTS (ONLY APPLICABLE TO APPLICANTS CURRENTLY IN GRADE 12)

Subjects	Admission Point Score	Final Grade 11 Results (%) / Preliminary International School Results

UJ may request applicants currently in Grade 12 to provide certified copies of final Grade 11 results together with all other relevant documents for verification and auditing purposes.

SECTION E: HIGHER EDUCATION QUALIFICATIONS

1. Previous Higher Education Studies

Supply full details of studies at higher education institution(s) as indicated on previous page, if applicable. For registration purposes, the following are regarded as higher education institutions: universities, previous technikons, and teachers’ training and technical colleges. In the event of discontinuation of studies, indicate the date of cancellation.

Year from	Year to	Higher education institution	Field of study (e.g. BA, BCom, MSc (Zoology))	Result (e.g. cancelled, failed, degree obtained)

SECTION F: OTHER PARTICULARS

1. Do you have a disability?

Please indicate with a tick in either of the boxes below:

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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1.1 If “Yes”, please indicate with a tick the nature of your disability under the categories that have been listed below

Physical	Visual	Learning	Hearing
Cerebral Palsy	Blindness	Dyslexia	Deafness
Paraplegic	Low vision	ADD/ADHD	Partial Hearing
Quadriplegic	Partially sighted	Dyscalculia	
Impaired mobility			

Speech	<input type="checkbox"/>
Speech impairment	<input type="checkbox"/>

Other:

1.2 In order for the *Office: People with Disabilities* to best facilitate support and reasonable accommodation, please provide in detail the nature of your disability e.g. use of wheelchair, crutches.

Prospective students are encouraged to disclose the status of their disability, as the university needs to determine reasonable accommodation required in order to support the applicant. Further information can be obtained from the *Office: People with Disabilities*, disabilityunit@uj.ac.za or 011 559 3745.

Please note: Selection is based on academic performance and not on your disability.

1. The applicant, by signing this document, hereby consents to the use of his/her personal information contained herein and confirms that:
 - 1.1. the information is supplied voluntarily, without undue influence from any party and not under any duress;
 - 1.2. the information which is supplied herewith is mandatory for the purposes of this agreement and that without such information, the UJ will not enter into agreement with the applicant;
2. The applicant acknowledges that he/she is aware thereof that he/she has the following rights with regard to such personal information which is hereby collected. The right to:
 - 2.1. access the information at any reasonable time for purposes of rectification thereof;
 - 2.2. object to the processing of the information in which case this agreement will terminate in accordance with the provisions contained herein;
 - 2.3. lodge a complaint to the Information Regulator.
3. UJ may request applicants currently in Grade 12 to provide certified copies of final Grade 11 results with all other relevant documents for verification and auditing purposes.

Note:

The applicant consents to personal information being utilised for government and University statistical purposes.

ALL APPLICANTS TO COMPLETE AND SIGN

1. I hereby declare that this information is correct

 Initials and surname of **applicant** (name in print)

 Signature of **applicant** (Duly assisted by his/her parent/legal guardian, as may be required by law)

 Date

AN APPLICANT UNDER THE AGE OF 16 MUST HAVE THIS FORM SIGNED BY EITHER A PARENT OR A LEGAL GUARDIAN.

2. I hereby declare that this information is correct

 Initials and surname of parent/legal guardian (name in print)

 Signature of parent/legal guardian (name in print)

 Date

UJ RESIDENTIAL APPLICATION 2017

STUDENT NUMBER STICKER

STUDENT NUMBER (PREVIOUSLY ALLOCATED)

FILEPLAN NUMBER

14FD/14.1.1

ONLY FOR FIRST-TIME UNDERGRADUATE/POSTGRADUATE ENTERING APPLICANTS | CLOSING DATE: 30 SEPTEMBER 2016 AT 12:00

INSTRUCTIONS FOR PAYMENT OF RESIDENCE DEPOSIT

- Proof of payment of a R1 220 deposit must accompany this application.
- 10% of the full residence deposit is forfeited if a student's academic application is not successful.
- Year in which you require accommodation

A. PERSONAL PARTICULARS

- SA identity number/Passport number (international applicant)
- Surname
- First names
- Date of Birth
D D M M Y Y Y Y
- Gender Male Female
- Contact Details Cell Number Email
- Population group (compulsory), indicate with a tick (According to legal requirements and government reporting purposes this section must be completed)

African	Coloured	Indian	White	Other
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B. PARTICULARS TO SUPPORT DISABILITY (IF REQUIRED)

Applicants with disabilities (Please note: All housing is self-supportive)

Would you require accommodation with modifications to support your disability?

Yes No

The University must be informed of certain disabilities in order to determine whether it is able to make special arrangements to accommodate persons with such disabilities. It is the prospective student's responsibility to inform the PsyCaD's Office: People with Disabilities and to make a declaration to the relevant professional board/s (where applicable) in this regard. Confidential advice can be obtained from the Office: People with Disabilities, disabilityunit@uj.ac.za or 011 559 3745.

If "Yes" state the nature

C. ACCOMMODATION

You can only apply for accommodation on the campus where you will be attending classes (Indicate with a tick)

Auckland Park Kingsway (APK)	Doornfontein (DFC)	Auckland Park Bunting Road (APB)	Soweto (SWC)
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D. SIGNATURE/S

Initials and surname of applicant (Please print)

Initials and surname of parent/legal guardian (name in print)

Signature of applicant (Duly assisted by his/her parent/legal guardian, as may be required by law)

Signature of parent/legal guardian (name in print)

Date

Date

