

IMPORTANT INFORMATION

1. GENERAL

- It is in your interest to submit the application forms as soon as possible and not to wait until the closing date for applications.
- This form must be completed by all applicants.
- If you were registered at the Tshwane University of Technology for the previous academic term or part thereof you need not complete this form again.
- Block letters and black ink must be used for completing this form in full.
- Proof of payment of the prescribed administration fee of R240 must accompany this form and is not refundable for timeous and or rejected applications.
- The potential of applicants for all courses will be evaluated.
- You may not submit more than one application form.
- **Faxed documents are not acceptable.**
- The processing of your application will be delayed if you fail to complete this form in full, or if you fail to attach all the required documents, or if you fail to enclose the administration fee, or if your application reaches the University after the relevant closing date.
- The University must be notified in writing, immediately, of any change of address, cell phone number and e-mail address after submission of this application.
- The reference number (student number) allocated to you must be quoted in all further correspondence.
- Should you, after having submitted this application, decide not to continue with your studies or to change your course, you must notify the Assistant Registrar (Distance Education Unit) of your decision immediately, in writing.
- The University retains the right to refuse any application without stating reasons.
- All non-South African citizens must submit a study permit before registration. Provisional acceptance does not imply exemption from this requirement.
- Applicants will be informed in separate letters whether their applications for admission were successful or not.

2. ADMISSION REQUIREMENTS

Consult Part 9 of the TUT Prospectus to find out whether you meet the admission requirements for your proposed study field.

3. DOCUMENTS

Certified copies of the following documents must accompany each application:

1. **All Applicants:**
 - Identity document.
2. **Applicants for diplomas and degrees:**
 - Senior Certificate or equivalent qualification.
 - An academic record in respect of studies at another tertiary institution.
 - Proof of employment.
 - Official proof that all the requirements for a diploma or degree have been met.

4. AWARDING OF STATUS

Prospective students who obtained qualifications at other education institutions should apply to be granted a certain status for further studies at the Tshwane University of Technology.

5. RECOGNITION AND EXEMPTION OF SUBJECTS

If you have already obtained credit(s) for a course and/or subjects at a higher education institution, you could possibly qualify for recognition of those subjects and/or exemption from corresponding subjects at the Tshwane University of Technology. Please contact this office for further information and instructions.

6. SUBMISSION OF APPLICATION

Your application and all correspondence must be sent to the Distance Education Unit with proof of payment.

7. LANGUAGE POLICY

In accordance with the Language Policy of Tshwane University of Technology, the medium for lecturers is English.

8. ADDRESSES: DISTANCE EDUCATION UNIT

IMPORTANT: PHYSICAL ADDRESS FOR COURIER OR PERSONAL DELIVERY OF ALL APPLICATION FOR ADMISSION FORMS:

Tshwane University of Technology
Distance Education Unit
210 Mears/Steve Biko Street
Sunnyside
Pretoria
0002

CAPE TOWN SERVICE POINT STUDENTS

Relevant to academic activities and submission of Application for Admission forms

Tshwane University of Technology
Cape Town Service Point 1st Floor, Absa Building
14 Strand Street
C/o Durban Road and De Lange Street
BELLVILLE
7530

Tel: (021) 945 3996

DURBAN SERVICE POINT STUDENTS

Relevant to academic activities and submission of Application for Admission forms

Tshwane University of Technology Durban Service Point
125 Florence Nzama Street, 3rd Floor, Convention House,
DURBAN
4056
Tel: (031) 337 0888

SERVICES AVAILABLE TO APPROVED DURBAN AND CAPE TOWN SERVICE POINT STUDENTS AT THE SERVICE POINTS:

- Academic enquiries
- Classes, tuition, assignments and tests

ALL OTHER SERVICES: ADMISSION, REGISTRATION, EXEMPTION, SUBJECT ADDITION AND CANCELLATION, AND EXAMINATIONS: DISTANCE EDUCATION UNIT.

Enquiries: Traffic applicants: Tel: (012) 382 6643
Enquiries: Policing applicants: Tel: (012). 382 6644

PERSONAL DETAILS

Surname																															
Initials																															
Full names																															
Preferred name (nick name)																															
If married, maiden name																															
Date of birth											Gender		M	Male		F	Female														
Identity number																															
Passport number																															

Home language	<input type="checkbox"/> A Afrikaans	<input type="checkbox"/> NS Sepedi	<input type="checkbox"/> TS Xitsonga
	<input type="checkbox"/> E English	<input type="checkbox"/> TW Setswana	<input type="checkbox"/> V Tshivenda
	<input type="checkbox"/> AE English/Afrikaans	<input type="checkbox"/> SS Southern Sesotho	<input type="checkbox"/> X IsiXhosa
	<input type="checkbox"/> ND IsiNdebele	<input type="checkbox"/> SW Siswati	<input type="checkbox"/> Z IsiZulu

If other, please specify: _____

Marital status S Single M Married D Divorced W Widow/er

Church affiliation: We need this information for student support structures

<input type="checkbox"/> 79 Anglican	<input type="checkbox"/> 19 Jehovah's Witness	<input type="checkbox"/> 81 Presbyterian
<input type="checkbox"/> 15 Apostolic (New)	<input type="checkbox"/> 84 Lutheran	<input type="checkbox"/> 85 Seventh Day Adventist
<input type="checkbox"/> 60 Assemblies of God	<input type="checkbox"/> 80 Methodist	<input type="checkbox"/> 23 St. Johns Catholic
<input type="checkbox"/> 82 Baptist	<input type="checkbox"/> 35 Muslim	<input type="checkbox"/> 17 St. Paul Faith Mission
<input type="checkbox"/> 76 Church of Christ	<input type="checkbox"/> 91 Nazarene	<input type="checkbox"/> 90 St. Peters
<input type="checkbox"/> 22 Dutch Reformed	<input type="checkbox"/> 47 None	<input type="checkbox"/> 20 Reformed
<input type="checkbox"/> 70 Faith Mission	<input type="checkbox"/> 48 Not prepared to divulge	<input type="checkbox"/> 31 Roman Catholic
<input type="checkbox"/> 89 Full Gospel	<input type="checkbox"/> 30 Other Protestant	<input type="checkbox"/> 28 Reformed Churches SA
<input type="checkbox"/> 40 Hindu	<input type="checkbox"/> 32 Pentecostal Protestant	<input type="checkbox"/> 78 Zion Christian Church
<input type="checkbox"/> 88 IPC		

If other, please specify: _____

Ethnic Group: We need the following information for reporting to Government

<input type="checkbox"/> 2 Coloured	<input type="checkbox"/> 6 Southern Sotho	<input type="checkbox"/> 10 Venda
<input type="checkbox"/> 3 Indian	<input type="checkbox"/> 7 Swazi	<input type="checkbox"/> 11 Xhosa
<input type="checkbox"/> 13 Ndebele	<input type="checkbox"/> 8 Tsonga	<input type="checkbox"/> 1 White
<input type="checkbox"/> 5 Northern Sotho	<input type="checkbox"/> 9 Tswana	<input type="checkbox"/> 12 Zulu

Citizenship: Non-South African citizens, indicate your country of origin

<input type="checkbox"/> 107 Angola	<input type="checkbox"/> 131 Countries in Europe	<input type="checkbox"/> 106 Mozambique
<input type="checkbox"/> 104 Botswana	<input type="checkbox"/> 151 Countries in North America	<input type="checkbox"/> 105 Swaziland
<input type="checkbox"/> 121 Countries in Africa*	<input type="checkbox"/> 161 Countries in South America*	<input type="checkbox"/> 101 Namibia
<input type="checkbox"/> 141 Countries in Asia	<input type="checkbox"/> 103 Lesotho	<input type="checkbox"/> 108 Zambia
<input type="checkbox"/> 171 Countries in Australia and Oceania*	<input type="checkbox"/> 109 Malawi	<input type="checkbox"/> 102 Zimbabwe

Countries in *, please specify: _____

Study permit number: _____ Expiry date: _____

Type of citizenship: 1 RSA 2 Other with permanent residence permit for South Africa

3 Other without permanent residence permit for South Africa 4 Diplomatic 5 Refugee

If other, please specify: _____

WHERE DID YOU HEAR ABOUT TUT?

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> G Career Exhibition | <input type="checkbox"/> D Former Student | <input type="checkbox"/> E Guidance Teacher | <input type="checkbox"/> F Radio Program |
| <input type="checkbox"/> C Current Student | <input type="checkbox"/> A Friend | <input type="checkbox"/> K Internet | <input type="checkbox"/> M School Visit |
| <input type="checkbox"/> B Family Member | <input type="checkbox"/> I Guidance Counsellor | <input type="checkbox"/> J Open Day | <input type="checkbox"/> L Word of Mouth |

Are you currently employed: Y N If yes, how many years: _____

What is your present activity before you start your studies?

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> 04 College of Nursing Student | <input type="checkbox"/> 08 Grade 12 Learner | <input type="checkbox"/> 02 Teacher's Training College | <input type="checkbox"/> 03 University of Technology student |
| <input type="checkbox"/> 05 Technical College Student | <input type="checkbox"/> 07 Labour Force | <input type="checkbox"/> 01 University student | <input type="checkbox"/> 06 National Service |

09 Other, please specify if you are registered as a student, please give us the name of the institution: _____

Will you apply for subject exemptions? Yes No

MEDICAL AID INFORMATION

Name of Medical Aid _____ Medical aid number _____

Main Member: Title _____ Initials _____ Surname _____

Identity number Tel/Cell

Relationship to student Father Mother If other, please specify _____

Specific medical conditions: _____

Do you make use of a wheelchair? Yes No

Have you been placed under administrative order by court? Yes No If yes, state the date _____

Has a court order declared you mentally unfit? Yes No If yes, state the date _____

PREVIOUS AND CURRENT TERTIARY STUDIES

State the tertiary institutions at which you have been/are a registered student and attach full academic records

Student number	Institution	Name of degree/diploma	Completed	Date on which degree was conferred	Years	
					From	To

EXTRA-MURAL ACTIVITIES

Encircle leadership position and/or sport(s) and/or cultural activities you participate in and the highest level you have reached

- | | |
|--------------------------------------|--|
| Cultural | Leadership |
| <input type="checkbox"/> 48 Choir | <input type="checkbox"/> 56 Class captain |
| <input type="checkbox"/> 46 Debating | <input type="checkbox"/> 61 Deputy head prefect |
| | <input type="checkbox"/> 60 Deputy head prefect residences |
| | <input type="checkbox"/> 62 Deputy head prefect sport |
| | <input type="checkbox"/> 55 Head prefect |
| | <input type="checkbox"/> 57 Head prefect residences |
| | <input type="checkbox"/> 54 Library Prefect |
| | <input type="checkbox"/> 58 Residence Prefect |
| | <input type="checkbox"/> 63 School Prefect |

Sport	School colours	Regional colours	Provincial colours	National colours
Athletics	SA	RA	PA	NA
Cricket	SC	RC	PC	NC
Golf	SG	RG	PG	NG
Gymnastics	SM	RM	PM	NM
Hockey	SH	RH	PH	NH
Netball	SN	RN	PN	NN
Rugby	SR	RR	PR	NR
Soccer	SS	RS	PS	NS
Swimming	SI	RI	PI	NI

If other, please specify: _____

If other, please specify: _____

DISABILITY

If you have a disability, but choose not to disclose it on this form, the Tshwane University of Technology is under no obligation to assist or accommodate you with regard to that disability.

- | | | | |
|---|--|---|-------------------------------|
| <input type="checkbox"/> Blind or partially sighted | <input type="checkbox"/> Hearing (even with a hearing aid) | <input type="checkbox"/> Cognitive (difficulties in learning) | <input type="checkbox"/> None |
| <input type="checkbox"/> Communication (talking, listening) | <input type="checkbox"/> Physical (moving, standing, grasping) | <input type="checkbox"/> Emotional (behavioural or psychological) | |
| <input type="checkbox"/> Please specify disability _____ | | | |

SCHOOL PARTICULARS

Highest Grade Passed

Grade 11 Grade 12

Date of final Senior Certificate Examination

Year Month

Examination number:

TYPE OF CERTIFICATE

- | | |
|--|---|
| <p><input type="checkbox"/> 01 Joint Matriculation Board (full exemption)</p> <p><input type="checkbox"/> 03 Ordinary conditional exemption</p> <p><input type="checkbox"/> 04 Exemption on grounds of age</p> <p><input type="checkbox"/> 05 Foreigners' conditional exemption</p> <p><input type="checkbox"/> 06 Immigrants' conditional exemption</p> <p><input type="checkbox"/> 07 Other Senior Certificate</p> <p><input type="checkbox"/> 08 N3</p> | <p><input type="checkbox"/> 09 Grade 12 Practical</p> <p><input type="checkbox"/> 11 Without exemption</p> <p><input type="checkbox"/> 12 National Senior Certificate</p> <p><input type="checkbox"/> B NSC Admission Bachelor</p> <p><input type="checkbox"/> N NSC Admission None</p> <p><input type="checkbox"/> C NSC Admission Certificate</p> <p><input type="checkbox"/> D NSC Admission Diploma</p> |
|--|---|

Name of school attended (COMPULSARY)

Province _____

Examination results:

Please indicate your final grade 12 results on the list below. If you do not have a National Senior Certificate/statement of final results, our school principal must certify the correctness of your Grade 11 results. Without this signature and the school stamp, your application cannot be considered. Any alterations must be signed in full by the person who certifies your marks.

Code	Description	Grade 11		Mid-Grade 12		Final Grade 12	
		Rating Code	Marks	Rating Code	Marks	Rating Code	Marks

THIS MUST BE COMPLETED BY THE PRINCIPAL OF YOUR SCHOOL
(Please complete with black pen)

I, _____
(name of principal)

The principal of _____
(name of school)

Declare that the information on this page is correct and that it corresponds with the official school records.

School date stamp

934	Accounting
901	Afrikaans First Additional Language
900	Afrikaans Home Language
937	Afrikaans Second Additional Language
926	Agricultural Management Practice
927	Agricultural Science
928	Agricultural Technology
948	Arabic Second Additional Language
935	Business Studies
974	Civil Technology
981	Computer Application Technology
985	Consumer Studies
929	Dance Studies
930	Design
931	Dramatic Arts
936	Economics
975	Electrical Technology
977	Engineering Graphic and Design
912	English First Additional Language
910	English Home Language
938	English Second Additional Language
949	French Second Additional Language
978	Geography
950	German Home Language
951	German Second Additional Language
953	Gujarati First Additional Language
952	Gujarati Home Language
954	Gujarati Second Additional Language
955	Hebrew Second Additional Language
957	Hindi First Additional Language
956	Hindi Home Language
958	Hindi Second Additional Language
979	History
986	Hospitality Studies
982	Information Technology
916	IsiNdebele First Additional Language
914	IsiNdebele Home Language
939	IsiNdebele Second Additional Language
925	IsiXhosa First Additional Language
918	IsiXhosa Home Language
940	IsiXhosa Second Additional Language
903	IsiZulu First Additional Language
901	IsiZulu Home Language
941	IsiZulu Second Additional Language
959	Italian Second Additional Language
960	Latin Second Additional Language
925	Life Orientation
983	Life Science
922	Mathematical Literacy
923	Mathematics
924	Mathematics (Third Paper)
976	Mechanical Technology
932	Music
984	Physical Science
962	Portuguese First Additional Language
961	Portuguese Home Language
963	Portuguese Second Additional Language
980	Religion Studies
911	Sepedi First Additional Language
910	Sepedi Home Language
942	Sepedi Second Additional Language
913	Sesotho First Additional Language
912	Sesotho Home Language
943	Sesotho Second Additional Language
915	Setswana First Additional Language
914	Setswana Home Language
944	Setswana Second Additional Language
917	Siswati First Additional Language
916	Siswati Home Language
945	Siswati Second Additional Language
964	Spanish Second Additional Language
969	Telegu First Additional Language
968	Telegu Home Language
970	Telegu Second Additional Language
987	Tourism
919	Tshivenda First Additional Language
918	Tshivenda Home Language
946	Tshivenda Second Additional Language
933	Visual Arts
921	Xitsonga First Additional Language
973	Xitsonga Home Language
947	Xitsonga Second Additional Language
OTHER SUBJECT/S NOT LISTED	

CHECKLIST

CHECKLIST

- Did you fill in the name of the field of study you are applying for?
- If you previously studied at another higher education institution, have you attached your academic record?
- Did you state the level of your school subjects, e.g. English first language, HG 50%?
- Did you sign this form?
- If you are under 18 (see mainstream) years of age, did your parent/guardian sign the form as well?
- Did you enclose the proof of payment of the administration fee of R240?
- If already matriculated, did you attach a certified copy of your senior certificate?
- Did you note the Language Policy?
- Did you sign the indemnity form?
- Certified copy of your ID/passport attached?

MEMORANDUM OF AGREEMENT

Should my application be successful -

I, _____ declare that-

1. All particulars given by me in this form are true and correct;
2. I will acquaint myself with the rules and regulations of the Tshwane University of Technology and will abide by them;
3. I waive any claim against the Tshwane University of Technology resulting from any act or omission on my part during tuition, sport tours, practical trainings or in the University residence;
4. I will inform the Assistant Registrar: Distance Education Unit immediately, in writing, should I change my address or cancel or change my course or any subjects;
5. I am aware that my enrolment is valid only if it complies with the relevant regulations of the University, notwithstanding provisional acceptance of this enrolment by the University;
6. I am aware that fees and legal costs will be recovered from me should I fail to fulfil my financial commitments towards the University;
7. (a) I am capable of concluding an agreement and am legally competent to sign this application and may therefore enter unassisted into an agreement with the Tshwane University of Technology; and
(b) I sign this application

Signature of applicant _____

Date _____

Herein assisted as far as may be necessary while the applicant or student is still under the age of eighteen years.

I, _____ the undersigned, in my

PRINT FIRST NAMES AND SURNAME

Capacity of _____ parent or legal guardian

PARENT OR LEGAL GUARDIAN

To be jointly and separately responsible for money's which the above applicant may at any stage owe to the Tshwane University of Technology in terms of the agreement that he/she has concluded with the University of Technology, as set out above, including any alteration to such agreement.

Signature of parent or legal guardian:

Date _____

NB: IT IS COMPULSORY THAT THIS CONTRACT BE SIGNED BY ALL PARTIES CONCERNED

TSHWANE UNIVERSITY OF TECHNOLOGY

INDEMNITY AGAINST CLAIMS FOR LOSS OR DAMAGES

I,

(full name), the undersigned, hereby declare that I shall not institute any claim of any nature whatsoever against the Tshwane University of Technology or any employee of the Tshwane University of Technology, acting within his or her employment capacity, nor shall I in any way whatsoever hold the Tshwane University of Technology responsible for any loss or damage that I may suffer in person or in respect of any property of mine, or which may directly or indirectly arise from my commitment, as a registered student, towards the Tshwane University of Technology, resulting from any act or omission whatsoever during the full period of my tuition, regardless of the way in which such loss or damage may occur and regardless of who or what may be responsible. I undertake to participate in any activity that I am expected to participate in, on my own responsibility; voluntarily taking on any risk I may expose myself to in connection with any such activity.

I furthermore declare that, in case I am injured and cannot personally give consent to medical treatment or any other essential medical intervention, the supervisory staff may sign the necessary letters of consent on my behalf.

I understand that the terms and conditions of this indemnity shall remain in force for the duration of my studies at the Tshwane University of Technology.

Thus signed at _____ on this

_____ day of _____ 20____

APPLICANT'S SIGNATURE

PARENT/GUARDIAN (if applicant is a minor)