

# **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 Division for Internationalisation Office before applying:

> APK: +27 11 559 4517 APB: +27 11 559 1027 DFC: +27 11 559 6510 SWC: +27 11 559 5014 international@uj.ac.za www.uj.ac.za/International

IMPORTANT: DO NOT PAY THE APPLICATION FEE IF YOU ALREADY HAVE A UJ STUDENT NUMBER

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

# **APPLICATION FORM 2019**

# 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.
- Please see the UJ NBT website (www.uj.ac.za/NBT) for more details.
- 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

Undergraduate – Please consult the "UJ Undergraduate Prospectus 2019" obtainable from the UJ Web www.uj.ac.za/apply for full details of the admission requirements pertaining to the programme for which you intend to enrol.

Postgraduate – Please consult the relevant Faculty or visit the UJ website for more information.

#### 2. APPLICATION DEADLINES

UNDERGRADUATE STUDIES (EXCEPT BTECH)	
All Undergraduate Programmes	28 September 2018 @ 12:00
STUDENT ACCOMMODATION	

STUDENT ACCOMMODATION	
All Undergraduate Programmes	28 September 2018 @ 12:00
For more information visit www.ui.ac.za	

POSTGRADUATE STUDIES	
All Postgraduate programmes (Except for some programmes as listed below)	31 October 2018 @ 12:00
COLLEGE OF BUSINESS AND ECONOMICS: BCom Hons in Marketing Management BCom Hons (Strategic Management) MCom/MPhil Industrial Psychology PhD Industrial Psychology	28 September 2018 @ 12:00
FACULTY OF EDUCATION: BEd Hons (Educational Psychology) MEd Educational Psychology	29 June 2018 @ 12:00
FACULTY OF ENGINEERING AND THE BUILT ENVIRONMENT: MEng/MPhil in Engineering Management (Course work)	31 August 2018 @ 12:00
FACULTY OF HEALTH SCIENCES: BA Hons (Biokinetics)	31 August 2018 @ 12:00
FACULTY OF HUMANITIES: MA (Clinical Psychology) MA (Counselling Psychology) BA Hons in Psychology BSc Hons in Psychology	13 July 2018 @ 12:00 28 September 2018 @ 12:00

#### 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 (non-refundable) if applying using this paper form.**
- NB: Postal orders are not accepted (neither local nor international)

#### 4. 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. Notify UJ immediately of any changes to your email address.

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#### 5. 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.

5.1	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, NASCA, ASC and N3/N4/N5/N6 applicants must refer to the undergraduate prospectus on additional requirements									

5.2	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	$\checkmark$					
	Senior Certificate (prior to 2008) OR National Senior Certificate (NSC) OR Independent Examination Board certificate (IEB) OR SACAI	$\checkmark$					
	Previous degree/diploma (s) if completed at another higher education institution	$\checkmark$					
	Academic Record and certificate of conduct if registered/completed at another higher education institution	$\checkmark$					
	Proof of payment required with this paper application form (Not applicable to previous UJ applicants/students)	$\checkmark$					
	NOTE: Ace School of tomorrow, NCV, NASCA, ASC and N3/N4/N5/N6 applicants must refer to the undergraduate pros requirements	spectus on additional					

5.3	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	$\checkmark$				
	Previous degree/diploma (s) if completed at another higher education institution	$\checkmark$				
	Academic Record if registered/completed at another higher education institution	$\checkmark$				
	Proof of payment required with this paper application form (Not applicable to previous UJ applicants/students)	$\checkmark$				

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

# The following requirements are specific to selected applicants of which more information is obtainable from the UJ Undergraduate Prospectus 2019:

- Ace School of Tomorrow, National Certificate Vocational (NCV) NASCA, ASC, 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 (USAF) for Conditional and Mature Age Exemption

5.4	South African Postgraduate Applicants	<b>Documents Required</b>							
	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)	$\checkmark$							
	Proof of payment required with this paper application form (Not applicable to previous UJ applicants/students)	$\checkmark$							

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5.5	International Postgraduate Applicants	<b>Documents Required</b>								
	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)	$\checkmark$								
	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)	$\checkmark$								

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

#### 6. 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 FNB.

Students without a valid UJ student number, but a valid South African ID Number or Passport Number must use the following account:

#### **BANKING DETAILS**:

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FNB UJ Main Account Account Type: Cheque Account Number: 626 158 73280 Branch name: FNB Client Services Branch Code: 210 - 554

The swift code is **FIRNZ AJJ** for International applicants.

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

### NB: Applicants/Students must always state on the deposit slip or the Electronic Funds Transfer (EFT) the following:

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

#### **Please note:**

Payments to UJ must only be made into a UJ bank account. If approached to be assisted for a fee to gain access to UJ, please decline the offer and immediately inform the university thereof.

#### 7. UJ MOBI (LATE ENQUIRY) ONLY JANUARY 2019

Please refer to the UJ web (www.uj.ac.za/apply) in January 2019 for more information.

#### 8. 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. Please refer to the undergraduate prospectus for more information.

### 9. RESIDENCE APPLICATION

For on-campus UJ residence please complete section III on page 7 of this application. For off-campus private accommodation please visit the UJ webpage (www.uj.ac.za).

#### 10. DISCLAIMER

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

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			SIUDENI NUMBER SIIGKER
			STUDENT NUMBER (PREVIOUSLY ALLOCATED)
DESCRIPTION	DATE	STATUS	NOTES:
1st Choice			
2nd Choice (if applicable)			
· · · · · · · · · · · · · · · · · · ·			

AND/OR

Signature: HOD

# **II ACADEMIC APPLICATION 2019**

# **CONSENT TO COLLECT AND PROCESS PERSONAL INFORMATION (POPI)**

I FOR OFFICE USE ONLY

I, the undersigned applicant (duly assisted by a competent person where I am under the age of 18), hereby agree to the processing of my personal information for purposes of applying to the University of Johannesburg ("UJ"), the responsible party, with its registered address at cnr Kingsway & University Drive, Auckland Park. 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 collect and process includes any personal information that can identify you, your matriculation marks, national benchmark test scores and marks from other educational institutions, including universities (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 educational institutions (where applicable).
- 5. UJ may, where applicable, transfer the information to a third-party country/organisation.
- 6. 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.
- 7. Failure to consent to the processing of such information may compromise your admission.
- 8. You have the right to access and to amend any information processed by UJ at any reasonable time.
- 9. You have the right to direct any complaint regarding the processing of your information to the Information Regulator.

Further to the above consent, I understand that my personal information is also protected in terms of section 50 of the Electronic Communications and Transactions Act 25 of 2002 (ECT Act). In terms of section 51 of the ECT Act, I hereby provide my express written permission to UJ for the collection, collation, processing and/or disclosure of any of my personal information, without prejudice to other legal grounds upon which UJ is permitted or required to do so.

#### **SECTION A: QUALIFICATION DETAILS**

Signature: Supervisor (Postgraduate)

- NB: 1. Please ensure that you qualify for the first and second choice of study. 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.

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?					Ful	l-tim	е		Pa	art-tir	ne			

SEC	TION B: PERSONAL DETAILS																			
1.	Identity number																			
2.	Passport number (International applicants only)																			
3.	ītle (Mr/Ms/Mrs/Dr/etc.)																			
4.	Initial(s)																			
5.	Surname																			
6.	First names in full																			
7.	Date of birth									]										
8.	Gender	D Ma	_	M	Μ	Y Fen	Y nale	Y	Y											
9.	Home language (Indicate with a tick)																			
	Afrikaans						pedi													
	English						tswa										_			
	IsiNdebele						Swati										_			
	lsiXhosa IsiZulu						hiven song													
	Sesotho						her H		lan	ana	165 ()	Sner	ifv)							
	0030010								Lun	guu	103 (1	spec	, ii y /							
10.	10. Population group (compulsory) (Information required for government reporting purposes)																			
	African Coloured		Indian					W	nite					As	ian					
11. 12.	International Citizenship, indicate your country Current and previous activity: Please indicate		it and p	orevio	us a	activit	ty (Pl	] ease	tick	all	elev	ant l	olock	s)						
		Current	Pre	vious												Curre	nt	Pı	evio	IS
	Grade 12 learner/ International School learner				-	Tech	nical	colle	ege s	tude	ent									
	Labour force (work)				-	Tech	nikon	stu	dent											
	Nursing college student					Unemployed														
	Teachers' college student					Unive	ersity	stuc	lent											
	Other																			
SEC																				
1.	TION C: SCHOOL-LEAVING DETAILS																			
1.	TION C: SCHOOL-LEAVING DETAILS Highest grade passed to date																			
1.		sults	,	Year																
1.	Highest grade passed to date	sults		Year Year																
	Highest grade passed to date Grade 11/Preliminary International School re																			
2.	Highest grade passed to date Grade 11/Preliminary International School res Grade 12/Final International School results																			
	Highest grade passed to date Grade 11/Preliminary International School res Grade 12/Final International School results <b>No mid-year Grade 12 marks will be accepted</b>																			
	Highest grade passed to date Grade 11/Preliminary International School results Grade 12/Final International School results <b>No mid-year Grade 12 marks will be accepted</b> Name of school attended																			
	Highest grade passed to date Grade 11/Preliminary International School results Grade 12/Final International School results <b>No mid-year Grade 12 marks will be accepted</b> Name of school attended School postal address																			

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#### 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  $\checkmark$  in either of the boxes below:

Yes No

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		Other:	
Speech impairment			

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.

# 1. APPLICANT'S ADDRESSES

1.1 Applicant's postal address

					Pos	tal c	ode		

1.2 Applicant's study/physical address

					<b>D</b>	4.1.			
					Postal code				

# 1.3 Contact telephone numbers:

Home

Work (If applicable)

SA cellphone

International cellphone

Email

# 2. ADDRESS: PARENT/GUARDIAN/NEXT-OF-KIN

2.1 Title (e.g. Mr/Mrs/Ms/Miss)

2.2 Initial(s)

2.3 Surname

2.4 Postal/physical address

2.5 Telephone number

2.6 Cellphone number

2.7 Email

Dialling code	1	Number				
Dialling code	1	Number				

										Pos	tal c	ode				
Di	alling	j cod	е				N	umb	er							

#### **SECTION H: APPLICATION AGREEMENT 2019**

- 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 supplied herewith is mandatory for the purposes of this agreement and that without such information, the University of Johannesburg 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 that 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.
- 4. Please note that should your application be successful, you will be required to sign our Student Registration Agreement. To view the terms and conditions of this agreement, please see attached link.

#### Note:

1.

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)

#### AN APPLICANT UNDER THE AGE OF 18 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

Date

Date

# **UJ RESIDENTIAL APPLICATION 2019**

STUDENT NUMBER STICKER

STUDENT NUMBER (PREVIOUSLY ALLOCATED)

ON	LY FOR FIRST-TIME UNDERGRADU	JATE/POSTGRADUATE	ENTE	RING APP	LICANTS	S   CLOSII	NG DATE: 2	8 SEP	TEMBE	R 2018	3 AT 12	:00			
Yea	r in which you require accommodat	ion													
А.	PERSONAL PARTICULARS														
1.	SA identity number/Passport number	er (international applican	t)												
2.	Surname														
3.	First names														
4.	Date of Birth		D	D M	MY	Y Y	Y								
5.	Gender		Ma	ale	Female										
6.	Contact Details	Cell Numbe	r				Email								
7.	Population group (compulsory), in must be completed)	ndicate with a tick 🗸	(Acco	ording to le	gal requi	rements a	ınd governr	nent re	eporting	purpo	ses thi	s section			
	African Colo	ured	India	an		White			Oth	er					
B.	PARTICULARS TO SUPPORT DISA	BILITY (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 accommod											modate			
		ofessional board/s (whe	re app	responsibility to inform the PsyCaD Office: People with Disabilities and to mak applicable) in this regard. Confidential advice can be obtained from the Office 745.											
	If "Yes" state the nature														
C.	ACCOMMODATION														
	You can only apply for accommod	ation on the campus wh	iere yo	u will be at	tending c	lasses (Ir	idicate with	ith a tick 🖌 )							
	Auckland Park Kingsway (APK)	Doornfontein (D	FC)	Auckl	and Park	Bunting F	Road (APB)		Sowe	eto (SV	VC)				
D.	SIGNATURE/S														
	Initials and surname of applicant (	name in print)		Initials and surname of parent/legal guardian (name in print)											
	Signature of applicant (Duly assist parent/legal guardian, as may be i			Signature	of parent	/legal gua	rdian					-			
	Date			Date								-			

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