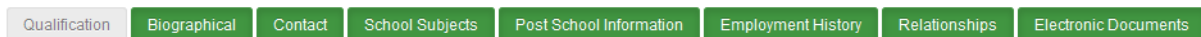


## Step 1: Getting a student number (start at step 2 if you already have one)

- Please ensure that you have a valid Email Address and Cell phone number. As All Online information, including log in details may be sent.
- Go to the [online application platform \(http://studies.nwu.ac.za/studies/how-apply-online\)](http://studies.nwu.ac.za/studies/how-apply-online)
- Click on New application
- Click on [Create new student](#) number and complete all the fields E.g. 1234578 pin ABC123 (Please note no special characters like !, @, & \$ when creating a pin)
- When applying for Distance Learning, please select **Potchefstroom** as the Campus
- You select the study centre of your choice. (E.G Potchefstroom is the Campus but depending on which course you are apply for make sure it says Education/Nursing behind the name) – **See the below example:**



### Qualification Application Information

Please enter details below.

(\* indicates mandatory information.)

Application Year	* 2019
Matric Year	* 1997
Qualification Type	* Undergraduate Qual. ▾
Presentation Method	* Distance ▾
<b>First Choice of Study</b>	
Campus	* Potchefstroom ▾
Qualification Program Level	* BED IN FOUNDATION PHASE (4BJ J01 1) ▾
Method of Delivery	* A DISTANCE (PAY) / Distance ▾
Curriculum	O420P - FOUNDATION PHASE ▾
Study Centre	* jo ▾
<b>Second Choice of Study (not mandatory)</b>	
Campus	A JOHANNESBURG (NURSING/EDUCATION)
Qualification Program Level	JOHN WYCLIFF COLLEGE (THEOLOGY)
Method of Delivery	PUK-JOUBERTON VUSELELA COLLEGE
Curriculum	ST JOHNS ANGLICAN SEMINARY ZAMBIA (THEOLOGY)

When applying for the **post graduate Nursing programs we offer, please chose the Presentation method as Contact not Distance(See the below example)**

## Qualification Application Information

Please enter details below. (\* indicates mandatory information.)

Application Year \* 2019

Matric Year \* 1997

Qualification Type \* Postgraduate Qual. ▾

Presentation Method \* Contact ▾

**First Choice of Study**

Campus \* Potchefstroom ▾

Qualification Program Level \* AUDHS IN COMMUNITY NURSING (837 100 1) ▾

Method of Delivery \* A ODL NURSING / Contact ▾

Curriculum G511T - COMMUNITY NURSING SCIENCE ▾

Study Centre \* A BENONI (NURSING) x

Start in the second semester? ROODEPOORT (MBA)

**Second Choice of Study (not mandatory)**

Campus A ALBERTON TDC ( GRADE R BURSARY)

Qualification Program Level A BEACON SECONDARY (BED INT BURSARY)

Method of Delivery A BENONI (NURSING)

Curriculum A BETHLEHEM (NURSING/EDUCATION)

**After you chose the Presentation method as contact and the Qualification type as post graduate you will see under the qualification program level the first four options there is the nursing programs we offer, take note Primary Health care is already closed thus you can no longer apply for that program.**

**Please note that the allocation of a student number does not mean that you have completed the application process. Please go through all the steps below to ensure that your application is complete and that it reaches us. Incomplete applications will not be processed by the University.**

### Step 2: Log in

When you receive a student number, use that together with the PIN number you created to log in.

### Step 3: What do you want to study?

Complete all the fields I.E. the qualifications, modes of delivery and curricula.

- Only the first choice is Mandatory
- The Method of Delivery will always be A Distance (Pay)/ A Distance
- Except when applying for Nursing then it will automatically throw out the method of delivery as A ODL Nursing/Contact, you will NOT be able to change it when applying for our Nursing courses.
- Please choose the study centre from the drop down list
- Please select EMAIL as your preferred method of correspondence

- When capturing your address, please use the search function under the Town.(See below the example)
- The cell phone number must be typed in this format eg.078\*\*\*\*\* (no spaces)

**See the below example:**

**Postal address**

Address same as  If not, select another option.

Country \*   *Example Address:*

Address Line 1 \*  *Silverwoods Apartments no. 7*

Address Line 2  *Smit Street 50*

Address Line 3

Address Line 4

Town/Post Office \*  *Bailliepark*

Postal Code \*  *2526*

## Search Postal Code

Complete one field and click on Search to see possible results.

Postal Code

Town/Post Office

## Search Postal Code

Complete one field and click on Search to see possible results.

Postal Code

Town/Post Office

Postal Code	Post Office	Town
<input type="checkbox"/> 2735	MAFIKENG EXT 39	MAFIKENG
<input type="checkbox"/> 2735	MAFIKENG UIT 39	MAFIKENG
<input type="checkbox"/> 2735	MAHIKENG EXT 39	MAHIKENG
<input type="checkbox"/> 2735	MAHIKENG UIT 39	MAHIKENG
<input type="checkbox"/> 2735	MMABATHO	LICHTENBURG
<input type="checkbox"/> 2735	MMABATHO EXT 39	MMABATHO
<input type="checkbox"/> 2735	MMABATHO UIT 39	MMABATHO
<input type="checkbox"/> 2735	MMABATHO UNIT 1	MMABATHO
<input type="checkbox"/> 2735	MMABATHO UNIT 10	MMABATHO

**Then chose the correct area, it will make a tick in the small block next to the choices.**

### Step 4: Upload supporting documents

In order to consider your application, please upload the following supporting documents:

Scan all your supporting documents individually, save to your desk top or on a memory stick.

There is no Proof of payment for an application fee required and no undertaking required (Please ignore those tabs)

- Certified copies of the Available grade 12 marks (or gr 11 if the gr 12 marks are not available yet), or a copy of your matric certificate - if you have already passed matric.
- Certified Copy of your ID
- Certified copy of the Marriage certificate (if applicable).
- Certified copy of Academic record for previous qualifications (if applicable)
- Certified copy of previous qualifications (If applicable).
- Additional documents for international prospective students:
  - A copy of relevant results
  - A copy of your passport

See the below example:

Qualification	Biographical	Contact	Post School Information	Employment History	Relationships	Electronic Documents
---------------	--------------	---------	-------------------------	--------------------	---------------	----------------------

### Electronic Documents

**Mandatory Documents**

**Additional Documents**

Document Name	Upload Date	Upload	Preview
Grade 11 Marks	Uploaded: 2018/04/25 15:38:24	Upload	Preview
Identity Document		Upload	Preview
Matric Certificate		Upload	Preview
Proof Of Payment - Application	Uploaded: 2017/08/31 11:02:29	Upload	Preview
Previous Qualification Academic Record		Upload	Preview
Previous Qualification Certificate		Upload	Preview
Undertaking - Application		Upload	Preview

Save Cancel **Next >>**

## Step 5: Submit application

Please make sure that you press the [Submit application](#) button when you have finished ensuring that we receive your application.

- Before the application is submitted, you can go in by logging in using your student number and pin, then click on **modify application**.
- Once the application has been submitted, no changes can be made from the online platform. [See the below Example:](#)

### Submit Application to University

Select the study application you want to submit

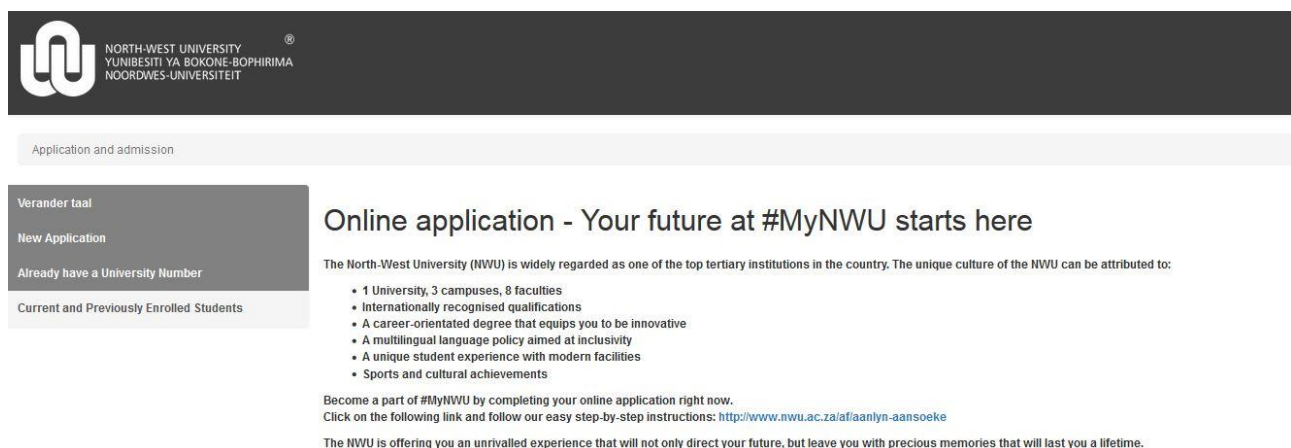
Application	* 2019 - Potchefstroom ▾
Application Status	Pending Submission
Application date	2018/04/23
Submission Date	

#### Choice 1

Qualification Program	837 100 1 - AUDHS IN NURSE/HEALTH SC
Progress Status	
Conditional Admission Reason	
Additional Reason	

Only applications created via the web may be modified via the web. If you want to change the details of any other application you may [contact us](#).

When checking on your application status, go on the online portal where you applied- go to already have a university number(see example below)



**Application and admission**

Verander taal  
New Application  
Already have a University Number  
Current and Previously Enrolled Students

### Online application - Your future at #MyNWU starts here

The North-West University (NWU) is widely regarded as one of the top tertiary institutions in the country. The unique culture of the NWU can be attributed to:

- 1 University, 3 campuses, 8 faculties
- Internationally recognised qualifications
- A career-orientated degree that equips you to be innovative
- A multilingual language policy aimed at inclusivity
- A unique student experience with modern facilities
- Sports and cultural achievements

Become a part of #MyNWU by completing your online application right now.  
Click on the following link and follow our easy step-by-step instructions: <http://www.nwu.ac.za/af/aanlyn-aansoeke>

The NWU is offering you an unrivalled experience that will not only direct your future, but leave you with precious memories that will last you a lifetime.

Then click on modify application(see example below)

Modify Application

Upload document to existing application

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Then fill in your log in details, (see example below)

## Login Window

\* This area is only available for students.

\* Follow the links at the bottom of the page to create a new pin number or to request your pin if you forgot yours.

\* The maximum length is 10 characters and the minimum is 5 characters.

Student Number

PIN

[Forgotten your PIN](#)

[Create new student number](#)

[Create PIN](#)

Then you chose Application status (see example below):

Verander taal

New Application

Modify application

Submit application

Application status

Change pin

Log off

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Then you will see the status of your application(see example below):

## Application status

Application	* 2019 - Potchefstroom ▾
Application Status	Created
Application date	2018/08/14
Submission Date	2018/08/14
<b>Choice 1</b>	
Qualification Program	4BP J04 1 - ENGLISH FOR EDUCATION
Progress Status	Waiting for Approval
Conditional Admission Reason	
Additional Reason	
<input type="button" value="Cancel"/> <input type="button" value="Refresh"/>	

Contact details for further assistance:

Call centre 018 285 5900

Email: DistancePotch@nwu.ac.za

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