

ONLINE WEB APPLICATIONS GUIDELINE

NWU – Potchefstroom Campus, Mahikeng Campus and Vanderbijlpark Campus

www.nwu.ac.za

The screenshot shows the top navigation bar of the NWU website. The NWU logo is on the left. A blue callout box points to the 'Study at NWU' dropdown menu, containing the text: 'Hold the mouse over the "Study at the NWU" tab, when the options appear choose "Apply Here"'. The navigation menu includes: About Us, Study at NWU, Teaching and Learning, Research, Library, and News & Media. The 'Study at NWU' dropdown is open, listing: Apply Here, Bursaries and loans, Payable fees, Undergraduate Studies, Postgraduate Studies, Distance Learning, Short Courses, Residences, Business School, International Students, Academic Yearbooks, and Sport. On the right, there is a search bar, language selection buttons for English, Afrikaans, and Setswana, and links for Current Students and Contact Us. Below the navigation is a banner for an 'ONLINE ART EXHIBITION (3D)' featuring 'PHOKA NYOKONG' and 'PHILISWA LILA'.

The screenshot shows the 'Apply' page on the NWU website. The header is teal with the word 'Apply' and social media icons for Twitter, Facebook, YouTube, LinkedIn, and Instagram. Below the header is a banner with a photo of a young man and woman, the text 'APPLICATIONS FOR 2021 NOW OPEN!', and a large purple box with the text 'BECOME MORE'. Below the banner is a 'Apply here' link. A blue callout box points to the 'Apply here' link with the text: 'Click on "Apply online". You will be directed to the Online Application page.' Below the banner is a dropdown menu for 'Undergraduate' with the following list of links:

- Academic yearbooks
- Fields of study
- Selection information
- Apply here
 - How to apply online
 - Apply online (best viewed through Mozilla Firefox)
- Closing dates:
 - Non-selection courses: 30 September 2020
 - Music: 31 July 2020 - **Also** apply for an audition before the closing date
 - All other selection courses: 30 June 2020
 - Undergraduate enquiries
 - 018 285 4320
 - applicationsug@nwu.ac.za
- Clarification of application statuses

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New Application

Already have a University Number

Current and Previously Enrolled Students

Forgotten Student Number

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.

Before starting your application there are a few options to consider, “Change the Language” of the application, start a “New Application” where a new student nr is also created. If you “Already have a University Number” you can finish the application or check status of application. “Current and Previously Enrolled Students” will use this option to continue their studies the next year of apply again for more studies at the NWU. “Forgotten Student Number” is the option if the student nr cannot be remembered.

When a pin is forgotten choose “New Application” first, next option choose “Already have a University Number”, on the next page you will be able to choose “Forgotten your Pin”

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

Cancel

Login

Create new student number

Create PIN

You will be able to create a pin nr if you have not done this before.

CREATING A NEW STUDENT NUMBER

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New Application

Already have a University Number

Current and Previously Enrolled Students

Forgotten Student Number

Click on “New Application” to create a new student nr and start a new online application

Online application - Your future at #MyNWU starts here

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Create new University Number

Already have a University Number

Next you will have the option to create a new NWU student nr or continue/finish an application.

Online application - Your future at #MyNWU starts here

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Information required to generate new student number

Fill in all the mandatory fields, marked with the red dot, finally choose a pin nr and click "NEXT". All Non-South African citizens must choose their country of birth when creating a student nr and not choose South Africa at the Nationality tab.

Nationality

A student number will automatically be generated.

 * South Africa

Surname

 *

Initials

 *

First Names

 *

Date of birth

 *

Title

 * ⓘ

Identity number

 * ⓘ

Maiden name / Birth surname

Email address

 *

Confirm email address

 *

Cellphone

 *

Home language

 * ⓘ

Correspondence language preference

 * ⓘ

Please note:

- Uppercase and lowercase letters have to be taken into account when entering the PIN.
- The minimum length is 5 characters and the maximum length is 10 characters.

Choose PIN (must be 5 characters or more)

 *

Confirm PIN

 *

Information required to generate new student number

Choose correct Nationality for International and Non-South African citizens. Non-South African citizens do not have to add your Non-South African ID nr, every student should add their country of births ID nr. This is a mandatory field.

A student number will automatically be generated.

Nationality	*	NAMBIA	▼
Foreign Identification Number		<input type="text"/>	
Surname	*	<input type="text"/>	
Initials	*	<input type="text"/>	
First names	*	<input type="text"/>	
Date of birth	*	<input type="text"/>	<input type="button" value="📅"/>
Title	*	<input type="text"/>	▼
Passport number		<input type="text"/>	
Country of Issue		<input type="text"/>	▼
Maiden name / Birth surname		<input type="text"/>	
E-mail address	*	<input type="text"/>	
Confirm e-mail address	*	<input type="text"/>	
Home language	*	<input type="text"/>	▼
Correspondence language preference	*	<input type="text"/>	▼
International Dial Code	*	<input type="text" value="27"/>	
		(eg: 27)	
Cellphone	*	<input type="text"/>	
		(eg: 0820000000)	

Please note:

- Uppercase and lowercase letters have to be taken into account when entering the PIN.
- The minimum length is 5 characters and the maximum length is 10 characters.

Choose PIN (must be 5 characters or more) *

Confirm PIN *

Student number and PIN

Your new student nr will be sent to you via e-mail and cellphone nr added when creating the student nr.

Student number and PIN has been sent to: ST*****@NW**.AC.ZA and 0838*****8

Result	Student number generated successfully.
Student Number	<input type="text" value="37760068"/>
E-mail address	ST*****@NW**.AC.ZA
Cellphone	0838*****8

Use your new student number and PIN to login and continue with the new application.

CREATING A NEW APPLICATION

After creating the student nr you will be directed to the application page to start the process of applying at the NWU. The tabs visible will be determined by the options chosen in the Matric Year, Qualification Type and Presentation method.

STUDENT, NWU MR (37760068)

Application and admission / New Application

Application Admission Choice of Study Biographical Contact Post School Information Electronic Documents

Application Admission Information

Please enter details below.

(* indicates mandatory information.)

Application Year * 2021

Matric Year * 0

Qualification Type * [dropdown]

Presentation Method * [dropdown]

Highest Academic Level achieved / currently enrolled for * [dropdown]

Were you previously enrolled at any tertiary institution? [No] [dropdown]

Were you previously enrolled at this tertiary institution? [No] [dropdown]

Were you previously registered for this qualification? [No] [dropdown]

Save Refresh Cancel Next >>

Hold the mouse cursor over the TOOLTIPS to see more information when needed.



TEST, B MR (38225506)

Application and admission / New Application / Submit application / Modify Application

Application Admission School Subjects Choice of Study Biographical Contact Post School Information Relationships Electronic Documents

Application Admission Information

Please enter details below.

(* indicates mandatory information.)

Application Year * 2021

Matric Year * 2018

Qualification Type * Undergraduate Qual. [dropdown]

Presentation Method * Distance [dropdown]

Highest Academic Level achieved / currently enrolled for * SA Educ Dept (Umlas) [dropdown]

Were you previously registered for postgraduate course at any institution? [No] [dropdown]

Were you previously registered for postgraduate course at this institution? [No] [dropdown]

Were you previously registered for this postgraduate qualification? [No] [dropdown]

Save Refresh Cancel Next >>

Fill in all the mandatory fields and click the "NEXT" button. All Open Distance Learning students should choose the correct "Distance" option as presentation method.

These tick boxes should be changed accordingly if you have studied at another Tertiary Institute

School Subjects Tab



STUDENT, NWU MR (37760068)

Application and admission / New Application / NewApplicationTabsetWin

- Application Admission
- School Subjects
- Choice of Study
- Biographical
- Contact
- Post School Information
- Relationships
- Electronic Documents

School Subject Information

Please select your grade 11 or grade 12 subjects and supply the levels and symbols obtained for each.

- SA Education Department
- Other Education Systems (E.g. Cambridge, UCLES, School of Tomorrow)

Matric year * 2019

Education department * [dropdown]

School * [dropdown]

Examination Number [input]

Prev. Exam. No. [input]

Matric certificate type * [dropdown]

NSC Passed

Add School Subject

Delete	School subject	NSC Level
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<< Previous Save Refresh Cancel Next >>

These tabs will change depending if the student is currently in Gr12 or is an after matric student.



STUDENT, NWU MR (37760068)

Application and admission / New Application / NewApplicationTabsetWin

- Application Admission
- School Subjects
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- Biographical
- Contact
- Post School Information
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School Subject Information

Please select your grade 11 or grade 12 subjects and supply the levels and symbols obtained for each.

- SA Education Department
- Other Education Systems (E.g. Cambridge, UCLES, School of Tomorrow)

Matric year * 2020

Education department * [dropdown]

School * [dropdown]

Add School Subject

Delete	School subject	NSC Level
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<< Previous Save Refresh Cancel Next >>

Current year Gr 12 students only need to fill in their Education Dept and School. Click on ADD SCHOOL SUBJECTS

School Subject Information

Please select your grade 11 or grade 12 subjects and supply the levels and symbols obtained for each.

- SA Education Department
- Other Education Systems (E.g. Cambridge, UCLES, School of Tomorrow)

Matric year: * 2020

Education department: * IEB

School: * ADVANCE LIFE CHRISTIAN ACADEMY

After choosing all your subjects', type in the percentage obtain for each subject, after that click "NEXT".

Add School Subject

Delete	School subject	NSC Level
<input type="checkbox"/>	DRAMATIC ARTS	0.00
<input type="checkbox"/>	EQUINE STUDIES	0.00
<input type="checkbox"/>	FRENCH A-LEVEL	0.00
<input type="checkbox"/>	GERMAN HOME LANGUAGE	0.00
<input type="checkbox"/>	GUJARATI FIRST ADDITIONAL LANGUAGE	0.00
<input type="checkbox"/>	HINDI A-LEVEL	0.00

<< Previous Save Refresh Cancel Next >>

Choice of Study Tab

Qualification Application Information

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

Please note your campus selection will determine for which qualifications you qualify, please view the available qualifications

Only Potchefstroom Campus has Open Distance Learning studies. The first choice is mandatory but the 2nd and 3rd choices are optional.

First Choice of Study

Campus: * Potchefstroom

Qualification Program Level: * ACCOUNTING FOR EDUCATION (4BP J12 1)

Method of Delivery: * A DISTANCE (PAY) / Distance

Curriculum: * O401P - ACCOUNTING FOR EDUCATION

Study Centre: * A BEACON SECONDARY (BED INT BURSARY)

Start in the second semester?

Second Choice of Study (not mandatory)

Campus: Potchefstroom

Qualification Program Level: BED IN SENIOR AND FET - MATHEMATICS FOR EDUCATION (4BP J14 1)

Method of Delivery: A DISTANCE (PAY) / Distance

Curriculum: O401P - BED IN SENIOR AND FET - MATHEMATICS FOR EDUCATION

Study Centre: A BENONI (NURSING)

Only the qualifications will show which you meet the requirements off, according to your marks added in the School Subject tab. Only the qualifications available for distance studies will show in these tabs.

You are able to choose the correct Study Centre when choosing your course of study. You will also be able to choose to start your studies in the second semester, if the application is on time and the option is still available.



STUDENT, NWU MR (37760068)

Application and admission / Already have a University Number / Submit application / Modify Application

- Application Admission
- School Subjects
- Choice of Study
- Biographical
- Contact
- Post School Information
- Relationships
- Electronic Documents

Biographical Information

Fill in all the mandatory fields as requested

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

Nationality: * South Africa

Surname: * STUDENT

Initials: * NWU

Date of birth: * 19991231 ccyyymmdd

Title: * MR

Gender: *

Identity number: 9912315800083

First Names: NWU

Nickname:

Maiden name / Birth surname:

Marital status: *

Religious Affiliation:

Population group: *

Race: *

Language preferences

Home language: * Afr/eng

Correspondence language preference: * Afrikaans

Disabilities / Conditions

Disabilities / Conditions: (More than one can be selected)

Do you make use of any assistive device(s) e.g. wheelchair, hearing aid, etc? No

Specify:

Supporting proof of your disability must be included with your application and prior to your arrival you are required to familiarize yourself with the NWU Disability Rights Unit (DRU)- and concession policies and procedures as available on the NWU website

If any disabilities are marked, there will be an option to add any documents at the Electronic Documents tab at the end of the application process.

- << Previous
- Save
- Refresh
- Cancel
- Next >>

Contact Details Tab



- Application Admission
- School Subjects
- Choice of Study
- Biographical
- Contact
- Post School Information
- Relationships
- Electronic Documents

Contact Detail of the Student

Make the correct choice when choosing to grant permission to disclose your personal information.

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

Please ensure that the information on this screen is correct.

I hereby grant permission to disclose my personal information. Yes No

Take note/Noted: You have the right to change your permission at any time.

Preferred method of correspondence: *

Preferred method of account correspondence: * E-Mail

E-mail address: STUDENT@NWU.AC.ZA

Confirm e-mail address: STUDENT@NWU.AC.ZA

Account E-mail address:

Confirm account E-mail address:

Street/Residential address

Country: * South Africa Search

Address Line 1: *

Address Line 2:

Address Line 3:

Address Line 4:

Town/Post Office: * Search

Postal Code: *

The account email address should be the one of the parent or guardians

The first e-mail address should be the one of the students and not the parent or guardian.

When filling in the street/residential address make sure not to duplicate the street name or town/city name in all the tabs.

Click on the "SEARCH" button to search for the Town/Post Office. Search via the postal code or Town/Post Office, not both.

Search Postal Code

You should only search via postal code or Town/Post Office, no need to type in both options. When ticking the correct postal code box, you will be taken back to the previous window automatically, and your town/post office will be added.

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

Postal Code

Town/Post Office

	Postal Code	Post Office	Town
<input type="checkbox"/>	2531	BAILLIE PARK	POTCHEFSTROOM
<input type="checkbox"/>	2531	BAILLIE PARK EXT 27	POTCHEFSTROOM
<input type="checkbox"/>	2531	BAILLIEPARK UIT 27	POTCHEFSTROOM
<input type="checkbox"/>	2531	BOIPATONG EXT 6	BOIPATONG
<input type="checkbox"/>	2531	BOIPATONG UIT 6	BOIPATONG
<input type="checkbox"/>	2531	CACHET	POTCHEFSTROOM
<input type="checkbox"/>	2531	DASSIERAND	POTCHEFSTROOM
<input type="checkbox"/>	2531	GRIMBEEKPARK	POTCHEFSTROOM
<input type="checkbox"/>	2531	INDUSTRIA	POTCHEFSTROOM

Postal address

Address same as If not, select another option.

Account address

Address same as If not, select another option.

Account to whom

Addressee

(Title Initials Surname eg. Mr J Smith)

If the postal and account address is the same as the street address, it will pull through to the contact details automatically. Otherwise if not, you will be able to type in a new address.

Contact numbers

Purpose	Number	International Dial Code
Home Number	<input type="text"/>	<input type="text"/>
Cellphone	0838888888	<input type="text"/>
Account Cellphone	<input type="text"/>	<input type="text"/>

Post School Information Tab

[Application Admission](#) [School Subjects](#) [Choices of Study](#) [Biographical](#) [Contact](#) [Post School Information](#) [Relationships](#) [Electronic Documents](#)

Post School Information

Please enter details below.

What was your main activity in 2020?

How many registrations at an tertiary institution?

Did you sit for any examination at a tertiary level?

(* indicates mandatory information.)

* School

These options should only be changed if you have studied at another Tertiary Institute after finishing Matric.

Post School Information

Please enter details below.

(* indicates mandatory information.)

What was your main activity in 2020? *

How many registrations at an tertiary institution?

Did you sit for any examination at a tertiary level?

Complete in reverse order (starting with the most recent first) information regarding your tertiary studies excluding qualifications registered at NWU.

Qualification

Institution name

Type in Institution name (which was not listed)

Output Achieved

Country of Institution

Stud. Nr at other Institution

Qualification

Start year/month ccymm

End year/month ccymm

Completed

Undergraduate

If you have studied at another Tertiary Institute you are able to capture all that information. If the other Tertiary Institutes name does not appear in the dropdown list, then choose "OTHER TECHNICON", and you will be able to type in the name of the institute.

Relationship Tab

Relationships

Only 1 relationship is required.

Select relationship to edit or to create

- Father
- Mother
- Guardian
- Next of Kin

You can add a parent, guardian or next of kin, it is the one responsible for the account in the Relationship tab.

Electronic Documents Tab

Electronic Documents

Show Document Upload History

Grade 11 Marks	<input type="button" value="Upload"/>
Identity Document	<input type="button" value="Upload"/>
Matric Certificate	<input type="button" value="Upload"/>
PR02 Form (Open Distance Learning Students or	<input type="button" value="Upload"/>
Admission Fee - Only International Students	<input type="button" value="Upload"/>
Undertaking - Application	<input type="button" value="Upload"/>

Upload all the correspondent documents in this tab to finalize your application.



STUDENT, NWU MR (37760068)

[Application and admission](#) / [Already have a University Number](#) / [Submit application](#) / [Modify Application](#) / [Submit application](#) / [Modify Application](#) / [Submit application](#)

After finishing your application click the "Submit Application" button so that the NWU can start working on your application immediately.

Submit Application to University

Select the study application you want to submit

Application	* 2021 - Potchefstroom
Application Status	Pending Submission
Application date	2020/04/21
Submission Date	

Choice 1

Qualification Program	3BB H02 1 - BA (ANCIENT LANGUAGES WITH CLASSICAL STUDIES)
Progress Status	Created
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](#).