



**UNIVERSITY OF
MPUMALANGA**

Creating Opportunities

APPLICATION FOR ADMISSION IN 2018

ALL APPLICANTS MUST COMPLETE THIS FORM

Please complete this form carefully and in block letters, then return it to us by either **physically** dropping it off at:

Mbombela Campus: University of Mpumalanga, Corner R40 White River & D725 Road, Riverside, Mbombela, 1200.

OR

Siyabuswa Campus: University of Mpumalanga, Bhekimfundo Drive, Siyabuswa, 0472

OR

By **posting** it to: The Admissions Office, University of Mpumalanga, Private Bag X11283, Mbombela, 1200.

OR

By sending a scanned copy of this form to us at: studentapplications@ump.ac.za.

Your application will only be confirmed once we receive the original, signed copy of this form.

A non-refundable application fee is payable upon application [Payment details are given on page 10]

Please do not enclose cash or postal orders if you are returning this form by post.

Closing Date:

Bachelor of Education in Foundation Phase Teaching: 30 September 2017

All other applications : 31 October 2017

Bachelor of Commerce (General)

Bachelor of Developmental Studies

Bachelor of Education in Foundation Phase Teaching

Bachelor of Science in Agriculture

Bachelor of Agriculture in Agricultural Extension and Rural Resource Management

Diploma in Agriculture

Diploma in Nature Conservation

Diploma in Hospitality Management

Diploma in Information Communication Technology in Applications Development

Advanced Diploma in Agriculture in Agricultural Extension

Advanced Diploma in Hospitality Management

Please indicate 1st choice

Please indicate 2nd choice

SECTION B

PERSONAL DETAILS

1. PERSONAL DETAILS

Gender(Please tick) ✓ Male Female

Title Mr Mrs Miss Other

Initials

Last Name/Surname

Full Name(s)

Date of Birth
D D M M Y Y Y Y

2. CITIZENSHIP

Are you a South African citizen or permanent resident? (Please tick) ✓ Yes No

If yes, please provide your South African ID Number

If not a South African permanent resident, please provide your passport number

If not a South African permanent resident, state the country where you have permanent residence

(A certified copy of your ID/ Passport must accompany this form)

3. CONTACT DETAILS

All your details must be provided accurately and in full

Physical Address

City

Province

Country Postal code

Postal Address

City Postal code

Telephone Contact Particulars Cell Number - - Home number - -

Email Address

4. GENERAL PERSONAL INFORMATION

Note that this information is required for statistical purposes (please tick✓)

Population Group	African	Coloured	White	Indian	Chinese	Other
Marital Status	Single	Married	Widow/er	Divorced	Separated	

Home Language	English	Afrikaans	IsiZulu	IsiNdebele	SePedi	Xitsonga
	SeSotho	SeTswana	SiSwati	IsiXhosa	Tshivenda	
	Other (Please specify):					

Religious Affiliation (Optional)	Christian	Hindu	Jewish	Muslim	None
	Other (Please specify):				

Disability:

(Please indicate your disability and /or special needs so that we can accommodate your needs as far as possible).

Disability or Special Needs (This information will not disadvantage your application)

Blind		Partially sighted		Impaired Mobility	
Quadriplegic		Partial Hearing		Paraplegic	
Deaf		Learning Disability		ADD/ADHD	
Speech		Other (specify)			

Sports/ Societies Involvement:

(Please indicate the sport you formally participate in and the level of your participation)

Sport	(Junior/Senior School, Junior/Senior Club, Junior/Senior Provincial Junior/Senior National)
Societies	Type of involvements

5. NEXT OF KIN DETAILS

Specify Relationship (Mother, Father, etc.)																				
Title (Ms/Mr/Dr/Prof/etc.)																				
Initials																				
Full Names																				
Surname																				
Physical Address																				
City																				
Province																				
Country																				
Postal Address																				
City																				
Cell Number																				
Home Number																				
Business Number																				
Email Address																				

SECTION C ACADEMIC HISTORY

1. SOUTH AFRICAN QUALIFICATIONS

(a) To be completed by applicants who have completed Grade 12
 (Please submit a certified copy of your Grade 12 Certificate)

School Attended																				
Address of School																				
Telephone number																				
Province																				

Examination Number																				
Exam Centre Number																				

Date of Examination						
	M	M	Y	Y	Y	Y

Examination Authority (Please tick) ✓	Department of Basic Education (DBE)	<input type="checkbox"/>	Independent Examination Board (IEB)	<input type="checkbox"/>
	Other (Please specify)			

(b) To be completed by applicants who are upgrading or writing Grade 12 in 2017
 (Please submit a certified copy of your Grade 11 final results and latest Grade 12 results if you are upgrading)

School Attended																				
Address of School																				
Telephone number																				
Province																				

Examination Number																				
Exam Centre Number																				

Date of Examination						
	M	M	Y	Y	Y	Y

Examination Authority (Please tick) ✓	Department of Basic Education (DBE)	<input type="checkbox"/>	Independent Examination Board (IEB)	<input type="checkbox"/>
	Other (Please specify)			

Subjects passed

Subject	Level	%	Subject	Level	%
1.			5.		
2.			6.		
3.			7.		
4.			8.		

To be completed by applicants who did the Senior Certificate School Subjects

(IMPORTANT: This section must only be completed by applicants who obtained their Senior Certificate before 2008.)

School Attended

Address of School

Telephone number

Province

Postal Code

(Please submit a certified copy of your Senior Certificate)

Examination Number

Exam Centre Number

Date of Examination

M	M	Y	Y	Y	Y

Subjects passed

Subject	Symbol	%	Subject	Symbol	%
1.			5.		
2.			6.		
3.			7.		
4.			8.		

2. INTERNATIONAL APPLICATIONS

Complete this section only if you are writing or have written an International Qualification and require exemption from the South African Matriculation Board **(Please NOTE it is the students' responsibility to liaise with SAQA in advance for exemption to be able to study at the University of Mpumalanga):**

Have you completed your qualification? (Please tick ✓)

Yes No

If your final school leaving examinations are still to be written, please complete the section below:

Date of Examination

M	M	D	D	Y	Y	Y	Y

Examining Authority

O-Level Subjects	Year	A-Level Subjects	Year	AS-Level Subjects	Year	HIGCSE Subjects	Year	Other (Please specify)	Year

If “Yes” please submit copies of school leaving certificates together with your application)

3. PREVIOUS AND CURRENT HIGHER EDUCATION STUDIES

Certified copies of academic transcripts and code of conduct must be attached by all applicants. You are required to disclose all tertiary registration, even if you de-registered during the year of study.

Study Programme
(Degree/Diploma/Certificate)

Institution

Student Number

Full Time /Part time
Dates of Registration

Dates of Graduation
(If Applicable)

Status: P (Passed); F (Failed); C (Still to complete /results not available); Z (Cancelled)

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If more than one qualification, use separate page.

SECTION D

APPLICATION FOR UNIVERSITY ACCOMMODATION

Application for on-campus residence accommodation should be made at the time of this application. Please note: The University will have limited on-campus residence accommodation space. This will generally be single or shared accommodation and will only be available to students registered on a full-time basis. The Residence Office assists students with a list of off-campus accommodation providers for their consideration.

The application form for residences is attached at the back of this application form for your convenience. For more information on student residences contact:

Mbombela Campus: Mr Joseph Mokoatala at +27 (0)13 002 0021. Email : joseph.mokoatala@ump.ac.za
Siyabuswa Campus: Mr Bernard Sebake at +27 (0)13 590 0590. Email: bernard.sebake@ump.ac.za

SECTION E

FINANCIAL AID ASSISTANCE

Financial aid is not available to international students. International students are advised to make enquiries from their Ministries of Education or Scholarship Offices at the Universities in their country of origin.

NSFAS

To apply, visit: www.nsfas.org.za.

Kindly note that:

- NSFAS will communicate the outcome of the application directly to the applicant, and
- NSFAS formally enters into the agreement with the applicant.
- The closing date for applications is 30 November 2017.

Applicants are encouraged to:

- Contact NSFAS to find out about the outcomes of their applications.
- Produce proof of acceptance by NSFAS on registration.

Funza Lushaka

For the B Ed programme, you qualify to apply for the Funza Lushaka Bursary Scheme, managed by the Department of Higher Education. You should apply directly at www.fundzalushaka.doe.gov.za.

Kindly note that:

- Funza Lushaka will communicate the outcome of the application directly to the applicant, and
- Funza Lushaka formally enters into the agreement with the applicant.
- The closing date for applications is 30 September 2017

Applicants are encouraged to:

- Contact Funza Lushaka to find out about the outcomes of their applications.
- Produce proof of acceptance by Funza Lushaka on registration.

For more information on financial assistance visit our Financial Aid Office or contact Ms Nnuku Molope at +27 (0)13 002 0085. Email: nnuku.molope@ump.ac.za.

SECTION F	PAYMENT
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1. DETAILS OF PERSON LIABLE FOR SETTLEMENT OF FEES (This information is compulsory)

Specify relationship <small>(Mother, Father, etc.)</small>														
(Title Ms/Mr/Dr/Prof/etc.)														
Initials														
Full Names														
Surname														
Physical Address														
City														
Province														
Country										Postal code				
Postal Address														
City														
Postal Code														
Cell Number														
Business Number														

I _____ undertake to settle all tuition and miscellaneous fees due to the University by the due date. I may make suitable arrangements to settle the outstanding charges as per the University's Credit Policy as stipulated by the National Credit Regulator. If I do not settle the fees by the due date, I will pay interest at the rate prescribed by the University. I also consent to the University imposing credit control restrictions if the debt is not settled.

Signature

Date

2. APPLICATION FEE AND PAYMENT

A non-refundable application fee is payable on submission of the application form.

- SA applicants : R150
- SADC : R150
- Other African countries : R350
- Countries outside Africa : R500

(No late international applications will be accepted).

Methods of Payment:

Kindly deposit the exact amount into the University's account:

- Bank Name : Standard Bank
- Account name : University of Mpumalanga.
- Account Number : 333270347
- Branch code : 052852

(Please attach a copy of the deposit slip).

- All cheques /postal orders/bank drafts must be made out to University of Mpumalanga. The applicant's name and surname must be written on the back.
- For EFTs, use the applicant's Initials and Surname as the reference (Please attach proof of payment).

SECTION G LEGAL DECLARATION OF INDEMNITY AND UNDERTAKING

Applicants under the age of 18 years must be assisted by their parent or guardian.

I, THE APPLICANT AND PARENT / GUARDIAN / NEXT OF KIN OF THE APPLICANT,

Acknowledge that the University does not accept responsibility for damage or loss in respect of property of the applicant brought onto University premises by the applicant.

Do hereby indemnify the University in respect of any damage (s) caused by the applicant to the property of third parties or any injuries/damages to the applicant, whether on or off the University premises, as a result of the applicant's actions either whilst on the University premises or whilst engaged in any activity related to the University.

Undertake, to be bound by the rules and regulations of the University for the time being in force, including the rules and regulations of any University residence, club or society to which I may be admitted or become a member and by any requirements or conditions imposed by the University on me as a prerequisite to my registration as a student of the University.

Certify that the information provided in this form and all supporting documentation is accurate and acknowledge that furnishing any false information may result in the application being nullified. Declare that I have furnished the University with all the information necessary to make an informed decision about my admission.

Undertake to pay all the fees, charges and equipment surcharges payable to the University as they fall

due for payment for any period for which I am or may become a registered student of the University.
 Consent to my examination results being made available to the relevant bursary donor(s) and / or lenders.

Signature of Applicant

Date

(If the applicant is under the age of 18 years, he/she should be assisted by parent/guardian/next of kin).
 Full name of parent/guardian/next of kin – please PRINT.

First Name(s)

Last Name/Surname

Signature of parent/legal guardian

Date

SECTION H CHECK LIST

**Applicants must ensure that ALL listed documents are attached to the application form
 (Mark with a tick ✓)**

DOCUMENTS TO BE ATTACHED	(Mark with a tick ✓)
Have you completed all pages of this booklet?	
Have you attached your Certified ID Copy/Passport?	
Have you attached Certified Copies of your National Senior Certificates (NSC)? (Applicants who are upgrading or have Completed their Grade 12)	
Have you attached your Grade 11 Results? (Applicants who have not written Grade 12 mid-year examinations in 2017)	
Have you attached your Grade 12 Results? (Applicants who have written Grade 12 mid-year examinations in 2017)	
Have you attached Certified Copies of academic transcripts and proof of satisfactory conduct? (Applicants who are from another Higher Education Institution or have completed other higher education qualification[s])	
Have you attached your Exemption Documents from the Matriculation Board (Foreign qualification)	
Has your parent/legal guardian signed Section F?	
Have you attached your parent /legal guardian/funder ID and Certified Copy of payslip?	
Have you signed Section G?	
Have you enclosed the proof of payment (application fee)?	
If applying for a place in residence: have you completed the residence application form?	

FOR OFFICE USE ONLY

Student Number.....

Academic Application	Description	Status (Accepted/Not accepted/Pending)
1 st Choice		
2 nd Choice		

All required documents attached?	Yes		No	
Application Fee received	Yes		No	
Form captured by				
Staff number				
Name				
Signature				
Date				
Accepted	Yes		No	

Date Stamp

If not accepted (Give brief reason(s))

Conditionally Accepted	Yes		No	
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If not accepted (Give brief reason(s))

Have you completed an application for residences	Yes		No	
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**UNIVERSITY ACCOMMODATION
APPLICATION FORM FOR 2018**

SECTION A: APPLICANT DETAILS

Title		Surname		Initials		
Full names						
ID/Passport No				Gender		
Physical address						
City				Postal Code		
Province			Country			
Postal address						
City				Postal code		
Do you have a disability?	Yes		No		If yes, state nature of disability	
Student cell-phone No				Email address:		
Alternative cell-phone number				Alternative email address:		

SECTION B: ACCOMMODATION DETAILS

Qualification applied for:						
Level of study in 2018 (e.g. 2 nd year)						
Type of preferred accommodation	Single room		Shared double room			
Type of preferred residence	New residence		Existing residence			

NB: First year students will be accommodated in double rooms - sharing.

SECTION C: READ THE CONDITIONS BELOW

1. Application for UMP accommodation does not guarantee you a place in the residences.
2. Accommodation type preference does not guarantee that you will be allocated according to your preference.
3. The accommodation fees for 2018 have not yet been finalised. The 2017 accommodation fees, for your information, were as follows:

Established residences		Newly built residences	
Single room	Double room	Single room	Shared Double room
R12,000.00	R7,800.00	R15,000.00	R9,750.00
Cost for meals for 2017 was R19 300, irrespective of the accommodation type.			

4. The accommodation fees do not include the fees for meals, which are charged separately.
5. Applicants undertake to abide by all the UMP rules and regulations governing the residences.
6. Only duly completed forms shall be considered.
7. The outcome of your application for accommodation will be communicated to you via SMS, mail, and/or email. Ensure that your cell-phone and email address are written clearly.
8. The closing date for application for University accommodation is 30 October 2017.

SECTION D: LEGAL DECLARATIONS AND UNDERTAKING

I, the undersigned, hereby agree that I understand and accept the above conditions as stipulated.

Applicant's signature: Date:

SECTION E: FOR OFFICE USE ONLY

Approved	<input type="checkbox"/>	Rejected	<input type="checkbox"/>						
Name of residence			Type of room	Shared Double	<input type="checkbox"/>	Floor No.	<input type="checkbox"/>	Room No.	<input type="checkbox"/>
				Single	<input type="checkbox"/>		<input type="checkbox"/>		
Signature			Date						