

APPLICATION FOR POSTGRADUATE ADMISSION

(Local and International)

Note: Completed applications for all campuses must be forwarded to the Applications and Information Office at:

Postal Address University of KwaZulu-Natal Applications and Information Office Durban 4041 Physical Address
University of KwaZulu-Natal
Applications and Information Office
Shepstone Building Level 4
Howard College Campus
King George V Ave/Mazisi Kunene Rd
Glenwood
Durban

FOR OFFICE USE ONLY:								
NAME:								
STUDENT NO:								
DEGREE/DIPLOMA:								
LOCAL:								
INTERNATIONAL:								

Please read these notes before completing the attached application form

- 1. The non-refundable **application fee** or proof of payment MUST accompany this application form. **International and local applicants:** Application fees can be paid by electronic transfer/bank deposit. Please find banking details below.
- 2. The application form MUST be **completed as fully and as accurately as possible** to avoid delay in processing. Use names appearing on the identity document when completing the form.
- 3. By completing and submitting this form you are consenting to the processing of your personal information by the University in terms of Protection of Personal Information Act, 2013 as set out in the Section 18 Notice (see page 9)
- 4. The University of KwaZulu-Natal is an English medium university. International students from non-English speaking countries must provide proof of English proficiency. Please refer to the Postgraduate Application Guide for further information.
- 5. Applicants whose previous degrees were obtained at a foreign university or from universities outside South Africa must have their qualifications evaluated by the South African Qualifications Authority (SAQA) prior to submitting an application to the University.
- 6. If you have attended another university, please submit a full academic record or you must arrange for the Registrar of that University to submit to this University a full academic record for all years of study and a certificate of conduct to the University of KwaZulu-Natal (see page 8).
- 7. If you are applying for a Masters Degree or PhD, please contact the relevant school regarding the format of the proposal on your chosen area of research together with your application.
- 8. International students require a valid study visa to study in SA (see page 8).
- 9. Please confirm Semester 2 intake with the School.

Evaluation:

International applicants are required to have their qualifications assessed by the South African Qualification Authority (SAQA).

Please allow for evaluation turnaround times up to three months depending on the rate/amount you have paid. Please refer to the SAQA website.

They can be contacted at: Tel: +27 (0)12 431 5070 or Email: ceeq@saqa.org.za or consult: www.saqa.org.za

Students with Disabilities:

Please contact the Co-ordinator at the Student Counselling Centre for information on services, equipment and support available to students.

Howard College - Tel: +27 (0)31 260 3070/3140

Pietermaritzburg - Tel: +27 (0)33 260 5213/5233

Westville - Tel: +27 (0)31 260 7706/7888

Edgewood - Tel: +27 (0) 260 3665

Application Fees:

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

SA applicants on-time
 SA applicants late
 SADC and Africa
 Countries outside Africa
 R490
 S153

No late international applications accepted. The banking details are provided on the last page. Please provide your details on the deposit slip and submit proof of payment on submission of your application.

Needing Assistance:

If you need assistance in selecting programmes, choosing your majors, career or personal guidance, or testing you can contact a counsellor at one of our Student Counselling Centres:

Howard College - Tel: +27 (0)31 260 2668/9
Pietermaritzburg - Tel: +27 (0)33 260 5233
Westville - Tel: +27 (0)31 260 7337/7751
Edgewood - Tel: +27 (0)31 260 3653

Closing Dates:

Honours and Postgraduate Diplomas - Semester 1: 30 September

- Semester 2: 30 April

Masters Coursework - Semester 1: 31 October

Semester 2: 30 April

Masters (Research) and Doctoral studies - no closing dates

Residence Queries:

For all residence queries, please phone the relevant campus:

Edgewood - Tel: +27 (0)31 260 3611 Howard College - Tel: +27 (0)31 260 2282 Medical School - Tel: +27 (0)31 260 2082 Pietermaritzburg - Tel: +27 (0)33 260 2793 Westville - Tel: +27 (0)31 260 8070

Health Care Insurance:

(Applicable to International Applicants only)

In terms of the Immigration Amendment Act 19 of 2004, any prospective student coming to the Republic of South Africa must provide proof of medical cover with a medical scheme registered in terms of the Medical Schemes Act, 1998 Act 131 of 1998. The University of KwaZulu-Natal thus only accepts South African medical aid products approved in terms of the Medical Aid Schemes Act referred to above. To comply with the regulations, the University requires proof of full medical aid cover with either **Compcare Wellness** or **Momentum Health**. Such cover must cover the minimum of hospitalisation, emergencies and day-to-day cover, including medicine and doctor visits. It is thus advisable to make the necessary financial arrangements for the medical aid cover **prior** to your entry into South Africa. Compcare: www.studentplan.co.za or Momentum Health: www.ingwehealth.co.za.



ADDI ICATION

Fees	:								
App.	Fee P	aid: F	₹						
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FOR POSTO	Date: Into ITS: By:Date: Selection Decision: Date:					
Have you been registered as a student at UniversIf yes, what was your Student No. (if available		an-Westville/Univer	rsity of KwaZu	ılu-Natal bef	ore? YES	NO
1. DEGREE FOR WHICH	I APPLICATION	I IS BEING	MADE	3		
Year of entry: 2 0 Entry Degrees/Diplomas/Programmes applying for:	Term: Semester: 1	2 Year	of study for tl	his degree/d	liploma (eg. 1st):	
Choice Campus Order	Proposed Degree/Diploma	Majors		Full or part-time	Approved	Date
2						
3 4						
*For Masters students only Masters candidates: Is this a Coursework Ma Medical Practitioners: HPCSA Registration nu Please ensure that the programme name/s ar 2. PERSONAL DETAILS	mber MPe indicated.					
Dr/Rev/Mr/Mrs/Miss/Ms:	Surnam	ne:				
First Name:	Middle Name(s)):				
Maiden Name (if applicable): Gender: Male Female Single Confidentiality: Do you wish your name/address to be kept condition Note: Disclosure of information is subject to the Religion: Race: African Coloured Home Language: Date of Birth: DAY MONTHE SA ID No.: Persal number (teachers only):	e Divorced Infidential between yourself are Promotion of Access to Info (op. Indian Whi	ormation Act and of	Yes		_(specify)	

3. RESIDENCY								
 Are you a permanent resident of SA? 	Г	YES		NO				
 If not, what is your country of permanent 	_ residence:							
Passport No.:								
• Expiry Date DAY MONTH		YEAR		1 1				
Res Permit No.:				(if in posses	esion)			
DAY MONTH	<u>_</u> _	YEAR		(11 111 posses	331011)			
• Expiry Date:								
4. POST-SCHOOL ACT	IVITIE	Prese	ent activity	(Please tick)				
*University student	0	1		Technical Coll	ege student	05		
Teacher's Training College	0	2		Labour Force	(Employed)	07		
Technikon Student	0	3		Standard 10 p	upil/Grade 12 learner	08		
College of Nursing student	0	4		OTHER ()	09		
* If university student, please state name of t	he last inc	titution in sea	tion 0 on n	,	demic record and contificate of a	and conduc		
NOTE: The code structure has been set up			•		_	oou conduc	ι.	
If you are employed, please complete the fo	-							
Name of Company/Institution	ottownig.							
Address of Company/Institution								
Address of Company/Institution								
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	elephone No. (Work): Area dialling code:							
Fee Account to Employer		Yes	No					
5. ENGLISH PROFICIE	NCY							
		I O INTER	ΝΔΤΙΟ	NAL APPLICA	ANTS ONLY			
Applicants applying for admission into a degr						he followin	g	
levels of English proficiency. 1. A pass in an examination equivalent to E	inglich at l	Homo or First	Additional	languago lovol in th	a NCC (National Conjor Cortificat	a) ar at the	•	
Higher Grade (First or Second Language	-					e) or at the	;	
2. A pass in English language at A-level, or	,	•			•	ion.		
For international applicants who do not sAn overall band score of 7.0 on the				-) for		
Undergraduate studies, or	internatio	mat English Et	inguage re	Julia System (ILLIS)	To Fostgradate studies and o.t	7 101		
A test score of 550 on the paper ver		_				the IBT		
(electronic) version of the test. Se	_	aduate Appli	ication Gu	ide for more detail	S.			
Scores need to be submitted with application Name of document:								
6. ADDRESS AND CC								
Postal Address:		Physical addre	ess (differe	nt from nostal).	Contact Telephone Numbers:			
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					Work: Code: No: Home: Code:_ No: Fax: Code:_ No:			
Postal Code: Country (if not SA):					Work: Code: No: Home: Code:_ No:			

Country (if not SA): _

Country (if not SA): _____

	Surname:					. Itali	110 (01	preferre	ed Hame)				
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	Grandparent	Child			Guardi	an [Other				
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ountry	(if not SA):		Town/Ci	ty:							110		
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NB: IN	ation No. (if available): NTERNATIONAL APPLIC of Matriculation Exemption a Full Exemption Ordinary Conditional Mature Age Exemption Foreign Exemption	CANTS TO CH	ECK EG	QUIVA	0 0 0		Othe	er Senior C3/N3/N dard 10	CULATION B	OARE)		
06	Immigrants Exemption				1	1	Disci	retionary	Provision (Ser	nate ex	emption)		
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<u> </u>	ou ever been refused entry	to, expelled or ex	cluded fr	om and	other inst	ituti	on?				YES	ີ N0 ົ	

10. MEDICAL INFORMATION 10.1 DISABILITY INFORMATION The University is sensitive to the needs of students with disability, and will attempt to provide support where possible. YES If 'Yes', please indicate: Do you have any disability, physical or otherwise, that might require support? Persons with a Visual Impairment Persons with Diabetes Persons with a Physical Impairment Uses a wheelchair Blind Persons with Epilepsy Uses crutches/callipers Partially sighted Persons with Cerebal Palsy Persons with paraplegia/quadriplegia/ Persons with Intellectual/Psychiatric/ Persons with a Hearing Impairment hemiplegia/post-polio paralysis Psychological Impairment Partially deaf Persons with Medical/Chronic Ailments Other (please specify) Mild to moderately deaf that require support (Please specify) Other (Please specify) 10.2 COMPULSORY FOR INTERNATIONAL APPLICANTS ONLY Health Insurance (name) confirm that I will/have applied for medical cover with a medical scheme registered in terms of the Medical Schemes Act, 1998 Act 131 of 1998. RESIDENCE APPLICATION YES NO Do you wish to apply for admission to University Residence? Westville Edgewood Medical School If yes, which Campus? Howard College Pietermaritzburg If you are unsuccessful in obtaining accommodation in a University Residence, where will you stay? DECLARATION AND UNDERSTANDING To be completed with the assistance of Parent/Guardian where applicant is under 18 years of age (a minor). If my application is successful and I accept the offer of a place to study at the University of KwaZulu-Natal, 1. I undertake 1.1 To comply with the procedures, rules and regulations of the University of KwaZulu-Natal 1.2 To inform the Registrar immediately, in writing, if I change my address or if I intend cancelling my provisional acceptance 1.3 To acquaint myself with all the rules and general regulations that relate to the degree for which I am applying 1.4 To make alternate arrangement for accommodation should the University accept me for the degree and cannot offer me accommodation 2. I/We hereby accept liability for the payment of all tuition fees or other fees that may be charged by the University as a result of my/his/her studies at the University. 3. I am aware that my enrolment is valid only if it complies with the regulations of the degree concerned, notwithstanding the acceptance of this application by the University. 4. I/We accept the responsibility of submitting all documents required by the University before the stipulated due dates. I declare 5.1 That I make this application and give the declarations and understandings with the knowledge and consent of my parent/guardian/employer 5.2 I warrant that the information contained herein is true and correct and the University shall be entitled to declare the contract void and cancel my registration if I have made any misrepresentation or omission on this application Date Signature of Parent/Guardian Signature of Student SURETYSHIP To be completed with the assistance of Parent/Guardian where applicant is under 18 years of age (a minor). I, the undersigned lawful parent/guardian of the applicant, do hereby bind myself to the University of KwaZulu-Natal as surety in solidium and co-principal debtor with the above-named applicant for the due payment of all fees and other charges due and payable to the University of KwaZulu-Natal in terms of the relevant applicable annual schedule of fees. The surety will operate as a continuing covering suretyship. I agree that I will not be released from liability under this suretyship in any circumstances whatever, except with the University of KwaZulu-Natal's written consent and in particular, I shall not be released by reason of the fact that the aggregate amount owed to you by the applicant may fluctuate and may at times be nil. Please print full name of Surety/Parent/Guardian: Identity no.: Address: Which will be my domicilium citandi et executandi (permanent residential address) for all purposes under this document, which means that I will accept service of all notices, documents and legal proceedings against me. In the event of my changing this address, I agree to inform the Student Debtors Section of the Finance Department of the University of KwaZulu-Natal. Date Signature parent/guardian

Please ensure that the following relevant certified documents are enclosed with this application: NO Have you indicated your choice of degree/diploma and campus? Have you enclosed the non-refundable application fee? YES NO Have you enclosed all the required documentation: YES NO Copy of ID Document/Passport Academic Record (including conduct NO YES English translation certificates if studied previously) if applicable YES NO Degree Certificate (if studied previously) Senior Certificate/Matric Certificate/O/A Levels or relevant NO YES school-leaving qualification/certificate NO YES Copy of SAQA Certificate Compulsory for YES NO Residency/Temp Residency Permits international students only NO YES English Proficiency proof YES NO Have you read and understood the medical insurance requirements (applicable to International Students only)? NO YES Have you completed the residence section (10) if applicable? YES NO Have you filled in the application form in full? FOR OFFICIAL USE This section to be completed by the HEAD OF DISCIPLINE in which you intend to register. DISCIPLINE OF STUDY (not dissertation/thesis title): For Research Masters and doctoral candidates: COURSE WORK REQUIRED: For Course Work Masters only: ADMISSION TO STATUS REQUIRED? Yes No If 'YES, to which degree? ADMISSIONS UNDER SPECIAL CONDITIONS NOTE: Where a candidate holds an appropriate equivalent degree from another University College, admission under special conditions will be a technicality and a statement to this effect is all that is required here. A detailed motivation MUST accompany this form for all special condition cases that are not of a routine 'technical' nature. Please attach full CV in area of specialisation and supporting documentation. ADDITIONAL COMMENTS: _ _____Staff number: _____School/Programme: ____ **SUPERVISOR** Name:___ Staff number: _____School/Programme: ___ CO-SUPERVISOR Name: I have considered (a) The viability, nature and extent of the project (b) The suitability of the candidate (c) The availability and suitability of supervision (d) The nature and extent of the necessary resources and I recommend that the candidate be accepted for the degree. SIGNATURE OF ACADEMIC LEADER OF RESEARCH:_____ DATE: DECISION BY DEAN/HEAD OF SCHOOL: SIGNATURE: DATE: HIGHER DEGREES SUB-COMMITTEE ON: Considered by: Approved by: COLLEGE BOARD ON:

Study Visa Requirements

All students planning on studying in South Africa for a semester or year are required to obtain a study visa before leaving their country. The South African consulate issues the visa. To apply for a study visa, you will need a valid passport, a letter of acceptance from the University, letter from the University in support of visa application, proof of health insurance, a deposit for repatriation, a return air ticket and money for the cost of a study visa.

For detailed information on study visas, please refer to the Undergraduate Prospectus for more information.

International School and short-term programme participants need to obtain an endorsed visitor's visa before leaving their country. To obtain the endorsed visitors' visa, you will need an acceptance letter from the University of KwaZulu-Natal, proof of health insurance, and money for the cost of the whole programme. Some nation's citizens do not require a visa to enter South Africa for a period less than 90 days. You will need to present the letter of acceptance from the institution/university, at the port of entry.

Certificate of Conduct

If no conduct indicator is available on the official transcript, an official document is required from the institution indicating that the applicant was not found guilty of any misconduct during the period of study at that institution.

General Information

By submitting this form, you are giving the University of KwaZulu-Natal permission to process and access your personal information for any purpose connected with this application and to verify any information contained herein.
The University is committed to maintaining your privacy at all times.
Do you wish your personal information to be kept confidential between yourself and the University?
Note: Disclosure is subject to the Promotion of Access to Information Act, Protection of Personal Information Act and other relevant laws.
Did any of your immediate family study at this University? YES NO
If yes, state relationship to you:

Banking Details

South African International

Account holder: University of KwaZulu-Natal Account Holder: University of KwaZulu-Natal

Name of Account: UKZN Main Name of Account: UKZN Foreign Deposit

Type of Account: Business Current Account

Type of Account: Business Current Account

Bank: Standard Bank

Branch: Westville

Branch No: 045426

Branch No: 045426

Branch No: 045426

Bank Acc. No: 05 308 0998 Bank Acc. No: 05 308 2826

Reference: F001 11042 with applicant's full name Reference: F001 11042 with applicant's full name

Please state your name and surname clearly on the deposit slip and attach proof of payment on the Application Form.

Applications and Information Office www.ukzn.ac.za

NOTIFICATION TO POTENTIAL AND EXISTING STUDENTS

The University of KwaZulu-Natal, located at University Road, Chiltern Hills, Westville, 3629, South Africa (hereinafter referred to as "UKZN" and/or "the University"), is required to process your personal information for any or all of the following reasons:

- to complete your application and/or registration for admission and/or re-admission and/or placement at the University;
- to facilitate your application for residence and/housing (if relevant);
- to facilitate the application process for bursaries for yourself (if relevant);
- to facilitate any internship and/or employment placement opportunities that may be identified by UKZN on your behalf (if relevant);
- to facilitate the process of allowing you access to the various University systems and premises;
- to facilitate the process of providing you with your class test and examination results;
- to communicate with you regarding University activities both for the duration of your study and thereafter;
- to facilitate the graduation process;
- for the various reasons pertaining to your studies and/or attendance of various University activities and/or forums and/or enquiries;

for statistical purposes;

• for marketing, communication and/or information purposes;

for soliciting donations;

- as a good governance practice;
- for verification of degree completion, which will include your details being placed on the Alumni database, whereafter you may be contacted on occasion for information and/or marketing purposes.

The types of information that may be processed (dependant on the reason for processing as stated above) may include your:

- name and surname;
- maiden name (if applicable);
- Image;
- identity number;
- examination number and/or student number (where relevant);
- matriculation certification details and/or results;
- University academic record (if relevant);
- Curriculum vitae (if relevant);
- Postal address;
- Residential address;
- Contact details;
- Next of Kin information;
- Citizenship;
- Gender
- Population group;
- Marital status;
- Home language;
- Details of disabilities (if applicable);
- Details of the secondary school that you attended;
- Parent/guardian information;
- Details pertaining to making payments.

The afore-mentioned information must be provided by yourself and/or your parent/guardian (if you are younger than 18years of age). The provision of the afore-mentioned information is both a mandatory and a contractual requirement (to fulfil the contractual agreement between the University and yourself should you be accepted into the University for study) and the failure to provide same and/or an objection to use the information may result in your non-acceptance and/or registration at the University as your information is required for the legitimate reasons as mentioned in this document.

Your personal details may also be utilised by the University for marketing and/or communication and/or branding initiatives.

The University may also be bound by legislative requirements (such as those contained in the Higher Education Act 101 of 1997) and/or good governance practices to obtain and/ or retain the information for record keeping and/or statistical purposes.

UKZN will endeavour to ensure that the appropriate security measures are in place and/or implemented, for both electronic and paper based formats used for processing your personal information, to avoid any and all instances of security breaches. Should a cross border transfer of your information be required, the University undertakes to ensure that the recipient of the information is bound to safe-guard your information in accordance with the requirements of the Protection of Personal Information Act 4 of 2013.

Recipients of your information may include the University, government structures, potential employers and/or researchinstitutions. Where your information is required for the research purposes, the University will endeavour to ensure that same is fully anonymised and de-identified.

You have the right to access and amend your personal information using the relevant University platform and you remain solely responsible for ensuring that your information is correct and up to date at all times. Please send an email to informationoffice@ukzn.ac.za for guidance in this regard.

The continuation and completion of the application and/or registration process by yourself is interpreted as your specific and informed expression of will as required by the Protection of Personal Information Act 4 of 2013.

Should you wish to lodge a complaint in this regard, kindly contact the Information Regulator. The contact details are as follows:

Website: https://www.justice.gov.za/inforeg/
Address: The Information Regulator (South Africa)

JD House, 27 Stiemens Street Braamfontein, Johannesburg

P.O Box 31533

Braamfontein, Johannesburg, 2017
Complaints email: complaints.lR@justice.gov.za

General enquiries email: inforeg@justice.gov.za.

Telephone: +27 (0) 10 023 5200