



# APPLICATION FOR UNDERGRADUATE ADMISSION (International and Local)

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

University of KwaZulu-Natal  
Applications and Information Office  
Durban  
4041

## FOR OFFICE USE ONLY:

NAME: \_\_\_\_\_

STUDENT NO:

DEGREE/DIPLOMA: \_\_\_\_\_

LOCAL: ☐

INTERNATIONAL: ☐

## Please read these notes before completing the attached application form

- The non-refundable **application fee** MUST accompany this application form. Application fees sent by post should be paid by cheque or postal order, not cash. **International and local applicants:** Application fees can be paid by electronic transfer/bank deposit. The banking details are as follows:  
 Name: University of KwaZulu-Natal      Bank: First National Bank  
 Acc. No: 50871932932      Branch: Durban Corporate  
 Branch Code: 223626      Swift code: FIRNZAJJ – Durban Corporate branch  
 Reference: F001 32020 with applicant's full name
- 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 or passport when completing this form. The completed application form must be accompanied by proof of application fee payment.
- 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 Essential Information Booklet for further information.
- Applicants whose previous degrees were obtained at a university other than University of KwaZulu-Natal must submit certified copies of their previous degree certificates with their application. **For international applicants:** Please provide translated copies where applicable. Also refer to the Essential Information Booklet for further information.
- If you have **attended another university** 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.

## Closing dates and Application Fees:

| A. Undergraduate Applications                                 | Closing                  | Applic. Fee                                                        |
|---------------------------------------------------------------|--------------------------|--------------------------------------------------------------------|
| 1. <b>South African</b> Applications                          |                          |                                                                    |
| 1.1 Medicine (no late applications accepted)                  | 30 June                  | R205                                                               |
| 1.2 Architecture/Engineering/ Health Sciences/Science         | 30 Sept                  | R205                                                               |
| 1.3 Education/Humanities/Law/ Management/SFP                  | 31 Oct                   | R205<br>R315                                                       |
| 1.4 Late applications for 1.2 and 1.3 if spaces are available |                          |                                                                    |
| 2. <b>International</b> Applications                          |                          |                                                                    |
| 2.1 For semester 1 (Feb-June)                                 | 30 Sept of previous year | SADC & countries in Africa: R320<br>Countries outside Africa: \$90 |
| 2.2 For semester 2 (Aug-Dec)                                  | 30 Apr of current year   |                                                                    |

## 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 3070/1310  
 Pietermaritzburg – Tel: +27 (0)33 260 5959/5233  
 Westville – Tel: +27 (0)31 260 7706/7888  
 Edgewood – Tel: +27 (0)31 260 3665

## 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:

Edgewood – Tel: +27 (0)31 260 3665  
 Howard College – Tel: +27 (0)31 260 2668/2669  
 Medical School – Tel: +27 (0)31 260 4595  
 Pietermaritzburg – Tel: +27 (0)33 260 5233  
 Westville – Tel: +27 (0)31 260 7337/7087

## Entrance Requirements:

### Legal entrance requirements:

The NSC for degree admission or Senior Certificate with matriculation exemption (or equivalent) is required for admission to degree studies in South Africa. Candidates who have passed in an alternative access programme approved by the Senate of this University, will qualify for a Conditional Senate Exemption and may be considered for admission to degree studies.

Applicants with non-South African school leaving qualifications need to ensure that they qualify for admission to degree studies at South African universities in terms of the guidelines provided by the Higher Education South African Matriculation Board (HESA). Please refer to their website at: [www.hesa.org.za](http://www.hesa.org.za). Further information can be obtained from:

- The Matriculation Board at Tel: +27 (0)12 481 2848/7 or
- University of KwaZulu-Natal Applications Office at Tel: +27 (0)31 260 2212/7877 or
- University of KwaZulu-Natal International Office at Tel: +27 (0)31 260 1092.

### Faculty entrance requirements:

In addition to the legal entrance requirements, South African applicants should also meet the minimum points for specific programmes. All applicants should also meet subject requirements and levels of performance for admission to certain programmes. Also note that the number of applications received by far outnumber the spaces available at University. Meeting the minimum requirements for application does therefore not guarantee admission to the University. Therefore meeting the minimum requirements for application does not guarantee admission to the University.

## Financial Aid Queries:

NOT APPLICABLE TO INTERNATIONAL STUDENTS

For all financial aid queries please phone the relevant campus:

Edgewood – Tel: +27 (0)31 260 3603  
 Howard College – Tel: +27 (0)31 260 2231  
 Medical School – Tel: +27 (0)31 260 4352  
 Pietermaritzburg – Tel: +27 (0)33 260 5915  
 Westville – Tel: +27 (0)31 260 7912

## 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 2028  
 Medical School – Tel: +27 (0)31 260 2028  
 Pietermaritzburg – Tel: +27 (0)33 260 5915  
 Westville – Tel: +27 (0)31 260 7912

# APPLICATION FOR ADMISSION

FOR OFFICE USE ONLY:

Student no:

App Fee Pd: R  Date:

Receipt No:

Into ITS By:  On:

## 1. TERM OF ENTRY AND CHOICE OF PROGRAMME

• Have you been registered as a student at University of KwaZulu-Natal before? YES ☐ NO ☐

• If yes, what was your Student No.?

Year of entry:     Entry Term: Semester: 1 ☐ 2 ☐ Year of study for this degree/diploma (eg. 1st):

Degrees/Diplomas/Programmes applying for:

OFFICIAL USE

| Choice Order | Campus | Name of Degree/Diploma | Major/Programme | Full or part-time | Approved | Date |
|--------------|--------|------------------------|-----------------|-------------------|----------|------|
| 1            |        |                        |                 |                   |          |      |
| 2            |        |                        |                 |                   |          |      |
| 3            |        |                        |                 |                   |          |      |
| 4            |        |                        |                 |                   |          |      |

## 2. PERSONAL DETAILS

Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other:

Surname:

First Names:

Maiden Name:

ID No:  (South African Applicants only)

Persal number:  (teacher only)

Date of Birth:

Marital Status: Married ☐ Single ☐ Divorced ☐ Widowed ☐ Separated ☐

Race: African ☐ Coloured ☐ Indian ☐ White ☐ Other:  (specify)

Gender: Male ☐ Female ☐

Home Language:  Nationality:

Religion (optional):

## 3. RESIDENCY

• Are you a permanent resident of SA? YES ☐ NO ☐

• If not, what is your country of permanent residence?

• Passport No.:

• Expiry Date:

• Study/Residence/Permit No:  (if in possession)

• Expiry Date:

## 4. FINANCIAL ASSISTANCE

### NOT APPLICABLE TO INTERNATIONAL STUDENTS

Do you wish to apply for financial assistance? YES ☐ NO ☐

## 5. POST-SCHOOL ACTIVITIES

Present activity (Please tick)

|                            |    |                          |
|----------------------------|----|--------------------------|
| *University student        | 01 | <input type="checkbox"/> |
| Teacher's Training College | 02 | <input type="checkbox"/> |
| Technikon Student          | 03 | <input type="checkbox"/> |
| College of Nursing student | 04 | <input type="checkbox"/> |

|                                    |    |                          |
|------------------------------------|----|--------------------------|
| Technical College student          | 05 | <input type="checkbox"/> |
| Labour Force (Employed)            | 07 | <input type="checkbox"/> |
| Standard 10 pupil/Grade 12 learner | 08 | <input type="checkbox"/> |
| OTHER (_____)                      | 10 | <input type="checkbox"/> |

\* If university student, please state name of last institution in section 8 on page 5 and submit academic record and certificate of good conduct:

**NOTE: The code structure has been set up (by ITS) in terms of government reporting requirements.**

|                                                    |  |                       |                          |                     |                          |
|----------------------------------------------------|--|-----------------------|--------------------------|---------------------|--------------------------|
| If you are employed please complete the following: |  |                       |                          |                     |                          |
| Name of Company/Institution                        |  |                       |                          |                     |                          |
|                                                    |  |                       |                          |                     |                          |
| Address of Company/Institution                     |  |                       |                          |                     |                          |
|                                                    |  |                       |                          |                     |                          |
|                                                    |  |                       |                          |                     |                          |
|                                                    |  |                       |                          |                     |                          |
| Postal Code                                        |  | Telephone No. (Work): |                          | Area dialling code: |                          |
| Fee Account to Employer                            |  | Yes                   | <input type="checkbox"/> | No                  | <input type="checkbox"/> |

• Have you applied for admission through an access programme? YES ☐ NO ☐

• If "Yes", indicate which programme ☐ BMC ☐ SCIENCE ☐ UNITE ☐ CBA ☐ CBO ☐ SFP ☐ BSCAP ☐

## 6. ADDRESS AND CONTACT DETAILS

Postal Address: \_\_\_\_\_

\_\_\_\_\_

Town/City: \_\_\_\_\_

Country: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Physical address: \_\_\_\_\_

\_\_\_\_\_

Town/City: \_\_\_\_\_

Country: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone Numbers:

Cell phone: \_\_\_\_\_

Work: Dial code: \_\_\_\_\_ No: \_\_\_\_\_

Home: Dial code: \_\_\_\_\_ No: \_\_\_\_\_

Email address: \_\_\_\_\_

Work/Home Fax: \_\_\_\_\_

Guardian/Parent (if under 21) or next of kin:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone Numbers:

Work: Dial code: \_\_\_\_\_ No: \_\_\_\_\_

Home: Dial code: \_\_\_\_\_ No: \_\_\_\_\_

Cell phone: \_\_\_\_\_

Email: \_\_\_\_\_

Relationship:

Father ☐ Mother ☐ Spouse ☐

Brother ☐ G/Parent ☐ Sister ☐

Child ☐ Guardian ☐ Other ☐

## 7. HIGH SCHOOL DETAILS

Year of last school leaving certificate (equivalent to Grade 12):

|  |  |  |  |
|--|--|--|--|
|  |  |  |  |
|--|--|--|--|

Name of school certificate/diploma: \_\_\_\_\_

Examination No: \_\_\_\_\_

### NB: INTERNATIONAL STUDENTS TO CHECK EQUIVALENCE WITH MATRICULATION BOARD

Type of Matriculation Exemption already held: (Please tick one)

|    |                      |  |    |                                            |  |
|----|----------------------|--|----|--------------------------------------------|--|
| 01 | Full Exemption       |  | 07 | Other Senior Certificate                   |  |
| 03 | Ordinary Conditional |  | 08 | NTC3/N3/NSC                                |  |
| 04 | Mature Age Exemption |  | 09 | Standard 10 Practical                      |  |
| 05 | Foreign Exemption    |  | 10 | Other                                      |  |
| 06 | Immigrants Exemption |  | 11 | Discretionary Provision (Senate exemption) |  |

NOTE: The code structure has been set up (by ITS) in terms of government reporting requirements.

|   | HIGH/SENIOR SCHOOL NAME | YEAR |    | Examination Authority | Grades/Forms Passed |
|---|-------------------------|------|----|-----------------------|---------------------|
|   |                         | From | To |                       |                     |
| 1 |                         |      |    |                       |                     |
| 2 |                         |      |    |                       |                     |

High School subjects (International Students: state subjects of last school leaving certificate)

|   |  | Final grade II/'O' levels |        | Trial/Mocks Grade 12 |        | Matric or 'A' levels |        |
|---|--|---------------------------|--------|----------------------|--------|----------------------|--------|
|   |  | HG/SG/O                   | Symbol | SG/HG/A              | Symbol | SG/HG/A              | Symbol |
| 1 |  |                           |        |                      |        |                      |        |
| 2 |  |                           |        |                      |        |                      |        |
| 3 |  |                           |        |                      |        |                      |        |
| 4 |  |                           |        |                      |        |                      |        |
| 5 |  |                           |        |                      |        |                      |        |
| 6 |  |                           |        |                      |        |                      |        |
| 7 |  |                           |        |                      |        |                      |        |
| 8 |  |                           |        |                      |        |                      |        |

## 8. PREVIOUS STUDIES

|   | INSTITUTION NAME | DEGREE/DIPLOMA/CERTIFICATE |          | DEGREE<br>AWARD DATE | YEARS ATTENDED |    |
|---|------------------|----------------------------|----------|----------------------|----------------|----|
|   |                  | Name                       | Complete |                      | From           | To |
|   |                  |                            | Yes No   |                      |                |    |
| 1 |                  |                            |          |                      |                |    |
| 2 |                  |                            |          |                      |                |    |
| 3 |                  |                            |          |                      |                |    |
| 4 |                  |                            |          |                      |                |    |
| 5 |                  |                            |          |                      |                |    |
| 6 |                  |                            |          |                      |                |    |
| 7 |                  |                            |          |                      |                |    |

- Student number(s) at previous institution: \_\_\_\_\_
- Have you ever been refused entry to, expelled or excluded from another institution? YES ☐ NO ☐  
If "Yes", provide the details: \_\_\_\_\_
- Have you ever been refused entry to, expelled or excluded from a residence of any institution? YES ☐ NO ☐  
If "Yes", provide the details: \_\_\_\_\_
- Do you owe fees to another institution? YES ☐ NO ☐  
If "Yes", provide the details: \_\_\_\_\_

## 9. MEDICAL INFORMATION

### 9.1 DISABILITY INFORMATION

The University is sensitive to the needs of students with disabilities, and will attempt to provide support where possible.

Do you have any disability, physical or otherwise, that might require support?

YES ☐

NO ☐

If "Yes", please indicate:

Persons with a Visual Impairment

☐ Blind

☐ Partially sighted

Persons with a Hearing Impairment

☐ Partially deaf

☐ Mild to moderately deaf

Persons with a Physical Impairment

☐ Uses a wheelchair

☐ Uses crutches/callipers

☐ Persons with paraplegia/quadruplegia/  
hemiplegia/post-polio paralysis

☐ Other (please specify)

☐ Persons with Diabetes

☐ Persons with Epilepsy

☐ Persons with Cerebral Palsy

☐ Persons with Intellectual/Psychiatric/  
Psychological Impairment

☐ Persons with Medical/Chronic Ailments  
that require support (Please specify)

☐ Other (Please specify)

### 9.2 COMPULSORY FOR INTERNATIONAL STUDENTS ONLY

Health Insurance

I \_\_\_\_\_ (name) confirm that I will/have applied for adequate health insurance cover while in South Africa.

Name of Health Insurance Company: \_\_\_\_\_

Address: \_\_\_\_\_

## 10. RESIDENCE APPLICATION

Do you wish to apply for admission to a University Residence?

YES ☐

NO ☐

If yes, which campus?

☐

Howard College

☐

Pietermaritzburg

☐

Edgewood

☐

Medical School

☐

Westville

If you are unsuccessful in obtaining accommodation in a University Residence, where will you stay? \_\_\_\_\_

## 11. GENERAL INFORMATION

Do you wish your name/address to be kept confidential between yourself and the University?

YES ☐

NO ☐

Note: Disclosure of information is subject to the Promotion of Access to Information Act and other relevant laws.

Did any of your immediate family study at this University?

YES ☐

NO ☐

If yes, state relationship to you: \_\_\_\_\_

## 12. ENGLISH PROFICIENCY

### APPLICABLE TO INTERNATIONAL STUDENTS ONLY

Students applying for admission into a degree programme at the University need to demonstrate that they have obtained one of the following levels of English proficiency:

1. A pass in an examination equivalent to English at South African National Senior Certificate (NSC) HL or FAL level or at the Higher Grade (First or Second Language) for the South African Senior Certificate.
2. A pass in English language at A-level, or O-level (C-symbol or higher), or the International Baccalaureate or equivalent examination.
3. For international applicants who do not satisfy (1) or (2) above and for whom English is a foreign language:
  - an overall band score of 6.0 for Undergraduate studies, (7.0 for postgraduate studies) or
  - a test score of 550 on the Test of English as a Foreign Language (TOEFL).

Test scores need to be submitted with application forms.

Name of document: \_\_\_\_\_

REFER TO ESSENTIAL INFO BOOKLET FOR MORE DETAILS.

## 13. DECLARATION AND UNDERSTANDING

**To be completed with the assistance of Parent/Guardian where applicant is not financially independent and under the age of 18 (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.
  - 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 which 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.
5. 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.

Signature of Student

Date

Signature of Parent/Guardian

Date

**SURETYSHIP To be completed where applicant is not financially independent and under the age of 18 (a minor).**

I, the undersigned lawful parent/guardian of the applicant, do hereby bind myself to the University of KwaZulu-Natal as surety in solidum 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 what ever, 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 of any change in my address.

Signature of Parent/Guardian

Date

## 14. CHECKLIST

**Please ensure that the following relevant documents are enclosed with this application:**

- |                                                                                                                                             |                              |                             |
|---------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------|
| • Have you indicated your choice of degree/diploma and campus?                                                                              | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| • Have you enclosed the proof of payment or non-refundable application fee?                                                                 | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| • Have you enclosed all the required documentation:                                                                                         |                              |                             |
| – Copy of ID Document/Passport                                                                                                              | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| – Academic Record (if studied previously)                                                                                                   | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| – Copy of Degree Certificate (if studied previously)                                                                                        | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| – Copy of National Senior Certificate/Senior Certificate/Matric Certificate/O/A Levels or relevant school leaving qualification/certificate | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| – Study Permits                                                                                                                             | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| – Proof of English Proficiency                                                                                                              | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| – Proof of Medical Insurance                                                                                                                | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| • Have you completed the residence section (10) if applicable?                                                                              | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| • Have you completed the financial assistance section (4) if applicable?                                                                    | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| • Have you filled in the application form in full?                                                                                          | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

**English translation  
if applicable**

**Compulsory for  
international  
students only**