

ONLINE WEB APPLICATIONS GUIDELINE

NWU – Potchefstroom Campus, Mahikeng Campus and Vanderbijlpark Campus

www.nwu.ac.za

The screenshot shows the top section of the NWU website. The header is purple with the NWU logo on the left. A blue callout box points to the 'Study at NWU' tab in the navigation menu, containing the text: 'Hold the cursor over the "Study at 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 menu is open, showing options: 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 and language selection buttons for English, Afrikaans, and Setswana. Below the header, there 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' on the left and social media icons (Twitter, Facebook, YouTube, LinkedIn, Instagram) on the right. The main content area has a grey background with a photo of a smiling couple on the left. Text on the right says 'APPLICATIONS FOR 2021 NOW OPEN!' and 'BECOME MORE' in large white letters. Below this, it says 'Apply here'. A blue callout box points to the 'Apply online' link in the 'Undergraduate' section of the navigation menu, containing the text: 'Click on "Apply online". You will be directed to the Online Application page.' The 'Undergraduate' section lists various links and information, including 'Academic yearbooks', 'Fields of study', 'Selection information', 'Apply here' (with sub-links for 'How to apply online' and 'Apply online'), 'Closing dates' (with specific dates for non-selection, music, and other selection courses), 'Undergraduate enquiries' (with contact details), and 'Clarification of application statuses'.

Verander taal

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 number 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 for further studies at the NWU. “Forgotten Student Number” is the option if the student number cannot be remembered.

If you forget your PIN, choose “New Application”, then 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](#)
[Create new student number](#)
[Create PIN](#)

CREATING A NEW STUDENT NUMBER

Verander taal

New Application

Already have a University Number

Current and Previously Enrolled Students

Forgotten Student Number

Click on “New Application” to create a new student number 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 number or continue/finish an application.

Online application - Your future at #MyNWU starts here

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Become a part of #MyNWU by completing your online application right now.

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.

Information required to generate new student number

Fill in all the mandatory fields marked with a red dot, finally choose a PIN and click "Next". All non-South African citizens must choose their country of birth when creating a student number and not choose South Africa.

A student number will automatically be generated.

Nationality	* <input type="text" value="South Africa"/>
Surname	* <input type="text"/>
Initials	* <input type="text"/>
First Names	* <input type="text"/>
Date of birth	* <input type="text"/> 
Title	* <input type="text"/>  
Identity number	* <input type="text"/> 
Maiden name / Birth surname	<input type="text"/>
Email address	* <input type="text"/>
Confirm email address	* <input type="text"/>
Cellphone	* <input type="text"/>
Home language	* <input type="text"/>  
Correspondence language preference	* <input type="text"/>  

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

*

[Cancel](#) [Next >>](#)

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 their non-South African ID numbers. When they choose their country of birth, the ID number field will not be visible.

A student number will automatically be generated.

Nationality	* <input type="text" value="NAMIBIA"/>
Surname	* <input type="text"/>
Initials	* <input type="text"/>
First Names	* <input type="text"/>
Date of birth	* <input type="text"/>
Title	* <input type="text"/>
Passport number	<input type="text"/>
Country of Issue	<input type="text"/>
Maiden name / Birth surname	<input type="text"/>
Email address	* <input type="text"/>
Confirm email address	* <input type="text"/>
International Dial Code	<input type="text"/>
Cellphone	* <input type="text"/>
Home language	* <input type="text"/>
Correspondence language preference	* <input type="text"/>

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 number will be sent to you via e-mail and to the cellphone number added when you created the student number.

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

Result

Student number generated successfully.

Student Number

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 number, you will be directed to the application page to start the process of applying at the NWU. The tabs that will be visible will be determined by the options selected under 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

*

Presentation Method

*

Highest Academic Level achieved / currently enrolled for

*

Hold the cursor over the TOOLTIPS to see additional information when needed.

Were you previously enrolled at any tertiary institution?

No

Were you previously enrolled at this tertiary institution?

No

Were you previously registered for this qualification?

No

Save

Refresh

Cancel

Next >>



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

Application Admission Information

Please enter details below.

(* indicates mandatory information.)

Application Year

* 2021

Matric Year

* 2018

Qualification Type

* Undergraduate Qual.

Presentation Method

* Contact

Highest Academic Level achieved / currently enrolled for

* SA Educ Dept

Fill in all the mandatory fields and click the "Next" button.

Do you want to apply for a Residence? ☐

Were you previously enrolled at any tertiary institution?

No

Were you previously enrolled at this tertiary institution?

No

Were you previously registered for this qualification?

No

These tick boxes should be changed accordingly if you have previously studied at another tertiary institution.

Save

Refresh

Cancel

Next >>

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 *
 School *
 Examination Number
 Prev. Exam. No.
 Matric certificate type *
 NSC Passed ☐

Add School Subject

Delete	School subject	NSC Level

<< Previous Save Refresh Cancel Next >>

These tabs will change depending if the student is currently in grade 12 or is a post-matric student.

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 * 2020
 Education department *
 School *

Add School Subject

Delete	School subject	NSC Level

<< Previous Save Refresh Cancel Next >>

Current year grade 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

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 >>](#)

After choosing all your subjects, type in the percentage obtained for each subject, then click "Next".

Choice of Study Tab

Qualification Application Information

Please enter details below.

(* indicates mandatory information.)

First Choice of Study

Campus

Potchefstroom

Qualification Program Level

BA IN ANCIENT LANGUAGES WITH CLASSICAL STUDIES (3BB H02 1)

Method of Delivery

FULL TIME / Contact

Curriculum

T301P - CLASSICAL STUDIES

Second Choice of Study (not mandatory)

Campus

Vaal Triangle

Qualification Program Level

BA IN BEHAVIOURAL SCIENCES WITH PSYCHOLOGY & LRM (1GR H02 1)

Method of Delivery

FULL TIME / Contact

Curriculum

G301V - PSYCHOLOGY AND LABOUR RELATIONS MANAGEMENT

Third Choice of Study (not mandatory)

Campus

Mafikeng

Qualification Program Level

BA IN COMMUNICATION (1GC H01 1)

Method of Delivery

FULL TIME / Contact

Curriculum

L301M - COMMUNICATION

[<< Previous](#)
[Save](#)
[Refresh](#)
[Cancel](#)
[Next >>](#)

You are able to make a "choice of study" at each NWU Campus. The first choice is mandatory but the 2nd and 3rd choices are optional.

Biographical Information Tab



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

Please enter details below.

(* indicates mandatory information.)

Fill in all the mandatory fields as requested

Nationality *

Surname *

Initials *

Date of birth * ccyyymmdd

Title *

Gender *

Identity number

First Names

Nickname

Maiden name / Birth surname

Marital status *

Religious Affiliation

Population group *

Race *

Language preferences

Home language *

Correspondence language preference *

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?

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

[<< Previous](#) [Save](#) [Refresh](#) [Cancel](#) [Next >>](#)

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

Contact Details Tab



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

Contact Detail of the Student

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.](#)

Choose whether to grant permission to disclose your personal information.

Preferred method of correspondence *

Preferred method of account correspondence *

E-mail address

Confirm e-mail address

Account E-mail address

Confirm account E-mail address

Street/Residential address

Country * [Search](#)

Address Line 1 *

Address Line 2

Address Line 3

Address Line 4

Town/Post Office * [Search](#)

Postal Code *

The account e-mail address should be the one of the parent or guardian

The first e-mail address should be the one of the student 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.

Example Address:

Silverwoods Apartments no. 7

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 be added to the contact details automatically. 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"/>

<< Previous Save Refresh Cancel Next >>

Searching Town/City or Code



STUDENT, NWU MR (37760068)

[Application and admission](#) / [Already have a University Number](#) / [Submit application](#) / [Modify Application](#) / [Postal Code Search \(Student\)](#)

Search Postal Code

You should only search via postal code or Town/Post Office. There's no need to use both options. When ticking the correct postal code box, you will be taken back to the previous window automatically.

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

Postal Code

Town/Post Office

Search << Back

	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

Post School Information Tab



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](#)

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


First Registration A

No

This option should only be changed if you have studied at another tertiary institution after finishing matric.

<< Previous Save Refresh Cancel Next >>

Relationship Tab



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**

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

Relationships

Only 1 relationship is required.


Select relationship to edit or to create

Add another relationship

<< Previous Save Cancel Next >>

- Father
- Mother
- Guardian
- Next of Kin

Electronic Documents Tab



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**

Electronic Documents


☐ Show Document Upload History

Grade 11 Marks		Upload
Identity Document		Upload
Matric Certificate		Upload
PR02 Form (Open Distance Learning Students or		Upload
Admission Fee - Only International Students		Upload
Undertaking - Application		Upload

<< Previous Save Cancel Next >>

Upload all the corresponding documents in this tab to finalise your application.

Submitting 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](#).

Refresh Cancel Modify application Submit application