



**VAAL UNIVERSITY
OF TECHNOLOGY**

Inspiring thought. Shaping talent.

NEW APPLICATION FOR MASTERSDEGREE ADMISSION: 2023



APPLICATIONCLOSINGDATE:31JANUARY2023

1. STUDENT AND QUALIFICATION INFORMATION

Have you been registered as a student at the Vaal University of Technology before? Yes: No:

If yes, please indicate your student number: _____

Would you like to register as a full-time student: or part-time student:

Title: _____ Surname: _____

First Name: _____ Middle Name(s): _____

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

Race: African: Coloured: Indian: White: Other:

Home Language (specify): _____

Date of Birth: _____ (e.g. DDMMYYYY)

SA ID No/Passport No.:

PROPOSED DEGREE (MASTERS)	FACULTY	DISCIPLINE

Year of Entry: _____

Compulsory - please write a brief description (not more than one page) of your ideas about the proposed project/study/experiment/scientific investigation in order to obtain approval from the Faculty to conduct the study and/or to appoint a Supervisor/Mentor to assist you with your studies. **Alternatively - attach a draft research proposal.**

2. ADDRESS AND CONTACT DETAILS

POSTAL ADDRESS:

PHYSICAL ADDRESS:

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<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

CONTACT DETAILS:

Work:	<hr/>
Home:	<hr/>
Fax:	<hr/>
Cell:	<hr/>
Email:	<hr/>

Please ensure that we have your correct cell number and email address to enable VUT to invite you to relevant post-graduate activities.

EMPLOYMENT INFORMATION:

IF YOU ARE EMPLOYED, PLEASE COMPLETE THE FOLLOWING:

Name of Company/ Institution:			
Address of Company/ Institution:			
Postal Code:		No. of Years Employed:	
Telephone No. (Work:)		Area Dialing Code:	

3. NEXT-OF-KIN INFORMATION

Name of Next-of-Kin: _____

POSTAL ADDRESS:

PHYSICAL ADDRESS:

CONTACT DETAILS:

Work: _____
Home: _____
Fax: _____
Cell: _____
Email: _____

4. RESIDENCY

Are you a permanent resident of South Africa? Yes: No:

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

Passport Number: _____

Expiry Date: _____
Day Month Year

5. ENGLISH PROFICIENCY: (APPLICABLE TO INTERNATIONAL STUDENTS)

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 the Higher Grade (First or Second Language) at the South African Senior Certificate level (matriculation).
2. A pass in the 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 7.0 on the International English Language Testing System (IELTS) for
- Post-Graduate studies and 6.0 for Undergraduate studies, or
- A test score of 550 on the Test of English as a Foreign Language (TOEFL).

Scores must be submitted with application forms.

Name of your English proficiency document: _____

6. HIGH SCHOOL DETAILS

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

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

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

SCHOOL NAME:	YEAR:		EXAMINATION AUTHORITY E.G. GAUTENG ETC.	GRADE PASSED
	FROM:	TO:		

7. POST SCHOOL ENROLMENT

INSITUTION NAME:	DEGREE/DIPLOMA/CERTIFICATE Please attach all relevant documents.	COMPLETED		YEAR ATTENDED	
		YES	NO	FROM	TO
CURRENT ACTIVITY					

8. MEDICAL INFORMATION (DISABILITY INFORMATION)

The University is sensitive to the needs of students with a disability, and will attempt to provide support where possible. Do you have any disability, physical or otherwise, that might require special support?

Yes: No: If 'Yes', please indicate:

PERSONS WITH A VISUAL IMPAIRMENT		PERSONS WITH A PHYSICAL IMPAIRMENT		OTHER IMPAIRMENTS:	
<input type="checkbox"/>	Blind	<input type="checkbox"/>	Uses a wheelchair	<input type="checkbox"/>	Persons with diabetes
<input type="checkbox"/>	Partially Sighted	<input type="checkbox"/>	Uses crutches/callipers	<input type="checkbox"/>	Persons with epilepsy
PERSONS WITH A HEARING IMPAIRMENT		<input type="checkbox"/>	Persons with paraplegia/ quadriplegia/hemiplegia/ post-polio paralysis	<input type="checkbox"/>	Persons with cerebral palsy
<input type="checkbox"/>	Partially Deaf	<input type="checkbox"/>	Other (please specify)	<input type="checkbox"/>	Persons with intellectual/ psychiatric/psychological impairment
<input type="checkbox"/>	Mild to Moderately Deaf	<input type="checkbox"/>		<input type="checkbox"/>	Persons with medical/chronic ailments that require support
<input type="checkbox"/>	Deaf	<input type="checkbox"/>		<input type="checkbox"/>	Other (please specify)

9. COMPULSORY HEALTH INSURANCE (FOR INTERNATIONAL STUDENTS ONLY)

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

Name of Insurance Company: _____

Tel No.: _____

10. FUNDING OF STUDIES

How do you plan to finance your studies? _____

Note: A registered student is responsible for payment of all fees even if funded by a sponsor. However, you will be eligible for a Vaal University of Technology Grant, if your proposal is approved by the Higher Degrees Committee within 12 months of the initial registration.

11. CHECKLIST: PLEASE ENSURE THAT THE FOLLOWING, RELEVANT, DOCUMENTS ARE ENCLOSE WITH THIS

Please ensure that the **certified documents** are enclosed with this application, **if not, we will not register you.**

	YES	NO
Have you completed the application form in full?		
Have you indicated your choice of degree/diploma and campus?		
Have you enclosed all the required documentation?		
- Certified copy of ID document?		
- Certified copy of senior certificate?		
- Certified copy of academic record (of previous qualifications)?		
- Certified copy of degree certificates? Diploma/B-Tech/Honours		
- Proof of residence e.g. "Water and electricity account", "Any other account reflecting your address"?		
Also to be completed by International Students (not applicable to RSA citizens)		
- Certified copy of Passport?		
- Certified copy of degree certificate and SAQA evaluation of your degree results; Centre for the Evaluation of Education Qualifications <i>Postnet Suite 248 http://www.saqa.org.za/</i> <i>Private Bag X06 Tel: 086 010 3188</i> <i>Waterkloof, 0145 012 431-5000</i>		

The registration fee of R2200.00 is payable as soon as we notify you that your application was successful.

Deposits can be made to any ABSA Branch:

Account no: 406 812 6832

Branch code: 632005

The **name** and **student number** must be clearly indicated on the slip as the "**reference**".

A copy of the deposit slip should be forwarded to fax number (016) 950 9779 or email nomathembak@vut.ac.za.

12. DECLARATION OF UNDERSTANDING

1. I, _____ (e.g. Name & Student Number),

the student undertake:

- 1.1. To comply with the procedures, rules and regulations of the Vaal University of Technology.
- 1.2. To inform the Higher Degrees Unit 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 arrangements for accommodation should the University accept me for the degree and cannot offer me accommodation.

2. I 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 studies at the University.

- 2.1. I also recognise that class, residence and other fees are revised annually by the University and increased accordingly.
- 2.2. I agree that in the event that the University instructs Attorneys to take any steps against myself for the recovery of any amounts due to the University by myself, that I shall pay all costs as between Attorney and client, inclusive of collection commission.

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 that:

- 5.1. I make this application and give the declarations and understandings with the knowledge and consent of my parent/guardian/employer (if necessary).
- 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.
- 5.3. International Students:
 - 5.3.1 *I am aware that I am responsible to renew my study permit three months prior to the expiry date.*
 - 5.3.2 *Refugees: I am aware that I am responsible to renew my study permit one month prior to its expiry date.*
 - 5.3.3 *I am aware that I am responsible for obtaining and payment of my SAQA evaluation.*
- 5.4. I/We hereby absolve the Vaal University of Technology, its staff, employees, representatives and/or agents from any claims which I/the student may acquire as a result of any injuries which I may receive and/or damages which I/the student may suffer as a result of any happening, incident, accident, injury, illness or death, however it may have resulted, or as a result of my participation in any sport/excursion/visit or transport which may take place during my/his/her studies at the University.

Signature of Student

Date

PLEASE FORWARD YOUR APPLICATION WITH CERTIFIED ATTACHMENTS TO:

HIGHER DEGREES OFFICE - D016 OR D013-1

Fax:	(016) 950 9779	Private Bag X021 Vanderbijlpark 1900
Tel:	(016) 950 9822 or 7639	
Email:	post.graduate@vut.ac.za	

ADMISSION REQUIREMENTS:

	ENGINEERING & TECHNOLOGY	APPLIED & COMPUTER SCIENCES	MANAGEMENT SCIENCES	HUMAN SCIENCES
MASTERS	A relevant Postgraduate Diploma/Honours or equivalent. A Research Methodology course must be completed. An average pass percentage of 65% required.	A relevant Postgraduate Diploma/Honours registered by SAQA. An average pass percentage of 60% required. An approved Research Methodology course must be completed.	A relevant Postgraduate Diploma/Honours registered by SAQA at NQF level 8. An average pass percentage of 65% is required with a 65% pass in a Research Methodology course. Successful achievement of the Faculty selection criteria.	A relevant Postgraduate Diploma/Honours or an equivalent qualification as approved by SAQA with an average pass percentage of 65% and 60% for research methodology on NQF level 8. In addition, students may be required to present a PowerPoint presentation of ten minutes defending their desire to study towards a postgraduate qualification. International students will be required to complete an English proficiency test

ANNEXURE A: TO BE COMPLETED BY THE HEAD OF DEPARTMENT AND SUPERVISOR

FACULTY ACCEPTANCE OF ADMISSION

We do not accept any applications if this form has not been completed fully. This information is required for registration and reporting.

Student Name:	
Student Number:	
Faculty:	
Department:	
Department Head:	
Course Code:	
Subject Code:	

For new subject/course codes, please see Annexure C on page 14

Name of Supervisor		Department	
Tel No. of Supervisor		Email Address:	
Signature of Supervisor		Date:	
<i>If applicable:</i>			
Name of Co-Supervisor		Department	
Tel No. of Co-Supervisor		Email Address:	
Signature of Co-Supervisor		Date:	

NB Compulsory:

ACCEPTED:	Reason for Acceptance:	
Date:		
Signature:		
Acceptance approved by Dean:	Date:	Signature:

ADMISSIONS UNDER SPECIAL CONDITIONS:

*NOTE: Where a candidate holds an appropriate equivalent degree from another University Faculty, 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 which are not of a routine 'technical' nature. Please attach a full CV in the area of specialisation and supporting documentation.*

I, _____, the Head of Department have confirmed;

1. Candidate completed – Research Methodology
2. The viability, nature and extent of the project
3. The suitability of the candidate
4. The availability and suitability of supervision
5. The nature and extent of the necessary resources and I recommend that the candidate be accepted for the degree.
6. That this degree follows the same discipline as the Postgraduate Diploma completed, **student is not allowed to jump to another discipline.**

I confirm that I have considered the six points above and that I do accept the student into the degree.

Print Name

Signature

Date

ANNEXURE B: TO BE COMPLETED BY THE HEAD OF DEPARTMENT AND DEAN

FACULTY REJECTION OF ADMISSION

We do not accept any applications if this form has not been completed fully. This information is required for registration and reporting.

Student Name:	
Student Number:	
Faculty:	
Department:	
Department Head:	
Course Code:	
Subject Code:	

NB Compulsory:

REJECTED:	Reason for Rejection:	
Date:		
Signature:		
Rejection approved by Dean:	Date:	Signature:

ONLY INTERNATIONAL STUDENTS

INTERNATIONAL RELATIONS DEPARTMENT ACCEPTANCE OF ADMISSION

STEPS TO FOLLOW BY INTERNATIONAL APPLICANTS:

1. Attach all certificates and documents to your application form. Photocopies must be certified as being a true copy of the original. Originals must be produced before actual registration.
2. A fully completed application form must be submitted to the International Relations Department.
3. Your application will then undergo a selection process at VUT. If your application is successful, you will receive a provisional letter of acceptance offering you a place to study at VUT on condition that you receive a study permit, meet VUT departmental entry requirements and pay all necessary fees.
4. After receiving the provisional letter you may proceed to obtain your study permit at the Embassy, Consulate or Trade Mission of your country of origin, or at the South African High Commission.
5. There are no provisional registrations permitted for international students. Even if you have been accepted for study, VUT cannot be held responsible should you fail to comply with these requirements for actual registration.

IMPORTANT NOTES:

1. A study permit is only valid for the field of study and educational institution for which the original approval was granted.
2. Students who change their field of study must obtain a new permit from the Department of Home Affairs.
3. Acceptance of a student's admission to VUT does not bind the Department of Home Affairs in any way to allow the person into the country, nor does it remove the need to obtain official permission from the Department. Therefore, it is important that a prospective student awaits the outcome to an application for a study permit before proceeding to the Republic of South Africa.
4. A study permit does not qualify an international student to become a South African citizen. Students wishing to become South African citizens after finishing their studies are required to return back to their home countries from where they can apply through a South African representative.
5. You may not enter South Africa on a visitor's visa and then apply for a study permit.

Please do not proceed to the Vaal University of Technology without the proper permit. You must produce proof of membership of a medical aid at registration or you will not be allowed to register.

Signature of Student

Date

We at the International Relations Department hereby confirm that all the documentation has been received and that all the requirements have been met.

Name of Admissions Officer		Department	
Tel No.		Email Address:	
Signature:		Date:	
Signature of Head of Department:		Date:	

ANNEXURE C: NEW SUBJECT AND COURSE CODES

FACULTY DESCRIPTION	QUAL CODE	QUAL DESCRIPTION	SUBJECT CODE
Faculty of Engineering and Technology	MP0800	Masters of Engineering in Chemical Engineering	EHDPH6A
Faculty of Engineering and Technology	MP0810	Masters of Engineering in Civil Engineering	ECCIV6A
Faculty of Engineering and Technology	MP0820	Masters of Engineering in Electrical Engineering	EPRHP6A
Faculty of Engineering and Technology	MP0830	Masters of Engineering in Industrial Engineering	EBRHP6A
Faculty of Engineering and Technology	MP0840	Masters of Engineering in Mechanical Engineering	EMRHP6A
Faculty of Engineering and Technology	MP0850	Masters of Engineering in Metallurgical Engineering	EYRHP6A
Faculty of Management Sciences	MD0432	Master of Management in Management Accounting	BAMMA6A
Faculty of Management Sciences	Md0450	Master of Management in Human Resources Management	BHHRM6A
Faculty of Management Sciences	MD0452	Master of Management in Labour Relations Management	BHLRM6A
Faculty of Management Sciences	MD0472	Master of Management in Supply Chain Management	BBSCM6A
Faculty of Management Sciences	MD0480	Master of Management in Marketing	BMMAR6A
Faculty of Applied & Computer Sciences	MD0602	Master of Communication and Information Technology	AIPIC6A
Faculty of Applied & Computer Sciences	MD1502	Masters of Applied Sciences In Chemistry	AACHM6A
Faculty of Applied & Computer Sciences	MD1510	Masters of Applied Sciences In Biotechnology	ABDPH6A
Faculty of Human Sciences	MD0300	Master of Visual Arts in Fine Art	HVVAA6A
Faculty of Human Sciences	MD0301	Master of Visual Arts in Multimedia	HVVAM6A
Faculty of Human Sciences	MD0302	Master of Visual Arts in Photography	HVVAP6A
Faculty of Human Sciences	MD0310	Master of Visual Arts in Graphic Design	HVVG6A
Faculty of Human Sciences	MD0500	Master of Management in Public Relations Management	HTPRM6A
Faculty of Human Sciences	MD1000	Master of Visual Arts in Fashion	HVVAF6A
Faculty of Human Sciences	MD1010	Master of Management in Food Service Management	HTFSM6A
Faculty of Human Sciences	MD1011	Master of Management in Food & Beverage Management	HTFBM6A
Faculty of Human sciences	MD2200	Master of Management in Travel & Tourism Services	HTTTS6A
Faculty of Human Sciences	MD0700	Master of Education	HEHRP6A

FOR OFFICE USE ONLY: HIGHER DEGREE SUNIT

Student No.:		Name:	
App. Fee Paid:	R		
Receipt No.:		Date:	
Into ITS:	By:	Date:	
Selection Decision:		Date:	



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