



### ENQUIRIES

Direct further enquiries  
about your application to:  
011 559 4555

[www.uj.ac.za](http://www.uj.ac.za)

### DELIVERY ADDRESS

**AUCKLAND PARK  
KINGSWAY CAMPUS**  
cnr Kingsway and University Road  
Auckland Park, Johannesburg

### POSTAL ADDRESS

**STUDENT ENROLMENT CENTRE**  
PO Box 524  
Auckland Park  
2006

### All International Applicants

For any assistance, you may contact the  
Division for Internationalisation  
Office before applying:

APK: +27 11 559 4517  
APB: +27 11 559 1027  
DFC: +27 11 559 6510  
SWC: +27 11 559 5014  
[international@uj.ac.za](mailto:international@uj.ac.za)  
[www.uj.ac.za/International](http://www.uj.ac.za/International)

**IMPORTANT:  
DO NOT PAY THE  
APPLICATION FEE IF YOU  
ALREADY HAVE A UJ  
STUDENT NUMBER**

**NO APPLICATION  
FEE WILL BE  
CHARGED  
FOR ONLINE  
APPLICATIONS**  
([www.uj.ac.za/apply](http://www.uj.ac.za/apply))

# APPLICATION FORM 2022

## INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM

### VERY IMPORTANT

- Please read the instructions carefully and complete all applicable sections.
- Incomplete forms **will not** be processed.
- Only **ONE** application form per applicant.
- Please allow 3 weeks before checking on the status of your application. You can do so by going to [www.uj.ac.za/Apply](http://www.uj.ac.za/Apply) where you will also be able to print a letter regarding your application status.

### 1. ADMISSION REQUIREMENTS

Undergraduate – Please consult the “UJ Undergraduate Prospectus 2022” obtainable from [www.uj.ac.za/Apply](http://www.uj.ac.za/Apply) for full details of the admission requirements pertaining to the programme for which you intend to enrol.

Postgraduate – Please consult the relevant Faculty/College or visit [www.uj.ac.za](http://www.uj.ac.za) for more information.

### 2. APPLICATION DEADLINES (INCLUDING INTERNATIONAL APPLICANTS)

UNDERGRADUATE STUDIES (EXCEPT ADVANCED DIPLOMAS)	
All Undergraduate Programmes	30 September 2021 @ 12:00
STUDENT ACCOMMODATION	
All Undergraduate Programmes	30 September 2021 @ 12:00
POSTGRADUATE STUDIES	
All Postgraduate programmes (Except for some programmes as listed below)	29 October 2021 @ 12:00
<b>COLLEGE OF BUSINESS AND ECONOMICS:</b> BA Hons in Industrial Psychology BCom Hons in Financial Planning BCom Hons in Human Resource Management BCom Hons in Industrial Psychology BCom Hons in Investment Management BCom Hons in Marketing Management BCom Hons (Strategic Management) BCom Hons in Property Valuation and Management BCom Hons in Quantitative Finance MCom/MPhil Industrial Psychology PhD (Industrial Psychology)	30 September 2021 @ 12:00
<b>FACULTY OF EDUCATION:</b> MEd Educational Psychology	25 June 2021 @ 12:00
<b>FACULTY OF ENGINEERING AND THE BUILT ENVIRONMENT:</b> MEng/MPhil in Engineering Management (Course work)	29 October 2021 @ 12:00
<b>FACULTY OF HUMANITIES:</b> MA (Clinical Psychology) MA (Counselling Psychology)	09 July 2021 @ 12:00
BA Hons in Psychology BSc Hons in Psychology	(Opening 1 July 2021) 30 September 2021 @ 12:00
<b>For more information visit <a href="http://www.uj.ac.za">www.uj.ac.za</a></b>	

### 3. APPLICATION FEES

R200-00 (non-refundable) - if applying using this paper form.

**NB:** Postal orders are not accepted (neither local nor international)

### 4. COMMUNICATION TO APPLICANTS

You will receive separate email and/or sms communication with regard to the outcome of your academic, residence, and bursary or loan application. It is therefore required that you complete both email and cellphone contact details on this application form. **Notify UJ immediately of any changes to your email address via [mylife@uj.ac.za](mailto:mylife@uj.ac.za).**

## 5. ACADEMIC DOCUMENTS

Photocopies of all documents must be certified.

<b>5.1</b>	<b>All Undergraduate Applicants currently studying towards a South African Grade 12</b>
	<b>Must complete sections A, B, C, D, F, G and H</b>
	No supporting documents (ID and final Grade 11 results) are required for the academic application section II
	Must submit proof of payment with this paper application form
	NOTE: Ace School of Tomorrow, NCV, NASCA, ASC and N3/N4/N5/N6 applicants must refer to the undergraduate prospectus on additional requirements

<b>5.2</b>	<b>All Undergraduate Applicants who already completed a South African Grade 12</b>	<b>Documents Required</b>
	<b>Must complete sections A, B, C, E (if applicable), F, G and H</b>	
	Final Grade 12 statement of symbols if certificate is not issued yet/upgrade confirmation letter if necessary	✓
	Senior Certificate (SC) (prior to 2008) OR National Senior Certificate (NSC) OR Independent Examination Board certificate (IEB) OR SACAI	✓
	Previous degree/diploma(s) Certificates if completed at another higher education institution	✓
	Academic Record and Certificate of Conduct if registered/completed at another higher education institution	✓
	Proof of payment required with this paper application form (Not applicable to previous UJ applicants/students)	✓
	NOTE: Ace School of Tomorrow, NCV, NASCA, ASC and N3/N4/N5/N6 applicants must refer to the undergraduate prospectus on additional requirements	

<b>5.3</b>	<b>International Undergraduate Applicants currently studying towards a school leaving certificate OR already completed a school leaving certificate in home country</b>	<b>Documents Required</b>
	<b>Must complete sections A, B, C, E (if applicable), F, G and H</b>	
	International school-leaving statement of symbols	✓
	Previous degree/diploma(s) Certificates if completed at another higher education institution	✓
	Academic Record and Certificate of Conduct if registered/completed at another higher education institution	✓
	Proof of payment required with this paper application form (Not applicable to previous UJ applicants/students)	✓
	NOTE: Ace School of Tomorrow, NCV, NASCA, ASC and N3/N4/N5/N6 applicants must refer to the undergraduate prospectus on additional requirements	

\*\* For degree studies - confirmation letter from Matriculation Board (USAf)

The following requirements are specific to selected applicants of which more information is obtainable from the UJ Undergraduate Prospectus 2021:

- Ace School of Tomorrow, applicants must submit their NBT results and upon request a PSYCAD evaluation report. For more information visit [www.uj.ac.za/PsyCaD](http://www.uj.ac.za/PsyCaD)
- Confirmation letter from Matriculation Board (USAf) for Conditional and Mature Age Exemption

<b>5.4</b>	<b>All South African Postgraduate Applicants</b>	<b>Documents Required</b>
	<b>Currently Registered UJ students must complete sections A, B, F, G and H - do not submit supporting documents listed below.</b>	
	<b>External applicants (including previously registered UJ students) must complete sections A, B, C, E, F, G and H - submit supporting documents listed below.</b>	
	Previous degree/diploma(s) Certificates	✓
	Academic Record and Certificate of Conduct if registered/previously registered at another higher education institution	✓
	Proof of payment required with this paper application form (Not applicable to previous UJ applicants/students)	✓

5.5	All International Postgraduate Applicants	Documents Required
	Current Registered UJ students must complete sections A, B, C, F, G and H - do not submit supporting documents listed below.	
	External applicants (including previously registered UJ students) must complete sections A, B, C, E, F, G and H - submit supporting documents listed below.	
	Previous degree/national diploma/other diploma certificate(s)	✓
	Academic Record and Certificate of Conduct if registered/completed at another higher education institution	✓
	Proof of payment required with this paper application form (Not applicable to previous UJ applicants/students)	✓

**\*\* SAQA evaluation document must be readily available on request.**

## 6. FINANCIAL ARRANGEMENTS

**A COPY of the deposit slip of the application fee must accompany your application form.  
This deposit can only be made at a FNB branch.**

Students without a valid UJ student number, but a valid South African ID Number or Passport Number must use the following account:

### **BANKING DETAILS:**

#### **FNB UJ Main Account**

**Account Type:** Cheque

**Account Number:** 626 158 73280

**Branch name:** FNB Client Services

**Branch Code:** 210 - 554

The swift code is **FIRNZ AJJ** for International applicants.

You must retain your original proof of payment and **only a copy must** accompany your application form.

**NB: Applicants/Students must always state on the deposit slip or the Electronic Funds Transfer (EFT) the following:**

- *Surname and Initials*
- *ID number (SA Applicant)/Passport number (International Applicant)*
- *Telephone/Cellphone number*

#### **Please note:**

Payments to UJ must only be made into a UJ bank account. If approached to be assisted for a fee to gain access to UJ, please decline the offer and immediately inform the University thereof.

## 7. UJ MOBI (LATE ENQUIRY) ONLY JANUARY 2022

Please refer to the UJ web ([www.uj.ac.za/apply](http://www.uj.ac.za/apply)) in January 2022 for more information on late enquiries.

## 8. ORANGE CARPET

Only prospective students who are entering for their first time undergraduate studies are eligible for the Orange Carpet benefit. Prospective students who have already undertaken studies at UJ or elsewhere are not eligible for this benefit. Please refer to the undergraduate prospectus for more information.

## 9. RESIDENCE APPLICATION

For on-campus UJ residence please complete section III on page 7 of this application.

For off-campus private accommodation please visit the UJ webpage ([www.uj.ac.za](http://www.uj.ac.za)).

## 10. DISCLAIMER

Please note that receiving a UJ student number does not imply you are a student until you are officially admitted/registered.



DESCRIPTION	DATE	STATUS
1st Choice		
2nd Choice (if applicable)		

NOTES:

Signature: Supervisor (Postgraduate)

AND/OR

Signature: HOD

## II ACADEMIC APPLICATION 2022

### STATEMENT ON PERSONAL INFORMATION

#### Legal basis

I understand that the South African Constitution recognises my right to privacy as a fundamental right. The Protection of Personal Information Act, 2013 protects me from harm by protecting my personal information. There are also other laws with this aim. You are a public higher education institution and when you deal with me, you are performing public functions in terms of the Higher Education Act, 1997. This means that I need to give you some of my personal information when I apply to study at the University of Johannesburg and when I register as a student. You use this information to carry out your mission as a public university to provide teaching and learning, conduct research and engage with communities.

#### Aim of this statement

This statement tells me about my rights to my personal information. It also tells me about your rights to the personal information that I give you and that you get from others. The statement deals with my and your rights when I apply for admission to an academic programme, when I register as a student and when I am no longer registered at the University.

#### What is personal information?

Personal information is any information that can identify me as an individual. Examples of personal information are my name, personal identification number, contact information, background information, photograph, academic qualifications, details of academic performance and results from educational institutions that I attend at present or attended in the past. It may also include my National Benchmark scores.

#### The basis on which I provide you with personal information and you obtain personal information about me

I give you my personal information with my consent. If I am under the age of 18 years, the law treats me as a minor. You then also need the consent of the person who may legally consent to actions or decisions concerning me. So I promise that I would submit my application and register as a student with such consent, if it is needed.

I give you my personal information voluntarily. I understand that you have to have my personal information to process my application and to provide education to me when I register as a student. I also understand that you cannot deal with my application or provide education to me if I do not give you the personal information you need.

I also consent that you may get personal information that you need to consider my application and to provide education to me from others (for example, the Department of Basic Education, other educational institutions and the Department of Home Affairs). When you get information from others, you will need to give them some of my personal information. I consent and agree to this.

#### Your purposes for processing my personal information

- You need to consider my personal information when you determine whether I meet the selection and admission requirements to study at your University.
- When I register as a student, you need my personal information to provide education to me and carry out the academic administration relating to the programme for which I register. You use electronic learning platforms to provide a range of learning options. This may include from time to time platforms like Blackboard Collaborate, Zoom, Microsoft Teams, YouTube and WhatsApp. Since it is voluntary for me to share video, audio and text on these platforms, the privacy risk for me is limited. You collect analysis data when I use these platforms to improve your services to students and in the interest of my academic progress and support.

- When I graduate, you need my personal information to keep in contact with me as an alumnus and to verify that I have obtained the qualifications or have undertaken the studies that I represent to others I have obtained from you of undertaken with you.
- You need my personal information when your records are audited and when you carry out your statutory reporting duties.

#### Right to information and access

- I have the right that you provide me with information about my personal information that you process. This statement provides me with the information I am entitled to receive.
- I may ask you to tell me whether you have personal information about me. You have to answer me free of charge.

#### Right to object

I may object or protest that you process my personal information. You have to do what I ask. However, that will end my application and you may then not be able to provide education to me.

#### Right to destroy, correct, delete or update

I may ask you to destroy, correct, delete or update my personal information. I must do so by filling in Form 2 that I can find in the Regulations relating to the Protection of Personal Information, 2018. You have to do what I ask, unless the law requires you to keep the information that you have. There may also be another justifiable reason for you to keep the information. I understand that if I ask you to delete or destroy my personal information, you will no longer have the information that you need to deal with my application or to provide education to me. If this happens, it will end my application and you may not be able to provide education to me.

#### Right to complain

I have the right to complain to the Information Regulator if I am of the view that you violate my rights regarding my personal information. I can visit the website of the Information Regulator ([www.justice.gov.za/inforeg](http://www.justice.gov.za/inforeg)) for further information.

#### Specific instances where you share my personal information with others

- You share my personal information when the law requires you to do so, for example for purposes of the national learner database maintained by the Department of Higher Education.
- You share my personal information when it is in the interest of my academic progress or support, for example in communication with my parents, guardians or bursary sponsors.
- You share my name and contact details to your Alumni Office and to potential employers when employment opportunities arise.

#### How long do you keep my personal information?

You will generally retain my personal information in accordance with your archive rules. But I understand that since the aim of my studies will be to obtain a qualification from a public university that will benefit me for life, you need to retain certain of my personal information indefinitely.

#### Other instruments

- Further to the above, I understand that my personal information is also protected in terms of section 50 of the Electronic Communications and Transactions Act, 2002 (ECT Act). In terms of section 51 of the ECT Act, I hereby provide my express written permission to you for the collection, collation, processing and/or disclosure of any of my personal information as may be required, without prejudice to other legal grounds upon which you are permitted or required to do so.
- The Student Agreement that I conclude with you when I register, contains contractual terms relating to the processing of personal information.



**SECTION C: SCHOOL-LEAVING DETAILS**

1. Highest grade passed to date

Grade 11/Preliminary International School results	Year				
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Grade 12/Final International School results	Year				
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**No mid-year Grade 12 marks will be accepted.**

2. Name of school attended	
School postal address	
Province	
City or town	
Postal code	

**SECTION D: SCHOOL-LEAVING SUBJECTS (ONLY APPLICABLE TO APPLICANTS CURRENTLY IN GRADE 12)**

Subjects	Admission Point Score	Final Grade 11 Results (%)/ Preliminary International School Results

***UJ may request applicants currently in Grade 12 to provide certified copies of final Grade 11 results together with all other relevant documents for verification and auditing purposes. Upgrading applicants must attach their upgrade confirmation letter.***

**SECTION E: HIGHER EDUCATION QUALIFICATIONS**

1. Previous Higher Education Studies

Supply full details of studies at higher education institution(s) as indicated on previous page, if applicable. For registration purposes, the following are regarded as higher education institutions: universities, previous technikons, and teachers' training and technical colleges. In the event of discontinuation of studies, indicate the date of cancellation.

Year from	Year to	Higher education institution	Field of study (e.g. BA, BCom, MSc (Zoology))	Result (e.g. cancelled, failed, degree obtained)

**DISCLOSURE AND VERIFICATION OF PREVIOUS STUDIES**

It is compulsory for applicants from other Universities to indicate details of previous studies undertaken either in the current year or year(s) prior to this application.

**SECTION F: OTHER PARTICULARS**

1. Do you have a disability?

Please indicate with a tick  in either of the boxes below:

Yes		No	
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**Note:**

The applicant consents to personal information being utilised for government and University statistical purposes.

**ALL APPLICANTS TO COMPLETE AND SIGN**

1. I hereby declare that this information is correct

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Initials and surname of **applicant** (name in print)

\_\_\_\_\_  
Signature of **applicant** (Duly assisted by his/her parent/legal guardian, as may be required by law)

\_\_\_\_\_  
Date

**AN APPLICANT UNDER THE AGE OF 18 MUST HAVE THIS FORM SIGNED BY EITHER A PARENT OR A LEGAL GUARDIAN.**

2. I hereby declare that this information is correct

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Initials and surname of **parent/legal guardian** (name in print)

\_\_\_\_\_  
Signature of **parent/legal guardian**

\_\_\_\_\_  
Date



**ONLY FOR FIRST-TIME UNDERGRADUATE/POSTGRADUATE ENTERING APPLICANTS | CLOSING DATE: 30 SEPTEMBER 2021 AT 12:00**

Year in which you require accommodation

## A. PERSONAL DETAILS

1. SA identity number/Passport number (international applicant)

2. Surname

3. First names in full

4. Date of birth          
D D M M Y Y Y Y

5. Gender Male  Female

6. Contact Details Cell Number  Email

7. Population group (compulsory), indicate with a tick  (According to legal requirements and government reporting purposes this section must be completed)

African	<input type="checkbox"/>	Coloured	<input type="checkbox"/>	Indian	<input type="checkbox"/>	White	<input type="checkbox"/>	Other	<input type="checkbox"/>
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## B. PARTICULARS TO SUPPORT DISABILITY (IF REQUIRED)

Applicants with disabilities (Please note: All housing is self-supportive)

Would you require accommodation with modifications to support your disability?  Yes  No

The University must be informed of certain disabilities in order to determine whether it is able to make special arrangements to accommodate persons with such disabilities. It is the prospective student's responsibility to inform the PsyCaD Office: People with Disabilities and to make a declaration to the relevant professional board/s (where applicable) in this regard. Confidential advice can be obtained from the Office: People with Disabilities, disabilityunit@uj.ac.za or 011 559 3745.

If "Yes" state the nature

## C. ACCOMMODATION

You can only apply for accommodation on the campus where you will be attending classes (Indicate with a tick  )

Auckland Park Kingsway (APK)	<input type="checkbox"/>	Doornfontein (DFC)	<input type="checkbox"/>	Auckland Park Bunting Road (APB)	<input type="checkbox"/>	Soweto (SWC)	<input type="checkbox"/>
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## D. SIGNATURE/S

### ALL APPLICANTS TO COMPLETE AND SIGN

Initials and surname of applicant (name in print)

Signature of applicant (Duly assisted by his/her parent/legal guardian, as may be required by law)

Date

### IF UNDER AGE - PARENT / LEGAL GUARDIAN TO COMPLETE AND SIGN

Initials and surname of parent/legal guardian (name in print)

Signature of parent/legal guardian

Date

