



**Nelson Mandela
Metropolitan
University**

for tomorrow

Port Elizabeth & George - South Africa

Undergraduate Application Pack

for International Students

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Please forward any enquiries to: international@nmmu.ac.za

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**Nelson Mandela
Metropolitan
University**

for tomorrow

• PO Box 77000 • Nelson Mandela Metropolitan University
• Port Elizabeth • 6031 • South Africa • www.nmmu.ac.za

Dear Prospective Student

Thank you very much for enquiring about our programmes. We hope you decide to join our exciting and diverse university environment for the study experience of a lifetime!

We hope you decide to join our exciting and diverse university environment for the study experience of a lifetime! At NMMU we offer the full spectrum of career-focused, academic-orientated and professional programmes from diploma through to doctorate level in more than 130 career fields.

In the documents below you will find an application form. Please complete the form and make sure it is accompanied by the following:

- Certified copy of school leaving certificate (with English translations where necessary)
- Certified copy of passport or identity document
- Transcript of an academic record if you have studied at another university or college
- International application fee of R500.00 (proof of transfer)

Please note: The deadline to apply for **July 2017** is 30 April 2017 and for **January 2018** is 31 October 2017.

Undergraduate intake for **July 2017** is only for a limited number of programmes.

You may remit your application fee by telegraphic transfer or bank draft. Information on fees and banking details is attached and course specific fees can be found on our website.

Note: No application will be processed without payment of the application fee. Furthermore the Institution does not offer Distance Education Programmes to International Students.

If you have any queries kindly contact us via Email on: international@nmmu.ac.za

Application forms can be posted to:

NMMU South Campus
Office for International Education
P O Box 77000
Port Elizabeth
South Africa
6000

Or Emailed to: international@nmmu.ac.za

Yours faithfully

Dr Nico Jooste

Senior Director: NMMU Office for International Education

international.nmmu.ac.za

OFFICE FOR INTERNATIONAL EDUCATION - FEES GUIDELINES

This Fees Brochure is aimed at assisting you with all the costs required for your studies at Nelson Mandela Metropolitan University (NMMU). All International students are required to pay ALL FEES IN FULL PRIOR TO REGISTRATION and it is important to note the following:

1. DEFINITION OF TERMS

1.1 **International Student** : If a student is NOT in a possession of a SA identity document, he/she will be liable for the fees applicable to International students. Should the SA identity document be submitted before the following dates, the fees payable by SA students would then be applicable and the student's fees account would be adjusted accordingly.

1 April - 100% of the Foreign Admin/Foreign Tuition Fee will be refunded

1 September - 50% of the Foreign Admin/Foreign Tuition Fee will be refunded

2.1 **SADC students** - Students from a country in the South African Development Community, namely Angola, Botswana, Congo, Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Swaziland, Tanzania, Zambia and Zimbabwe.

These students are exempt from the Foreign Tuition Fee.

2. APPLICATION FEES

An application form WILL NOT be processed before the applicable fee has been paid. (Application fees are not refundable under any circumstances.)

Application fees are not applicable to NMMU students who continue their studies without interruption.

3. FEES PAYABLE IN ADVANCE

Once you have received your letter of acceptance please ensure the following fees are submitted with your acceptance of offer. These are all outlined in the inserted Fees Leaflet.

3.1 Non Refundable Acceptance Deposit

The non-refundable acceptance deposit is the first advance payment towards tuition fees in order to secure your place. This amount will be credited towards your student fees account upon registration. (This fee is not refundable under any circumstances.)

3.2 Accommodation Deposit

A Deposit is required in advance in order to secure your accommodation. The IO cannot be held responsible for sourcing your accommodation if you do not submit such a deposit. Should the Office for International Education not receive your deposit and application prior to arrival, you will be liable for paying a further R500 location fee to ensure placement.

3.3 Medical Aid

To be paid directly to Medical Aid provider. Please bring proof of payment or medical aid details with you.

3.4 Orientation

Orientation is compulsory for all international students and you are required to pay this fee with your initial deposit.

4. FEES PAYABLE PRIOR TO REGISTRATION

The following fees are payable for the different categories of students prior to registration. These are outlined in the inserted Fees Leaflet.

4.1 Foreign Admin And Foreign Tuition Fees

- SADC Student Reg Fee + Foreign Admin Fee + Module Fees
- NON-SADC Student Reg Fee + Foreign Admin Fee + Foreign Tuition Fee + Module Fee
- Masters Student Reg Fee + Foreign Admin Fee + Module Fee
- PHD Student Reg Fee + Foreign Admin Fee + Module Fee
- Study Abroad Reg Fee + Foreign Admin Fee + Foreign Tuition Fee + Module Fee
- Exchange Student Reg Fee + Foreign Admin Fee + Module Fees (depending on exchange agreement)

4.2 Registration fees

Registration Fees are debited to students' accounts and are payable every year. (Registration fees are not refundable under any circumstances.)

4.3 Module Fees (These are outlined in the inserted Fees Leaflet)

- Prescribed compulsory modules for a diploma / degree divided into years, semesters, terms or trimesters
- Year module – Runs from January to November.
- Semester module – A module offered over a six-month period.
- Trimester/Term module – A module that is offered over a three-month period.

5. PAYMENT EXEMPTIONS

The following students are exempt from paying their fees in full prior to registration, provided that previous debt is fully settled before registration:

5.1 Sponsored students

A letter of authority confirming the sponsorship amount is required prior to registration and is subject to the approval of the OIE: Manager of Finance. The sponsor's commitment must be specified in the confirmation letter. The amount should exceed the applicable down-payment required. If the amount is less than the required down-payment the student will be expected to make up the difference before registration.

5.2 NMMU Bursary Holders

Students qualifying for grants/bursaries where the NMMU is the fund administrator. Prior to registration, written confirmation of the grant or bursary is required from the faculty/department concerned. If the amount is less than the required payment the student will be expected to make up the difference before registration.

6. PAYMENT METHODS

Methods of payment available are:

- Cashier Pay Points on the NMMU campuses
- Credit Card payments – Please complete attached Credit Card Form and make sure you include your student number and signature
- Debit Cards
- Postal and Money Orders
- Direct deposits
- Internet banking
- Telegraphic Transfers
- Bank Drafts

Please use your student number as a "reference" at all times to ensure the correct allocation of monies paid as the NMMU accepts no responsibility for the incorrect allocation of payments received without student numbers. Please note that only bank stamped deposit slips to the NMMU's bank accounts and official NMMU receipts issued at the official NMMU Cashier Pay Points will be accepted as valid proof of payment.

7. NMMU BANKING DETAILS FOR DIRECT DEPOSIT & INTERNET PAYMENTS

International Payments

Account Name: Nelson Mandela Metropolitan University
Bank Name: Standard Bank
Bank address: 1 Pickering Street, Newton Park, PE,6057
Account Number: 08 026 3011
Bank Swift code: SBZA ZAJJ
NMMU Reference Number: STUDENT NUMBER
Student Number: (Please state on deposit slip)

Local Payments

Account Name: Nelson Mandela Metropolitan University
Bank Name: Standard Bank
Bank address: 1 Pickering Street, Newton Park, PE,6057
Account Number: 08 026 5855
NMMU Reference Number: STUDENT NUMBER
Please fax a copy of the deposit slip to: +2741-5041767
Attention: Bev Sanderson, using both the Reference Number as well as the Student Number(s).

8. ACCOMMODATION FEES (These are all outlined in the inserted Accommodation Fees Leaflet)

8.1 Residence / Post Grad Village Fees

The Full Semester's accommodation is payable in advance in order to obtain your room keys.

2nd Semester fees are payable at the beginning of July. You will also be charged a Registration Fee and Refundable breakage deposit for on-campus accommodation.

8.2 Off-campus Accommodation Rental

Off-campus accommodation: The Full Semester's accommodation is payable in advance in order to obtain your room keys. Thereafter fees are payable in advance per term.

Language Requirement

The medium of instruction and examination at NMMU is English.

Applicants from non-English speaking countries are required to submit proof of English proficiency before registration.

The TOEFL or IELTS tests, available in most countries, are acceptable proof. The minimum TOEFL score required is:

- 230 on the computer-based test;
- 570 on the paper-based test;

The minimum score required IELTS score is: 6.0

The minimum score on the IBT: 92 overall with minimums of 18 in listening, 17 in reading 22 in writing and 22 in speaking

If the above proof of English language proficiency is not provided before registration, please note that registration maybe refused and, or you will be required to undertake an evaluation by the director of the NMMU English Language Skills Programme, and depending upon your performance, you may then be required to register for and complete the English Language Skills Programme.

Guidelines for Admissions to Undergraduate Programmes

General Notes:

- International Students are not admitted into all programmes and it is for this reason that certain programmes are omitted from the list below.
- Applicants can be directly admitted if they meet the minimum criteria prescribed by the JMB (HESA) <http://www.hesa-enrol.ac.za/mb> and the School Points Score (SPS) as indicated below.
- Important to note not all subjects are recognized for exemption purposes and this information is regularly updated on the JMB website.
- SPS system allocates point values to the six best school leaving symbols in order to:
 - Identify whether applicant meets the minimum criteria prescribed by the JMB
 - Identify whether applicant meets the grade requirements (see notes below)
 - Identify whether applicant meets the compulsory school leaving subjects
 - Identify whether the applicant meets the English language requirement
 - Limitations to programmes are annually set by the enrolment planning process
 - International students are only accepted for full-time studies
 - All international students are tested before registration using CAAR access assessment for research purposes, where applicable developmental recommendations are provided to the appropriate persons in Faculties
 - For the final selection and scoring the following conversion table of International School systems apply:

POINTS	NSC Ach Level and %	Sen Cert HG	Sen Cert SG	HIGCSE NSSC	IGCSE O-Level	A-Level*	AS-Level	IB-HL	IB SL	KCSE
12						A				
11						B				
10										
9						C				
8	7 (90-100%)	A		1			A	7		A+,A
7	7 (80-89%)	B		2		D	B	6		A-
6	6 (70-79%)	C	A	3	A	E	C	5	7	B+
5	5 (60-69%)	D	B		B		D	4	6	B, B-
4	4 (50-59%)	E	C		C		E		5	C+
3	3 (40-49%)	F	D						4	
2	2 (30-39%)		E							
1 or 0	1 (0-29%)		F							

Notes

- Applicants completing Cambridge administered examinations will be accepted with the following grades:
 - A-level: Grades A, B, C and D
 - O-level: Grades A, B and C
- Students completing non-Cambridge administered examinations will be accepted with the following grades:
 - A-level: Grades A, B and C
 - O level: Grades A, B and C
- In addition to the above applicants must meet the minimum SPS score and programme related requirements;
- Programmes where compulsory school leaving subjects are indicated candidates must meet the following minimum requirements:
 - O- level: minimum B grade
 - A-level: minimum D grade OR the equivalent grade from other schoolleaving systems as indicated in the conversion table
- International Baccalaureate Diploma: At least 27 points required.
- International Baccalaureate Certificate: Pass marks in two Higher Level, and three Subsidiary Level subjects, including English. Pass marks = symbols 5 to 7
- The foreign school qualification is benchmarked against the South African school leaving certificate as the standard. The University may add additional requirements for specific programmes.
- Applicants from SADC countries only offering GCSE or O level equivalents can be directly admitted to the extended programs if they meet the following criteria:
 - Extended programmes in the faculty of Business and Economic Sciences
 - SPS score of 28
- Minimum O-level B symbol or equivalent on the conversion table for compulsory school leaving subjects
- Extended programmes in the faculty of Health Sciences
 - SPS score of 29
 - Minimum O-level B symbol or equivalent on the conversion table for compulsory school leaving subjects
- Extended programmes in the faculty of Law
 - SPS score of 28
 - Minimum o-level b symbol or equivalent on the conversion table for compulsory school leaving subjects
- Extended programmes in the faculty of Science
 - SPS score of 29
 - Minimum o-level b symbol or equivalent on the conversion table for compulsory school leaving subjects
- Important to note that certain programmes have been omitted as international applicants are not able to enter these programmes

Faculty of Arts

Programme Subject Requirements	SPS	Subject Requirements
Bachelor of Visual Arts (BVA)	31	<ul style="list-style-type: none"> • Foreign Certificate of Exemption with English b symbol at o level • Pass in Mathematics • Portfolio • Interview if student is in the country • Recommended subjects: <ul style="list-style-type: none"> • Visual arts • Design • This generic degree provides the first year of study for the Bachelor of Visual Arts in the following fields: <ul style="list-style-type: none"> • BVA Fashion and Textiles • BVA Fine Art (including Ceramic Design) • BVA Graphic Design • BVA Photography • Only after successfully completing the first year generic degree programme are students considered for placement in the second year of the degree programme (Fashion & Textiles, Fine Art, Graphic Design and Photography); • The student must attend an interview and submit an interview portfolio of relevant first-year work appropriate to their proposed area of specialization; • A challenge test may also be required to finalise the selection process. • Admission to the student's desired area of specialisation is not guaranteed and so it is recommended that students interview for more than one area of specialisation;

Programme Subject Requirements	SPS	Subject Requirements
Dip Mus (General) Dip Mus (Music Ed) Dip Mus (Jazz)	27	<ul style="list-style-type: none"> Foreign Certificate of Exemption; A minimum practical standard; equivalent/grade 3 of the examining bodies (UNISA, ABRSM, Trinity) is required for instrumental studies, or successful completion of an audition; No prior formal learning in music theory is required; Admission is subject to departmental selection; Candidates who choose voice as first instrument must pass a voice audition; an applicant will be requested to send a recording of performance
B Mus (Music Education)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption; Practical standard equivalent to Grade 6 and music theoretical standard equivalent to Grade 5 is required; Admission is subject to departmental selection based on an audition where an applicant must demonstrate an acceptable performance standard; An applicant will be requested to send a recording of performance;
B Mus (Performance Arts)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption; Practical standard equivalent to Grade 6 and music theoretical standard equivalent to Grade 5 is required; Admission is subject to departmental selection based on an audition where an applicant must demonstrate an acceptable performance standard; An applicant will be requested to send a recording of performance;
B Mus (Music Technology)		<ul style="list-style-type: none"> Foreign Certificate of Exemption; Pass in Grade 3 UNISA or Royal Schools practical or voice audition; Practical standard equivalent to Grade 6 and music theoretical standard equivalent to Grade 5 is required; Admission is subject to departmental selection based on an audition where an applicant must demonstrate an acceptable performance standard; An applicant will be requested to send a recording of performance;
Dip Interior Design	27	<ul style="list-style-type: none"> Foreign Certificate of Exemption; Recommended Subjects: Art, Design, Physical Science, Woodwork, Technical Drawing; Creative Portfolio; Interview if student is in the country
Dip Architectural Technology	27	<ul style="list-style-type: none"> Foreign Certificate of Exemption; Recommended Subjects: Art, Visual Arts, Design, Physical Science, Woodwork, Technical Drawing, Engineering Graphics and Design; Creative Portfolio; Interview if student is in the country;
Bachelor of Architectural Studies	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths b symbol at o level Creative Portfolio Interview if student is in the country
BA (for majors please refer to online guide)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with English b symbol at o level
BA (Media, Communication & Culture)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with English b symbol at o level
B Admin (Public Administration)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with English b symbol at o level

Faculty of Education

Programme Subject Requirements	SPS	Subject Requirements
B Ed (Foundation Phase) (Grades R-3)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption
B Ed (Intermediate Phase) (Grades 4 – 6)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption Pass in Mathematics; Language option OR Science & Mathematics
B Ed (Further Education and Training)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption; If Science, Maths, or Accounting is chosen, then at least minimum b symbol at o level; For areas of specialization the following is required: <ul style="list-style-type: none"> Economic and Management Sciences: two of Accounting, Business Studies, Economics, and Maths. Natural Sciences: two of Maths, Science and Biology.

Faculty of Law

Programme Subject Requirements	SPS	Subject Requirements
BA (LAW)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption; with Maths c symbol at o level
LLB	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption; with Maths c symbol at o level;

Faculty of Business & Economic Sciences

Programme Subject Requirements	SPS	Subject Requirements
Dip Logistics	30	<ul style="list-style-type: none"> Foreign Certificate of Exemption; With English B symbol at O level
Dip Tourism Management	30	<ul style="list-style-type: none"> Foreign Certificate of Exemption; With English B symbol at O level
B Com: General (Accounting & Related subjects) (Tourism) (Business Management) (Economics) (Statistics) (Tourism)	3	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level
B Com (Accounting for Chartered Accountants)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level
B Com (Computer Science & Info Systems) + (Information Systems)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level
B Com (Economics & Statistics)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level
B Com (Financial Planning)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level
B Com (Industrial Psychology & Human Resources Management)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level
B Com (Law)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level
B Com Marketing Management (Business Man & Economics) (Business Man & Accounting) (Business Man & Industrial Psychology)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level
BCom (Logistics & Transport Economics)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level
B Com: Rat (Economics / Business Management) (Law) (Computer Science and Info Systems)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level <p>Note: These are four-year degrees and includes the courses found in the BCom degree for chartered accountants but enables the student to include an additional major course.</p>
B Com (Sport & Recreation Management)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level
BA (Human Resource Management)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption Pass in Mathematics
BA Development Studies	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption Pass in Mathematics

Faculty of Engineering, Built Environment, Information Technology

School of Engineering

Programme Subject Requirements	SPS	Subject Requirements
Dip Civil Engineering	32	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level with Science B symbol at O level or Physical Science B symbol at O level
Dip Industrial Engineering	32	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level with Science B symbol at O level or Physical Science B symbol at O level
Dip Mechanical Engineering	32	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level with Science B symbol at O level or Physical Science B symbol at O level
Dip Electrical Engineering	32	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths B symbol at O level with Science B symbol at O level or Physical Science B symbol at O level
B Eng Mechatronics	32	<ul style="list-style-type: none"> Foreign Certificate of Exemption; with Maths b and Physics b symbol at o level; with Maths and Physics symbols A – D at A level; or equivalent grade from other school leaving systems; <p>Note: This is a four year degree</p>

Faculty of Engineering, Built Environment, Information Technology

School of the Built Environment

Programme Subject Requirements	SPS	Subject Requirements
BSc Construction Economics	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption; With Maths B symbol at O level; Recommended subjects: Engineering Graphics and Design and Physical Science;
BSC Construction Studies	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption; With Maths B symbol at O level; Recommended subjects: Engineering Graphics and Design and Physical Science;
ND: Building	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption; With Maths B symbol at O level; Admission is subject to departmental selections;
Bachelor of Human Settlement Science	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption; With Maths B symbol at O level; Recommended subjects: Engineering graphics & Design, Physical Science, Accounting, Business Studies, Civil Technology, Consumer Studies, Economics, Geography;

Faculty of Engineering, Built Environment, Information Technology

School of Information & Communication Technology

Programme Subject Requirements	SPS	Subject Requirements
Dip IT (Software Development)	32	<ul style="list-style-type: none"> Foreign Certificate of Exemption; with Maths C symbol at O level; Recommended Subjects: Computer Applications Technology, Information Technology;
ND IT (Communication Networks)	32	<ul style="list-style-type: none"> Foreign Certificate of Exemption; with Maths B symbol at O level; Recommended Subjects: Computer Applications Technology, Information Technology;
ND IT (Support Services)	32	<ul style="list-style-type: none"> Foreign Certificate of Exemption; with Maths C symbol at O level; Recommended Subjects: Computer Applications Technology, Information Technology;

Faculty of Health Sciences

Programme Subject Requirements	SPS	Subject Requirements
Dip Sport Management	28	<ul style="list-style-type: none"> Foreign Certificate of Exemption Active participation in department approved sport.
B HMS	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption; Submission of prescribed medical report;
B Cur	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption (obtained before registration); Matriculation endorsement with a matriculation certificate issued less than 5 years ago; Mathematics C symbol at O level; Physical Science / Science c symbol at o level; Biology c symbol at o level; <p>Note: Students must be registered as student nurses with the South African Nursing Council. Such registration will be undertaken by the Department of Nursing on behalf of the students after enrolment. Students must submit a satisfactory medical report on the prescribed form before registration;</p> <p>Note: this is a four year degree programme</p>
Bachelor of Emergency Medical Care	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption; Maths b on o level; Science c on o level; Admission is subject to a departmental selection that includes an interview, a satisfactory flight medical report and a satisfactory physical assessment which includes an assessment of your basic swimming capacity, fitness level, fear of heights and claustrophobia; <p>Note: this is a four year degree programme</p>
BSc Dietetics	38	<ul style="list-style-type: none"> Foreign certificate of Exemption; Mathematics and Science or Physics a b on o level; <p>Note: this is a four year degree programme</p>

Programme Subject Requirements	SPS	Subject Requirements
B Pharm	38	<ul style="list-style-type: none"> Foreign Certificate of Exemption Maths b at o level Physical b at o level Pass in Physical Science and preferably Biology Note: this is a four year degree programme
BA Psych (Psychology)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption;
BPsych: Counsel (Counselling Psychology)		<ul style="list-style-type: none"> Foreign Certificate of Exemption; Candidates must first be admitted to the BA (Psych) programmes and complete 90% of the credits – prescribed for the first 2 years of study before they can be considered for admission to BPsych (Counselling). All candidates shall be subject to selection. Those who are not selected will be able to continue with the BA (Psychology) programme
B Psych (Sport Psych)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption; With Maths b on o level; Candidates must pass a medical examination as required by the Department of Human Movement Science;
BA (Youth Work)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption;
BSW (Social Work)	31	<ul style="list-style-type: none"> Foreign Certificate of Exemption; Note: Candidates must register as student social workers before commencing any of the practical or applied modules at communitybased organisations Note: This is a four year degree programme

Faculty of Science

Programme Subject Requirements	SPS	Subject Requirements
Dip Agricultural Management	28	<ul style="list-style-type: none"> Foreign Certificate of Exemption Recommended subjects: Economics, Agricultural Economics, Agricultural Science, Biology, Accounting, and Bookkeeping.
Dip Analytical Chemistry	28	<ul style="list-style-type: none"> Foreign Certificate of Exemption; with Maths b symbol at o level; with Science b symbol at o level
Dip Game Ranch Management	28	<ul style="list-style-type: none"> Foreign Certificate of Exemption Recommended subjects: Economics, Agricultural Economics, Agricultural Science, Biology, Business Economics and Accounting
Dip Polymer Technology	28	<ul style="list-style-type: none"> Foreign Certificate of Exemption; with Maths b symbol at o level; with Science b symbol at o level
Dip Forestry (George Campus)	27	<ul style="list-style-type: none"> Foreign Certificate of Exemption Pass mark in mathematics Recommended subjects: Biology, Science.
Dip Nature Conservation (George Campus)	27	<ul style="list-style-type: none"> Foreign Certificate of Exemption Recommended subjects: Mathematics, Biology.
Dip Wood Technology (George Campus)	27	<ul style="list-style-type: none"> Foreign Certificate of Exemption; Pass mark in mathematics and Science; Recommended subjects: Technical Drawing.
Dip (Chemical Process Technology)	34	<ul style="list-style-type: none"> Foreign Certificate of Exemption; With Maths b symbol at o level; With Physical Science b symbol at o level
BSc (Biochemistry, Chemistry, Microbiology & Physiology)	34	<ul style="list-style-type: none"> Foreign Certificate of Exemption; with Maths b symbol at o level
BSc (Applied Maths, Computer Science, Mathematical Statistics & Physics)	34	<ul style="list-style-type: none"> Foreign Certificate of Exemption; with Maths b symbol at o level
BSc (Human Movement Science & Biochemistry)	34	<ul style="list-style-type: none"> Foreign Certificate of Exemption; with Maths b symbol at o level
BSc (Mathematics and Physics)	34	<ul style="list-style-type: none"> Foreign Certificate of Exemption; With Maths b symbol at o level; With Physical Science b symbol at o level
BSc (Biological Sciences) - Marine Biology, Conservation Biology, Ecology, Environmental Management & Coastal zone management	34	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths b symbol at o level
BSc (Geosciences) - Geology and Geography	34	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths b symbol at o level
BSc (Environmental Sciences)	34	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths b symbol at o level
BSc Information Systems	34	<ul style="list-style-type: none"> Foreign Certificate of Exemption with Maths b symbol at o level



FOREIGN STUDENT FEES 2017

NON - SADC COUNTRIES

eg. Fees Payable

	REG FEE	FOREIGN TUITION FEE	FOREIGN ADMIN FEE	MODULE FEE	TOTAL for NON-SADC
Baccalaureus Artium (1ST YEAR)	1 050	17 900	4 800	24 840	48 590
Baccalaureus Artium (2ND YEAR)	1 050	17 900	4 800	21 270	45 020

- **NON-SADC students pay registration fee, foreign tuition fee, foreign admin fee & module fee.**
- **Foreign Fees are payable in each year of study.**
- **International Students are required to pay all their fees in advance**

SADC COUNTRIES

eg. Fees Payable

	REG FEE	FOREIGN ADMIN FEE	MODULE FEE	TOTAL for NON-SADC
Baccalaureus Artium (1ST YEAR)	1 050	4 800	24 840	30 690
Baccalaureus Artium (2ND YEAR)	1 050	4 800	21 270	27 120

- **SADC students pay registration fee, foreign admin fee & module fee.**
- **International Students are required to pay all their fees in advance**

The fees shown here are approximate estimates as fees are levied per module. These fees are based on the proposed curriculum, and if electives are permitted in a curriculum, the cost can differ substantially.

PART-TIME / OCCASIONAL / HONOURS / MASTERS AND DOCTORATE DEGREES

Due to the wide range of modules available and the varying prices per module, students should consult their Faculty Administrator first to determine the appropriate module codes.

MEALS

Kindly note that no provision is made for meals in the residence fees listed above and if students require meals, an additional amount will have to be paid into their Meal Management Account.

The cost of 100% standard meals for the full academic year on all NMMU campuses amounts to R17610

BOOKS

Excluded from the fees mentioned above and quotations are available from the various bookshops.

GENERAL

To view the 2017 Student Accounts Guide please visit the following link: www.nmmu.ac.za/studentaccountsguide

FACULTY OF ARTS				
Diplomas	1ST YEAR	2ND YEAR	3RD YEAR	B TECH
Advanced Certificate in Education: Arts and Culture	6 065	6 065		
National Diploma: Introductory Studies	33 245			
National Diploma: Graphic Design		34 000	36 510	39 540
National Diploma: Fine Art		45 680	22 400	39 890
National Diploma: Fashion	34 550	35 100	26 940	28 740
National Diploma: Ceramic Design	34 400	35 100	25 430	39 890
National Diploma: Journalism	17 017	17 500	15 000	19 362
National Diploma: Public Relations Management	21 100	20 180	12 400	22 940
National Diploma: Interior Design	26 400	28 460	23 960	31 500
National Diploma: Public Management	19 565	15 150	17 500	30 240
Diploma in Music Education	32 890	34 450	33 450	
Degrees	1ST YEAR	2ND YEAR	3RD YEAR	4th YEAR
Baccalaureus Artium	31 900	27 300	36 970	
Baccalaureus Musicae (various curriculums)	34 200	36 830	36 100	35 640
Baccalaureus Musicae (B.Mus): Education	32 890	34 600	35 700	38 380
Bachelor of Architectural Studies	38 200	34 100	33 100	
Baccalaureus Administrationis	27 100	33 480	25 400	
Baccalaureus Artium (Media, Communication and Culture)	27 530	29 100	29 750	

FACULTY OF BUSINESS & ECONOMICS SCIENCES				
Diplomas	1ST YEAR	2ND YEAR	3RD YEAR	B TECH
National Diploma: Human Resource Management	16 680	11 900	19 200	19 100
National Diploma: Cost & Management Accounting	21 700	19 900	21 200	19 700
National Diploma: Financial information Systems	19 780	21 350	23 100	26 350
National Diploma: Internal Auditing	21 700	19 960	23 600	26 550
National Diploma: Management	24 780	14 500	16 450	16 100
National Diploma: Accounting	21 700	19 945	27 400	
National Diploma: Marketing	214 775	20 550	17 790	18 350
National Diploma: Logistics	24 774	19 000	22 500	21 680
National Diploma: Tourism Management	24 780	18 900	14 300	20 150
National Diploma: Inventory Management	17 750	16 560	16 800	
Diploma: Economics	24 780	18 720	16 600	
Degrees	1ST YEAR	2ND YEAR	3RD YEAR	4th YEAR
Baccalaureus Artium (Human Resource Management)	24 100	28 620	25 450	
Baccalaureus Artium (Development Studies)	26 400	29 700	30 830	
Baccalaureus Commercii (General Accounting)	28 950	27 400	30 670	
Baccalaureus Commercii (Computer Studies & Info Systems)	27 530	29 860	40 240	
Baccalaureus Commercii (Info Systems & Auditing)	29 950	29 750	28 900	
Baccalaureus Commercii (Info Systems & Accounting)	29 950	29 380	28 900	
Baccalaureus Commercii (Info Systems & Business Management)	29 950	29 100	28 100	
Baccalaureus Commercii (Marketing Management)	22 400	21 800	29 750	
Baccalaureus Commercii (Computer Science & Info Systems and Stats)	25 340	24 150	37 930	

FACULTY OF BUSINESS & ECONOMICS SCIENCES				
Baccalaureus Commercii for Chartered Accountants	28 580	27 060	30 560	
Baccalaureus Commercii (Business Studies)	25 100	22 750	18 100	
Baccalaureus Commercii (Sport & Recreation Management)	27 880	25 780	32 300	
Baccalaureus Commercii (Economics & Statistics)	38 790	28 400	38 200	
Baccalaureus Commercii (Financial Planning)	33 360	38 960	28 100	
Baccalaureus Commercii (Industrial Psychology & HR Management)	31 700	28 460	25 100	
Baccalaureus Commercii (Law)	27 300	33 350	27 490	
Baccalaureus Commercii Rationum (Econ & Business Management)	25 200	27 100	31 760	30 100
Baccalaureus Commercii Rationum (Law)	25 700	26 400	27 520	30 100
Baccalaureus Commercii Rationum (Computer Science & Info Systems)	30 400	24 300	32 430	30 100

FACULTY OF ENGINEERING, BUILT ENVIRONMENT AND IT				
Diplomas				
Higher Certificate in ICT User Support Services	13 100			
National Diploma: Building	25 100	17 150	30 180	
National Diploma: Engineering : Civil	28 350	4 940	26 770	29 700
National Diploma Engineering : Agriculture	31 570	16 900	18 790	35 300
National Diploma: Engineering : Electrical	31 570	16 900	18 790	32 670
National Diploma Engineering : Computer Systems	21 200	23 770		
National Diploma: Engineering : Electrical (Extended Program)	21 200	25 680	25 300	35 300
National Diploma: Engineering : Industrial	29 300	31 450	4 960	25 800
National Diploma: Engineering : Mechanical	38 760	31 240	5 500	27 940
National Diploma: Operations Management	11 900	11 350	15 750	28 300
National Diploma: Information Technology (Communication Networks)	22 280	21 480	23 300	26 710
National Diploma: Information Technology (Support Services)	22 300	18 910	21 700	
Baccalaureus Technologiae: Quantity Surveying				27 608
Baccalaureus Technologiae: Construction Management				29 740
Baccalaureus Technologiae: Quality				21 520
Degrees	1ST YEAR	2ND YEAR	3RD YEAR	4th YEAR
Baccalaureus Scientiae in Construction Economics	26 800	29 300	33 125	
Baccalaureus Scientiae in Construction Economics - Computer Science	27 670	32 890	34 780	
Baccalaureus Scientiae in Construction Studies	32 500	30 450	33 100	
Baccalaureus Scientiae Honours in Construction Management				52 820
Baccalaureus Scientiae Honours in Qunatity Surveying				30 150
Bachelor of Engineering in Mechatronics	36 500	38 780	43 100	44 980

FACULTY OF SCIENCES				
Diplomas				
National Diploma: Agricultural Management	26 710	32 890	8 050	34 800
National Diploma: Game Ranch Management	35 178	42 570	3 200	28 780
National Diploma: Analytical Chemistry	42 200	27 702	4 100	23 945
National Diploma: Polymer Technology	33 360	34 650	4 100	23 945
Degrees	1ST YEAR	2ND YEAR	3RD YEAR	4th YEAR
Baccalaureus Scientiae	46 300	32 500	33 800	
Baccalaureus Scientiae Information Systems	30 620	31 200	34 770	

FACULTY OF HEALTH SCIENCES				
Diplomas	1ST YEAR	2ND YEAR	3RD YEAR	B TECH
Higher Certificate in Pharmacy support	33 230			
National Diploma: Biomedical Technology	30 450	29 850	14 770	24 500
National Diploma: Environmental Health	33 590	24 500	24 500	18 600
National Diploma: Radiography : Diagnostic	25 170	18 780	18 350	19 128
National Diploma: Sport Management	25 000	25 500	16 680	18 400
Diploma in Community Science	33 480			
Diploma in Nursing Education	16 780	16 350		
Diploma in Nursing Administration	15 500	15 500		
Diploma in Nephrology Nursing Science	13 420			
Postgraduate Diploma in Health Welfare Management	19 560			
Emergency Medical Care	29 230			
Degrees	1ST YEAR	2ND YEAR	3RD YEAR	4TH YEAR
Bachelor of Human Movement Science	27 000	31 600	21 480	
Baccalaureus Psychologiae (Sport Psychology)	26 100	26 400	33 990	24 400
Bachelor of Social Work	28 810	28 650	34 650	29 920
Baccalaureus Psychologiae (Counselling)			24 960	24 400
Baccalaureus Pharmaciae	32 400	33 480	32 122	33 280
Baccalaureus Pharmaciae (new intake)	33 050	32 200	35 920	37 560
Baccalaureus Curationis	28 400	31 670	34 200	30 790
Baccalaureus Artium in Youth Work	23 600	28 100	28 580	
Baccalaureus Artium in Social Work	18 200	27 645	25 900	
Baccalaureus Artium (Human Movement Science)	34 400	24 270	40 700	
Baccalaureus Artium (Psychologiae)	36 400	33 125	35 500	
Bachelor of Science in Dietetics	35 900	33 125	31 260	35 500

FACULTY OF EDUCATION				
Diplomas	1ST YEAR	2ND YEAR	3RD YEAR	B TECH
Advanced Certificate in Education (Language)	5 840	5 100		
Advanced Certificate in Education (Mathematical Literacy)	3 570	3 250		
Advanced Certificate in Education (School Leadership)	4 600	5 800		
Advanced Certificate in Education (SNE Remedial)	6 620	6 450		
Post Graduate Certificate in Education	27 500			
Degrees	1ST YEAR	2ND YEAR	3RD YEAR	4TH YEAR
Baccalaureus Educationis (Foundation Phase)	27 750	27 690	24 300	27 640
Baccalaureus Educationis (Intermediate Phase)	27 750	25 550	20 840	25 500
Baccalaureus Educationis: (FET)	26 100	21 300	23 868	9 200

FACULTY OF LAW				
Degrees	1ST YEAR	2ND YEAR	3RD YEAR	4TH YEAR
Baccalaureus Legum (LLB)	24 300	24 200	24 200	31 200
Baccalaureus Legum Extemted Curriculum (LLB Ext)	29 700	22 400	24 300	24 300

GEORGE CAMPUS				
Diplomas	1ST YEAR	2ND YEAR	3RD YEAR	B TECH
National Diploma: Marketing (phased out)		19 622	19 300	
National Diploma: Marketing (phased in)	22 550	18 540		
National Diploma: Marketing (Extended Programme)	16 600	14 600		
National Diploma: Management (phased in)	22 760	15 600		
National Diploma: Management (Extended Programme)	16 700	14 580		
National Diploma: Tourism Management (phased out)		20 500	12 600	
National Diploma: Tourism Management (phased in)	22 520	19 100		
National Diploma: Tourism Management (Extended Programme)	16 600	14 580		
National Diploma: Agricultural Management	31 900	24 500	24 300	26 600
National Diploma: Nature Conservation	24 202	32 700	8 600	18 300
National Diploma: Wood Technology	28 580	5 800	33 850	17 700
National Diploma: Game Ranch Management	39 500	41 570	3 200	24 200
National Diploma: Forestry	29 500	10 100	32 300	19 300
Degrees	1ST YEAR	2ND YEAR	3RD YEAR	4TH YEAR
Baccalaureus Educationis (FET)	38 400	30 750	23 200	37 230
Baccaluareus Commercii: Accounting	36 900	32 100	27 841	
Baccaluareus Commercii: General Accounting	36 900	25 980	34 800	
Baccaluareus Commercii: Economics	38 200	26 670	27 690	
Baccalaureus Commercii: Business Management	35 500	30 641	28 100	

The fees shown here are approximate estimates as fees are levied per module. These fees are based on the proposed curriculum, and if electives are permitted in a curriculum, the cost can differ substantially.



Application for academic admission and on-campus residence for Certificates, Diplomas, Advanced Diplomas, Undergraduate Degrees & BTechs 2018

Please take note of the admission requirements before completing this application form.

(Available from our undergraduate and international student guides. Prospective students are encouraged to apply online [www.nmmu.ac.za/application] - Only use this form if you do not have internet access.)

Please indicate by ticking the applicable box

- South African citizen
- International student

Where will you be studying? (Refer to our course guides for more information)

- NMMU Port Elizabeth Campuses
- NMMU George Campus

*Nelson Mandela Metropolitan University has campuses in both Port Elizabeth and George.
Please note that some qualifications are only offered on one specific campus.*

Surname

Initials

Student number (for office use only)

Have you previously applied/registered at any one of these institutions: **NMMU, UPE, Vista (PE Campus) or PE Technikon?** Yes No

If yes, kindly indicate your student number and institution:

Student number

Institution UPE VISTA PE TECHNIKON NMMU

▶ SECTION A

Proposed programme of study

What qualification(s) you like to apply for?

(Please indicate the qualification type as well as the area of specialisation - use the undergraduate guide to assist you in this regard)

First choice of study e.g. BCom (Financial Planning)

Second choice of study e.g. Dip (Building)

Your second choice will only be considered if your first choice is unsuccessful.

Type of proposed registration

full-time

part-time

occasional
(For non-degree purposes)

study abroad

exchange student

recognition of prior learning (RPL)

Checklist for applicants

Please note that your application form cannot be processed if you have not attached **all** the relevant documents.
Please use the checklist below to ensure that you have attached all the required documents before you submit your application form.

- Certified copy of your ID document (ID document compulsory for SA citizens – your application cannot be processed without a certified copy of your ID. If you are still waiting for your ID, submit a certified copy of your birth certificate)
- Certified copy of ID of parent / legal guardian / surety (required if you are a dependant, or currently at school or have left school recently and **do/will** not have permanent employment when applying or studying at the university)
- Certified copy of your latest school results e.g. Grade 11 final or Grade 12 June or September results or your final school leaving results – **NO GRADE 12 MARCH RESULTS**
- Academic record(s) and certificate(s) of conduct from previous institution(s) (if applicable)
- Diploma/Degree certificate(s) (if applicable)
- Marriage certificate (if applicable)
- Certified copy of passport (for international students) / proof of permanent residency (SA ID)
- Did you complete **section C** on page 7 (if applicable)?
- Did you sign **section H** on page 10?
- Did your parent / legal guardian / surety sign **section I** on page 12?
- Have you attached your proof of residential/ home or postal address if applying for on-campus accommodation?
- Did you sign **section J** on page 14? (if applicable)

SIGN

APPLICANT (Only to be signed once all of the items have been ticked off and your application is ready to be submitted to the admissions office).

I..... accept that if any of the above-mentioned is not attended to/or not included that this application will not be finalised.

Signed at on the of 20

Sign here / Thumb print.....

OFFICE USE

Checked and accepted by Admissions staff member

SIGN HERE

ADMISSIONS OFFICE

Name & Surname

Date

Signature

STAMP

Guidelines and information for applicants

1. Closing date for applications

In order to ensure adequate time for application, processing, assessment testing and planning by NMMU and yourself, applications for admission in 2018 should be submitted by **01 August 2017**.

Applications will be considered after this date and based on academic merit until 30 September 2017. In addition, subject to availability of space, places in some qualifications are limited. It is therefore in your best interest to submit your application by **01 August 2017**.

2. Application fees (all qualifications) for academic admission: 2018 January intake

Until 01 August 2017.....(no application fee)

From 02 August 2017 to 30 September 2017(no application fee)

Before completing the application form, please take note of the minimum admission requirements for the qualification that you are applying for (Website: www.nmmu.ac.za/application) or refer to the relevant course guide.

If you have a disability or special needs, please refer to point number 6 on page 3 and section C on page 7.

3. Selection of undergraduate candidates

Submission of a completed application form does not mean that you have been accepted as a student, or that you may register. All applicants will be notified of the outcome of their application. All prospective students are selected in accordance with the admissions policy of the university. Certified copies of the required certificates/documents must be attached to your application form. **Please ensure that your cell number is correct as prospective students will be notified via sms and can also track their application online (www.nmmu.ac.za/application).**

Please do not send original certificates/documents in the post.

Acceptance as a student does not mean that you have also been accepted at one of the residences or that you will automatically qualify for a bursary / loan.

4. Students from other tertiary institutions

If you were previously registered at other tertiary education institutions, you need to submit an **original full academic record and certificate of conduct issued** by each institution at which you were registered as these two documents are compulsory. This statement must indicate all modules passed and failed and modules for which you are currently registered. Students who studied at the Port Elizabeth campus of the former Vista University before 2004 must obtain an academic record and a certificate of conduct from UNISA. (Tel: 086 167 0411 or e-mail: undergrad@unisa.ac.za)

5. Financial aid (South African applicants)

Nelson Mandela Metropolitan University offers financial assistance in the form of bursaries and NSFAS loans to students studying at NMMU (South African citizens only). The loans are administered on behalf of the National Student Financial Aid Scheme – NSFAS.

Applications for NSFAS loans must be made directly on the NSFAS website or an application form can be downloaded and sent directly to the NSFAS office in Cape Town. The closing date for NSFAS funds is advertised on their website. Further information can be obtained from the NSFAS website - www.nsfas.org.za

NMMU Scholar Merit and Student Merit awards are awarded to top academic achievers and no application is required for these two awards. Bursaries and sponsorships are available to students who fulfill specific criteria as required by the various sponsors. Details are in the **Bursary Booklet on the Financial Aid website – www.nmmu.ac.za/finaid**

6. Students living with special needs/disabilities (indicate any changes)

NMMU strives to ensure that all campus facilities are accessible to students living with special needs/disabilities. Every reasonable attempt will be made to provide students with the assistance they may require. Disability status is confidential. However, if NMMU is not aware of the special need/disability, the university will not be in a position nor be obligated to make reasonable concessions. If the special need/disability is not self-evident, NMMU may require the applicant to disclose sufficient information to confirm the special need/disability or to ensure that reasonable concessions are granted.

For more information on accessibility and how your particular special need/disability can be accommodated, you are advised to contact the **Disability Office, on 041 504 2313/4756/2562 or e-mail: disability@nmmu.ac.za** as early as possible. Early enquiries during the year preceding application are encouraged, to ensure that requests can be reasonably accommodated.

7. Residence applications

- ▶ To apply for a place in the residence please complete **section J** at the end of the application form;
- ▶ Please note that indicating that you require residence accommodation does not guarantee you a place in the residences;
- ▶ A selection process has to take place and priority will be given to applicants who have obtained good academic results;
- ▶ No student will be admitted to residence until she/he has been academically admitted to a university programme and the initial downpayment(s) have been paid;
- ▶ Also note that residence accommodation is limited and preference will be given to applications received on or before 30 September 2017;
- ▶ Late applications will only be considered if space is available;
- ▶ Please include proof of your current residential/ home or postal address with your application form.

8. International students

Closing date for applications: 31 October 2017 (late application procedure does not apply to international students)

Your application form should be accompanied by the following:

Undergraduate applications

- ▶ Certified copy of school leaving certificate (with English translations where necessary);
- ▶ Certified copy of passport / identification document;
- ▶ Transcript of an academic record if you have studied at another university or college;
- ▶ International application fee of R500 (proof of transfer)

You may remit your application fee by telegraphic transfer or bank draft. **The bank details are as follows:**

Account name: Nelson Mandela Metropolitan University

Account no.: 080263011

Bank name: Standard Bank

Bank swift code: SBZAZAJJ

Bank address: 1 Pickering Street, Newton Park, Port Elizabeth, South Africa

NMMU ref. no.: 5350 4605

Branch code: 050417

Student name: Please state on deposit slip

All enquiries with regard to application, admission, orientation, accommodation, study permits etc. can be sent to international@nmmu.ac.za or you can visit their website at www.nmmu.ac.za/international

9. Changes after submitting an application

Kindly advise the Admissions Office if your address, cell number or e-mail address should change or if you would like to change your qualification after submitting this form. You are advised to contact the Admissions Office in writing, should you decide not to proceed with your application.

E-mail: admissions@nmmu.ac.za or fax (041) 504 1477

10. Student number

Please use your student number when corresponding with the university. This student number will appear in all future correspondence that you receive from the university.

11. Medium of instruction and academic activities

Tuition at Nelson Mandela Metropolitan University is presented mainly in English. Academic activities take place from Monday to Friday and when necessary, on Saturdays.

This section must be completed by all applicants in full

**PLEASE NOTE: It is your responsibility to inform the university in writing should any of the information below change.
(*all fields are compulsory)**

***Your postal address**

(Please do not indicate your school address here)

* Title Name & Surname

.....

* Address

..... Postal code

* Tel (Home): Code Number

* Tel (Work): Code Number

* Cell

* E-mail address

***Your home / residential address**

(Please do not indicate your school address here)

* Title Name & Surname

.....

* Address

..... Postal code

* Tel (Home): Code Number

* Tel (Work): Code Number

Fax * Cell

* E-mail address

***Name and address to which accounts must be posted (not employer, sponsor or bursary address)**

* Title Initials

* Surname

* Address

.....

..... Postal code

* Tel (Home): Code Number

* Tel (Work): Code Number

Fax * Cell

* E-mail address

Your employment details (If full-time employment or self-employed)

Name of employer

Your occupation

Employer's address

.....

..... Postal code

Tel (Home): Code Number

Tel (Work): Code Number

E-mail address

***Next of kin address** (e.g. parents, spouse)

* Title Initials

* Surname

* Address

.....

..... Postal code

* Tel (Home): Code Number

* Tel (Work): Code Number

* Cell

* E-mail address

I am at present

(activity you are presently doing prior to applying to NMMU).

- A university student
- A private college student (e.g. Varsity College, CTI etc.)
- A university of technology student (e.g. DUT, CPU, VUT etc.)
- A college of nursing student
- A TVET college student
- Employed
- Unemployed
- A Grade 12 learner
- Other

If other, please specify

Sport, cultural and social activities

Leadership positions held at high school or any other institution (e.g. head prefect, prefect, SRC member, committee member of society, captain):

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.....

.....

.....

Sports in which you participate(d)

	Sports played	Highest level played	Year
High school			
Post matric			

▶ SECTION C

Disabilities/special needs

This information will not compromise your application

Do you have any disabilities/special needs Yes No

If yes, please indicate:

- Sight (conditions corrected with spectacles are not applicable)
- Hearing (even with hearing aid)
- Communication (talking, listening)
- Physical (moving, standing)
- Intellectual (difficulties in learning)
- Emotional (behavioural or psychological)
- Multiple

Please provide more details regarding your disability/special needs (e.g. partially sighted, wheelchair user, degree of deafness). Every reasonable attempt will be made to provide you with the assistance you may need as a result of your disability. You must provide the university with the necessary information about your disability/special need status at the time of your application by completing and attaching the disability/special need assessment form. You are required to submit supporting documentation with your application. The relevant form will be posted to you or can be downloaded from the admissions office webpage.

Please provide more information if you have ticked any of the above.

.....

.....

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▶ SECTION E

Previous qualifications

Section E is COMPULSORY if you were previously registered at another university, university of technology or private college. Please supply full particulars of every year of registration, irrespective of whether or not any modules were passed. Certified copies of formal academic qualifications must be submitted. **An official academic record and certificate of conduct must also be submitted.**

Student no from year to year

Name of degree / diploma Awarded Yes No

Institution

Student no from year to year

Name of degree / diploma Awarded Yes No

Institution

Student no from year to year

Name of degree / diploma Awarded Yes No

Institution

▶ SECTION F

Credits for recognition of modules from other institutions

Do you wish to apply for exemption from credits/modules already completed? Yes No

If “yes”, the prescribed form must be completed (obtainable from the Faculty Office). A full official academic record issued by the institution where you were registered together with the syllabi of the relevant modules must accompany the application form. Your application will not be considered if the relevant syllabi is not attached or the applicable fees are not paid. Please refer to the application form available on our website at www.nmmu.ac.za/application, regarding fees payable.

▶ SECTION G

Recognition of Prior Learning

Do you wish to apply for Recognition of Prior Learning (RPL) Yes No

NMMU is committed to providing multiple access pathways to its academic qualifications. NMMU through a Recognition of Prior Learning (RPL) process, provides alternative entry routes into academic qualifications. RPL seeks to formally identify, assess and acknowledge the range of skills, knowledge and competencies of applicants acquired through formal, informal and non-formal means. More information about RPL can be obtained from the Admissions Office or Faculty Administrator.

WHERE DID YOU HEAR ABOUT NMMU, OR WHAT MADE YOU DECIDE ON NMMU AS A STUDY OPTION?

Choose as many as are applicable.

- | | | |
|---|---|--|
| <input type="checkbox"/> Newspaper adverts | <input type="checkbox"/> From career expo's | <input type="checkbox"/> Facebook |
| <input type="checkbox"/> Visit to school by NMMU staff members/students | <input type="checkbox"/> From school guidance teacher | <input type="checkbox"/> Twitter |
| <input type="checkbox"/> From your friends or family | <input type="checkbox"/> Visit to the university | <input type="checkbox"/> YouTube |
| <input type="checkbox"/> From the Internet (website) | <input type="checkbox"/> Open day | <input type="checkbox"/> Television Advert |
| <input type="checkbox"/> Radio adverts | <input type="checkbox"/> Billboards | <input type="checkbox"/> Bus backs |

(This section is compulsory and MUST be completed by all applicants.)

If I am admitted as a student to the university, I undertake to:

1. Perform such work as may be assigned to me by members of staff and to conform to all the rules and regulations laid down by the university.
2. Acquaint myself with all the rules, regulations and instructions applicable to the qualification for which I enrol; I have also acquainted myself with the fees payable as stipulated by the university.
3. I acknowledge that the rules and regulations and instructions referred to in 1 and 2 above are subject to amendment without notice.
4. I undertake to immediately notify the Faculty Administration Office in writing if I change or cancel my registration. I further undertake, if applicable to me, to immediately notify my legal guardian and/or the person who assumes liability for payment of the fees owing by me if I change or cancel my registration and to provide the said person with all accounts received from the university. I further acknowledge that such cancellation is not valid unless given in writing.
5. I am aware that my registration is valid only if it complies with the regulations of the qualification concerned, notwithstanding the acceptance of this registration by the university.
6. The fees and conditions shall be determined by the Council and are subject to amendment without prior notice. I undertake to pay all fees prescribed by the university in respect of any module/qualification for which I register, by the due date as well as all other fees, which may be owing by me to the university. I further note and accept liability for payment of interest as stipulated by the university from time to time in the event of my failing to pay fees for which I am liable by the prescribed date. In the event of the university successfully instituting legal action against me for the recovery of any amounts owing, due and payable or the enforcement of any legal rights of the university, I shall be liable to pay all legal costs incurred on an attorney and client scale, including collection commission and interest. I agree that the university may provide me with statements of account and any other communiqués by way of electronic communication through data messages. These data messages may be sent to the cellular number provided by me. I am also prepared to accept such messages at my NMMU student e-mail address or at an alternative e-mail address nominated by myself in writing.
7. I accept that my examination results, certificate/diploma/degree and study record may be withheld under the following circumstances:
 - 7.1 in the event of my student account being in arrears or
 - 7.2 in the event of any disciplinary matter pending against me.
8. I understand that if after registration it is found that my tuition fees or residence account or any other monies including the cost for the replacement of library materials owing to the university have not been paid by the prescribed date, my registration may be cancelled. Failure to pay residence fees by the date stipulated by the university may result in my eviction from the residences.
9. I will immediately notify the Admissions Office, in writing, if I change my address.
10. Should I, during the course of my studies at the university, sustain any injuries or contract any illness or suffer loss or damages, I hereby undertake not to institute any claim against the university on account thereof, irrespective of the cause of such damages or loss. In the event of my death during the course of my studies, this undertaking shall be binding on the executor of my estate and my heirs and successors-in-title. Under the circumstances referred to, I or my executor, administrator, heirs and successors-in-title (in the event of my death) hereby indemnify the university in respect of any damages suffered by me from any of the causes referred to above.
11. I understand and accept that any work produced by me during my studies or research at the university which may be the object of an intellectual property right, as well as any data or information collected or obtained by me, shall remain the property of the university, and I undertake not to alienate, transfer or make known such to any other party without the written permission of the university.
12. Upon registration I accept responsibility for ensuring that I am registered for the correct modules; that I have no examination or lecture timetable clashes; and that I have made provision for adequate modules and credits for the qualification I wish to obtain.
13. I undertake, that should I be admitted to the residence, the university may assume that I have constructive knowledge of all present and future policies and rules relating to residences.
14. The university uses a digital document management system to store and retrieve information. All student records and other correspondence will therefore be converted to a data format and originals may be destroyed after a period of time.
15. The information furnished by me herein is to the best of my knowledge true, correct and complete.
16. An applicant who submits any document in support of this application, which contains a false statement, is altered or forged, will be prosecuted both criminally as well as in terms of the Student Disciplinary Code. The findings of the Disciplinary Committee will be communicated to all other tertiary institutions in the country.

SIGN

APPLICANT

First name(s) Surname

Signed at on the of 20

Signature / thumb print.....

▶ SECTION I

Declaration by applicant's parent/legal guardian/surety

(To be completed only if the applicant is a dependant; all applicants who are currently at school or who have recently left school and **do/will** not have permanent employment must have their legal guardian/parent or surety complete this section and sign on the next page.)

Details of parent/legal guardian/surety

Name

Surname

Identity number of parent/legal guardian/surety

Home address

..... Postal code

Home telephone number: Code Number

Fax Cell

E-mail address

Relationship to applicant (eg. father, uncle, aunt etc.)

Employer's name (proof of employment must be provided if employed)

Employer's address

..... Postal code

Work telephone number: Code Number

1. I confirm that I am the legal guardian of the applicant and agree to the provisions contained in the declaration of the applicant.
2. I agree to any change in degree, diploma or module that the applicant may take. The university shall not be responsible if the applicant abandons his/her studies or leaves the university.
3. I apply on behalf of the applicant in my personal capacity for his or her registration as a student at the university and hereby bind myself as surety and principal co-debtor for all fees due and payable owing to the university by the applicant.
4. Insofar as it may be applicable to me, I undertake, should the applicant be admitted to the university to:
 - 4.1 comply with all the rules and regulations of the university
 - 4.2 acquaint myself with all the rules, regulations and instructions applicable to the qualification for which the applicant enrolls.
5. I shall be personally liable for payment of all fees, which may become due to the university in terms of this application and I renounce the benefits of exclusion, division and cession of action should any action be taken by the university for the recovery of fees owing, due and payable to the university by either myself or the applicant.
6. I indemnify the university against any claim against the university arising out of any injuries, loss or illness suffered or contracted by the applicant, myself or any third party representing myself or the applicant during the course of or arising out of his/her studies at the university, irrespective of the cause of such damages, illness or loss.
7. I undertake not to institute any claim against the university on account of any injuries or loss suffered or illness contracted by the applicant during the course of or arising during his/her studies at the university.
8. The fees and conditions shall be determined by the Council and are subject to amendment without prior notice. I undertake to pay all fees prescribed by the university in respect of any module for which I register by the due date as well as other fees, which may be owing to the university. I further note and accept liability for payment of interest as stipulated by the university from time to time in the event of my failing to pay fees for which I am liable for by the prescribed dates. In the event of the university successfully instituting legal action against me for the recovery of any amounts owing, due and payable or the enforcement of any legal rights of the university, I shall be liable to pay all legal costs incurred on an attorney and client scale, including collection commission and interest. I have furthermore noted that all accounts in respect of the applicant will be sent to him/her to check for accuracy and that it is the said applicant's duty to make accounts concerned available to me for settlement.

9. I agree that the university may provide me with statements of accounts and any other communiqués by way of electronic communication through data messages. These data messages may be sent to the cellular number provided by the student. I am also prepared to accept such messages at the student's NMMU e-mail address. I also accept that such messages may be received by myself at the cellular or e-mail contact details provided by the student in terms of paragraph 6 of Section H.
10. I understand that the registration of the applicant may be cancelled or examination results may be withheld, if I fail to pay any fees owing, due and payable to the university in respect of the applicant on the due date without any prejudice to any rights, which the university may have in respect of the recovery of such fees.
11. Failure to pay the residence fees by the date stipulated may result in the applicant being evicted from the residences.
12. In the event of the university successfully instituting legal action against me for the recovery of any amounts owing, due and payable or the enforcement of any rights of the university, I shall be liable to pay all legal fees on an attorney and client scale, including collection commission and interest.
13. I declare that the information supplied by me on this form is, to the best of my knowledge, true and correct.

SIGN	PARENT/LEGAL GUARDIAN/SURETY
First name(s) Surname	
Signed at on the of 20	
E-mail:	
Signature/thumb print of parent/legal guardian/surety	
NB: A copy of the identity document of the parent / legal guardian / surety must be submitted.	

(This form should be completed in BLOCK CAPITALS)

Closing date: 30 September 2017

Contact details for residence applications

Port Elizabeth: 041 504 3690 | George: 044 801 5034 | resadmissions@nmmu.ac.za

Student number (for office use only)

Please note: You must provide proof of your current residential/home address with your on-campus application form. If this is not included your application will not be processed.

Personal details

Title Initials Surname

First name(s) in full.....

Date of birth..... Nationality.....

If South African, state the province and the nearest city:.....

Contact details: Home (.....)..... Cell phone

E-mail

Are you an applicant with a disability? Yes No

If yes, please inform us of your special needs

NMMU must be informed of certain disabilities in order to plan reasonable accommodations and support, to accommodate persons with disabilities. Advice can be obtained from the NMMU **Disability Unit at 041 504 2313/ 4756/2562 or e-mail: disability@nmmu.ac.za**

Population group (information required by the Department of Higher Education & Training)

African Coloured Indian/Asian White

Gender Male Female

Non-academic activities

Hobbies/sports

.....

Academic activities

Qualification (certificate, diploma or degree) you will be pursuing

Academic level of study (first year, senior, BTech / honours, masters / PhD)

1. The process which your application will follow is:
 - 1.1. Receipt of your application for on-campus residence will be acknowledged but this does not guarantee a place in residence;
 - 1.2. Your application will be sent to the Department of Housing, Living & Learning Programmes, for consideration;
 - 1.3. A selection process has to take place and only applicants who have been admitted into a university programme will be provisionally admitted into a university residence provided that space is available. Priority will be given to students who have obtained good academic results;
 - 1.4. Final acceptance into residence, for first year students, will depend on your final examination results. A letter of regret will be sent to you if you fail to get acceptance into residences as a result of not meeting the academic requirements as stipulated.
 - 1.5. Students are advised to come to residence only if they have received acknowledgement of admission to residence.
2. Students living in the Nelson Mandela Bay Metropole will not be considered for on-campus accommodation. Exception to this rule will be considered upon written motivation to the Director: Housing, Living & Learning Programmes.
3. The NMMU residences support the living and learning philosophy by providing programmes which will help ease the first-year student's transition from high school and home to living independently and succeeding academically. Students are grouped together so that common academic interests are shared and where opportunities to learn from each other are created.
4. As a first-year student, you may feel isolated, homesick, lost and unsure when arriving at university. Each first-year student will be part of a mentoring group and attendance of the mentoring sessions is compulsory.
5. All first-year students are expected to share rooms. There are shared rooms in Xanadu (South Campus) and Letaba (North Campus) for males and Melodi (South Campus) and Lebombo (North Campus) for females, and Oceana (Second Avenue Campus) for males and females in separate buildings.
6. All students are expected to access the Meal Management System (MMS). This is a meal booking and billing system that manages student meal accounts for purchases of meals at food outlets on the different campuses and manages the pre-bookings of meals at residences and other specific venues. Registering for the MMS is done during the official registration periods when students register for academic purposes as well as for accommodation. Each student will have their own meal account in the MMS where a record of all transactions will be kept. Money must be paid into the MMS in order to create a positive balance against which all transactions will be deducted.
7. NMMU accepts no responsibility for a student's personal property. Please ensure that you are insured against such eventualities.
8. Resident students undertake to be bound by the current residence regulations. Always ensure that the rules and regulations are well known to you as no excuse will be accepted to the contrary if challenged for misconduct.
9. There is a 24-hour security service to ensure the safety of students and their belongings. Close circuit cameras are situated in strategic places within the residences. NMMU's security and residence managers can be contacted at any time in cases of emergency.
10. In the event of space on campus not being available to you, it is recommended that you approach the off-campus, privately-owned residences (Laboria and South Point) or contact the off-campus accommodation manager for assistance.

SIGN HERE	APPLICANT
First name(s)	Surname
Signed at	on the of 20
Signature / thumb print.....	

**If you wish to stay in accredited off-campus
NMMU housing, please contact the following office:**

Off-campus Housing office

NMMU South Campus • Building 14 (Foodcourt)
Tel: 041 504 4736/2835 • E-mail: offcampus.accommodation@nmmu.ac.za

Contact us:

Port Elizabeth Campuses

- Admissions Office
- PO Box 77000 • NMMU • Port Elizabeth • 6031 • South Africa
(South, North, 2nd Ave, Bird Street & Missionvale campuses)
- Tel: 041 504 2593/2945/1111 • Fax: 041 504 2574

George Campus

- Admissions Office
- Private Bag X6531 • George • 6530
- Tel: 044 801 5111 • Fax: 044 801 5031

International Office

- Tel: +27 41 504 2161 • Fax: +27 41 504 2771
- E-mail: international@nmmu.ac.za

NMMU Business School

- PO Box 77000 • NMMU • Port Elizabeth • 6031
- Tel: +27 (0) 86 150 4500 • Fax: 044 801 5031
- E-mail: business.school@nmmu.ac.za



- E-mail: admissions@nmmu.ac.za or info@nmmu.ac.za
- Website: www.nmmu.ac.za/application



APPLICATION FOR OFF-CAMPUS ACCOMMODATION

Please note that this application can only be considered after your application for admission to the university has been approved and a refundable damages deposit fee of R2000 has been paid.

SECTION A: ACADEMIC ACTIVITIES

Student Number: Have you previously been registered at NMMU? Yes No

Qualification for which you are currently registered for:

Academic level of study (first year, senior, B Tech, Honours, Masters or PHD):.....

SECTION B: PERSONAL DETAILS

Title: Initials: Last name:

First Names *(in full)*:

Maiden Name *(if applicable)*:

Date of birth: DD / MM / YYYY Nationality:

Gender: Male Female

Population Group (required by the Department of Education) White Black Mixed Race Asian Other

If other please specify:

Home Language:

Passport Number: Expiry date: MM / YYYY

Marital Status: Single Married Divorced Widowed

Personal Address: (please do not indicate your school address here)

Postal Home Residential

No: Street / Building:

Suburb: Town / City:

Country: Postal Code:

Telephone Number: () Cell Number:

Email Address:

SECTION C: ACCOMMODATION OPTIONS

Option 1...../ Option 2.....

Monthly rental budget (electricity prepaid) R Would you share with other cultures. Yes No

Would like to share accommodation with another student (not a room)

Student Number: Initials Surname.....

Student Number: Initials Surname.....

FOR OFFICE USE - Date received:..... Deposit : PAID NOT PAID

UNDERTAKING BY PROSPECTIVE RESIDENT STUDENT

NB: It is a prerequisite for admissions to University that this section be completed in full and signed by the applicant AND his/her parent/guardian and witnesses.

I, the undersigned prospective student
(Name in block capitals please)

Have noted the contents of the General Regulations for Accredited Off campus Residence of Nelson Mandela Metropolitan University, of which the following in particular have been brought to my attention:

1. Upon my admission to the accommodation I am expected to accept responsibility for the property of the University in my room in accordance with the Registrar`s/Landlord/Agents instructions.
2. The keeping and use of intoxicating liquor in residences and public spaces of such residence is prohibited.
3. All off campus accommodation is smoke free and is strictly prohibited.
4. The possession of drugs is strictly prohibited.
5. The possession of fire-arms is strictly prohibited.
6. A refundable damages deposit fee of R2000 must accompany all accommodation applications. The deposit will be refunded to the Applicant upon the expiration of the lease period, less any amount deducted in respect of damages, if applicable, to the leased property, fair wear and tear excepted. Claims received after one year will not be processed and students will forfeit the damages deposit fee. Students that have paid deposits and confirmed accommodation with the Office will not be allowed to cancel the booked accommodation for the duration of one semester. If a student cancels an application for admission after accommodation has been secured, the full deposit and rental will be forfeited.
7. Should the Off Campus Accommodation Office not receive the student`s application form prior to arrival, the student shall be held liable for a R500 location fee to source accommodation. This will be charged to your student account.
8. No student will be admitted to off campus accommodation without the following payment:
 - 8.1 **DEGREE SEEKING STUDENTS:**
Payment of the administrative fee of R2000 and first term rental (third term if arriving during the second semester) prior to registration.
 - 8.2 **STUDY ABROAD/EXCHANGE STUDENTS:**
Payment of the refundable damages deposit of R2000 and the full semester rental prior to Registration.
All students must get financial clearance from the finance department.

EMERGENCY OPERATION

The Nelson Mandela Metropolitan University is hereby authorized to act on my behalf in any case where, on medical advice, an emergency operation is considered to be necessary. The Director of Student Housing (SA students) or Director: OIE (all International or Study Abroad students) in consultation with the Registrar will exercise this authority.

REGULATIONS AND RULES FOR RESIDENT STUDENTS

Before taking up residence I shall inform myself all the Regulations and Rules laid down by the University in respect of Residence. I undertake to be bound by these regulations and any that may be formulated in the future. I further undertake to accept the present authorities in the residences.

NB: Due to limited space, please note that this application does not confirm your choice or place.

Signature of applicant: _____ Signature of parent / guardian: _____
(if the prospective student is under the age of 21 years)

Full name of parent / guardian:

Signature of two witnesses: Witness 1: _____ Witness 2: _____

Signed at.....On this.....Day of.....20.....

I hereby acknowledge that i have read, understand and accept the terms and obligations provided for above as well as the residence Behavioural guidelines attached.

Signature of student: _____ Signature of parent/guardian: _____
(required if student is under 18)

Signature of University Designee: _____ Date.....



CREDIT CARD PAYMENT - INTERNATIONAL STUDENTS

INSTRUCTIONS:

- This is a fillable PDF form - You will need to save this PDF to your desktop and open it with the latest version of Adobe Acrobat Reader in order to save your information and digitally sign the document - *Older versions of Acrobat Reader will not allow you to save the data you input.*
- Download Acrobat Reader here: <https://get.adobe.com/reader/>
- If you prefer to print it out and manually fill it in, please use a BLACK PEN and BLOCK letters to complete this form or place an X in the correct square.
- Once completed email to bev.sanderson@nmmu.ac.za in order to process

PAYMENT IN RESPECT OF STUDENT FEES ACCOUNT

First Names *(in full)*:


Last name:

Student Number *(if you have one assigned)*:

I hereby authorize the NMMU to deduct an amount from my credit card: **R**

Credit card details:

Date of transaction: DD / MM / YYYY

Type of Card:    Other *(specify)*:

Card Number: Security Code *(3 digits on back of card)*:

Initials and Surname *(name on card)*: Expiry Date: MM / YYYY

Method of Payment: Single Budget = 3 6 12 18 24 36 48

Card Holder Identity/Passport No:

Home / Work Telephone: Cell Number:

Signature of card holder:

Please take the time to setup your Acrobat digital signature with the prompts to supply all the correct information.

Office use only

Receipt number:

Amount:

Receipt date:

Cashier:



Medical Aid Cover Guide

Visa Regulations to Study in South Africa

All international students need to comply with the visa regulations as determined by the Immigration Act, Act 13 Of 2002.

Regulation 10(1) (i) determines the following:

** An applicant for a study permit is required to provide:

(i)*proof of medical cover with a medical scheme registered in terms of the Medical Schemes Act, 1998, recognized in the Republic*

In terms of the Immigration Amendment Act 19 of 2004, any prospective student 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.

1. Medical aid Registration requirements to study at NMMU

Although you may, with some other foreign medical insurance products, secure a study visa from a South African diplomatic mission, NMMU in accordance with the Medical Schemes Act DOES NOT accept such medical cover for registration purposes. It is therefore recommended that you confirm your choice in medical cover with ABSA HCC prior to making any financial contributions to avoid additional and secondary purchases.

2. What evidence to provide for registration purposes

For registration purposes NMMU requires proof of full Medical Aid Cover with a South African registered medical aid scheme (No insurance products, from SA or abroad, will be accepted) for each full academic calendar year (being from the first day of the month of registration until the last day of November). Study Abroad and Exchange Students must secure medical cover for the full duration of their stay. A minimum of six (6) months cover is provided by medical aid companies, no less. English Skills Students are required to purchase cover for duration of six (6) months. Note that a membership certificate is required which may easily be obtained through ABSA HCC.

3. Payment of medical cover

It is thus advisable that international students make the necessary financial arrangements for the medical aid cover prior to entry into South Africa. Should the student rely on sponsorship he/she should ensure that the sponsor is advised of this requirement at the onset of the sponsorship and this requirement is applicable to NMMU (for example Post Graduate Research Scholarships) related bursaries as well.

Payment for the required medical aid cover fee is made directly to the Medical Aid Company, separately from the tuition fees

Please contact ABSA HCC with regard to the products that will be suitable for both your visa application, and registration at this University:

Email: international.students@absa.co.za
Tel: (+27) 860 100 380

4. Consultation

Please note that ABSA Healthcare Consultants have been appointed as (Office for International Education at NMMU) product specialists. They will operate nationally as Healthcare Consultants to most Higher Education Institutions from 2011 onwards.

5. Further important notes

Block release students – Students are to submit proof of travel insurance for the full duration of their stay in South Africa. Should the student remain in South Africa for the continuation of the year, the student will be required to purchase medical cover as stipulated in item 2.

Degree Seeking Students doing in service training will be required to make payment for medical cover for the full duration of the stay of the academic period in South Africa.