

Avoid long queues Apply Online

Guidelines to Apply Online for <u>2021</u>

Enquiries Admissions Office applications@spu.ac.za

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| Ple | ase | following the steps if you are one of the following: | 16 |
| 1) | Α | prospective student who applied previously? | 16 |
| 2) | Α | graduate of SPU? | 16 |
| 3) | Α | registered student currently? | 16 |
| (Un | de | r- and Postgraduates) | 16 |
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How to apply for the first time (Under- and Postgraduates)

a) Capture your biographical information.

Ø

STEP 1.

Click on the icon

Apply, register, change personal information, get academic and other information.

| Prospective Students | Registered Users: Login Credentials |
|--|---|
| pospective student, not registered at this institution, please | ●Student ○Personnel ○Other ○Alumni |
| select the following option: | Student Number: |
| y, Register, Change personal information, get academic | Pin: |
| formation and make payments. | (5 numeric digits Do not start with a 0.) |
| | Login Forgot Pin Change Pin Request A Pin |
| | Forgot Student Number |

STEP 2.

Read Step 1 and 2 on the screen below. Capture your Biographical information and click on SAVE.

| Step 2: Submit your Personal Information by clicking the 'Save' butt | itton or click the 'Clear Form' button to clear the inserted values. |
|--|--|
| Title: | : ९* |
| Initials: | * |
| First Names: | * |
| Surname: | |
| Birthdate: | : Calendar) |
| Citizenship Code: | ۹* |
| ID - Identity Number (South Africa Citizen): | |
| Passport Number (Only if you are not a South African Citizen): | |
| Gender (Male or Female): | • • Male O Female |
| Marital Status: | : Please Select V* |
| Home Language: | Contraction Contra |
| Population Group: | Down List |
| Prefered Language: | English V* |
| Maiden Names (Only if married): | |
| Highest Grade Passed: | |
| Senior Secondary School: | |
| Matric Date (YYYYMM) (e.g. 201912): | |
| Matriculation Type: | get a list |
| Street / Physical / Postal Address Line 1: | |
| Address Line 2: | |
| City / Town: | |
| Province: | |
| Postal Code: | |
| Cell Phone: | |
| E-Mail Address: | · |
| Numeric Aggregate: | |
| Save Clear Form | |

b) How to create a pin?

STEP 3.

Create academic application pin

NB: System created a reference number that will become the student number once your biographical data have been saved.

| Integrated Tertiary Software | Friday, 29th May 2020 |
|---|--|
| | Academic Application : Pin Creation |
| All futur | You have been issued with the following reference number : 202100001 re interaction with our institution must be conducted using this reference number. |
| The next phase of the application process requires the creation | on of a pin which will be used in conjunction with your new reference number for future interaction with our institution. Please record this reference number and pin in a safe place for future reference. |
| | Please Enter Your Pin and Pin Confirmation And Press Create Pin. |
| Re | Pin : •••••• • • • • • • • • • • • • • • • |
| [Contact Us A | bout Us Disclaimer Terms & Conditions Privacy & Security Statement Powered By] |
| | |

Congratulations!! You have accessed the Student Online System.

| with tor Humanity League | SOL PLAATJE UNIVER | RSITY | | Monday |
|--------------------------------------|---|-----------------------------|---------------------------|--------|
| | 8 | | Matriculation Information | |
| M - engly at at | | | Application Information | |
| udent Web | | | Registration Information | |
| Application Residence Application | GRANNALCY TEBOGO |), MOTLHABANE | Residence Information | |
| Student Administration | Student Nbr | 202100001 | Financial Information | |
| Student Enquiry | Gender | Male | | |
| ogout | Birthdate | 04-Feb-2001 | | |
| | ID Nbr | 0102045652082 | | |
| | Marital Status | Single | | |
| | Home Lang | SETSWANA | | |
| | Citizenship | SOUTH AFRICA | | |
| | Email Address | com | | |
| | Cellphone 0796019262 | | | |
| | Postal Address HOUSE NO 20530 MAN WEST 0300 | IAMAKGOTHA RUSTENBURG NORTH | | |
| | Study Address | | | |
| | Current Balance | | | |

c) Read the Application Rules.

STEP 4.

Click on Application, then View Application Rules.

NB: Read the Academic Applications rules and click on the [I Accept] Button.

| Aller tor Humany, Can | TJE UNIVERSITY Monday, 1st June 2020 |
|--|--|
| Student Web Application Wew Application Wew Application Rules Schools Attended Enter School Leaving Subjects Certificates seen Ary Disabilities? Update Personal Information | tor Humanity to the set of Amarian Sol PLAATJE of the set of the s |
| View Completed Application(S) | SPU ONLINE ACADEMIC APPLICATION RULES |
| Personal Contact Detail Address Validation Process Status | 1. This application for admission is ONLY valid for 2021. Click on the |
| Registration | I Accept |
| Student Administration Student Enquiry | Button |
| Logout | |

Please note:

You will be able to access the following websites from the Application Rules

- SPU Website: <u>www.spu.ac.za</u>
- Matriculation Board: https://mb.usaf.ac.za
- South African Qualification Authority (SAQA): www.saqa.org.za

Apply for funding

- NSFAS: <u>www.nsfas.org.za</u>
- FUNZA: <u>www.funzalushaka.doe.gov.za</u>

d) How to access websites:

SPU Website: www.spu.ac.za



Click on "Study@SPU", then click on "How to apply" to access the Online Application Guide and link to access the Online Student System.

Matriculation Board: https://mb.usaf.ac.za



South African Qualification Authority (SAQA): www.saqa.org.za



e) To apply for funding:

NSFAS: www.nsfas.org.za



|) Thttps://my.nsfas.org.za/Application/selfservice.isr. Q = 🔒 🖒 🎁 Join conversation 🖉 Integrator | ITS Web Interface | T myNSFAS × | t)NSFAS □ @ | ای ش خ |
|---|---|---|--|------------|
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| come to the myNSFAS student portal | | | | |
| egister your myNSFAS account if you meet the following requirements, click here | | | | |
| Sign In | | | | |
| Sign In | | 2 | | |
| Register | | | | |
| 0 | | | | |
| ion In | | | | |
| 5 ⁿ m | | | | |
| name (enter your email address) Enter your email addres | | | | |
| word Enter your password | | | | |
| got your password? Click here | | | | |
| | | | | |
| agistar | | | | |
| legister. | | | | |
| | | | | |
| estand and accept that if my application for financial aid is approved as eligible, finding is only confirmed and processed on receipt by NSFAS of valid registration costs from a public higher education institution and Training which may be amonded annually and that I will control with the annual requirements of funding. NSFAS will avail a full NSFAS Bareare Agreement of realist registration data | itution for an approved funded programme. I accept that fundi | ag granted would be governed by the National Bu | rsary Rules and Guidelines of the Department of Higher | |

Please note: After registering on the NSFAS student portal and completing the necessary information, click on the **"ITS Web Interface"** follow the arrow below to return to the Online Student System.



FUNZA: www.funzalushaka.doe.gov.za

| SOL PLAATJE UNIVERSITY Marchanger Ward | basic education Dependent Republic of South Africa | Bursary Scheme |
|---|---|---|
| Application View Application Rules | Home Home To access, register and apply fo Bursary the following 9 easy step | Barsary or the Funza Lushaka ps should be followed: |
| Schools Attended Enter School Leaving Subjects Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Submit Application View Completed Application(S) Personal Contact Detail Address Validation | First time application NOTE: All first time applicants must be 30 years or Re-Application Update Perional information | younger to apply for Funza Lushaka lils or Register a new account. (Once sary tion button i your information aprured tion Management System |
| Address Validation Process Status Registration Student Administration Student Enquiry Logout | Tor Obi Official use only You are Visitor Number You are Visitor Number | Step 3: Menu selection On the - Services menu, choose funa tuska Burany |
| ~ | Step 4: 1's and C's Step 5: Apply Accept the funza Lubaka terms and conditions to On the Basicoard menu, click on the Application button. | Step 6: Declaration Accept the declaration to confirm the information contract. Research after operation |

After accepting the **Application Rules**, you are now ready to proceed to the next step.



f) Capture your senior secondary school information.

STEP 5.

Click on **Schools Attended**, then click on the list of values to search for your Senior Secondary School. See example below.

| Valid School Names | |
|--|---|
| Search criterion for Valid School Names: | Ш |
| %kgam% Search Close | |
| Description | |
| KGAMANYANE HIGH SCHOOL | |
| MAKGAMATHU HIGH | |
| | |

Click on the correct school. Capture the start year and month then the end year and month and **SAVE**. If you made a mistake, click on the **Delete button** and **SAVE**.

| Schools Attended Student Number: 20210001 Student Number: 20210000 Itended with a * must be completed. Click the 'Save' button in order to submit the entered information. Click the 'Revert Changes' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the Initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the Initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the Initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the Initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the Initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the Initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the Initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the Initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the Initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the Initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the Initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the Initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the Initial values. Select the 'Delete' checkbox(es) and then click the 'Save' butto | SOL PLAATJE UNIVERSITY | | | | | | | | | | | | | | | | | | | | Thur | sday, 4 | 4th Jur | ie |
|--|--|--------------|------------|-----------|--------|--------------|-----------|-------|-----------|-------|--------|-------|--------|----------|-----------|------------|-------------|-----------|---------|-----------|----------|-----------|-------------|------|
| Student Number: 20210001 Name: MR GRANNALCY TEBOGO MOTLHABANE Obte: All fields indicated with a * must be completed. Click the 'Save' button in order to submit the entered information. Click the 'Revert Changes' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to entrove. Period of Attendance From To Year (YYYY) Month (MM)Delete (GAMANYANE HIGH SCHOOL 9 9 9 9 9 9 9 9 9 9 9 9 9 | Schools Attended | | | | | | | | | | | | | | | | | | | | | | | |
| Big Sindicated with a * must be completed. Click the 'Save' button in order to submit the entered information. Click the 'Revert Changes' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' checkbox(es) and then click the 'Save' button to restore the initial values. Select the 'Delete' ch | udent Number: 202100001 Name: MR GRANNALCY TEBOGO MOTI HABANE | | | | | | | | | | | | | | | | | | | | | | | |
| Amove. | ote: All fields indicated with a * must be completed. Click the 'Save' button in ord | er to submit | the e | entered i | infori | mation. Clic | :k the 'F | Rever | Change | es' b | buttor | on to | restor | re the i | nitial va | lues. Sele | ect the 'De | lete' che | ckbox(e | es) and t | then cli | ck the 'S | ave' buttor | 1 to |
| From To Vear (YYY) Month (MM) Delete (GAMANYANE HIGH SCHOOL 2018 1 1 12 1 -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q -Q <th>snove.</th> <th>Period of</th> <th>Atte</th> <th>ndance</th> <th></th> | snove. | Period of | Atte | ndance | | | | | | | | | | | | | | | | | | | | |
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| | Save Reven Changes | | | | | | | | | | | | | | | | | | | | | | | |

g) Capture your school leaving subjects.

STEP 6.

Click on Enter School Leaving Subjects.

Please make use of the *list of values* linked after your **School Leaving Subjects, Grade** and **Symbols**. Click on the correct Subject and **SAVE**.

Example on how to search for a school leaving subject:

Capture %math%hg% or %MATH%HG% or %math% and click on the SEARCH Button. Select from the list.

| earch chu | erion for Valid | Matric Subjects: | | | | | | | | | | |
|---|--|--|-----------------|--|--|---|---|--|---|--|---|--------------------|
| %math%h | g% | Search Close | | | | | | | | | | |
| Code | Description | | | | | | | | | | | |
| 9063 | MATHEMATICS | 5 (HG) | | | | | | | | | | |
| <u>9144</u> | ADDITIONAL M | ATHEMATICS (HG) | | | | | | | | | | |
| <u>9186</u> | FUNCTIONAL N | MATHEMATICS (HG) | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | Capture yo | ur final | | Cá | apture yo | ur Fin | nal |
| OL PLAATJI | UNIVERSITY | | | | -(| grade 11 r | esults lumn | | M th | latric Res | ults in n | ו |
| ci di stati | | 21 | Ente | - Cobool Lo | | | iunini i | | | | | |
| Student No | 1110e1.20210000 | | Line | I SCHOOLE | aving | ` | | | | | | / |
| | to remove the e | kisting record(s) or to clear the newly | entered record. | | | r | | | | ~ | | |
| Date (YYYYMM) | Туре | Subject | | Grade | Symbol Pre-Final | Percentage Pre-Final | Symbol Mid-Final | Percentage Mid-Final | Symbol Final | Percenta Final | ige D | elete |
| Date (YYYYMM) | Туре | Subject | | Grade | Symbol Pre-Final Year | Percentage Pre-Final Year | Symbol Mid-Final Year | Percentage Mid-Final Year | Symbol Final Year | Percenta Final Year | ige D | elete |
| Date (YYYYMM) 201811 | Туре | Subject ENGLISH FIRST ADDITIONAL LANGU | | Grade Z | Symbol Pre-Final Year | Percentage Pre-Final Year | Symbol Mid-Final Year | Percentage Mid-Final Year | Symbol Final Year | Percenta Final Year | nge D | elete ⁻ |
| Date (YYYYMM) 201811 | Б | Subject ENGLISH FIRST ADDITIONAL LANGU | | Grade Z Rating | Symbol Pre-Final Year | Percentage Pre-Final Year | Symbol Mid-Final Year | Percentage Mid-Final Year | Symbol Final Year 6 | Percenta Final Year Q. 75 | nge D | elete |
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| 201811 201811 201811 201811 201811 201811 | Type B | Subject ENGLISH FIRST ADDITIONAL LANGU ESTSWANA HOME LANGUAGE MATHEMATICS LIFE ORIENTATION LIFE ORIENTATION LIFE SCIENCES | | Grade Z Rating Z | Symbol Pre-Final Vear Q Q Q Q Q Q Q Q | Percentage Pre-Final Vear Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q | Symbol Mid-Final Year Q Q Q Q Q Q Q Q Q | Percentage Mid-Final Year Q | Symbol Final Vear 6 6 6 6 3 6 6 4 4 4 | Percenta Final Vear Q 75 Q S6 Q S6 | ge 0 | |
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h) Upload supporting documents.

STEP 7.

Click on **Certificates seen**. Click on ID, upload certified scanned document and **SAVE**. **Please note**: All uploaded documents will be validated against the original document(s).

| Certifica | tes seen | | | | | |
|------------------------|---|-----------|-------------|---------|--------------------|-------------------------|
| Student Nu Name: MR | IMDer: 202100001 GRANNALCY TEBOGO MOTLHABANE | | | | | |
| Certificate | • | Processed | Expiry Date | Remarks | Load/View | Uploaded via the web |
| Al | I ACCEPT RES APP RULES & REGUL | Yes | | | Load/View Document | No |
| IA | I ACCEPT APPLICATION RULES & R | Yes | | | Load/View Document | No |
| ID | IDENTIFICATION DOCUMENTATION | Yes | | | Load/View Document | Yes |
| JE | MATRIC - JUNE EXAM RESULTS | No | | | Load/View Document | No |
| MC | MATRIC CERTIFICATE (NSC) | No | | | Load/View Document | Yes |
| PF | PROOF OF APPLICATION FEES | No | | | Load/View Document | Yes |
| RE | RESIDENCE FORM | No | | | Load/View Document | No |

i) Capture disability information if applicable.

STEP 8.

Click on **Disabilities**, then click on the dropdown list to select and disclose if applicable and **SAVE**.

| OL PLAATJE UNI | VERSITY | | Friday, 5th June 2020 |
|----------------------------|--|--|-----------------------|
| Any Disabilities? | | | |
| tudent Number: 20210 | 0001 | | |
| ame: MR GRANNALC | TEBOGO MOTEHABANE | | |
| lote: All fields indicated | with a * must be completed. Click the 'Save' button in o | rder to submit the entered information. Select the 'Delete' checkbox(es) and then click the 'Save' | button to remove. |
| Disability | Remarks | Delete | |
| | ✓* | | |
| | <u> </u> | | |
| | <u> </u> | | |
| | * | | |
| | * | | |
| | * | | |
| | × * | | |
| | | | |
| Save Revert Cha | nges | | |

j) Update your personal information.

STEP 9.

Click on Update Personal Information to update your Senior Secondary School, requiring accommodation, etc.

| Ipdate Personal Information | | |
|--|---|--|
| Student Number: 202100001 | | |
| ame: MR GRANNALCY TEBOGO MOTLHABANE | | |
| lote: Use the calendar button 🖾 provided to select a date in the appropriate format. All fields indicated rder to submit the entered information. Click the 'Revert Changes' button to restore the initial values. Title: MR Initials: GT First Names: GRANNALCY TEBOGO | with a * 1 | must be completed. Click the 'Save' button in Of Values: Senior Secondary Scho — |
| Surname: MOTLHABANE | A https | ://ienabler.spu.ac.za/pls/prodi41/web.w01pkg.w01 |
| Birthdate: 04-FEB-2001 Citizenship Code: SOUTH AFRICA ID - Identity Number (South Africa Citizen): 0102045652082 | Senior | Secondary School |
| Passport Number (Only if you are not a South African Citizen): | Search criterion for Senior Secondary School: | |
| Gender (Male or Female): Male | 0/0000 | |
| Marital Status: Single | %GOR% | Search Close |
| Bonulation Group: AEDICAN | Code | Description |
| Prefered Language: English | code | Description |
| Maiden Names (Only if married): | <u>0</u> | UNKNOWN SCHOOL |
| Activity Last Year: TECHNICAL COLLEGE STUDENT | 0001 | GLENBRACK JUNIOR SECONDARY SCHOOL |
| Highest Grade Passed: 12 * | 0002 | KRUIN HOERSKOOL |
| Senior Secondary School: Q* | 0003 | AERIKAANS MEISIES HOERSKOOI |
| Matric Date (YYYYMM) (e.g. 201912): 201811 | 0000 | |
| Matriculation Type: NSC - Bachelor's Degree | 0004 | AFRIKAANS SEUNS HOERSKOOL |
| Do you require residence accommodation?: O Yes No | 0005 | DURBAN NORTH COLLEGE |
| Nui Help Save Revert Changes Please select (Y)es if you require accommodation in a residence or (N)o if you do not require accommodation or creside in Kimberley. | 0006 | AFRIKAANS HOERSKOOL GERMISTON |

k) How to submit and apply for a qualification?

STEP 10.

Click on **Submit Application**. To find a qualification, capture either %Retail%, BA, BEd, BSC then press **SEARCH**.

| SOL PLAATJE UNIVERSITY | Friday, 5th June 2020 |
|--|---|
| Process Trail: Qualification» | |
| Choice of Programme or Qualification | |
| Student Number: 202100001 Name: MR GRANNALCY TEBOGO MOTLHABANE | |
| Note: Select your intended year of study from the "Academic Year" list provided Eptra a word or phrase pertaining to your intended field of study. This function will perfo be completed. | rm a search for an exact match of the text entered.All fields indicated with a $\$ must |
| Academic Year: 2021 V | |
| Find A Programme or Qualification Containing: %retail% | |
| Restrict the Search to : Do not restrict any programme | |
| Search | |
| | |
| | |
| | |

Examples 1:

After selecting the qualification, complete the following, Academic Preference = 1 (Choice 1)

Click on SAVE and Continue.

| SOL PLAATJE UNIVERSITY F | riday. 5th June 2020 |
|--|----------------------|
| Submit Application | |
| Student Number: 20210001 Name: MR GRANNAL CY TEROGO MOTI HABANE | |
| Note: Click on the Qualification to proceed with your application | |
| Qualification | |
| Faculty - SCHOOL OF ECONOMICE'S MAN SCIE | |
| RBM600 DIPLOMA IN RETAIL MANAGEMENT | |
| | |
| | |
| SOL PLAATJE UNIVERSITY | |
| | |
| Process Trail: <u>Qualification</u> »Study Choices | |
| Qualification Study Choices | |
| Student Number: 202100001 | |
| Name: MR GRANNALCY TEBOGO MOTLHABANE | |
| • Step 1: Select how you would like to study for the qualification from the list provided. | |
| • Step 3: Select your intended study period (e.g. First Year, Second Year etc). | |
| Step 4: Enter a number representing your order of preference for this application(i.e. 1 = First Choice, 2 = Second Choice etc.) Step 5: (Optional) Click 'View Calendar Information' to view year book/calendar information based on your selection | |
| • Step 6: Confirm your acceptance of the application process rules and regulations and submit your application by clicking the 'Save and C | Continue' button. |
| Academic Year: 2021 Qualification: RBM600: Dip IN RETAIL BUSINESS MANAGEMENT | |
| How would you like to study for the qualification? CENTRAL CAMPLIS FULL TIME M | |
| When would you like to study for the qualification? YEAR BLOCK | |
| In which period are you intending to study? FIRST YEAR | |
| | |
| Academic Preference: 1 | |
| | |
| Save and Continue Restart Process View calendar information | |
| | |

Accept the application or restart the process.

Repeat the above process to apply for another qualification. At the **Academic Preference = 2 (Choice 2).**

Example 2:

| Process Trait: gualifications Current Grammer Callification Process Trait: gualifications Process Trait: gualification Process Trait: | Process Tail: Qualification? Student Number: 20210001 Student Number: 20210001 Mice of Programme or Qualification Student Number: 20210001 Mice of Programme or Qualification Application View Applications Any Disabilities? Update Personal Information Submit Application Submit Application View Completed Application(S) Personal Contact Detail Address Validation Process Status Vew Begistration | Stea for Humanity - Loan | A SOL PLAATJE UNIVERSITY Thursday, 13th August | t 202 |
|---|--|--|--|----------|
| Student Webs Application View Application Rules Schools Attended Set ers School Leaving Subjects Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Student Administration Student Administration Student Administration Student Enquiry Context Enquiry Enquiry Enquiry Engline En | Choice of Programme or Qualification Student Web Application New: Select your intended year of study, from the "Academic Year" its provided Enter a word or phrase pertaining to your intended field of study. This function will perform a search for an exact match of the text entered AII. Student Web Application New: Select your intended year of study from the "Academic Year" its provided Enter a word or phrase pertaining to your intended field of study. This function will perform a search for an exact match of the text entered AII. Cademic Year: [201 v] Find A Programme or Qualification Containing: [bcd] Student Year: [201 v] Find A Programme or Qualification Containing: [bcd] Student Year: [201 v] Find A Programme or Qualification Containing: [bcd] Student Year: [201 v] Find A Programme or Qualification Containing: [bcd] Student Year: [201 v] Find A Programme or Qualification Containing: [bcd] Student Year: [201 v] Find A Programme or Qualification Containing: [bcd] Student Year: [201 v] Find A Programme or Qualification Containing: [bcd] Student Year: [201 v] Find A Programme or Qualification Containing: [bcd] Student Year: [201 v] Find A Programme or Qualification Containing: [bcd] Student Year: [201 v] Find A Programme or Qualification Containing: [bcd] Student Year: [201 v] Find A Programme or Qualification Containing: [bcd] View Application View Completed Application(S) Personal Information Submit Application Personal I | 15 San 14 | Process Trail: Qualification> | |
| Student Web • Application View Application Rules Schools Attended • Enter School Leaving Subjects Certificates seen Enter School Leaving Subjects Certificates seen Enter School Leaving Subjects Certificates seen Submit Application View Completed Application(S) Personal Contact Detail Address Validation View Subjects Certificate Status • Registration View Completed Application(S) Personal Contact Detail Address Validation • Student Enquiry | Superative Stadent Windows Stadent Windows Stadent Windows Stadent Web Net: Application View Application Rules Schools Attended Search 9 Enter School Leaving Subjects Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Submit Application(S) Search View Completed Application(S) Search View Completed Application(S) Search View Studiation Search | - Igh | Choice of Programme or Qualification | |
| Student Web • Application Wet: Select your intended year of study room the *Academic Year' list provided. Enter a word or phrase pertaining to your intended field of study. This function will perform a search for an exact match of the text entered All field in the | | SOL PLAATJE | Student Number: 202100001 Name: No GRANNAL CV CEPOGG MOTI HABANE | |
| Student Web • Application View Application Rules Schools Attended • Enter School Leaving Subjects Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Submit Application View Completed Application(S) Personal Contact Detail Address Validation Process Status • Student Administration • Student Administration | Student Web Application View Application Rules Schools Attended Enter School Leaving Subjects Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Submit Application Submit Application View Completed Application(S) Personal Contact Detail Address Validation Process Status V evejistation | 30 44 - BHILA MU BL. | Note: Select your intended year of study from the "Academic Year" list provided Enter a word or phrase pertaining to your intended field of study. This function will perform a search for an exact match of the text entered Al | JI field |
| Student Web Application Kind A Programme or Qualification Containing: bed x)* Application Kestrict the Search to: Do not restrict any programme x)* View Application Rules Schools Attended > 9 Enter School Leaving Subjects Search Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Submit Application S Submit Application S S View Completed Application(S) S S Personal Contact Detail S S Address Validation S S Proces Status S S Resistration S S Resistration S S Resistration S S Resistration S S Student Enquiry S S | Student Web Application Application Restrict the Search to: Do not restrict any programme View Application Rules Search Schools Attended Search Description Search Schools Attended Search Enter School Laaving Subjects Search Certificates seen Search Enter Previous Qualifications Search Any Disabilities? Search Update Personal Information Search View Completed Application(S) Search Personal Contact Detail Search Address Validation Search Process Status Search | | indicated with a * must be completed. | |
| Student Web Find A Programme or Qualification Containing: bed * Restrict the Search to: bo not restrict any programme * View Application Rules Search Schools Attended Search Detre School Leaving Subjects Certificates seen Enter Previous Qualifications Search May Disabilities? Search Update Personal Information Search Submit Application(S) Search View Completed Application(S) Search Personal Contact Detail Search Address Validation Search Process Status Search Student Administration Search Student Enquiry Student Enquiry | Student Web Find A Programme or Qualification Containing: Ibcl x Application Restrict the Search to: Do not restrict any programme View Application Rules Search Schools Attended Certificates seen Enter Previous Qualifications Certificates seen Enter Previous Qualifications Certificates seen Update Personal Information Certification Submit Application Certification View Completed Application(S) Certification Personal Contact Detail Certification Address Validation Certification Process Status Certification | | Academic Year: 2021 v | |
| Application Search View Application Rules Search Schools Attended Image: Search Enter School Leaving Subjects Image: Search Certificates seen Image: Search Enter Previous Qualifications Image: Search Any Disabilities? Image: Search Update Personal Information Image: Search Submit Application(S) Image: Search Personal Contact Detail Image: Search Address Validation Image: Search Process Status Image: Search Student Administration Image: Search Student Enquiny Image: Search | Application Search View Application Rules Search Schools Attended Enter School Leaving Subjects Certificates seen Enter Previous Qualifications Enter Previous Qualifications Under testing and the search | Student Web | Find A Programme or Qualification Containing: [bed] × * | |
| View Application Rules Image: Content of the second of t | View Application Rules School Lawing Subjects Certificates seen Enter School Lawing Subjects Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Submit Application View Completed Application(S) Personal Contact Detail Address Validation Process Status A Registration | Application | Search | |
| Schools Attended Enter School Leaving Subjects Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Submit Application Submit Application View Completed Application(S) Personal Contact Detail Address Validation Process Status Registration Student Enquiry Curgout | Schools Attended Enter Schools Autended Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Submit Application View Completed Application(S) Personal Contact Detail Address Validation Process Status Aegistration | View Application Rules | Course | |
| Enter School Leaving Subjects Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Submit Application Submit Application View Completed Application(S) Personal Contact Detail Address Validation Process Status < Registration | Enter School Leaving Subjects Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Submit Application Submit Application(S) Personal Contact Detail Address Validation Process Status Process Status | Schools Attended | | |
| Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Submit Application View Completed Application(S) Personal Contact Detail Address Validation Process Status • Registration • Student Andministration • Student Enquiny | Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Submit Application(S) View Completed Application(S) Personal Contact Detail Address Validation Process Status Aegistration | Enter School Leaving Subjects | | |
| Litter Previous Any Disabilities? Update Personal Information Submit Application(S) View Completed Application(S) Personal Contact Detail Address Validation Process Status • Registration • Student Administration • Student Enquiry | Litter Previous Qualifications Any Disabilities? Update Personal Information Submit Application View Completed Application(S) Personal Contact Detail Address Validation Process Status • Registration | Certificates seen | | |
| Aiy Disabilities: Jupdate Personal Information Submit Application View Completed Application(S) Personal Contact Detail Address Validation Process Status • Registration • Student Administration • Student Enquiry | Airy Disabilities? Update Personal Information Submit Application View Completed Application(S) Personal Contact Detail Address Validation Process Status Process Status | Any Disabilities? | | |
| Submit Application Image: Constraint of the application (S) View Completed Application (S) Image: Constraint of the application (S) Personal Contact Detail Address Validation Process Status Image: Constraint of the application (S) × Registration Image: Constraint of the application (S) × Student Administration Image: Constraint of the application (S) × Student Enquiry Image: Constraint of the application (S) | Submit Application Image: Contact Detail Address Validation Image: Contact Detail Percess Status Image: Contact Detail Registration Image: Contact Detail | Undate Dersonal Information | | |
| View Completed Application(S) Personal Contact Detail Address Validation Process Status • Registration • Student Administration • Student Enquiry | View Completed Application(S) Personal Contact Detail Address Validation Process Status • Registration | Submit Application | N | |
| Personal Contact Detail Address Validation Process Status | Personal Contact Detail Address Validation Process Status • Registration | View Completed Application(S) | h2 | |
| Address Validation Process Status | Address Validation Process Status • Registration | Personal Contact Detail | | |
| Process Status | Process Status • Registration | Address Validation | | |
| | ▼ Registration | Process Status | | |
| Student Administration Student Enquiry | | ✓ Registration | | |
| Student Enquiry | ✓ Student Administration | Student Administration | | |
| Logout | ✓ Student Enquiry | ✓ Student Enquiry | A | |
| | | Locout | | |
| | | | | |

| sica (or romanity · Los | SOL PLAATJE UNIVERSITY | Thursday, 13th August 2020 |
|--|--|----------------------------|
| SOL PLAATJE SOL PLAATJE Murrastre | Submit Application Student Number: 202100001 Name: UR GRANNALCY TEBOGO MOTLHABANE Note: Click on the Qualification to proceed with your application. | |
| | Qualification | |
| | Faculty - SCHOOL OF EDUCATION | |
| Student Web Application View Application Rules Schools Attended Enter School Leaving Subjects Certificates seen Enter Previous Qualifications Any Disabilities? Update Personal Information Submit Application View Completed Application(S) Personal Contact Detail Address Validation Process Status Registration Student Administration Student Enquiry | EDU721 BED IN LANG MATHS SCIENCES TECH TEACHING EDU722 BED IN LANG SOCIAL SCIENCES LIFE SKILLS EDU731 BED IN LIFE SCIENCES LIFE SKILLS EDU732 BED IN SCIENCES MATURAL SCIE TEACH EDU734 BED IN LANG LARGES MAD HISTORY TEACHING EDU735 BED IN LANG LARGES AND HISTORY TEACHING EDU735 BED IN TEACH OF ACOECOBUSISCI MANAGEMENT EDU738 BED IN TEACH OF ACOECOBUSISCI MANAGEMENT EDU739 BED IN TEACH OF ACOECOBUSISCI MANAGEMENT EDU611 BEDHONS IN CURRICULUM STUDIES | L> |

I) View the completed application records.

STEP 11.

Click on **View Completed Application(s)**. To view the qualification(s) you have applied for.

| ol plaatje | UNIVERSITY | | | | | Wednesday, 3 | rd June 2020 |
|--------------------------------|-------------------------------------|----------------------------------|--|--------------|------------------|-----------------|----------------|
| iew Comple | eted Application(S) | | | | | | |
| tudent Number: ame: MR GRAN | : 202100001 INALCY TEBOGO MOTLHA | BANE | | | | | |
| ote : If any previ | ously submitted applications | exist click on the academic year | o view its detail. | | | | |
| cademic ear | Academic Preference | Qualification | Description | WRS Score | Contract Code | Quote Number | Quote Total |
| 21 21 | 1 2 | EDU734 EDU722 | B.ED LANGUAGES AND HISTORY TEACHING B.ED LANG, SOCIAL SCIENCES, LIFE SKILLS | 31 31 | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

m) How to update your communication detail?

STEP 12.

Click on **Personal Contact Detail**. You can now update your cell number(s), email address, Next of Kin Cell Number, etc. online. Click on **CELL NUMBER**, capture or override it with your new cell number and **SAVE**. The same applies to your **EMAIL Address**.

| Nor Humanay, Care | ^ | SOL PLAATJE UNIVERSITY | Thursday, 28th May 2020 |
|--|---|--|-------------------------|
| 1 500 2 | | Personal Contact Detail | |
| n nga 🔪 🖉 | | Student Number: 201800004 | |
| SOL PLAATJE | | Name: MR CARLO CUPIDO | |
| UNIVERSITY | | Note: If any previously entered contact details exist click on the Communication Type to view or change its detail. Click on the 'New Record button in order to add contact details. | |
| and a metric | | CELL NUMBER 0610826197 | |
| | | EMAIL AULICESS 20160004@pti ac.za | |
| Student Web | | New Record | |
| Application | | | |
| View Application Rules | | | |
| Schools Attended | | | |
| Certificates seen | | | |
| Any Disabilities? | | | |
| Update Personal Information | | | |
| Submit Application | | | |
| View Completed Application(S) | | | |
| Personal Contact Detail | | | |
| Address Validation | | | |
| Process Status | | | |
| Residence Application | | | |
| Registration | | | |
| Student Administration | | | |
| Student Enquiry | | | |
| Logout | | | |
| | - | | |
| | | | |
| | | | |

n) How to update address detail?

STEP 13.

Click on **Address Validation**. Click on the list of values to link your Next of Kin or Account address. **SAVE** after creating new addresses.

List of Values

| Address Types | |
|--|--|
| | |
| | |
| Search Close | |
| Code Description | |
| AP Account Postal Address | |
| NP Next of Kin Postal Address | |
| | |
| | |
| | |
| SOL PLAATJE UNIVERSITY | Friday. 5th June 2020 |
| A -1-1 | |
| Address Validation | |
| Student Number: 202100001 Name: MR GRANNALCY TEBOGO MOTLHABANE | |
| Note: Enter your address details and click 'Save'. Use the list of values button Q provi | led to access a list of pre-defined values. All fields indicated with a * must be completed. Click the 'Clear Form' button to clear the inserted values. |
| Type of Address: | |
| Address: | |
| | |
| Address Query Criteria | |
| Postal Code: • 9 | |
| Save Clear Form | |
| | |
| | |
| | |

Please following the steps if you are one of the

following:

- 1) A prospective student who applied previously?
- 2) A graduate of SPU?
- A registered student currently? (Under- and Postgraduates)
- a) Did you forget your student number?

STEP 1.

Click on Forgot Student Number

| DL PLAATJE UNIVERSITY | Thursday, 9th | July 202 |
|---|--|----------|
| SOL PLATJE SOL PLATJE WHYTERSTY H BONG TO THE ADD | | |
| Prospective Students | Registered Users: Login Credentials | |
| If you are a prospective student, not registered at this institution, please select the following option: | ©Student OPersonnel Other OAlumni Student Number: | |
| Apply, Register, Change personal information, get academic and other information and make payments. | Pin: | |
| | (5 numeric digits.Do not start with a 0.) | |
| | Login Forgot Pin Change Pin Request A Pin | |
| | Forgot Student Number | |

STEP 2.

Click on the **dropdown** list to choose an identification type (e.g. ID Number, Passport Number or Email Address).

Capture the Identification Type of your choice (e.g. ID Number) and click on the Search button for the system to identify you.

| | Forgot your Student Number? |
|--------|--|
| | Note: Choose an identification type and supply the relevant information in order for us to identify you on the system or click 'Back' in order to return to the log in screen. |
| | Identification Type ID Number V ID Number 7305110541087 * |
| | Search |
| | |
| K Back | |

Your requesting or forgotten student/reference number will be routed to your active email address ending with@spu.ac.za (e.g. <u>2014000001@spu.ac.za</u>). Click on the Back Button to return to the first screen.

| SOL PLAATJE UNIVERSITY | | Thursday, 9th July 2020 |
|------------------------|--|-------------------------|
| | Requesting forgotten Student Number | |
| | Your student number reminder has been sent to your e-mail address ending in ***spu.ac.za | |
| | Please access the [Contact Us] hyperlink below to contact us if you have any queries. | |
| (Back | Ν | |
| | WS | |

STEP 3.

After returning to the first screen and received your student/reference number, key in your student/reference number, then click on Request pin. Your new pin number will be routed to the same active email address ...@spu.ac.za.



b) Do you need assistance to access the Online Application system?



c) Communication detail for assistance.

Undergraduates Admissions Office: applications@spu.ac.za

Postgraduates

School of Education: postgrad.edu@spu.ac.za School of Applied and Natural Sciences: postgrad.nas@spu.ac.za School of Humanities: postgrad.hum@spu.ac.za School of Economics and Management Sciences: postgrad.ems@spu.ac.za

Welcome to Sol Plaatje University and thank you for applying online