



MY APPLICATION FOR POSTGRADUATE ADMISSION IN 2014

- Apply online. Use this booklet only if you do not have access to the internet.
- If you are currently registered at UCT you must apply online.
- Only detach perforated pages of this booklet when instructed to do so.
- Please write the appropriate codes in the shaded portions. Your 2014 Postgraduate Application Guide includes note and all the code tables you need.
- Please complete this form in CAPITAL LETTERS in ink (or a ballpoint pen).
- Return this completed form by post or in person. This form must not be faxed or emailed.

FOR OFFICE USE												
APPLICANT NUMBER:												
BATCH:					CAPTURER:							
RECEIPT NUMBER:							Date:	D	D	M	M	201Y
AMOUNT RECEIVED:							R					.

SECTION A

PREVIOUS APPLICANT NUMBER

HAVE YOU EVER APPLIED TO OR BEEN REGISTERED AT UCT BEFORE?

Please tick: YES ☐ NO ☐ If YES, enter your Applicant / Student Number:

SECTION B

PERSONAL DETAILS

Title (Table D)
(Mr, Mrs, Miss, Ms):

Date
of Birth:

Surname /
Last Name

First Names:

Preferred
First Name:

Other Former
Surnames /
Last Name:

Last Name on
(National) Senior
Certificate (for SC /
NSC writers only):

To complete the following:

Marital Status (Table D):

Sex (Table D):

Home Language (Table D):

If you are a South African citizen or a South African permanent resident:

Population Group / Self-declared race group:
(Table D)

SA Identity Number:

(for SA Citizens or SA Permanent Residents only)

If you are a citizen of or permanent resident in, a country other than South Africa, please provide details here:

Country (Table E):

Citizenship status (Table D):

Passport number (where available)

Will you need assistance because of a disability?
(Please tick)

YES ☐ NO ☐

If YES, you must specify the disability (Table D):

SECTION C

QUALIFICATION/S FOR WHICH YOU ARE APPLYING

Choice	Academic Plan Code (Table A):
1st Choice	<input type="text"/>
2nd Choice	<input type="text"/>

SECTION D

CONTACT DETAILS

Home (Street) Address:

Postal/Zip Code:

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Home (Postal)

Postal/Zip Code:

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Country Tel Code:

Dialling

Telephone

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Country Tel Code:

Cell / Mobile Number:

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Country Tel Code:

Dialling

Fax

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E-mail

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SECTION E

DETAILS OF ACTIVITIES SINCE LEAVING SCHOOL OTHER THAN TERTIARY EDUCATION

Year				Activity	Code (Table B)		
Y	Y	Y	Y				
Y	Y	Y	Y				
Y	Y	Y	Y				
Y	Y	Y	Y				

Year				Activity	Code (Table B)		
Y	Y	Y	Y				
Y	Y	Y	Y				
Y	Y	Y	Y				
Y	Y	Y	Y				

SECTION F

TERTIARY EDUCATION DETAILS

You must complete this section. Please enclose original transcripts or certified copies of your certificates/result statements.

Tertiary Institution	Code (Table C)							Year				Degree/Diploma completed or for which registered	For Office Use Transcript Received	
								Y	Y	Y	Y		Y	N
								Y	Y	Y	Y		Y	N
								Y	Y	Y	Y		Y	N
								Y	Y	Y	Y		Y	N

SECTION G

HOUSING APPLICATION

I apply for self-catering student accommodation:

YES

☐

NO

☐

NB - There is NO guarantee of accommodation.

SECTION H

POSTGRADUATE FUNDING INTEREST

Please tick the YES box to apply:

for UCT funding based on financial need/ or merit:

YES

☐

I do not wish to apply for funding from UCT:

NO

☐

If you have ticked YES, and you are a South African citizen or permanent resident, complete pages 3 - 8.

If you have ticked YES, and you are an international applicant or refugee, complete Form 10c.

FOR OFFICE USE

APPLICANT NUMBER:

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SECTION I

POSTGRADUATE FUNDING APPLICATION

PLEASE NOTE:

- Only South African citizens and permanent residents may use this form.
These awards are for South African citizens and permanent residents only. Non-South Africans are not eligible for these awards and should contact the Postgraduate Funding Office for application procedures and time-lines for International and Refugee Students Scholarships.
- Funding will only be available to successful applicants for the following tenures:
Honours - ONE YEAR - i.e. for the FIRST year of Honours only
Master's - TWO YEARS - i.e. for the FIRST TWO YEARS of Master's study only
Doctoral - THREE YEARS. i.e. for the FIRST THREE YEARS of Doctoral study only.
Students will NOT be considered for funding thereafter
- Students who will register for the 4th year of a Bachelors degree, PGCE, LLB or Postgraduate Certificates and Diplomas are not eligible for these awards but may be eligible for financial assistance for undergraduate study and should complete the UCT & NSFAS Financial Assistance Application and contact our Student Financial Aid Office or the Admissions Offices for this.
- UCT has limited funding for both local and international postgraduate students.
- UCT does not guarantee that an applicant will receive funding. We do not undertake to provide full-cost funding for postgraduate students. Students should apply/request funding/financial support from as many outside sources as possible. Information and details of available bursaries, scholarships and fellowship programmes are available in the University's Booklet No. 14 - Financial Assistance for Postgraduate Study and Postdoctoral Research. This Booklet is reproduced on the University's website and can be found on the following URL: http://www.uct.ac.za/usr/pgfo/booklet/pgfo_2014.pdf
- If you will be employed full-time in 2014 (i.e. working in excess of 25 hours per week) you are not eligible for funding support.

Applications must be submitted - with all required supporting documentation - to the Postgraduate Centre & Funding Office, University of Cape Town, Private Bag X3, Rondebosch, 7701 by no later than **31 October 2013**. If you intend to register at the University of Cape Town for a degree in 2014, and you are not a student at the University of Cape Town, you must submit a midyear transcript by no later than 31 October, and a final transcript of your undergraduate studies by no later than 15 January 2014. Applications that are without transcripts after that date will be disqualified. All students applying for need-based support will be means-tested and may be offered a NSFAS loan. Most of the categories of award described in the above-mentioned booklet have their own criteria and application forms. The booklet will indicate which application form is required. These forms can be sourced online from the following URL: <http://www.uct.ac.za/apply/funding/postgraduate/applications/>.

VERY IMPORTANT INFORMATION:

- Please note that if you are eligible for an NRF or MRC award, you **MUST** apply to the NRF or MRC for a bursary. The University will not consider you for a UCT Merit-award unless you apply to the NRF/MRC. For details on applications to the NRF/MRC, please refer to Section 1 of Booklet No. 14.
- NSFAS & NRF cannot be held concurrently
- NRF & UCT Merit awards cannot be held concurrently. Eligible applicants may be allocated an NRF or a UCT Merit award.

CLOSING DATE FOR APPLICATIONS: 31 OCTOBER 2013

NEED ONLY applicants: Complete PARTS 1 - 12	Full name of Applicant :			
MERIT and NEED combination applicants: Complete PARTS 1 - 12	Student / Applicant Number:			
MERIT ONLY applicants: Complete ONLY PARTS 9 - 12	I am applying for:	NEED ONLY <input type="checkbox"/>	MERIT and NEED <input type="checkbox"/>	MERIT ONLY <input type="checkbox"/>

MERIT ONLY APPLICANTS DO NOT COMPLETE PARTS 1 - 8

PART 4	CONTINUED																				
Marital Status (Table D): <input style="width: 20px; height: 20px;" type="checkbox"/>		Identity number (attach copy of ID to verify) <div style="border: 1px solid black; width: 100%; height: 20px; display: flex; justify-content: space-between;"> </div>																			
Permanent Home Address: <div style="border: 1px solid black; width: 100%; height: 40px; display: flex; justify-content: space-between;"> </div>		Cell / Mobile Number: <div style="border: 1px solid black; width: 100%; height: 20px; display: flex; justify-content: space-between;"> </div>																			
Province: <div style="border: 1px solid black; width: 100%; height: 20px; display: flex; justify-content: space-between;"> </div>		Postal Code: <div style="border: 1px solid black; width: 100%; height: 20px; display: flex; justify-content: space-between;"> </div>		Dialling Code: <div style="border: 1px solid black; width: 100%; height: 20px; display: flex; justify-content: space-between;"> </div>		Telephone Number: <div style="border: 1px solid black; width: 100%; height: 20px; display: flex; justify-content: space-between;"> </div>															
Occupation: _____ Full-time/Part time) Gross Earnings: R _____ Per week/month/year																					
Employer's Name: _____ Employer's Tel. Number: _____																					
Self employed (Yes/No): _____ Nature of Business: _____																					
Other Income: Maintenance: R _____ State Allowance: R _____ Pension: R _____																					
Income received from deceased spouse's estate: R _____ Investment Interest: R _____																					
Rental Received: R _____ Contribution from others: R _____																					
1. If widowed, provide certified copy of death certificate of deceased spouse. 2. If divorced, provide certified copy of full divorce agreement.																					

PART 5	MONTHLY INCOME AND EXPENDITURE STATEMENT - To be completed by:		
1. Applicants who are no longer supported by parents and who are unmarried must submit a sworn affidavit stating this. The affidavit must be accompanied by the applicant's bank statements for the past 3 months. 2. Applicant who are married. 3. The parents and/or the guardian and/or student spouse.			
INCOME	RAND VALUE	EXPENDITURE	RAND VALUE
1) Salaries		Rent	
2) Business		Bond	
3) Informal Selling (hawking)		Loans	
4) Pensions		Rates	
5) Disability Grants		Groceries	
6) Foster Grant		Maintenance	
7) Child Grant		Telephone	
8) Rental Income		Clothing	
9) Estate / Trust Fund Income		Transport	
10) Investment Income		Motor vehicle / s	

PART 6	DETAILS OF ASSETS		
DETAILS OF PROPERTY(S) OWNED BY APPLICANT/SPOUSE/MOTHER/FATHER/LEGAL GUARDIAN			
Description and Address	Market Value (provide proof)	Monthly Bond Repayment (provide proof)	Bond Balance
1)			
2)			
3)			

MERIT ONLY APPLICANTS DO NOT COMPLETE PARTS 1 - 8

PART 6	CONTINUED		
PROVIDE PROOF OF LEASE AGREEMENT IF RENTING YOUR HOME DETAILS OF MOTOR VEHICLE(S) OWNED BY APPLICANT/SPOUSE/MOTHER/FATHER/ LEGAL GUARDIAN			
Description of Motor Vehicle(s) and owner	Year	Market Value	Balance owing
1)			
2)			
3)			

PART 7	CERTIFIED COPIES OF BIRTH CERTIFICATES OR ID DOCUMENTS OF ALL HOUSEHOLD MEMBERS TO BE ATTACHED				
Please list ALL those who are dependent on the family's total monthly income. If you have a sibling studying at another tertiary institution please provide proof of their registration and indicate their year of study.					
Name	Age	How is this person related to you (e.g. mother, wife, son)	If the person is not part of your immediate family, state why the person is a dependant	Please state which of the following categories the person falls into: pre-school child; scholar; student a College, University of Technology or University; adult	Indicate the type of income received by the dependents. Wages / Salary / Pension / Child Support / Interest on Investment / Business Profit

POSTGRADUATE FUNDING

PART 8	FULL-TIME EMPLOYMENT FOR THREE OR MORE YEARS PRIOR TO COMING TO UCT
If you have been in full-time employment for three or more years prior to coming to UCT, you must provide a curriculum vitae together with a statement of your current financial circumstances.	
If you are currently employed please provide: _____	
Occupation: _____ (Full-time/Part time) Gross Earnings: R _____ Per week/month/year	
Employer's Name: _____ Employer's Tel. Number: _____	
Self employed (Yes/No): _____ Nature of Business: _____	
Other Income: Maintenance: R _____ State Allowance: R _____ Pension: R _____	
Income received from deceased spouse's estate: R _____ Investment Interest: R _____	
Rental Received: R _____ Contribution from others: R _____	
1. If widowed, provide certified copy of death certificate 2. If divorced, provide certified copy of full divorce agreement	
Have you been placed under Administrative Order by the court? If Yes, state details: _____	
Do you have an outstanding NSFAS Loan? If Yes , state outstanding amount: _____	
Do you have a sibling studying at UCT?	
Yes <input type="checkbox"/>	No <input type="checkbox"/> If Yes, UCT Student Number of sibling: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

PERSONAL DETAILS OF APPLICANT

Surname / Last Name (as per South African I.D. document):

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[illegible][illegible]

Date of birth

[illegible]

D	D	M	M	Y	Y	Y	Y
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[illegible]

Are you physically disabled? If yes, state the nature of your disability and attach the required medical certificate.

Home Address:

[illegible][illegible]

Cell / Mobile Number:

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[illegible][illegible]

ACADEMIC INFORMATION

D	D	M	M	2	0	Y	Y
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Intended degree for which you will register in 2014 _____ Department _____

Master's & Doctoral Students Only: Brief outline of Intended Research (please attach)

Qualifications obtained to date:

Qualification _____ Institution _____ Year _____

MASTER'S AND DOCTORAL CANDIDATES ONLY (Intending Honours students do not have to submit academic references)

Provide details of two academic referees who have agreed to provide academic referee reports on you. Your referees **MUST BE ACADEMICS** who have taught or supervised you at university. Your application will not be considered without 2 academic referee reports. It is your responsibility to ensure that the required references are sent to the PG Funding Office by your referees. The PG Funding Office will not source references on your behalf.

Name: _____ Name: _____

PART 11

NOTE: If you are currently employed please provide: **1. Proof of income, (e.g. salary slip or bank statement)**

Expected employment in 2014 _____

Occupation: _____ (Full-time/Part time) Gross Earnings: R _____ Per week/month/year _____

Number of Hours worked per Week and month: _____

Employer Name: _____ Employer Tel. Number: _____

Self employed (Yes/No): _____ Nature of Business: _____

Have you been placed under Administrative Order by the court? If Yes, state details _____

Do you have an outstanding NSFAS Loan? If Yes, state outstanding amount _____

PART 12

UCT WILL NOT HESITATE TO TAKE LEGAL ACTION IF SIGNATURES OR INFORMATION HAVE BEEN WILFULLY FORGED OR FALSELY GIVEN

DECLARATION BY BIOLOGICAL PARENT / SPOUSE / COURT-APPOINTED LEGAL GUARDIAN
(To be completed by parent / spouse or legal guardian even if student is over 21 years of age.)

I _____ (mother / guardian / spouse) and I _____ (father) declare that the information stated in Section C is true to the best of my knowledge and belief. I have submitted this information knowing that, if tendered in evidence, I would be liable for prosecution if I wilfully state in it anything which I know to be false or which I do not believe to be true. In the interest of good governance and accountability for Public Funds, **I agree that the University may request my individual profile from the Transunion Credit Bureau to verify my employment details.**

Mother ☐ Father ☐ Guardian ☐ Spouse ☐ Date:

D	D	M	M	2	0	1	3
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AS WITNESSED BY: _____ (Signature of witness) _____ (Initials and last name of witness)

DECLARATION BY STUDENT: I _____ hereby declare that the _____ information stated in this application, including the information about my parents / spouse / legal guardian in Section C, is true to the best of my knowledge and belief. I have submitted this information knowing that, if I wilfully stated in it anything which I know to be false or which I do not believe to be true, I may be declared ineligible for all financial assistance, and any financial assistance already granted may be withdrawn and any sums paid to me or on my behalf may be recovered from me and disciplinary action may be taken against me, either in the university courts or in the civil courts. I further undertake to inform the Postgraduate Centre and Funding Office of any change in my circumstances. I acknowledge that should I fail to do so and continue to receive financial assistance which I would not be entitled to by reason of my changed circumstances, the University may have recourse against me in any of the ways set out above.

(Signature of applicant) Date:

D	D	M	M	2	0	1	3
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PLEASE TICK THE CHECKLIST TO ENSURE THAT YOU HAVE ATTACHED ALL THE NECESSARY DOCUMENTS - IF PARENTS / SPOUSE / GUARDIAN ARE EMPLOYED BY A COMPANY OR IF SELF-EMPLOYED:

☐ Attach salary/wage slips of both parents

1. IF PARENTS / GUARDIAN/ SPOUSE ARE A SOLE PROPRIETOR: The following documents must be provided:

☐ Income statements & balance sheet and IT12 (last 2 years)
IT3 (b) Income Tax Certificate from the Bank, Statement of Personal Assets and Liabilities (last 2 years)

☐ Personal Bond statement

☐ Council rates account or a copy of the Lease agreement if renting

2. IF PARENTS / GUARDIAN / SPOUSE ARE AN INFORMAL TRADERS / HAWKERS: The following documents are required:

☐ Proof of Income

☐ Bond statement and Council rates account OR a copy of the Lease agreement if renting accommodation.

3. IF PARENTS / GUARDIAN / SPOUSE ARE EARNING COMMISSION: The following documents must be provided:

☐ IRP5, IT3 and IT12

☐ ADDITIONAL DOCUMENTS REQUIRED

4. IF PARENTS / GUARDIAN / SPOUSE OWN OR BELONG TO A CC AND / OR A PTY(LTD): The following documents are required:

☐ Complete Financial statements signed by members and person(s) drawing up the statements which should include,

☐ An Income Statement, Balance Sheet, Cash Flow statement Notes, IT14 - Tax return for the business (last 2 years)

☐ T12 - Tax return for the individual (last 2 years)

☐ IT3(b) Income Tax Certificate from the Bank (last 2 years)
Statement of Personal Assets and Liabilities (last 2 years)
Personal Bond statement.

5. IF PARENTS / GUARDIAN / SPOUSE ARE UNEMPLOYED: The following documents must be provided:

☐ Official letter from the Department of Labour proving unemployed status

☐ Bond statement and Council rates account OR a copy of the Lease agreement if renting accommodation.

☐ a copy of the Lease agreement if renting accommodation.
Proof of how the family is being supported financially.

☐ If parent/guardian receives income such as pension/grant/maintenance/rental/interest from investment, please submit proof thereof.

FOR OFFICE USE

APPLICANT NUMBER:

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SECTION J

PLEASE HELP US UPDATE OUR ALUMNI / AE RECORDS

NOTE

- Do not detach this form.
- Please complete this if either or both your parents or your spouse or a brother or sister has studied at UCT in the past.
- The UCT Alumni Office strives to maintain contact with our alumni/ae. In order to do so we need your help.
- This information is not used in the admissions process.

IF YOUR SPOUSE IS AN ALUMNUS / ALUMNA, PLEASE GIVE

His / Her Names: _____

His / Her Former Names (if applicable): _____

His / Her years at UCT: _____ From _____ To _____

His / Her Qualification(s) from UCT: _____

Home Address: _____

_____ Code: _____

Telephone: _____ E-mail: _____

Is He / She receiving: UCT Alumni news? YES ☐ NO ☐

IF YOUR MOTHER IS AN ALUMNA, PLEASE GIVE HER

Names: _____

Former Names (if applicable): _____

Years at UCT: _____ From _____ To _____

Qualification(s) from UCT: _____

Home address: _____

_____ Code: _____

Telephone: _____ E-mail: _____

Is She receiving: UCT Alumni news? YES ☐ NO ☐

IF YOUR FATHER IS AN ALUMNUS, PLEASE GIVE HIS

Names: _____

Years at UCT: _____ From _____ To _____

Qualification(s) from UCT: _____

Home Address: _____

_____ Code: _____

Telephone: _____ E-mail: _____

Is He receiving: UCT Alumni news? YES ☐ NO ☐

IF YOUR BROTHER OR SISTER IS AN ALUMNUS / ALUMNA, PLEASE GIVE

His / Her names: _____

His / Her former names (if applicable): _____

His / Her years at UCT: _____ From _____ To _____

His / Her qualification(s) from UCT: _____

Home address: _____

_____ Code: _____

Telephone: _____ E-mail: _____

Is He / She receiving: UCT Alumni news? YES ☐ NO ☐

SECTION K

DECLARATION & UNDERTAKINGS BY APPLICANT

1. I have read and understood *My 2014 Postgraduate Application Guide*. The information I have supplied is complete and true. If any of it is found to be incomplete, false or misleading the University may cancel any offer made, or my registration.
2. If I am a minor, my admission to the University has the consent of my parent/guardian.
3. I undertake to abide by the rules of the University.
4. I hold myself responsible for the payment of all fees and charges due and payable by me to the University for all courses for which I register. If I am in arrears, I will be liable to pay interest at the rate of 1% per month from due date until date of payment and I will be liable for all costs of recovery, including fees charged by attorneys on the scale as between attorney and client and collection commission. I understand that payments received will be allocated to clear unpaid interest first, followed by the oldest debt. If I do not inform the Registrar in writing of withdrawal from studies or a course by the prescribed date(s) I will be liable for full fees even if I do not make use of UCT facilities. I understand that if I am a non-South African student who qualifies for local fees, the minimum initial payment of academic and residence fees must be made prior to registration.
5. I accept, agree and understand that: UCT may keep and process my data and documents in electronic or other format, including the personal data supplied by me in my application; UCT may obtain, process and retain results of my examinations relevant for making an admissions decision direct from examining authorities; UCT may use and transfer all such data and documents in electronic or other formats for UCT purposes consistent with UCT's relationship with me as an applicant and if, admitted, as a student and former student including but not limited to submission of data for the National Learner Record database and other returns required by the Department of Higher Education and Training; and without detracting from the generality of the above, that UCT may report to my parents or legal guardian and/or the person responsible for fee payment details of my academic progress. I note and accept that UCT places records of qualifiers and academic records in the public domain. I accept that I am responsible for updating my personal details and will notify UCT of any changes.
6. I hereby waive all claims against the University for any damages or loss suffered while I am, or as a consequence of my being, a student of the University, for damage to any property belonging to me or any other person, howsoever such damage or loss is caused, including but not limited through the negligence of the University or any official, employee or representative of the University.
7. I hereby indemnify, or my estate hereby indemnifies, the University against any claims by any person arising in any way as stated above or in respect of my own negligent or willful acts or omissions.

Signature of Applicant: _____

Date:

D	D	M	M	2	0	1	Y
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APPLICATION FEE

PLEASE ENCLOSE CHEQUE, POSTAL ORDER, CREDIT CARD PAYMENT FORM
(OR PROOF OF PAYMENT IF EFT OR OTHER ELECTRONIC PAYMENT IS MADE)

Enter the amount
enclosed below:

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(MBA application fees must be sent direct to the GSB)

CHECKLIST

PLEASE NOTE: EVEN IF YOU HAVE NOT YET OBTAINED SOME OF THE CERTIFICATES
MENTIONED ABOVE, PLEASE SUBMIT THIS APPLICATION FORM NOW.

Send the certificates when you receive them, quoting your academic programme choice(s) and applicant number.



Have you completed pages 1, 2, 3 and 4 of this form? _____

☐

Have you signed this form? _____

☐

Have you enclosed the application fee? _____

☐

Have you filled in your correct birth date? _____

☐

If you have attended a higher education institution, have you enclosed an original transcript, or certified copy, and certificate of conduct? _____

☐