



How to Apply to **Tertiary Institutions**



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Introduction

Students, it is time to get going with the planning of your future, or at least thinking about the next step.

The applications for university and other tertiary education opportunities can be a daunting task, with many questions that need to be answered and processes that need to be clarified.

Whether you are a parent, friend, or matriculant, this eBook has been written with the goal of doing just that. Consider this as your wingman as you start your journey to the rest of your life.



SO...

WHERE TO START?

Know what you want to do. Before you start applying to tertiary institutions, it is important to take some time to reflect on who you are currently, who you want to be in the next few years, and ultimately how you envision your life to play out.

Here are some crucial questions to ask yourself / or your child:

- ♥ What do I love? Do you believe that you can love what you do and also make money doing it? _____
- ♥ What inspires me? _____
- ♥ What interests me? _____
- ♥ What do I like to learn? _____
- ♥ What is my definition of work? _____
- ♥ What is my dream? _____
- ♥ What are my skills? _____
- ♥ What are my talents and strengths? _____
- ♥ Are there jobs / opportunities in the career? _____
- ♥ What is my personality? _____
- ♥ What are my values? _____
- ♥ What impact do I want to have on other people's lives or in the world? _____
- ♥ What is my career vision? _____
- ♥ Why do I want this career? _____
- ♥ What training do I need for this career? (some careers require advanced qualifications and financial investment, e.g. medical doctor, pilot, engineer, while other careers can be pursued with no or minor qualifications) _____

Specifically, for parents:

- What advice would you give your younger self knowing what you know now about your career and where you find yourself today?
- Based on how well you know your child, what would you say to him/her about their career choice?

Some of these questions are tough. If you are battling to answer them, book a coaching session and let us help you get your dux in a row. Send us an email on info@duxpd.co.za or WhatsApp / call on 060 656 1305





ONE.

Why Grade 11 Is So Important

If you are planning to study straight out of matric, you will be applying with your Grade 11 results (the varsities look at mid-year and final results). Most university application dates in South African close in September (some faculties as early as June).

The space in our universities is also limited, so applying early increases your chance of being accepted. Even though the acceptance is conditional with your Grade 11 results and will be confirmed on submission of your final matric results, many courses are highly competitive and have limited enrolment spaces.

This is also important if you would like to apply to live on campus in one of the student residences.

(See the stats at the end of this eBook).

GRADE 11 MATTERS BECAUSE:



1

You use these marks to apply to tertiary institutions. They will help you decide what and where you can apply for certain qualifications



2

Bursary funders look at your Grade 11 and 12 marks when you apply for funding



3

It helps you build good study habits for your matric year – matric is not a stand-alone year. Grades 10, 11, and 12 form the bridge you are building to your future.

Each institution is different, and the entry criteria vary. What we have included in this eBook is

the basic information that MOST will use. It is important to check with each institution you apply to what they need from you.

Career Pathways

What Are Career Pathways?



Finish school :

- Find a job Or
- Join an internship



Study at a tertiary institution – academic

- Higher certificate
- Diploma
- Degree

Study at a tertiary institution - apprenticeship

- Trade
- Artisan



Short courses

- Build different skills
- Be multi- talented



• Entrepreneurship

- Start a business
- Buy a business





What You Need To **Consider**



What institution you apply to



What program you apply to



When you apply (at what point in the admissions cycle you apply)



What year you apply (universities can change their requirements, processes, and timelines from year to year)

Check out <https://www.gostudy.net/dux/> our free online assessment and guide to careers, institutions and entry criteria.
<https://www.pacecareers.com/services-1> another good resource!

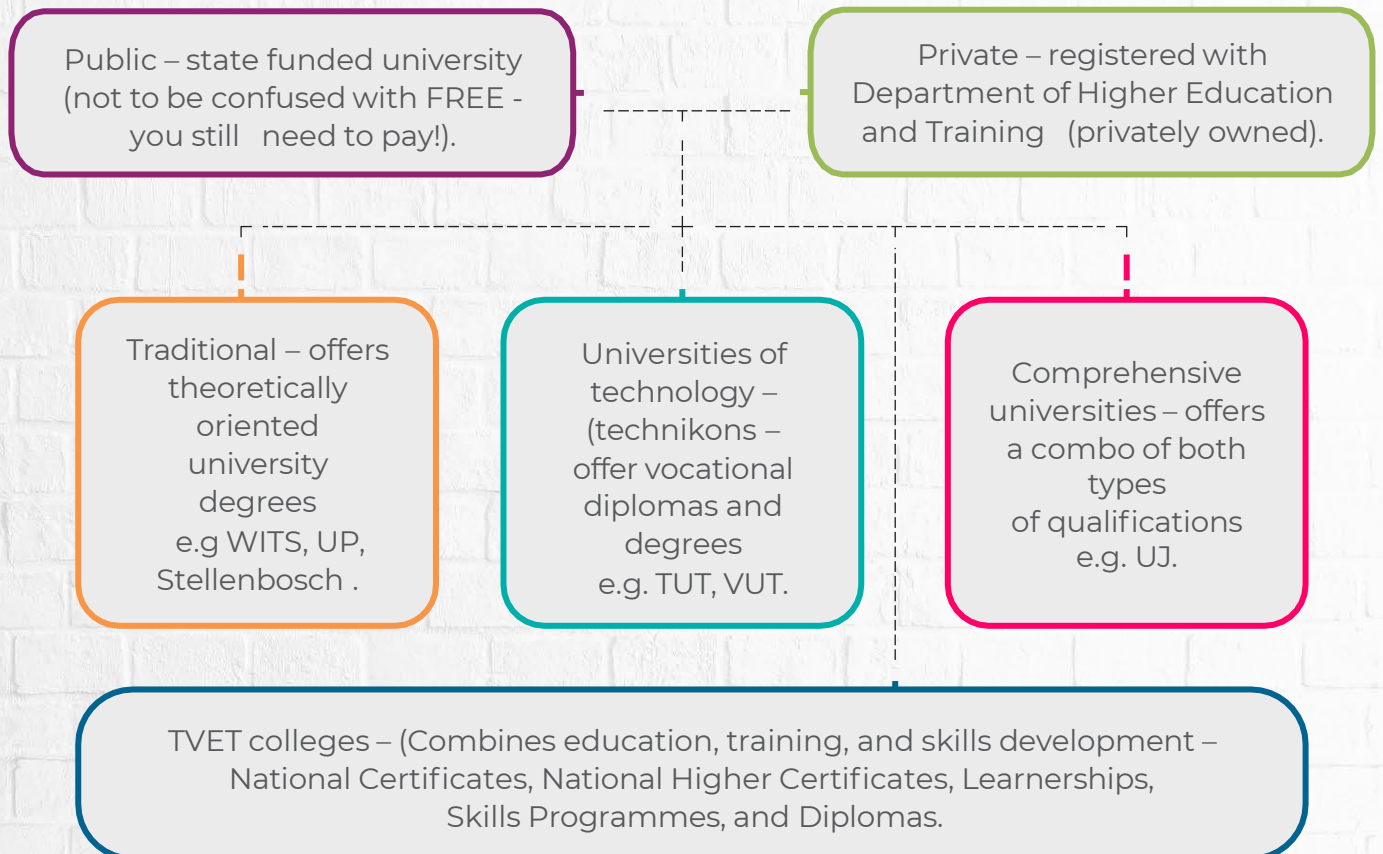


TWO.

Choosing Your Institution and Entry Criteria

Not all tertiary institutes are created equal. Many may have faculties that are particularly good in certain degrees. It is important to do your research.

TYPES OF TERTIARY INSTITUTIONS



NB - check the registration status of private institutions with DHET: toll-free number 0800-872-222.

Tips on verifying a tertiary institution status:

- Before enrolling with a private higher education institution, ask for evidence that the institution and its programmes are registered. This evidence is the certificate of registration and the registration number issued by the department.
- Make sure that the institution offers learning programmes and qualifications at the level at which you want to qualify.
- Any claims by an institution that it is offering internationally recognised higher education programmes, while not registered to operate in South Africa, are misleading.

Public and private higher education qualifications are accredited and registered in precisely the same way against the same criteria by the same regulatory authorities.

STEPS

Which course do you want to study?

Choose the course you want to study that will help you get to the career you want to pursue and the life you want to build. If you are not sure about the vision and career you want, choose a course that builds general skills that you can use in work and business. Remember that it is expensive to study, so choose wisely or take a gap year and use that time to decide your way forward.

1

Make a list of institutions and do the research

- Make a list of the institutions that offer the field of study you are interested in.
- Look at reviews of the course from that institution.
- Find out how long the course is, how many credits you will receive on completion of the course, what APS points you will need in order to apply, and whether you need to complete the National Bench Mark Test (NBT) to apply.
- What opportunities are there to complete post graduate courses and if this is necessary in your line of work.
- Opening and closing dates and by when your application must be submitted.
- Check if campuses offer student accommodation.

2

Attend the Open Days

Attending open days will give you a chance to get the full look and feel of a campus. This year open days will be held at various campuses. Please keep an eye on the websites of the institutions you would like to apply to for their open days.

3

Pros and Cons

Use the checklist at the end of the book to create a clear pros and cons list for each institution.

4

Make Your Choice

Choose where you want to go based on your research, your marks, entry requirements, location, and budget.

5

Have a Plan B

Life does not always go as planned, and it is important to have a backup. When you are considering careers think about other qualifications you could study that will get you to the same or similar career. When you apply you will be given the opportunity to list up to 2 - 3 courses you would like to study. If your first choice is full, the institution will look at choice 2 then 3. Make sure these courses are ones that you are interested in pursuing.

6

Remember – even if you have all the right marks, APS score, NBT results, you have no guarantee to being accepting because there are so many applicants.



THREE.

Application Process to Tertiary Institutions

NOTE: This is a general guideline as each institution has their own process.

Most tertiary institutions have an online application process but there are a few that still require you to submit a hard copy (manual) application. It is important to check with the institution you want to study at how they take in their applications.

These are the dates application open and close at the main universities / institutions in SA:

For private universities and colleges, please contact them directly for application opening and closing dates.

Check out this link for all the accredited private colleges in South Africa:

<https://www.umalusi-online.org.za/enquiries>

2027 University Application Dates

| Institution | Opening Dates | Special Closing Dates | Closing Dates |
|------------------------------|---------------|---|---------------|
| University of Cape Town | 1 April | | 31 July |
| University of Witswatersrand | 1 March | Health Sciences including Nursing - 30 June 2026 | 30 September |
| University of Pretoria | 1 April | 31 May 2026 - Veterinary | 30 June |
| Stellenbosch University | 18 April | | 31 July |
| University of KwaZulu Natal | 1 March | | 30 September |
| University of Johannesburg | 1 April | | 31 October |
| University of Western Cape | 2 April | | 30 September |
| University of Free State | 1 April | 31 May – Faculty of Health Sciences; 31 July – Architecture, Social Work and Nursing | 30 September |
| Rhodes University | 1 April | | 30 September |

| Institution | Opening Dates | Special Closing Dates | Closing Dates |
|--|---------------|--|---------------|
| North West University | 1 April | | 31 August |
| Tshwane University of Technology | 1 April | | 30 September |
| Durban University of Technology | 1 April | | 30 September |
| University of Fort Hare | 12 May | | 31 October |
| University of Limpopo | 1 April | 30 August – Health Sciences, Social Work | 30 September |
| Nelson Mandela University | 1 April | 30 June - Health Sciences | 30 September |
| University of Venda | 1 May | | 30 September |
| Sefako Makgatho Health Sciences University | 1 April | | 31 July |
| University of Zululand | 1 March | | 31 October |
| Vaal University of Technology | 1 April | | 31 October |
| Central University of Technology | 1 April | | 30 September |
| Walter Sisulu University | 1 April | | 31 October |
| University of Mpumalanga | 1 June | | 30 November |
| Mangosuthu University of Technology | 1 March | | 30 September |
| Sol Plaatjé South Africa | 1 April | | 30 September |
| Cape Peninsula University of Technology | 13 May | | 30 September |
| University of South Africa | 1 August | | 31 October |

TVET COLLEGES:

- **Opening dates:** please check with your TVET. Closing date - September

PRIVATE COLLEGES AND UNIVERSITIES :

- Varying dates (should spaces be open you can apply and register as late as the month the programme starts)

THE APPLICATION PROCESS

- 💡 Know opening and closing dates.

- 💡 Check out application process – online vs hard copy (manual application).

- 💡 You will need a valid email address (Gmail or Yahoo mail account) and a contact number.

- 💡 Complete the application – online or in hard copy. **Make double sure all the details you capture are correct!**

- 💡 Have the following information on hand: Exam results: Grade 11 end of year results (some institutions may ask for your June Matric results if you have them).
 - ✓ Have NBT results if needed.
 - ✓ Copy of your ID (Certified).
 - ✓ Parent's/guardian's ID (Certified).
 - ✓ Proof of residence .
 - ✓ Most recent payslip (if you are applying for funding).

(NEVER send the original documents with a manual application).

- 💡 Document upload requirements when applying online:
 - All documents must be certified.
 - When uploading documents, ensure that the scanned file is within the max size limit set by the institution and the right type of file e.g. pdf or jpg .
 - Each document must be scanned and uploaded as separate attachments. **(TIP – have your name in the document name**
 - e.g. NAME_Identity Doc).
 - Alternatively, documents can be emailed to a relevant email address if this is the instruction. Make sure you have a provisional reference/student number noted in the subject line of the email.

- 💡 Sign the declaration – once you have checked that the information is 100% correct get your parent or guardian to sign the declaration.

- 💡 Pay the application fee – this varies from institution to institution. Do a direct payment online if the facility is available or EFT it or pay it at the bank. Never post it. Keep proof of payment.

- 💡 Send the university proof of payment if it's required. If your application fee is not paid, your application will NOT be considered.

- 💡 You will receive acknowledgment of the receipt of your application. Make sure you keep this as proof you did apply and pay the fee. If you submit a hard copy application, make sure you get something to prove you have submitted and paid.

- 💡 You will be sent a formal email or letter to inform you if you have been accepted or not.

You can apply to as many institutions you would like. Remember to continue working hard.



INTERNATIONAL QUALIFICATIONS AND HOW IT WORKS?

1.

You will need to apply to Universities South Africa for a matriculation exemption.

A matriculation exemption is a legal requirement for first-degree study at a South African university. Check out the FAQ's on their site

<https://mb.usaf.ac.za/faqs/>.

Home-schooling and online schooling is growing each year in SA. Many students and parents ask the question – will I be able to get into university with a foreign secondary school qualification?

The answer is a resounding YES!

2.

Understand the admissions criteria of the tertiary institution where you would like to study. Check with the faculty in particular!

Different faculties have different requirements. Most universities have included international qualifications, like Cambridge International, in their prospectus because so many students are opting for these secondary school alternatives. Just like any other application, you will need to meet the subject requirement for your degree as well as the APS score.

See the examples below from University of Johannesburg and University of Cape Town (similar tables exist for most SA universities)

Rules to be implemented with this development.

In order to determine the Admission Point Score (APS) the following principles need to be taken into consideration:

- Applicants with the following results, WAEC, Diplome or Exam D'Etat, Certificado de Habilitacoes Literarias, Ensino Medio and Baccalaureat should be linked with the Ordinary Level (O) Grades on UJ's Student database.
- Applicants with the following results, HGCSE, NSSC (HL), AS Level, IB (SL) and ICSE should be linked to the South African NSC (N) Grades on UJ's Student database.
- Applicants who have set for either A Level or IB (HL) should be linked to the (A) Grades on UJ's Student database.

| UJ Grade | NATIONAL | | | | | | INTERNATIONAL | | | | | |
|-------------|----------|---------|---------|---------|----------|----------|---------------|---------|---------|----------|------|--|
| | NSC (N) | NSC (M) | NSC (L) | NSC (H) | NSC (HL) | NSC (SL) | A Level | IB (SL) | IB (HL) | AS Level | ICSE | |
| 7 | 100-100% | A | A | A | A | A | A | A | A | A | A | |
| 6 | 90-100% | B | B | B | B | B | B | B | B | B | B | |
| 5 | 80-90% | C | C | C | C | C | C | C | C | C | C | |
| 4 | 70-80% | D | D | D | D | D | D | D | D | D | D | |
| 3 | 60-70% | E | E | E | E | E | E | E | E | E | E | |
| 2 | 50-60% | F | F | F | F | F | F | F | F | F | F | |
| 1 | 40-50% | G | G | G | G | G | G | G | G | G | G | |

3.

For information specifically about Cambridge Examinations and SA university entrance please follow this link: <http://www.isct.co.za/wp-content/uploads/2019/02/Uni-versities-South-Africa-brochure-FINAL2019.pdf>

While this can feel complicated, there is only one additional step in the application process and that is to apply for your matriculation exemption.

SCORE CALCULATION FOR SELECTED NON-SOUTH AFRICAN EXAMINING AUTHORITIES

| ADMISSION POINTS TABLE | | | | | | |
|------------------------|-------|---------|-----------|----------|-------|-------|
| Points | IGCSE | NSSC HL | AS LEVELS | A LEVELS | IB SL | IB HL |
| 10 | | | | A | | 7 |
| 9 | | | | B | | 6 |
| 8 | | 1 | A | C | 7 | 5 |
| 7 | | 2 | B | D | 6 | 4 |
| 6 | A | 3 | C | E | 5 | 3 |
| 5 | B | | D | | 4 | |
| 4 | C | | E | | | |



APPLYING TO RES - PRIVATE AND INSTITUTION PART OF APPLICATION

If you plan on studying and living away from your home, you will need to apply for student accommodation either directly with the institution or find private student accommodation.

Application to campus res is done with your online application – please make sure you include this if you want to live on campus. There is limited space for campus res, so apply early to avoid disappointment.

Alternatively, you can apply for accommodation at a private student res. There are many companies offering this service. Do your homework as there is a variety of options offering different prices, rooms (single or sharing), facilities and standards. Check that the private accommodation service provider is accredited by the institution of your choice.

Student Success Tip: Stay in a well-run accommodation

We've got your back! Check out some great places to stay:



SCAN HERE

KNOW YOUR BUDGET

For 2027, the SIOC-CDT bursary covers up to: +/- R68 000 (accommodation only). **Meals aren't included.**

Make sure your rent includes:

- ✓ **Wi-Fi**
- ✓ **Electricity**
- ✓ **Utilities**
- ✓ **Admin fees**

No hidden costs. No surprises.

TIPS

BOOK EARLY! Want good student accommodation? Start searching now.

Campus res is ideal, but if you miss out, here's what to look for in private digs:

Go Accredited: It's safer, cleaner, and properly managed. Ask your institution for the accredited list.

Must-haves:

- **Wi-Fi:** Uncapped + backup power = study life sorted.
- **Safety:** Security, access control, proper visitor rules.
- **Noise Control:** A place that actually enforces it.
- **House Rules:** Clear rules = fewer headaches later.

NOTE: The QR code links to an excel spreadsheet. Sheets are divided into institutions with accommodations listed for each institution.

FOUR.

Understanding the APS Scores and Bachelor Pass

To get into a university you will need to have a **Bachelor's pass** (previously known as “matric with exemption”).

A bachelors pass is:

- ❑ Pass 6 of your 7 subjects
- ❑ Obtain at least 40% for your home language
- ❑ Obtain at least 50% in 4 subjects (excluding Life Orientation)
- ❑ Obtain at least 30% in 2 other subjects.

Note: If you intend studying at a higher education institution after school then one of your languages must be either English or Afrikaans. The reason for this is that the language of instruction at higher education level is in English or Afrikaans.

APS stands for Admission Point Score. This is the score that tertiary institutions use to see if you qualify for a specific course. You can work out your APS using your final MATRIC results.

Take note: Each institution allocates the number of APS points needed to study a course differently. The same course at different institution may need different APS scores – watch out for this. You will need the institution minimum APS score to be considered.

You need to calculate your APS score before you apply to make sure you meet the criteria. You can use your Grade 11 results to calculate your APS score to get conditional acceptance to an institution. Your final matric mark will be the deciding factor.

Your top 7 matric subjects' marks are changed into a point system that works out your APS (see diagram below). Remember that Life Orientation at some institutions have a different mark allocation.

APS Calculator

| Matric Subject Symbol | Matric Subject Mark | APS (Admission Point Score) |
|-----------------------|---------------------|-----------------------------|
| A | 80% - 100% | 7 |
| B | 70% - 79% | 6 |
| C | 60% - 69% | 5 |
| E | 50% - 59% | 4 |
| D | 40% - 49% | 3 |
| F | 30% - 39% | 2 |
| G | 0% - 29% | 1 |

NB!!!! Meeting the minimum APS score is not a guarantee of admission. There is limited spaces available.

APS Calculator Example

| Matric Subject | Matric Subject Mark | APS (Admission Point Score) |
|--|---------------------|-----------------------------|
| English | 65% | 5 |
| Afrikaans | 50% | 4 |
| Mathematics | 72% | 6 |
| Science | 70% | 6 |
| Biology | 68% | 5 |
| Accountancy | 78% | 6 |
| Life Orientation | 62% | 1 |
| You can only add 1 point for LO over 60% | | |
| Total APS score | | 33 |

FIVE.

*Understanding the National
Bench Mark TEST (NBT)*

Depending on what you want to study and which institutions you would like to apply to, you may need to write the National Benchmark Test (NBT). This test is a standardised test measuring your academic readiness for university.

Submitting your NBT is over and above your National Senior Certificate (NSC) and does not replace your matric results. NBT results are also used to assess the kind of learning support a student may need during their studies.



NBT CONSIST OF 2 TESTS:



AQL = Academic literacy and
Quantitative literacy

MAT = Mathematics

AQL is a combined, 3-hour multiple choice exam. Academic Literacy tests your level of proficiency in academic literacy, the Quantitative Literacy test is closely related to the subject of Mathematical Literacy in the NSC with a strong focus on how to apply this content to higher education.

MAT is a 3-hour multiple choice exam

AQL is generally written by applicants for ALL programmes. Both tests are written by applicants for programmes which have maths as a requirement (such as health sciences, engineering, accounting, and most of the sciences). You cannot write the MAT as a stand-alone test.



**STUDY
TIME**

WHAT TO DO?

- ❖ Confirm whether you need to write the NBT and which test you need to write with the faculty to which you are applying. Also check DEADLINES for applications so you can book your NBT in time. Your tests must be processed, scored, and sent to the institutions. See test dates here: <https://nbt.uct.ac.za/content/calendar-test-o>
 - ❖ You must have an official identity document to register.
 - ❖ The NBT test can be written online (preferred), or as a pencil and paper test at a venue in your area. Check out their schedule to access these venues or contact them directly to find out where you can take the test.
 - ❖ Book and pay for your test - <https://nbttests.uct.ac.za/> and <https://nbttests.uct.ac.za/tests/register>
Book your test early!
- Costs:**
AQL only: R 195
AQL and MAT: R 390
- ❖ Make sure you understand what you will need and how the online NBT will work. <https://nbt.uct.ac.za/content/faq-o>
 - ❖ Both tests are usually written on the same day. There is a morning and afternoon session of 3 hours each.
 - ❖ Prepare for the NBT test. Although there is no specific study material for these tests, you can download the two booklets from the NBT site to help you prepare. There are also several private companies that offer courses to help you prepare.
 - ❖ Arrive or login early for your test. This will give you time to sort out any technical issues you may have without creating too much panic. Here is the link to the instruction manual for [the online test - https://nbt.ac.za/sites/default/files/Manual_en_v3%20new.pdf](https://nbt.ac.za/sites/default/files/Manual_en_v3%20new.pdf)
 - ❖ Write the test – breath, read, think, write, review, submit.
 - ❖ Generally, results are available and uploaded to your NBT account after about four weeks. To access your results, login to your account. Results are only uploaded if all your test fees are paid.
 - ❖ There is no pass or fail in an NBT. Scores are placed into one of three performance levels or benchmark categories. These are:
 - ✓ Proficient – you will be able to cope with the demands of tertiary study programmes without needing additional academic support
 - ✓ Intermediate – it is expected that you will face challenges in your academic performance and would need some academic support
 - ✓ Basic – you are seen to be unprepared for university study.
 - ❖ Institutions will request your NBT mark directly from the NBT project. You must make sure you tick the box, giving the NBT project permission to send your results to the institution.
 - ❖ If you miss your test date and time you will need to rebook and repay. If you are not happy with your results you can write a second time (you will need to pay for this), but check with the institution you are applying to as not all of them accept a second result.
 - ❖ Check out this link to the NBT Project FAQ page: <https://nbt.uct.ac.za/content/faq-o>.

SIX.

Bursary Applications – NSFAS, Private Funders, SETAs, Institutions

Studying after school is not a cheap adventure. The amount for tertiary studies varies from qualification to qualification, and institution to institution. There are options available to help you fund your studying.



Self-fund – you or your parents / guardian have saved money or have an education policy that can be used to fund your qualification.



Bursaries – there are a number of companies, organisations, trusts, and individuals who offer scholarship / bursary opportunities.

It is important to do your homework and understand who funds your field. Some good questions to ask are:

- What is the criteria to qualify for funding with a particular funder (DO NOT apply if you have not met the set criteria)?
- What are the conditions of the funding?
- ✓ Do you need to work for the funder for a period after you qualify?
- ✓ Do you need to pay monies back should you not pass all your modules or even fail a year?
- ✓ How long will a funder sponsor you?
- ✓ If you need to have a post graduate degree, will your funder fund you until you are fully qualified?
- ✓ What all do they fund? For example, Tuition, books, accommodation, laptop, monthly allowance for food and living expenses, mental and emotional health support programmes



Study loans – This is usually done through banking institutions. It is a loan and you will have to pay this back once you start working. For study loans you will need a guarantor.



NSFAS - The National Student Financial Aid Scheme (NSFAS) is the government student bursary and loan scheme that receives its funding budget from, and reports to the Department of Higher Education and Training.

- ✓ NSFAS only funds studying at Government Institutions (universities and TVET colleges) – no private universities or colleges
 - ✓ NSFAS funds tuition fees, food, accommodation, books and travel allowances
 - ✓ NSFAS does fund certain post graduate qualifications
- Who can apply?
 - ✓ All South African citizens
 - ✓ All SASSA grant recipients qualify for funding
 - ✓ Applicants whose combined household income is not more than R350 000 per annum
 - ✓ Person with disability: Combined household income must not be more than R600 000 per annum
 - ✓ Students who started studying before 2018 whose household income is not more than R122 000 per annum.
 - Who should not apply?
 - ✓ Students that have completed a previous qualification.
 - ✓ Students with a combined household income of more than R350 000 per annum.
 - ✓ Students who have already applied, qualified and received funding. They are automatically funded for the duration of their studies provided they pass their modules and meet the academic requirements.
 - ✓ Foreign students (any student who is not a South African citizen).

Check out the link for more information:

<http://www.nsfas.org.za/content/bursary-scheme.html>

TIPS WHEN APPLYING FOR BURSARIES:

- Use your valid email address for the online bursary application. The majority of funders use online applications.

- APPLY on time – check out the opening and closing dates of different funders.

- Apply to the right funders. Don't waste your time applying to organisation who clearly do not fund your qualification.

- Make sure you submit ALL the necessary documents – they will ignore your application if it is not complete.

- There is normally a paper-based application round, followed by first and second round interviews. Brush up on your interview skills, dress well, speak clearly and be confident.

- Make sure your contact details are correct and have not changed since you submitted your application.

- Keep proof of your application – normally you will receive an email confirming you applied with a reference number. If there is no reference number, then keep the email as proof.

- Don't call the funders – they will call you.

- Apply to as many funders as you can.

1

SOME STATS TO CONSIDER:

Wits University received **68 752 applications** for first-year studies but **can only admit 4 900 students**. Its medical school attracted 14 000 but can only accommodate 220 students.

The University of KwaZulu-Natal received **106 270 applications** but has **9 043 spaces available for first-time applicants in** undergraduate academic programmes.

The University of Cape Town attracted **73 000 undergraduate applications** to study in 2020 but can only **enroll 4 200 first-year students**.

The University of Pretoria received about **37 000 first-year applications** but has space for **9 000 students**.

South Africa is home to more than 20 universities and 50 technical vocational education and training colleges that collectively have more than 264 campuses.

REF: <https://sundayworld.co.za/news/universities-not-coping/> 15th Jan 2020

THIS IS AN EXCITING TIME IN YOUR LIFE, AND YOU SHOULD ENJOY THIS EXPERIENCE.



A-Z OF TERMS YOU WILL NEED TO KNOW:

Accreditation: a process of validation in which colleges, universities and other institutions of higher learning are evaluated.

Admission Point Score – APS: This is the score that tertiary institutions use to see if you qualify for a specific course. You can work out your APS using your final Matric results.

Bursary: a grant, especially one awarded to someone to enable them to study at university or college

Funding: money provided, especially by an organization or government, for a particular purpose

National Benchmark Test – NBT: This test is a standardised test measuring your academic readiness for university.

National Student Financial Aid Scheme -NSFAS: National Student Financial Aid Scheme - the government student bursary and loan scheme that receives its funding budget

Residence Res: Residence – student accommodation for students who would like to live on or near campus

Tertiary institution: learning institution for post high school studies

SOUTH AFRICAN UNIVERSITIES COUNTRY AND WORLD RANKING

| World Rank | Institution | National Rank |
|-----------------|---|---------------|
| 200 Top 1% | University of the Witwatersrand | 1 |
| 276 Top 1.3% | University of Cape Town | 2 |
| 461 Top 2.2% | Stellenbosch University | 3 |
| 532 Top 2.5% | University of KwaZulu-Natal | 4 |
| 565 Top 2.7% | University of Pretoria | 5 |
| 587 Top 2.8% | University of Johannesburg | 6 |
| 860 Top 4.1% | North-West University | 7 |
| 1143 Top 5.4% | University of South Africa | 8 |
| 1147 Top 5.4% | University of the Free State | 9 |
| 1178 Top 5.6% | University of Western Cape | 10 |
| 1362 Top 6.4% | Rhodes University | 11 |
| 1694 Top 8% | Nelson Mandela University | 12 |

FIND THE FULL LIST HERE

<https://cwur.org/2026.php>



A close-up photograph of a hand holding a blue pen, writing on a document. The background is blurred, showing other people in a classroom or meeting setting. The entire image has a blue tint.

Workbook.

Success Starts Here... Together

Here is a workbook / checklist you can use to help you nail this next part of your life's journey.

SO...

WHERE TO START?

Simon Sinek says, "Working hard for something we don't care about is called stress; working hard for something we love is called passion."

www.gostudy.net

www.NBT.ac.za

www.pacecareers.com

www.umalusi-online.org.za

www.gov.za

www.nsfas.org.za

What do I love? Do you believe that you can love what you do and also make money doing it?

What inspires me?

What interests me?

What do I like to learn?

What is my definition of work?

What is my dream?

What are my skills?

What are my talents and strengths?

What is my personality?

What are my values?

What impact do I want to have on other people's lives or in the world?

What is my career vision?

Why do I want this career?

What training do I need for this career? (some careers require advanced qualifications and financial investment, e.g. medical doctor, pilot, engineer, while other careers can be pursued with no or minor qualifications)

Are there jobs / opportunities in the career?

Specifically, for parents:

What advice would you give your younger self knowing what you know now about your career and where you find yourself today?

Based on how well you know your child, what would you say to him/her about their career choice?

Research

| Action | Resource | Complete Yes/No | Notes |
|--|---|---|-------|
| Complete free online assessment | https://www.gostudy.net | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| Check out earning potential | https://www.payscale.com/research/ZA/Country=South_Africa/Salary | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| Choose 3 study options: in order of preference | 1. | | |
| | 2. | | |
| | 3. | | |
| Research different institutions offering courses your chosen field | Online / open days | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| | Take note of closing dates for applications | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| National Benchmark Test required? | https://www.nbt.ac.za | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| If yes | Book and pay for test online https://www.nbt.ac.za | <input type="checkbox"/> yes <input type="checkbox"/> no | |

INSTITUTION CHECK LIST

Institution Accredited yes no

Course Name Course Credits

Subjects Needed APS Points Needed

NBT Needed? yes no Res campus private Post Grad Opp yes no Tuition Fee

Institution Accredited yes no

Course Name Course Credits

Subjects Needed APS Points Needed

NBT Needed? yes no Res campus private Post Grad Opp yes no Tuition Fee

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Institution Accredited yes no

Course Name Course Credits

Subjects Needed APS Points Needed

NBT Needed? yes no Res campus private Post Grad Opp yes no Tuition Fee

CALCULATE YOUR APS SCORE USING YOUR GRADE TIMARKS:

(PLEASE CHECK INSTITUTION GUIDELINES)

| APS | Subject 1 | Subject 2 | Subject 3 | Subject 4 | Subject 5 | Subject 6 | Subject 7 | Total |
|----------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------------|-------|
| 7 (80% – 100%) | | | | | | | | |
| 6 (70% – 79%) | | | | | | | | |
| 5 (60% – 69%) | | | | | | | | |
| 4 (50% – 59%) | | | | | | | | |
| 3 (40% – 49%) | | | | | | | | |
| 2 (30% – 39%) | | | | | | | | |
| 1 (0% – 29%) | | | | | | | | |
| | | | | | | | Total APS score | |

| | | | | | | | | |
|--|---|--|--|--|--|--|--|--|
| | 5 | | | | | | | |
|--|---|--|--|--|--|--|--|--|

NOTE – Life Orientation may have a different points allocation per percentage level!

Implementation

| Choose @ least 3 institutions to apply to: | Course application completed Yes/No Res application completed Yes/No | Fee paid Yes/No | Acknowledgement received Yes/No |
|--|---|---|---|
| 1. | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| Res | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| 2. | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| Res | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| 3. | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| Res | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |

Document Prep

| Document | Yes / No | Notes |
|---|--|-------|
| Grade 11 end of year results / June Matric results | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| NBT results – if needed | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| Copy of your ID (Certified) | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| Parent's/guardian's ID (Certified) | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| Proof of residence | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| Most recent payslip (if you are applying for funding) | <input type="checkbox"/> yes <input type="checkbox"/> no | |

NOTE – NEVER send the original documents with a manual application
Check formats required by institution: e.g. tiff, pdf, jpg or gif.

BURSARY APPLICATIONS - NSFAS, PRIVATE FUNDERS, SETA'S, INSTITUTIONS



Self fund: yes no



Funding needed: yes no

| Action | Resource | Complete Yes/No | Notes – what all is included in funding |
|--|---|---|--|
| Research funders for your field of study | https://zabusiness.com https://bursary24.co.za https://www.bursariesportal.co.za | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| Funder: | Criteria met Yes/No | Application sent Yes/No | Proof of application Yes/No |
| 1. | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| 2. | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| 3. | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| 4. | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |
| 4. | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no |

| NSFAS | Criteria met Yes/No | Application sent Yes/No | Notes |
|---|--|--|-------|
| http://www.nsfas.org.za/content/bursary-scheme.html | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| Applied to Government Tertiary Institution | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| South African Citizen | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| Household income less than R 350 000.00 per annum | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| No previous qualification | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | |
| All SASSA grant holders qualify to apply | <input type="checkbox"/> yes <input type="checkbox"/> no | <input type="checkbox"/> yes <input type="checkbox"/> no | |

STUDENT SUPPORT

| Sign up to support programme | Join the movement Yes/No | Notes |
|---|--|-------|
| https://duxpd.co.za/join-the-dux-movement | <input type="checkbox"/> yes <input type="checkbox"/> no | |



Get

IN TOUCH

🌐 www.duxpd.co.za

✉ info@duxpd.co.za

📞 +27 (0) 60 656 1305

