



Higher Degrees:

Postgraduate studies & supervision

Information Session

17 March 2023

#DiscoverNWU





Application, Admission & Registration

#DiscoverNWU



PHASE 1: Application, Admission & Registration

Applications

- Closing date for 2023 M & PhD Applications was 1 Feb 2023.
- M & PhD Applications for 2024 will open on July 1, 2023, and will close on Feb 1, 2024
- The link to online application process: <https://studies.nwu.ac.za/postgraduate-studies/higher-degree-admissions>
- International students must submit all their work in English.
- Along with the application form and other the **relevant documents** (listed hereafter), students must submit a “**research motivation**” of approximately 1 000 words. This document must identify the title of the proposed study and the research problem. It should also contain a brief background explaining why the particular topic is important. Source references should comply with the accepted NWU style (Harvard method). This document forms part of the criteria to determine which study leader will be most suitable for the particular research.

Relevant documents

- A certified copy of the applicant's ID/Passport;
- A certified copy of the applicant's full academic transcript;
- Certified copies of all the applicant's degree certificates and/or diplomas;
- Proof of the application fee for non-SA Citizens - a non-refundable application fee of R550.00;
- An evaluation certificate from the South African Qualifications Authority (SAQA) if the applicant's prior qualification was not obtained at an institution not accredited in South Africa;
- Certificate of proof of English proficiency: Prospective students from non-English speaking countries must submit a certificate of English language proficiency, either the TOEFL score sheet or results of the University of Cambridge International English Language Testing System. Students who completed their studies through an English-medium institution prior to submitting their application may apply in writing for exemption from the TOEFL test.

Admission process

1st part:

- After receiving the COMPLETE ONLINE application, the HDA Offices create a student file on VSS;
- Informs AM of the uploaded application;
- AM and the acting M&D programme leader, Dr Hennie Goede evaluate the application to determine whether the application meets the necessary **admission requirements**.

MTh Admission Requirements:

A qualification in Theology on NQF level 8 achieved with a minimum average of 65%, and a minimum mark of 65% in the methodology module in the preceding qualification must be achieved.

Specific requirements for optional modules:

- For New Testament: satisfactory knowledge of Biblical Greek
- For Old Testament: satisfactory knowledge of Biblical Hebrew (as well as Aramaic if Aramaic texts are read)

MA Admission Requirements:

A qualification in Ancient Languages on NQF level 8 achieved with a minimum average of 65%, and a minimum mark of 65% in the methodology module in the preceding qualification must be achieved.

PhD and DTh Admission Requirements:

A qualification in Theology or in Ancient Languages on NQF level 9 achieved with a minimum average of 65%.

Specific requirements for optional modules:

- For New Testament: satisfactory knowledge of Biblical Greek
- For Old Testament: satisfactory knowledge of Biblical Hebrew (as well as Aramaic if Aramaic texts are read)

Admission process

2nd part:

- Once an application meets the admission requirements, AM is sending the electronic application documentation to the Sub Programme Leaders to handle within the sub programme and to appoint a suitable study leader/promoter.
- The completed admission form must be sent to AM within 14 days.
- AM upload the completed admission document on VSS and provide feedback to the HDA Offices who will inform the student with an official letter of the outcome of his/her application.
- The M&D Office at the Faculty then sends a **welcoming e-mail** to the student, explaining how to get started.
- **It is expected of a student to make first contact with his/her study leader/promoter, to start preparing the Research Proposal.**

The Welcoming letter is a very important document consisting of the following information:

- ☞ Name of the promoter/study leader and contact details
- ☞ NWU web-address for all necessary information regarding the Research Proposal – this includes the template to be used to write a RP.
- ☞ How and when to register (please note that a student must register EACH year)
- ☞ Financial matters and bursaries available (also note that a student must apply for a bursary EACH year)
- ☞ How to register for an ORCID number
- ☞ How to complete the online Ethical Training Course
- ☞ Library access

Important information – to study leader/promoter (and student):

- **Registration**

Please ensure that your postgraduate students have registered before starting with their study guidance. Students must also re-register at the beginning of **EACH NEW YEAR (15 January – 31 March)**. Ask them to provide you with a proof of registration yearly before 31 March – no PoR – no study guidance.

- **Interruption of Studies**

Students, who interrupt their studies for a period of time, and who then wish to continue with their studies after the interruption must please note that they would be financially responsible for the interrupted study years. A new application form then has to be completed as well as a Student's Request Form B (Specific) for re-admission after interruption of studies.

- **Bursaries**

The link to the NWU Postgraduate Bursary information is:

<http://studies.nwu.ac.za/financial-support-services/nwu-postgraduate-bursary-scheme>

The link to the Faculty Bursary information is:

<http://theology.nwu.ac.za/m-d-programmes/postgraduate-bursary>

(Mandi Dry & Tienine Buys)

Please note: 2nd year Faculty Bursaries will only be granted if the student can show proof of title registration.

(An amount of PhD Faculty Bursaries are allocated for language editing)