

July 2016

Dear 2017 MDS Applicant

Thank you for your interest in our Masters in Development Studies Programme (MDS). We are sure that a this Master's degree obtained at the UFS will be the best investment you have made in your career.

To apply for the MDS you will need to complete 2 applications namely:

- A) UFS and separately
- B) MDS

A) The **UFS application** consists of the online application for 2017 on the UFS website and the TALPS (Academic Literacy test). For the online UFS application connect to website- <http://www.ufs.ac.za/apply> . Once application is successful you will receive a student number. **No** manual applications will be accepted.

TALPS – Attached the TALPS information sheet with information and the registration for the online TALPS test. Please engage with the TALPS office at talps@ufs.ac.za to arrange for the TALPS test to be taken before the end of **October 2016**.

If you do not have an honours degree, please indicate so in MDS form – page . We will assist you to follow the Recognition of Prior Learning (RPL) process. The requirement for RPL is a degree and 5 years relevant development experience.

B) **MDS application** consist of the following:

- Two recommendation forms – to be completed and sent in sealed envelopes (page 6-9)
- An essay on what you consider as the major development challenges facing your region
- Motivation on why you wish to be included in the Masters in Development Studies Program
- Certified copy of your ID/Passport
- Certified copy of your academic track records
- Certified copy of your academic certificates
- Curriculum vitae
- Signed Undertaking – page 3
- Completed form MDS3 – page 5

We trust that you will find all the information you need in this application pack. Please let us know if we can be of assistance to you during this application process.

Sincerely



Dr Deidre van Rooyen

Director: Masters in Development Studies



Attached : Rules and Regulations 2016
How to obtain a quotation for the programme
TALPS information
RPL Process

DELIVERY ADDRESS

Centre for Development Support
Room 364, 3rd Floor,
Flippie Groenewoud Building
P O Box 339 (Internal box 100)

University of the Free State
Nelson Mandela Road
Bloemfontein

Tel: 027 51-4013812
Fax: 027 51-4013424
E-mail: mds@ufs.ac.za



Student's undertaking

I hereby declare:

1. That the information in this application is true and correct.
2. I also understand that my application will not be evaluated should there be ANY information outstanding or should my application be handed in after the closing date.
3. That I have satisfied myself as to the contents of the Rules and Regulations of the University of the Free State.
4. That for the duration of my years of study I commit myself to complying with all Rules and Regulations laid down by the University Council or any other authorized body or person, as well as further Rules and Regulations the University Council or any other authorized body or person may promulgate from time to time, which Rules and Regulations shall form part of my agreement with the University of the Free State.
5. That I accept responsibility for the prompt payments of all accounts as prescribed in the Rules and Regulations and any other accounts of which I am indebted to the University of the Free State.
6. That I furthermore undertake to pay all legal costs of the University of the Free State, including attorney's and client's costs as well as collecting charges, if I should fail to meet any obligations with regard to payments.
7. That the agreement arising from the signing of this application shall notwithstanding the place of signature be deemed to be concluded at Bloemfontein.

.....

.....

Student's signature

Date



CLOSING DATE: END OF AUGUST 2016

KINDLY NOTE THAT APPLICATION FOR ADMISSION DOES NOT IMPLY THAT A STUDENT HAS BEEN ACCEPTED OR REGISTERED!! ALL APPLICATIONS WILL BE EVALUATED BY A SELECTION PANEL. ALL SUCCESSFUL CANDIDATES WILL BE INFORMED DURING THE MONTH OF DECEMBER.

MDS APPLICATION FORMS/INFO

You need to submit the following:

- Two recommendation forms. Included in this package you will find the recommendation forms. (MDS 1/2)
- An essay on what you consider as the major development challenges facing your region (Two to three typed A4 pages). Each essay will be scanned for plagiarism. Applicants that plagiarized will not be considered for the MDS programme.
- Motivation on why you wish to be included in the Masters in Development Studies Programme (One to two typed A4 pages or 300 – 500 words)
- **Certified** copy of your ID/Passport
- **Certified** copy of your academic track records
- **Certified** copy of your academic certificates
- Curriculum vitae
- Signed undertaking
- Completed form MDS3 – Page 5

PLEASE SEND YOUR COMPLETED MDS APPLICATION PACKAGE TO THE **CENTRE FOR DEVELOPMENT SUPPORT AND NOT TO THE UNIVERSITY ADMISSIONS!**

Dear Applicant, please provide us with the following information

Name and surname

Student No :

If not, please apply online <http://www.ufs.ac.za/apply>

Email and contact no

Date of submission

Highest qualification

If you not do have an honours degree, did you apply for RPL before? If yes, please indicate when and the outcome.

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Where did you hear about the Masters in Development Studies Programme?

.....

Should you be one of the successful candidates to be accepted – who would be paying for all course fees?

.....

Are you in any way disabled? Yes/No

If yes, please indicate your disability: (This will be needed for the venue arrangements during contact sessions)

.....

.....

I herewith give permission that my essay may be scanned for plagiarism Yes/No

.....
Signature of applicant

.....
Date

MDS APPLICATION 2017

RECOMMENDATION FORM (1)

We enclose two recommendation forms. Please arrange for two people to submit a recommendation for you. One of the forms needs to be completed by your current employer. Have your recommenders complete these forms, seal them in an envelope and return them to the CDS office with the rest of your application forms.

Applicant's name _____

I agree that the recommendation I am requesting shall be held in confidence by officials of the University of the Free State, and I hereby waive any rights to examine it Yes/No

Recommender's signature: _____ Date: _____

Name of Recommender: _____ Title: _____

Organisation: _____

Email address: _____

Telephone number: _____

1. How long and in what capacity have you known the applicant?

2. Are you familiar with the applicant's academic record? Yes/No

3. Do you feel that the applicant is prepared academically for the challenges of the MDS? Yes/No

4. Do you feel that the applicant is prepared emotionally for the challenges of the MDS? Yes/No

5. If English is not the applicant's home language, please comment on his or her oral and written English proficiency.

| | Excellent | Very Good | Good | Average | Below Average | Cannot Judge |
|---------|-----------|-----------|------|---------|---------------|--------------|
| Oral | | | | | | |
| Written | | | | | | |

RECOMMENDATION FORM CONTINUED

6. How would you rate the applicant's skills in the following areas?

| | Excellent | Very Good | Good | Average | Below Average | Cannot Judge |
|---|------------------|------------------|-------------|----------------|----------------------|---------------------|
| Written communication skills | | | | | | |
| Oral communication skills | | | | | | |
| Understanding of current development issues | | | | | | |
| Academic achievement | | | | | | |
| Academic potential | | | | | | |
| Judgement | | | | | | |
| Motivation | | | | | | |
| Research skills | | | | | | |
| Decision-making skills | | | | | | |
| Ability to work with others | | | | | | |

7. In comparison with other people at the same level of education and experience with whom I have been associated over the past five years, I would place this candidate in the top ____%

8. Any other information that may assist us in our assessment of the applicant's potential for success (optional).

Recommender's signature

Date

Please return this recommendation form to the address below in a sealed envelope.

Centre for Development Support

Room 364, 3rd Floor,
Flippie Groenewoud Building
P O Box 339 (Internal box 100)
University of the Free State
Nelson Mandela Road, Bloemfontein

MDS APPLICATION 2017

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Recommender's signature: _____ Date: _____

Name of Recommender: _____ Title: _____

Organisation: _____

Email address: _____

Telephone number: _____

1. How long and in what capacity have you known the applicant?

2. Are you familiar with the applicant's academic record? Yes/No

9. Do you feel that the applicant is prepared academically for the challenges of the MDS? Yes/No

10. Do you feel that the applicant is prepared emotionally for the challenges of the MDS? Yes/No

11. If English is not the applicant's home language, please comment on his or her oral and written English proficiency.

| | Excellent | Very Good | Good | Average | Below Average | Cannot Judge |
|---------|-----------|-----------|------|---------|---------------|--------------|
| Oral | | | | | | |
| Written | | | | | | |



RECOMMENDATION FORM CONTINUED

12. How would you rate the applicant's skills in the following areas?

| | Excellent | Very Good | Good | Average | Below Average | Cannot Judge |
|---|-----------|-----------|------|---------|---------------|--------------|
| Written communication skills | | | | | | |
| Oral communication skills | | | | | | |
| Understanding of current development issues | | | | | | |
| Academic achievement | | | | | | |
| Academic potential | | | | | | |
| Judgement | | | | | | |
| Motivation | | | | | | |
| Research skills | | | | | | |
| Decision-making skills | | | | | | |
| Ability to work with others | | | | | | |

13. In comparison with other people at the same level of education and experience with whom I have been associated over the past five years, I would place this candidate in the top ____%

14. Any other information that may assist us in our assessment of the applicant's potential for success (optional).

Recommender's signature

Date

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