

[SELECTION APPLICATION FORM FOR SOCIAL WORK 2018]



PLEASE TAKE NOTE OF THE FOLLOWING IMPORTANT INFORMATION

1. APPLICATION FORM FOR ADMISSION TO THE UNIVERSITY (Form DV1A) FOR 2018

1.1 Please complete the DV1A form and attach all the necessary documents as requested.

1.2 The application form is also available on the website:

<http://kovsielife.ufs.ac.za/content.aspx?uid=29>

2. APPLICATION FORM FOR SOCIAL WORK SELECTION FOR STUDY IN 2018

2.1 Complete the application form for the Department of Social Work in full. See pages 4–7 below. The application form is also available on the website:

<http://kovsielife.ufs.ac.za/content.aspx?uid=29>

2.2 Attach copies of the following documents:

- A certified National Senior Certificate (NSC) (matric certificate).
- If you are still at school, the most recent progress report. Please ensure that the NSC level of achievement is indicated.
- Any other post-matric qualifications obtained (e.g. diplomas, certificates) and a complete academic record.
- If you have studied at another university, attach certified copies of your latest academic record and a certificate of good conduct from that institution, as well as copies of pages showing NQF levels, credits, content covered, exit-level outcomes, etc., from study guides of all your modules. Failure to attach these documents will result in your application being regarded as incomplete. Any queries regarding these documents can be referred to the social work selection email at socialworkselection@ufs.ac.za
- If you are a current student of the University of the Free State (UFS), your latest academic record and a certified copy of your matric certificate.

2.3 Pay the **non-refundable social work selection fee** of **R400.00** into the UFS bank account. **Attach your proof of payment to this document.**

The account details are as follows:

Branch: Absa Brandwag
Account number: 1570850071
Branch code: 630734
Reference: SW Selection + (YOUR SURNAME)

2.4 The closing date for applications is **29 September 2017**.

3. SEND BOTH APPLICATION FORMS TO THE UNIVERSITY

3.1 Insert the completed application forms, proof of payment and additional documents as requested in ONE envelope and post it to the UFS, using the following address:

The Director: Student Academic Services: Applications
PO Box 339
Bloemfontein
9300

Or by hand:
Room 163, George du Toit Administration Building
University of the Free State
Bloemfontein

4. MINIMUM REQUIREMENTS FOR SOCIAL WORK SELECTION

- 4.1 Please take note that the minimum selection requirement for school-leavers is an AP score of 30 points. (Use the table below to determine your score.)
- 4.2 Your matric certificate should indicate that you qualify for admission to a Bachelor's degree.
- 4.3 You **also** need a minimum of 60% (level 5) or higher in your preferred language of tuition.

Formula for calculating the AP score

NSC Level of Achievement	UFS Admission Point (AP)
7 (90% - 100%)	8
7 (80% - 89%)	7
6 (70% - 79%)	6
5 (60% - 69%)	5
4 (50% - 59%)	4
3 (40% - 49%)	3
2 (30% - 39%)	2

How do I obtain an AP score of 30?

Example:

An achievement level of at least 5 (60%) in five academic subjects is required. English compulsory level 5.
An achievement level of at least 4 (50%) in one further academic subject is required.
An achievement level of 5 (60%) or higher in the subject Life Orientation is required to score a maximum of **1 point**.

5. PLEASE NOTE OF THE FOLLOWING

- 5.1 Incomplete selection and application forms will **not** be considered.
- 5.2 The UFS will acknowledge receipt of your selection form. If you have not received acknowledgement within four weeks, please contact the Applications Department at 051 401 9538.
- 5.3 **Acknowledgement of receipt does not mean that you have been selected for the Social Work Programme.**
- 5.4 Applicants who have successfully passed the first phase of the selection process are expected to undergo an academic literacy assessment and a psychometric assessment in Bloemfontein. Information regarding these tests will be communicated to applicants who have passed the first phase of selection.
- 5.5 All candidates will be notified by letter about the outcome of their application.

6. CONTACT DETAILS FOR ENQUIRIES

Department of Social Work
University of the Free State
Box 339 (34)
Bloemfontein
9301
Tel: 051 401 2325
Fax: 051 401 3581
Email: socialworkselection@ufs.ac.za
Enquiries: Mrs Jill Valentine

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For administrative purposes:

Application acknowledged []
Application complete [Y] [N]
Incomplete – SMS []
Further selection [Y] [N]
Date of testing []
Selected for the programme? [Y] [N]
Final letter []
AP SCORE:
LANGUAGE:

STUDENT NUMBER:

1. PERSONAL DETAILS

1.1 SURNAME:

1.2 NAMES (In full):

1.3 FIRST NAME:

1.4 GENDER: Male () Female ()

1.5 CORRESPONDENCE ADDRESS:
.....
.....
..... (Postal code)

1.6 TELEPHONE NUMBER: (.....).....(Cell)

TELEPHONE NUMBER: (.....).....(Home)

1.7 HOME LANGUAGE:

1.8 IDENTITY NUMBER:

1.9 EMAIL ADDRESS:

2. PARTICULARS OF PARENT/GUARDIAN

2.1 TITLE, INITIALS AND SURNAME:

2.2 POSTAL ADDRESS:
.....
.....
.....(Postal code)

2.3 TELEPHONE NUMBER: (.....).....

2.4 EMAIL ADDRESS:

3. PREVIOUS TRAINING/WORK SITUATION

3.1 Are you currently busy with an Extended Programme at the UFS?

YES () NO () (If YES, attach results.)

3.2 Have you or are you currently busy studying in a mainstream programme at a university?

YES () NO () (If YES, attach results.)

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3.3 If you have not entered any post-school studies, mention your circumstances and clearly state the activities you were engaged in (year by year). Substantiate by attaching relevant documents.

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4. DO YOU HAVE A VALID DRIVER’S LICENCE?

Yes ()

No ()

5. HAVE YOU EVER BEEN FOUND GUILTY OF ANY CRIMINAL TRANSGRESSION?

Yes ()

No ()

If **YES**, an explanatory document should accompany your application.

6. HOW DO YOU PLAN TO PAY FOR YOUR STUDIES?

I/my family will pay	
I am going to apply for a bursary	
I am going to apply for a study loan	

7. ACCOMMODATION DURING STUDY PERIOD

I am going to apply for accommodation on campus	
I am going to stay off campus – Private	
– With parents	



8. PERSONAL STATEMENT

8.1 Are there any circumstances you wish to mention that would help the selection committee in their evaluation of your application? (Any attached testimonial can be used for your benefit.)

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8.2 Are there any aspects related to your physical or mental health that you wish to bring to the attention of the selection committee?

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8.3 I understand that my selection for this programme depends on the minimum academic requirements as stipulated by the Department of Social Work. I understand that my selection based on my most recent progress report is provisional and that my selection could be revoked if my final progress report/matric results does/do not comply with the minimum academic requirements. I also undertake to send my final matriculation certificate to the Department of Social Work as soon as it becomes available (see fax number and/or email address on page 3).

8.4 I understand that final admission into this programme is subject to the admission requirements of the UFS and the results of the selection tests.

8.5 I understand that selection is subject to the full completion of the application forms and the inclusion of all the necessary documents. I have paid the necessary application fees for selection into the UFS.

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8.6 I declare that the above information is correct, that I have carefully studied the general information and that, should I be accepted for the programme, I shall adhere to the Departmental Rules. I unconditionally accept the results of the selection.

Signed at on theday of 20....

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Signature of applicant