

Welcome to the **Short Learning Programme environment** at the University of the Free State.
 We look forward to welcoming and supporting you on your lifelong learning journey!

The first step on this journey is to **create** a **PROFILE** in the UFS Short Learning Programme Management System (SLPMS).

Please follow the steps below to create your profile:

- 1** Click in the link below to create your profile: <https://kpha.ufs.ac.za/Account/Login>
- 2** Click on **Sign Up**
- 3** Complete all the necessary information as it appears on your **ID/Passport** Document
- 4** Create a **Password**
- 5** Click on **Create Account**



- This password is very requirement specific.
- Please refer to the SLP Password Information document provided separately.
- Note that the password you create here, is the password you will use going forward for all systems, including BlackBoard.

EXAMPLE:

Word + Number + Character = Monday236*

Once you have created your profile, please be on the lookout for a **system-generated email** that will provide you with your **participant number** starting with a **P**. This will be your **username** for **access** to **all** related systems.

Once you have created your profile and received your Participant number, please click on the following link/s to apply for your programme/s, using your information as stated on your ID document, and attach the requested documentation at the bottom:

MODULE	LINK	
		1. The P number is your username 2. Your password is the one you created when you created your profile 3. Please make sure to attach/upload all the required documents

IF you have not received a notice of the status of your application within 2 weeks of application, please contact

SUPPORT			
SYSTEM	LOG IN	BLACKBOARD	ACADEMIC

Should you need any specific information or assistance, please see the details and contact information for your specific programme on the website, www.ufs.ac.za/kpa, or email SLP@ufs.ac.za.