

# **VAAL UNIVERSITY** OF TECHNOLOGY Inspiring thought. Shaping talent.

# **APPLICATION GUIDELINE**

*Click the link: to start your application process:* <u>https://ienablerprod.vut.ac.za/pls/prodi41/w99pkg.mi\_login</u>

VAAL UNIVERSITY OF TECHNOLOGY	Thursday, 5th I	May 2022
WAAL UNIVERSITY         OF TECHNOLOGY         Inspiring thought. Shaping talent.	Registered Lisers: Login Credentials	
If you are a prospective student, not registered at this institution, please select the following option:	Student Opersonnel Other OAlumni Student Number:	
	(5 numeric digits.Do not start with a 0.) Login Forgot Pin Change Pin Request A Pin Forgot Student Number	
[ Contact Us   About Us   Disclaimer   Terms	& Conditions   Privacy & Security Statement   Powered By ]	

#### STEP 1:

*Please read thoroughly and ensure that you pay the application fee on the correct VUT account as indicated.* 

Comprehensive Web Application Process
<ul> <li>Academic Application Process</li> <li>If you are a new applicant please continue with your application</li> <li>A non-refundable Administration fee of for application, and certified copies of your identity/passport document, Senior Certificate/National Senior Certificate, Proof of Payment for Administration fee and all other relevant documents must accompany this application</li> <li>The Administration fee can be deposited beforehand at:ABSA BANK ACCOUNT NUMBER: 530861945, Branch code: 632005</li> <li>In the Reference column, please fill in your ID/Passport Number. NB: Do not use this account number for any further payments at VUT.</li> </ul>
Do you already have a student number? No ×
Returning to complete application: No *
**hidden**Do you have a Qualification Specific Token? No *
Please read and accept the following POPI policy - this must be accepted to continue your application.

Ensure that you read thoroughly the declaration document (POPI Act) and click accept at the bottom to be able to move to the next step.



#### STEP 2:

The following page will then show as follows:

Kindly ensure that you complete your biographical information on each block accordingly.

💕 Comprehensive Web Appli 🗵 🛄	
File Edit View Favorites Tools Help	
Biographical details	^
In this section you are required to enter your biographical details.	
NTE_2116 Please enter your biographical details	
Nationality	
NTE_2123 Please select your current nationality and capture your ID or passport number	
Are you a SA Citizen in possession of a valid SA ID/Birth Certificate?	
ID Number:	
Personal Information	
NTE_2124 Please enter your personal information	
Gender: Female	
Date of birth (DD-MON-YYYY): 4-OCT-2004	
Title: MS 🗸 *	
Initials: MT	
Surname:	
First names:	*

Continuation of Step 2.

🚰 Comprehensive Web Appli × 🛄 File Edit View Favorites Tools Help	
Address Information	
NTE_2125 Please enter your address information	
Street Address	
Street Address Line 1(e.g. Street Name):	
Street Address Line 2(e.g. Suburb Name):	
Street Address Line 3(e.g. Town Name):	
Province Name:	
Postal Code: 1947	
Tick if your Postal Address is different from your Street Address	
Contact Information	
Please enter your contact information	
Note for international students: Ensure that you enter your cellular phone numbers beginning with 00 as your d when entering your international cellular phone number. Ensure that the number contains 13 digits (including the	ialing code instead of + 00 dialing code)
Do you have a South African Cell Phone Yes *	
South African Cell Phone Number: *	
Work Telephone Number:	
E Comprehensive Web Applin. A 1	
Please enter your contact information	
Note for international students: Ensure that you enter your cellular phone numbers beginning with 00 as your dialing code	instead of +
when entering your international cellular phone number. Ensure that the number contains 13 digits (including the 00 dialing c	ode)
Do you have a South African Cell Phone Yes ✓ *	
South African Cell Phone Number:	
Work Telephone Number:	
Alternative Telephone Number:	
Email	
Verify email:	
Residence Information	
NTE_2127 Please select whether you want to apply for residence	
Do you want to apply for residence? No	
Disability Information	
NTE_2128 Please indicate whether you have any disabilities	
Do you have a disability or impairment?	
Back Next	

# STEP 3:

Please note you will need to fill in your next of kin(parent/guardian) and account contact person details accordingly.

Comprehensive Web Appli		
File Edit View Eavorites Tools Help		
<b>Comprehensive Web Applica</b>	tion Process	
Quick Link:  Biographical  Next of Kin		
Next of Kin Details		
NTE_2132 Please enter the information of you	r Next of Kin. This can be a parent or a guardian.	
Next of Kin Personal and Contact Info	mation	
Next of kin's name(s):		•
Next of kin's mobile/cellular phone number:	*	
Next of Kin Address Information		
Postal address Line 1(e.g. Street Name and Number):	1	•
Postal address Line 2(e.g. Suburb Name):		•
Postal address Line 3(e.g. Town Name):		
Province Name:		
Postal Code:	1911 VANDERBIJLPARK <b>Q</b> *	
Email address:	^	

Account Contact Details NTE_2133 Please enter the information of the	person responsible for any payments made to this institution. This can be	yourself or any other party
Account Contact Information		
Account Contact's name(s):		*
Account Contact's mobile/cellular phone number:	*	
Account Contact Address Information		
Postal address Line 1(e.g. Street Name and Number):		*
Postal address Line 2(e.g. Suburb Name):		*
Postal address Line 3(e.g. Town Name):		
Province Name:		
Postal Code:	1911 VANDERBIJLPARK <b>S</b> *	
Email address:	*	
Back Next		

#### STEP 4:

Please note that you will need to enter the correct qualification level and complete your results details properly.

- 1. Undergraduate Qualifications
- **Diploma** for first time students from matric or upgrades.
- Advanced Diploma- for students that have completed their Diploma qualification.

#### 2. Post-Graduate Qualifications

Comprehensive Web Appli >		
Results Details		
NTE_2118 Please select whether you are app	ring for a postgraduate or undergraduate qualification	
Matric/Crade 12 Year (2000)		
Matric/Grade 12 fear (ffff)	2022	
Are you applying for Undergraduate or Post- graduate?	Undergraduate 🗸 *	
Are you Upgrading?	Please select 💙 *	
Are you completing or have completed a South African or International Matric	Please select V	
Matric/Grade 12 Examination Number		
Final School Leaving Certificate:	٩ *	
Subject details		
NTE_2109 Fill in or select the requested information.		
<ul> <li>Click on the "Add" button in order to add your</li> <li>You can add more subjects by repeating the</li> <li>Once a record has been added to the list of s</li> </ul>	subject detail. teps listed above and clicking the Add button. ibjects, you can remove it by clicking the Remove checkbox to the right of that entry.	
School Leaving Subject:	٩ *	
Grade:	Q *	
Final Gr11 Symbol:	Q	
Final Gr11 Symbol:	<b>२</b> *	_

Please ensure that you enter all your School leaving

iu sub	Jeci											
bjects												
Matric Year	Matric Date	Examination Number	Final School Leaving Certificate	School Leaving Subject	Grade	Final Gr11 Perc	Final Gr11 Symbol	Mid Year Gr12 Perc	Mid Gr12 Symbol	Final Gr12 Percentage	Final Gr12 Symbol	Remove
2022	202211		ADMISSION TO DIPLOMA	English Home Language	Qualify to enter Diploma		5					
2022	202211		ADMISSION TO DIPLOMA	Afrikaans First Add Language	Qualify to enter Diploma		4					
2022	202211		ADMISSION TO DIPLOMA	Business Studies	Qualify to enter Diploma		3					
2022	202211		ADMISSION TO DIPLOMA	Geography	Qualify to enter Diploma		6					
2022	202211		ADMISSION TO DIPLOMA	Life Orientation	Qualify to enter Diploma		5					
2022	202211		ADMISSION TO DIPLOMA	Mathematical Literacy	Qualify to enter Diploma		4					
2022	202211		ADMISSION TO DIPLOMA	Tourism	Qualify to enter Diploma		5					

Comprehensive Web Appli × L	
File Edit View Favorites Tools Help	
Comprohensive Web Application Brasses	
comprehensive web application Process	
Quick Link: 🏠 Biographical Next of Kin Matric Previous studies	
Educational Institution/s	
Please enter details of your previous secondary school studies Have you studied at another tertiary institution pre any TVET)	viously?(E.g. Wits,UCT,UJ,TUT,etc or
School details	
Which school did you attend last:	Q *
What are you currently doing?	Q *
Other Tertiary Institution details	
Have you studied at Another institution previously? No $\checkmark$ *	
Back Next	

#### STEP 5:

On this step it is where you will have to complete your first choice course selection.

After completion the system will re-direct you to the below page again for the second choice option.

Comprehensive Web Appli	
File Edit View Favorites Tools Help	
Academic Application	
Qualification details	
Please ensure that you have familiarized yourself with the VUT prospectus to de	termine which qualifications you qualify for.
Please use the subjects and marks obtained as a guide to determine which quali	ications you qualify for.
<ul> <li>Note for first years and Diploma applicants: Ensure that you apply for quali for qualifications which begin with (AD/PG/M/PhD).</li> </ul>	ications which begin with the codes (DI or DE). Do not apply
Academic Year Please select V *	
Limit your selection to a specific Faculty/School:	Q *
Choose a programme:	
	۲. °
For which period are you applying?	
How would you like to study for this programme?	
When would you like to study for the qualification?	
Application Type Application Type Description	on
Number of applications allowed for this Application type	
Add Qualification	
Back Next	

# STEP 6:

All information captured will appear as shown below, for you to confirm if all is captured correctly.

File Edit View Favorites Tools Help		
Comprehensive Web Appli	cation Process	
Quick Link: 🛱 👌 Biograph	nical 〉Next of Kin 〉Matric 〉Previous studies	
Check your application de	tails	
n this section you are asked to check your d	etails before continuing with your online application.	
<ul> <li>If you want to change anything, go ba</li> <li>To continue with your enrolment procession</li> </ul>	ack to a previous step using the Quick Links at the top of this page. ess click the "Continue" button at the bottom of the page.	
Web Application Process - Biogra	iphical	
ID Number:		
Passport Number:	RA816951	
Gender:	Male	
Date of birth (DD-MON-YYYY):	04-APR-2000	
Surname:	SEROPE	
First names:	LITABANE	
Street Address Line 1(e.g. Street Name):	PO BOX 22	
Street Address Line 2(e.g. Suburb Name)	LERAKONG	
Street Address Line 3(e.g. Town Name):		
Province Name:		
Postal Code:	LESOTHO	
Postal Address Line 1 (e.g. PO Box)		
Postal Address Line 2 (e.g. Suburb Name	)	
Postal Address Line 3 (e.g. Town Name)		
Province Name:		
Postal Code:		
South African Call Phone Number		

# STEP 7:

Please ensure that you read the rules thoroughly and accept at the bottom.

Comprehensive Web Appli A Call File Edit View Favorites Tools Help	
Rules and Agreement NTE_2121 Please confirm your acceptance of the rules and regulations. Discontinuing with the application will erase all previously captured information.	
Login Information         • Create your iEnabler Pin by entering a 5 numeric digits.         • The pin can only consist out of numerical values.         • The pin cannot start with a 0.         • The pin cannot have repeating numbers         • The pin cannot have sequential numbers         • Login Pin Number:	
Agreement details VAAL UNIVERSITY OF TECHNOLOGY Inspiring thought. Shaping talent. DECLARATION STATEMENT	Î

### STEP 8:

Please ensure that you upload the required documents as listed.

🧭 Comprehensive Web Appli.	× 📑						
File Edit View Favorites Tools Help							
File       Edit       View       Favorites       Tools       Help         Comprehensive Web Application Process         Upload of Documents         STEP 1: Academic Application has been COMPLETED.         •       STEP 2: Upload the required documents.         •       The upload screen will indicate the initial documents required.         •       Additional note for advanced diploma and postgraduate applicants: In addition to the documents indicated above, please log on to the iEnabler with your student number and pin and upload all other required qualifications previously obtained under the application tab (upload documents).         •       STEP 3: Submit Application         Do you have any electronic copies of Yes       *							
Next							
Wizard application process File Edit View Favorites	X L						
Comprehensiv	e Web	Application Process					
Uploading of C	ertifica	ites					
Cortification dotails							
certification actuits	Certificate		Processed Expiry Date Remarks	Uploaded via the web			
	ID	IDENTITY DOCUMENT	No	No	Load/View Document		
	MS	MATRICULATION CERTIFICATE	No	No	Load/View Document		
	AF	Admin Fee Proof of Payment	No	No	Load/View Document		
	PQ	PREVIOUS QUALIFICATIONS OBTAIN	No	No	Load/View Document		
Complete Upload							

#### STEP 9:

After completing the process you will then receive your student number, please note your student number and then exit.

Ø Wizard application process → []						
File Edit View Favorites Tools Help						
Comprehensive Web Application Process						
Confirmation Page						
Student details						
NTE_2113 Your application has been captured for <b>further processing.</b> Please use your Student/ID/Passport number as reference when communicating with the institution.						
Name:MR LITABANE SEROPEStudent Number:223000035						
Exit						

#### STEP 10: Final

Dear MISS DA NGAKANE. Your application has been received by Vaal University of Technology						
and is being processed. Please use the student number provided as your reference when						
communicating with the institution. To check the status of your application you can logon to						
https://www.vut.ac.za/status. Note: To ensure that your application is considered, please						
ensure that all the required documents are attached. Log on to the iEnabler on						
https://ienablerprod.vut.ac.za/pls/prodi41/w99pkg.mi_login to attach your documents.						
224445847 MISS DA NGAKANE						
motsekuwam@vut.ac.za						
0815953799						
2024						
ualification DI0431 DIPLOMA IN COST AND MANAGEMENT ACCNTG						
Offering Type VF VANDERBIJLPARK FULL TIME						
ock 0 YEAR						
iod of Study 1 FIRST STUDY PERIOD YEAR REG						
pice 2						
97621						

After exiting the application page which is on step 9 above, you will receive an email to go through the application offer steps in order to finalise your application.

Email sample:



*Click the link: <u>https://ienablerprod.vut.ac.za/pls/prodi41/w99pkg.mi\_login</u> as indicated with the arrow, key in your student number and the 5digit pin you created.* 

VAAL UNIVERSITY OF TECHNOLOGY	Thursday, 5th Mo
OF TECHNOLOGY Inspiring thought. Shaping talent	
Prospective Students If you are a prospective student, not registered at this institution, please select the following option:           If Click here to apply	Registered Users: Login Credentials         Student © Personnel © Other © Alumni         Student Number:         I         Pin:         (5 numeric digits: Do not start with a 0.)         Login Forgot Pin Chango Pin Request A Pin         Forgot Student Number
[ Contact.Us   About.Us   Disclaimer	1 Terms & Conditions   Privacy & Security Statement   Powered By ]

*Click on Student Enquiry and scroll down the list and click on "student statement view and email.* 



You will receive the menu to click and choose to either accept/reject the offer "remember the offer has an expiry date". You need to save after each offer decision.

Remember: to give reason for declining the offer, click and edit the decline reason block.

Stud	Student Number Offered Application Acceptance									
Note:	Note: Offers will be revoked if we do not receive your decision by Offer Expiry Date.									
Year	Choice	Qualification	Contract Code	Quote Number	Quote Total	Offer Expiry Date	Accept/Decline Offer	Decline Reason		
2024	1	DI0450 DIPLOMA IN HUMAN RESOURCE MANAGEMENT				09-MAY- 2023	Please select 💙	۲		
2024	2	DI0431 DIPLOMA IN COST AND MANAGEMENT ACCOUNTIN				09-MAY- 2023	<ul> <li>Please select ·· ♥</li> </ul>	۹		
Save	Save Revert Changes									

After saving your final decision, you can then logout and check on the VUT website for progress on your application status "self-check".