

MATURE AGE EXEMPTION

We have two options under which you can apply for matured age exemption or exemption.

OPTION 1: Individuals who have not passed matric with university exemption/with bachelor entry and are 23 years or older at the time of registration may qualify for mature age exemption based on the following:

- Senior Certificate Holders (prior to 2008)
 - 4 Senior Certificate subjects passed with symbol E or better
 - (Please Note that Higher Grade symbol F can be converted to Standard Grade symbol E)
 - 1 Subject must be passed on Higher Grade
 - 3 subjects must be passed in the same exam sitting
- FET qualification
 - 3 N4 Subjects
 - 1 N5, Higher Grade Equivalent subject
- Senior Certificate and FET
 - 1 HG subject with symbol E or better
 - 3 N4 subjects
- The board issues complete exemption to:
 - Holders of the senior certificate and national diplomas issued by the former Technikons and now universities of technology.
 - Holders of a three-year diploma irrespective of the Senior Certificate BUT no credits may be granted.
 - Two senior certificate languages on higher grade plus four N5 subjects that include a senior certificate subject.
 - Candidates who completed a qualification that is evaluated at Level 5 of the SAQA NQF with credit value of 120 or more and Quality Assured by Council on Higher Education (CHE).
- Individuals who are 45 years or older are allowed by law to study towards a degree programme (subject to faculty admission requirements).

How to apply (please look at option 2 under senate discretionary exemption for approved SETA qualifications):

1. Complete the attached M30 application form.
2. Pay the application fee of R1 070 to the Matriculation Board and attach proof of payment to your M30 application.

Banking details:

Bank: ABSA

Account name: Matriculation Board

Account number: 4059036917

Branch: Sunnyside

Branch Code: 630345

Swift code: ABSA ZA JJ

Reference: Name/Student number

NOTE: do not pay the R1 070 to anyone besides the Matriculation Board.

3. Attach the following documents to your M30 application form:
 - Identification documents (ID or Passport or birth certificate)
 - School leaving (matric) certificate
 - Post School Qualifications and Academic Records
 - If you have an American High School Diploma:
 - Admission letter issued by the Registrar of an accredited university in the United States of America
 - If you are a married woman:
 - Marriage certificate or divorce order
4. Submit your M30 application form, proof of payment and supporting documents along with your BEd/BBA application to Edutel via email: matriculationexempt@edutel.ac.za or to the study advisor who is assisting you with your application.
5. Edutel will submit your application to the Matriculation Board.
6. The Matriculation Board will email you a letter of approval which you must submit to matriculationexempt@edutel.ac.za ASAP in order for us to finalise your registration.

OPTION 2: Individuals who do not meet the minimum entry requirements listed in our brochure but have one of the following qualifications may apply for Senate's Discretionary Exemption:

If applying for the Bachelor of Education:

- Early Childhood Development Practices Certificate, NQF 5, 120 Credits.
- Diploma in Early Childhood Development practices. NQF 5, 240 Credits.
- Students who wrote matric after 2008 with a Diploma entry.
 - Students who have passed Matric, or equivalent (as accepted by the Matriculation Board) and have a general diploma.

If applying for the Bachelor of Business Administration:

- Students who wrote matric after 2008 with a Diploma entry.
- Students who have passed Matric or equivalent (as accepted by the Matriculation Board) and a General Diploma.
- Seta Certificates in a cognate (similar) field NQF Level 5, 120 Credits.
- Seta Certificates in a cognitive (similar) field NQF Level 6, 360 Credits.
- National Certificate: Wholesale and Retail: Buying Planning, NQF Level 5 (ID 59299)
- National Diploma: Human Resources Management and Practices, NQF Level 5 (ID 61592)
- Advanced Sport Management Administration (ID 60277)
- Advanced Based Learning (ABL) (ID 60278)
- Cement Manufacturing (ID 60272)
- Customer Management, NQF Level 5 (ID 60273)
- Customer Management: Banking, NQF Level 5 (ID 96099)
- Disaster Risk Management, NQF Level 5 (ID 60274)
- Fast Moving Consumer Goods, NQF Level 5 (ID 60271)
- Generic Manufacturing, NQF Level 5 (ID 60270)
- Mining Management, NQF Level 5 (ID 64869)
- Motor Industry Management, NQF Level 5 (ID 78824)
- NQF Support Link, NQF Level 5 (ID 78823)
- Real Estate, NQF Level 5 (ID 71609)
- Salon Management, NQF Level 5 (ID 80747)
- Security Management, NQF Level 5 (ID 74511)

- Service Station Management, NQF Level 5 (ID 66310)
- Skills Development Management, NQF Level 5 (ID 66069)
- Sport Event Management, NQF Level 5 (ID 60272)
- Strategic Management, NQF Level 5 (ID 74512)
- Wholesale and Retail Management, NQF Level 5 (ID 63334)

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For more information you can contact:

Kevin Schoultz @ kevin@edutel.ac.za / (011) 760-3668

Or Hester @ hesterm@edutel.ac.za / (011) 760-3668

PRESENT SURNAME

MAIDEN SURNAME

.....

.....

FIRST NAMES (AS ON PASSPORT/BIRTH/IDENTITY DOCUMENT)

.....

*E-MAIL ADDRESS

2. Date of birth:

3. Postal Address:

.....

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Postal Code:

*CELL PHONE NUMBER

*FAX NUMBER

4. Full particulars regarding applicant's educational qualifications:

(a) School certificate: _____

(b) Post-school qualification

Name of certificate: _____

Name of diploma:

Year of completion:

Institution where obtained:

.....

Examination Number:

Year of completion:

.....

School subjects passed	Month Year	Grade	Symbol	School subjects passed	Month Year	Grade	Symbol

Degree for which applicant proposes to study: Year of first registration: Name of proposed university:

OFFICIAL USE ONLY:
CONDITION:
FURTHER COMMENTS:

W.E.F.:	EXPIRY DATE:	MB OFFICIAL:	LANGUAGE:
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TO HAVE YOUR QUALIFICATION EVALUATED FOR EMPLOYMENT PURPOSES PLEASE CONTACT SAQA [Help Desk: 0860103188(www.saqa.org.za)]

MATRICULATION BOARD

APPLICATION for an EXEMPTION CERTIFICATE for Admission to Bachelor's Degree Studies

PO Box 3854, Pretoria, 0001
 +27 (10) 591-4401/2
 +27 (86) 677 7744
 www.universitiessa.ac.za/mb

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NB: THIS FORM SHOULD ONLY BE COMPLETED BY CANDIDATES WHO INTEND TO REGISTER AT SA UNIVERSITIES (NOT TECHNIKONS OR COLLEGES)

A. This form must be accompanied by:

1. Original Educational qualifications (High School and post-school qualifications) or copies certified correct by the Registrar of a South African public university or by a South African Embassy, Consulate, High Commission or Trade mission or by public Notary in a foreign country. Sworn translations into either English or Afrikaans must accompany documents originally issued in another language.
2. Holders of American High School Diplomas must submit a letter issued by the Registrar of an accredited university in the United States of America to the effect that the holder is eligible for unconditional admission to degree studies at such a university or the applicable SAT results.
3. An Original official academic record reflecting the courses passed in different years, if the application is based on the grounds of post-school qualifications, with a prescribed minimum duration of at least three years uninterrupted study (RSA students only)
4. A certified copy of the particulars in the applicant's identity document reflecting his/her date of birth, or of the applicant's birth certificate.
5. A married woman must also submit a certified copy of her marriage certificate or divorce order.
6. The applicable exemption fee. The money is not refunded if the applicant does not qualify or fails to respond to letters regarding the application.
7. Applications for conditional exemption on the grounds of mature age, together with the Items mentioned under 1 to 6 above, must be submitted to the Registrar of the University at which the candidate proposes to register. The form must be signed by the Registrar if he supports the application.

FOR OFFICE USE ONLY

Receipt No. Amount:

Applicant No.

TO BE COMPLETED BY UNIVERSITY SUPPORTING THIS APPLICATION ("MATURE AGE" AND "SENATE'S DISCRETION" AND "FOREIGN CONDITIONAL" APPLICATIONS ONLY) (IF APPLICATION IS SUBMITTED BY UNIVERSITY)

Certificate: In the opinion of the Senate of this University, the abovementioned applicant may reasonably be expected to complete the course.

<p>OFFICIAL STAMP</p> <p>OF UNIVERSITY</p> <p>CONCERNED</p> <p>AND</p> <p>SIGNATURE</p>
<p>STUDENT NO.:</p>

**NB: IF APPLICATION IS SUBMITTED IN BATCHFORM BY UNIVERSITY – DO NOT INCLUDE THIS PAGE
 IF APPLICATION IS SUBMITTED BY AN INDIVIDUAL (NOT UNIVERSITY) – DO NOT INCLUDE THIS PAGE, UNLESS ALREADY ACCEPTED AT UNIVERSITY.**