

## Transferring students

### Definition of a transferring student

A transferring student is a student who, at the time of application for a degree programme at the University of Pretoria (UP)

- a) is a registered student at another tertiary institution; or
- b) was previously registered at another tertiary institution, but did not complete the programme enrolled for at that institution and is not currently enrolled at a tertiary institution; or
- c) has completed studies at another tertiary institution, but is not currently enrolled at a tertiary institution; or
- d) had started tertiary studies at UP, then moved to another tertiary institution and would like to be readmitted to UP.

### Guidelines for transferring students' admission to degree programmes at UP

A transferring student will be considered for admission based on:

- a) submission of an NSC or equivalent qualification with admission to bachelor's or diploma studies (whichever is applicable); and
  - meeting the minimum faculty-specific requirements at NSC level; or
- b) having completed a degree and
  - meeting the minimum faculty-specific subject requirements at tertiary level; or
- c) having completed an HEQSF-registered (see <https://allqs.saqa.org.za/search.php?cat=qual#>) Higher Certificate at a tertiary institution,
  - which will grant complete exemption; and
  - having passed each of the modules/subjects prescribed for the Higher Certificate with at least 60%,
  - with the faculty-specific subjects/modules passed being equivalent to the NSC subject requirements and/or
  - meeting the minimum faculty-specific subject requirements at tertiary level.

#### Note:

- Meeting the minimum requirements does not guarantee admission.
  - Only a limited number of students will be admitted to each programme.
  - Based on capacity, ranking according to academic performance may be implemented.
- d) Previous academic performance will be considered as per faculty regulation/promotion requirements.
  - e) Require a certificate of good conduct.

**Note:**

- Students who have been dismissed from a previous institution due to poor academic performance will not be considered for admission to UP.
- Admission of transferring students will always depend on the availability of spaces in the programme and the specific faculty.
- Students transferring from other universities must adhere to UP General Academic Regulations G.7-9 before a degree may be awarded by UP.

**Closing date for applications from transferring students:**

For all undergraduate non-selection programmes, online applications will be closed when admission targets have been met and in consultation with the relevant Dean.

## Returning students

### Definition of a returning student

A returning student is a student who, at the time of application for a degree programme

- a) is a registered student at UP, and wants to transfer to another degree at UP, or
- b) was previously registered at UP and did not complete the programme enrolled for, and did not enrol at another tertiary institution in the meantime (including students who applied for leave of absence), or
- c) has completed studies at UP, but is not currently enrolled or was not enrolled at another tertiary institution after graduation.

### Guidelines for admission of returning students to degree programmes at UP

A returning student will be considered for admission based on

- a) an NSC or equivalent qualification with admission to bachelor's or diploma studies (whichever is applicable); and meeting the minimum faculty-specific requirements at NSC level; or
- b) having completed a degree and
  - meeting the minimum faculty-specific subject requirements at tertiary level; or
- c) previous academic performance (should have a cumulative weighted average of at least 50% for the programme enrolled for).



## Faculty of Engineering, Built Environment and Information Technology

Fakulteit Ingenieurswese, Bou-omgewing en  
Inligtingtegnologie / Lefapha la Boetsenere,  
Tikologo ya Kago le Theknolotši ya Tshedimošo

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### Note:

- a) Students who have been excluded/dismissed from a faculty due to poor academic performance may be considered for admission to another programme at UP, as per the faculty specific requirements.
- b) Only ONE transfer between UP faculties will be allowed, and a maximum of two (2) transfers within a faculty.
- c) Admission of returning students will always depend on the availability of space in the programme and the respective faculty.

### Closing date for applications from returning students:

Applications from returning students may be received until the **end of June**.

Faculty of Engineering, Built Environment and Information Technology website: [www.up.ac.za/ebit](http://www.up.ac.za/ebit)

University of Pretoria website: [www.up.ac.za](http://www.up.ac.za)