



HUA50 Application Token Process

Returning WITS students would need to apply via the self-service portal via this link: <https://self-service.wits.ac.za/> then Go to Applicant Homepage, then click on the admission title, then click on the Apply for admission tab on the left-hand side of the screen. Once you're on the admission tab continue with steps 5 onward below.

New Applicants: The below process is intended for new applicants that have not applied to Wits before.

Step 1: Go to www.wits.ac.za/applications/

Step 2: Create Temporary ID

Click the button below as per the screenshot.

The screenshot shows the WITS University Online Application portal. At the top left is the university logo and name. Below it, the text reads 'WITS UNIVERSITY ONLINE APPLICATION'. There are two main sections: 'Currently Enrolled Wits Students' and 'New Applicants'. The 'New Applicants' section is expanded, showing 'Step 1' with a 'Create Temporary ID' button highlighted by a black arrow. Below 'Step 1' is 'Step 2' with a 'Confirm Temporary Password' button. There are also input fields for 'Temporary ID' and 'Password', a 'Login' button, and a 'Forgotten your Temporary ID and/or Password?' link. A note at the bottom states: 'Note: Your browser must have cookies, javascript, and pop-ups enabled. Please also check that your spam filter does not reject emails generated from our Institution.'

Step 3: Confirm Temporary Password

If you have now received a temporary password for an email address previously entered, click the button below.

WITS UNIVERSITY ONLINE APPLICATION

Currently Enrolled Wits Students - Please apply online via the Student Self Service Portal self-service.wits.ac.za

New Applicants - Don't have an account yet? Please select Step 1 below to start the online application (Create Temporary ID)

Sign into your account

Temporary ID

Password

[Forgotten your Temporary ID and/or Password?](#)

Note: Your browser must have cookies, javascript, and pop-ups enabled. Please also check that your spam filter does not reject emails generated from our Institution.

▼ Don't have an account yet?

Step 1

Click the button below.

Step 2

If you have now received a temporary password for an email address previously entered, click the button below.

Step 4: Sign into your account

Sign in to your account with your Temporary ID and Password. Click login to proceed with the application.

WITS UNIVERSITY ONLINE APPLICATION

Currently Enrolled Wits Students - Please apply online via the Student Self Service Portal self-service.wits.ac.za

New Applicants - Don't have an account yet? Please select Step 1 below to start the online application (Create Temporary ID)

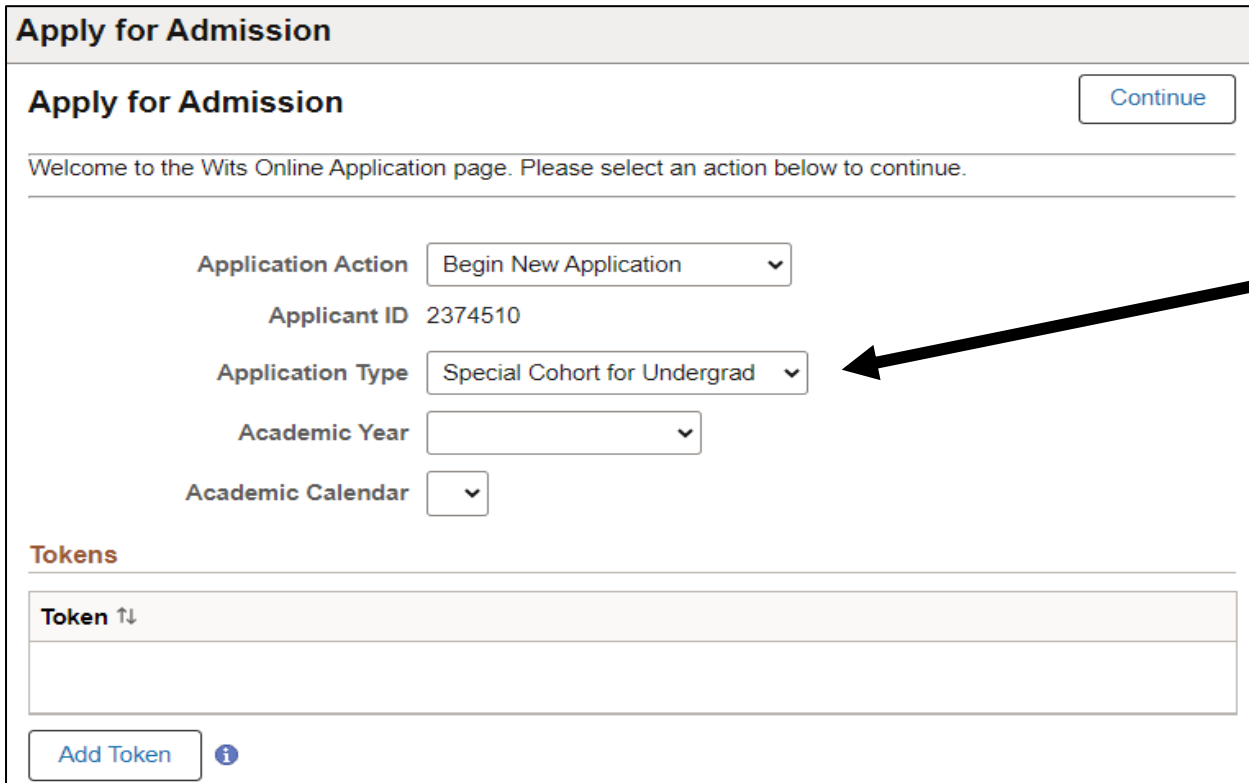
Sign into your account

Temporary ID

Password

Step 5: Select the relevant application details

Select the relevant application details relevant to the intake you will be applying for, please note that you must select **Special Cohorts for undergraduate as** per the below example. You can then select the relevant the year and calendar you want to apply for:



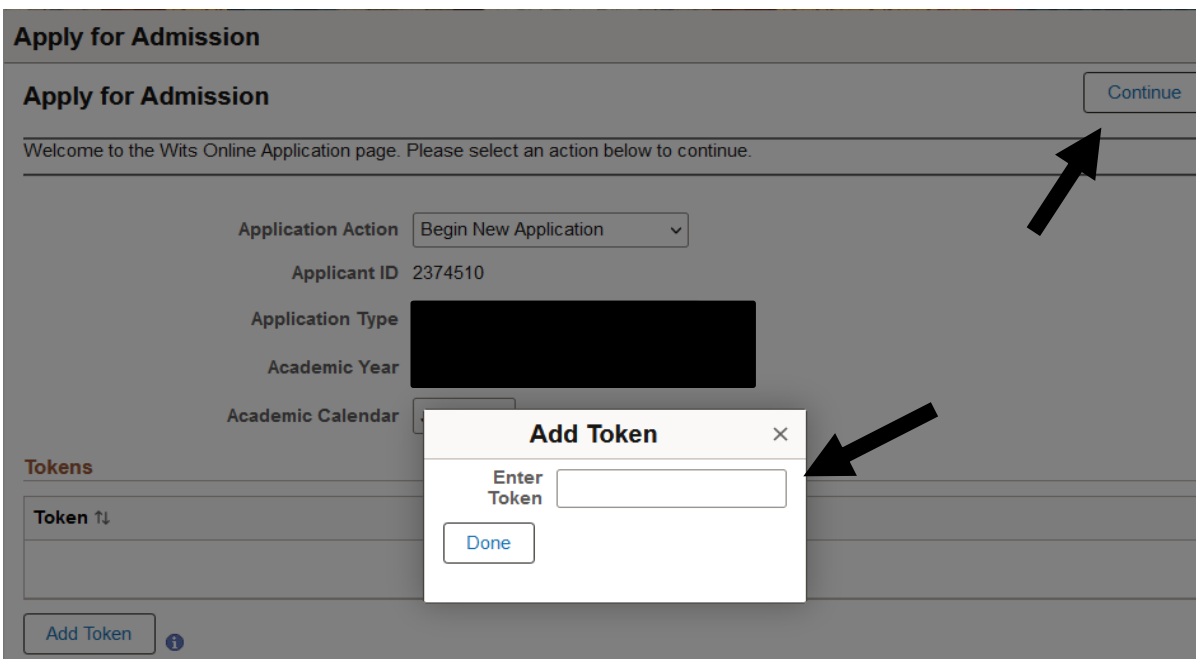
The screenshot shows the 'Apply for Admission' page. At the top right is a 'Continue' button. Below the header is a welcome message: 'Welcome to the Wits Online Application page. Please select an action below to continue.' The form contains the following fields:

- Application Action: Begin New Application (dropdown)
- Applicant ID: 2374510
- Application Type: Special Cohort for Undergrad (dropdown, highlighted with a black arrow)
- Academic Year: (dropdown)
- Academic Calendar: (dropdown)

Below the form is a 'Tokens' section with a table header 'Token ↑↓' and an empty table. At the bottom left is an 'Add Token' button with an information icon.

Step 6: Add Token

Click on token and insert the token code: **EDUCUG25** click done then click on continue.



This screenshot shows the same 'Apply for Admission' page as in Step 5, but with an 'Add Token' modal window open. The modal has a title bar with a close button (X) and contains the text 'Enter Token' above an input field. A 'Done' button is at the bottom of the modal. A black arrow points to the 'Continue' button in the background, and another black arrow points to the 'Add Token' button in the foreground.

Step 7: Completed all 18 steps and upload the required documents.

Please note that under step 3 you need to ensure that you select the correct programme code and plan.

Please select: HUA50 - Advanced Diploma in Technical and Vocational Teaching

Step 8: Validate and Submit

Once you have completed all steps ensure that you validate your application then click on submit your application to the university.