NEW STUDENT:

HOW TO APPLY AS NEW STUDENT:


2. Application documentation required (certified not older than 3 months):
   - Latest results with school stamp and letter head
   - ID copy of prospecting student of ID’s of other dependents living in the same house
   - Proof of address

3. Foreign students documentation: (certified not be older than 3 months)
   - Copy of passport
   - SAQA approved foreign qualification
   - Valid study permit

4. NSFAS Bursary documentation (certified not older than 3 months):
   - Copies of parents'/guardians’ ID’s
   - Copies of ID’s of other dependents living in the same house (e.g. brothers, sisters)
   - Copies of your latest results
   - Proof of address with contact details of next of kin or responsible persons
   - Proof of parents'/guardians’ income

5. You will also be assisted with the online application for an NSFAS bursary during your session, as NO academic application will be considered without proof of application for an NSFAS bursary

6. Once you have applied, a selection committee will view your application and academic records. If you meet the requirements, your status message will reflect as “The application has been accepted for further processing
7. Please take note that no final approvals will be done during the APPLICATION process. Application acceptance is subjected to the final selection process. You are only a registered student once you have received a proof of registration stated your qualification and subjects enrolled.

CONTACT YOUR RESPECTIVE CAMPUS ON:

CENTRAL OFFICE: (012) 401 1600
No classes offered

PRETORIA CAMPUS: (012) 401 1601
Nated Business and Utility Studies N4-N6
NC (V) Business and Utility Studies L2-L4

TEMBA CAMPUS: (012) 401 1700
Nated Business Studies N4-N6
NC (V) Business Studies L2-L4
Nated Engineering Studies N1-N6
NC (V) Engineering Studies

ROSSLYN CAMPUS: (012) 401 1750
Nated Engineering Studies N1-N6

MAMELODI CAMPUS: (012) 401 1800
Nated Business Studies N4-N6
NC (V) Business Studies L2-L4
Nated Engineering Studies N1-N6
NC (V) Engineering Studies

SOSHANGUVE SOUTH CAMPUS: (012) 401 1900
Nated Business Studies N4-N6
NC (V) Business Studies L2-L4

SOSHANGUVE NORTH CAMPUS: (012) 401 1999
Nated Engineering Studies N1-N6
NC (V) Engineering Studies

OPEN LEARNING: (012) 401 1638/1639
Nated Business Studies N4-N6
Nated Engineering Studies N1-N6
NEW STUDENT ON-LINE APPLICATION PROCESS

The new student must open the following link to access registration:

https://tnc.edu.za

“IT IS COMPULSORY FOR ALL NEW APPLICATIONS TO WRITE A PACE TEST AT THE CAMPUS YOU’RE APPLYING FOR”

Step 1:
Click on New Application

Step 2: The following screen will appear
Please enter your personal information on all block as indicates in **CAPITAL LETTERS**, is mandatory. After the whole information have been inserted. 

The following information must be entered, **Surname**, **First Names**, **Cellphone**, **Title**, **Gender**, **Birthdate**, **ID Number** (*no spaces in between*), **Home language**, **Matric type**, **Financial Assistance** (tick on the yes in the box for bursary assistance), **Citz Code** (South Africa), **Address**, **Postal Code** and **Email address** is very important.

**N.B. Please press Save**
The following screen will appear after you have saved your information.

Please note the following information will be displayed on the page:
- Your Student Number: (Please write somewhere in a safe place for later use)

**Step 3: Create a registration Pin**
- Enter the same 5 digits twice and, Press (“Create”)

The following screen will appear:
Press: “Application”
TERMS AND CONDITIONS: RULES AND REGULATIONS FOR STUDENT APPLICATION

Press “I Accept”
Click on “Update personal information”
Add your matric type and select your choice on Financial assistance and Click “Save”
Please add in your disability if you have any, it is not mandatory.
Add your next of keen contact (e.g. Parents or Guardian) details by clicking on “New Record”

You can edit your Cell Number by clicking on it
1. Click: “Submit Application”
2. Click: Search

3. Briefly search for the programme you're applying for
4. Select the entry level programme (e.g. L2 / N1-N2) only.
5. Select your preferred campus of study.
6. Click the “SAVE” button
7. Insert your application choice number, “Note you’re only permitted to apply twice”.
9. Accept your application if the above information is correct

8. Click the Restart process button if the information of your application is incorrect
10. Click the “OKAY” to accept your application
The pre-enrolment process will now be complete for a new applicant.