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¹ S22: 2009-12-01 Item 8.24 Consolidation of IIE002 and IIE002.1

² S34: 2013-11-07 Item 8.1.1 Revised Annexure A

³ S35: 2014-05-20 Item 8.1.1 – whole policy review – changes to Section 1- 4 and Annexure A, effective Semester 2, 2014

⁴ S38: 2015-05-19 Item 8.1.1 – Amendments to Annexure A, only – effective for all 2016 admissions

⁵ All amendments at S41 and those sent via round-robin on 2016-06-15 – effective for all 2017 applications.

⁶ Post Senate 43 edits, renumbering and insertion of Glossary and Roles

⁷ S47: 2018-03-02 Item 7.2.6.3. Further changes were made based on the changes in the Student Rights and Services Policy (IIE026) and Student Records Policy (IIE011) at S48 as well as the changes to the Language Policy (IIE013) at S47.

⁸ S48: 2018-10-29: Changes based on the amendments to the Student Rights and Services Policy (IIE026) and Student Records Policy (IIE011) at S48 as well as the changes to the Language Policy ((IIE013) at S47

⁹ S51:2019-07-11 Item 7.2.1- whole policy review Annexures B and C effective immediately for 2020 admissions

¹⁰ Post S55:2020-12-02 changes – editorial and removal of Annexure C

¹¹ S63: 2023-09-07 Item 8.2.1.1 policy amendments include update of external policy documents and regulations, consideration to admission requirements of relevant professional bodies. Independent Examination Board (IEB) International Senior Certificate (ISC) added as a type of Senate Discretionary Admission. Editorial changes.

¹³ S26: 2011-04-05 Items 9.2 & 9.3, Annexure A with immediate effect

¹⁴ S33: 2013-05-21 Item 9.19

	04 December 2025¹²	January 2026
DATE FOR NEXT REVIEW	2027	
RELATED POLICIES	IIE001: Quality Assurance and Enhancement Policy IIE005: Qualification Design and Programme Review Policy IIE007: Research and Postgraduate Studies Policy IIE009: Assessment Strategy and Policy IIE010: Qualification Completion, Credit Accumulation and Transfer, Articulation and Recognition of Prior Learning Policy IIE011: Student Records Policy IIE012: Graduation and Certification Policy IIE013: Language Policy IIE015: Student Conduct and Discipline Policy IIE020: Official Documentation, Marketing and Advertising Policy IIE022: Teaching and Learning Strategy IIE026: Student Support and Professional Development Policy IIE029: Distance Education Policy IIE030: The IIE Internationalisation Policy IIE031: Governance Policy IIE032: Personal Information, Intellectual Property and Cyber Security Policy IIE033: Policy on the Integration of Artificial Intelligence (AI) in Teaching and Learning Practices	
POLICY ANNEXURES	Annexure A: Admission Requirements per Qualification Type Annexure B: Admission Requirements per Programme v34	
RELATED PROCEDURES AND HANDBOOKS¹⁵	IIE002: Procedures and Handbook • Admissions Handbook for International Students v12- A Guide for Brand National/ Head Offices • HTG: RPL Review, Tracking and Reporting v1 Student Information Management System: • HTG007: Offer and Admissions Process • HTG008: Admission and Offer Management Process • HTG009: Offer and Admission Communication • HTG009b: Tertiary Offer Communication	

¹² Editorial changes Post S70:

- Cover page updated with version number, amended and implementation date, IIE033 included in the list of relevant policies.
- SIS to SIMS - Student Information Management System
- Glossary updated to reflect the amendments incorporated as a result of the adoption of the Tertiary Academic Operating (TAOM) model.
- Replaced campus with site throughout the policy to reflect the regulatory framework
- Policy updated to incorporate changes to roles and responsibilities as per the TAOM model

Content change:

- Included the American High School diploma completed in South Africa in the list of Senate Discretionary Admissions
- S70 2025/12/04 Item 10.2.1.2 – Amendment of section 5 (4)(5)(6)- outlining the implications of cancellations at different stages in the semester.

¹⁵ Procedures and Handbooks are for internal use only.

The Independent Institute of Education (Pty) Ltd is registered with the Department of Higher Education and Training as a private higher education institution under the Higher Education Act, 1997 (reg. no. 2007/HE07/002). Company registration number: 1987/004754/07

	<ul style="list-style-type: none"> • HTG010: Direct Admission Management – Non-Qualification Purposes (NQP) and Short Learning Programmes (SLPs) • HTG016: Academic-Student Profile Management • HTG017: Audit and Admissions Management
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GLOSSARY AND ROLES

Access	The opportunity to pursue education
Advanced standing	A status/ exemption granted to a learner for admission to studies at a higher level than the learner's prior formal studies would have allowed.
Business Visa	A visa issued to a foreign national to set up and run their own business or by investing in an existing business in the country.
Critical Skills Work Visa	A critical skills work visa is a visa issued in accordance with the <i>critical skills list</i> .
Department of Home Affairs (DHA)	The national department with a sole mandate to secure and manage the identity and status of all South African citizens and managing international migration, i.e., foreign nationals who want to visit, stay or study in South Africa.
Department of International Relations and Cooperation (DIRCO)	The national department responsible for South Africa's relationships with foreign countries and international organisations.
Exchange Visa	A visa that allows a foreign national to take part in a programme administered or organised by a learning institution in South Africa in conjunction with a learning institution/ organ of a foreign state.
General Work Visa	A visa issued to foreign nationals where it has been proven beyond reasonable doubt that South African citizens and permanent residents with the relevant qualifications or skills and experience are not available for appointment.
Intra-company Transfer Work Visa	A temporary work visa that allows a staff member to transfer from an overseas company to a branch, subsidiary or affiliated business that is operating in South Africa.
Matriculation Board	The Matriculation Board is a statutory advisory committee on minimum admission requirements to USAf, a successor organisation to the South African Universities Vice-Chancellors Association (SAUVCA) and the Committee of Technikon Principals (CTP).
Non-Qualification Purpose (NQP) course or module	Any course or module taken by students without any goal of accumulating credit(s) that will contribute toward attaining a full qualification. ¹⁶
Permanent Residence Permit	A permit that allows a foreign national to reside indefinitely within South Africa.
Programme	A year of study in a full qualification that includes a purposeful and structured set of learning experiences. Where relevant, combined programmes lead to a qualification or part-qualification (SAQA, 2023). ¹⁷

¹⁶ S63: 2023-09-07 Item 8.2.1.1 – definition amended.

¹⁷ Definition amended by item 8.2.2 of S64:2023-11-13.

Qualification	A qualification consists of a planned combination of learning outcomes with a defined purpose, intended to provide qualifying learners with applied competence and a basis for further learning (SAQA, 2023). Where relevant, combined programmes lead to a qualification. In order to qualify as a qualification, it must be accredited by the HEQC and registered on the NQF and DHET. A qualification must comprise of at least 120 credits. ¹⁸
Registrar	Custodian of governance, policy administration, records and statutory compliance of the Institute. In this regard, the Registrar works closely with the Head of Governance and Compliance at ACE, who is responsible for overseeing these functions and ensuring an extra layer of quality assurance.
Relative's Visa	A visa to a foreign national who is a member of the immediate family of a citizen or a permanent resident, provided that such citizen or permanent resident provides the prescribed financial assurance.
Senate	The overarching academic and research decision-making governance structure of The IIE. It has a policy setting, monitoring and review mandate. ¹⁹
Short Learning Programme (SLP)	A short learning programme is any course of study of less than 120 credits (normally a year) that is not accredited and cannot be registered. It is not a qualification, instead, it is targeted and focuses on learning interventions.
Site of delivery/campus	A recognised teaching and learning site, distinct from a head or national office, whether physical or virtual, where the institution conducts educational activities and provides student support.
South African Qualifications Authority (SAQA)	A statutory body, regulated in terms of the National Qualifications Framework Act No. 67 of 2008. SAQA is responsible for: <ul style="list-style-type: none"> • Registering qualifications and part qualifications, as recommended by the relevant Quality Council on the National Qualifications Framework. • The verification of SA qualifications. • Recognition of professional bodies. • Verification of foreign qualifications. • Issuing registered qualifications with a SAQA ID.²⁰
Student Information Management System	The tertiary academic system used for admissions and all student records
Study Visa	A visa that is issued to a foreign national for the purposes of study in a higher education institution in South Africa.
The Act	The Immigration Act, 2002
The IIE	The Independent Institute of Education (Pty) Ltd

¹⁸ Definition amended by item 8.2.2 of S64:2023-11-13.

¹⁹ Definition amended by item 8.2.1.1 of S63:2023-09-07.

²⁰ Definition amended by item 8.2.2 of S64:2023-11-13.

Universities South Africa (USAf)	Universities South Africa, formerly known as Higher Education South Africa (HESA)
Visa	A conditional authorisation granted to a foreign national to enter and temporarily remain within South Africa.

1 INTRODUCTION

- (1) The purpose of this Policy is to define the key admissions principles, prescribe the requirements and processes for admission to The Independent Institute of Education (Pty Ltd) 's (The IIE's) higher education learning programmes and outline the systems in place for effective implementation thereof. All applications for admissions to registered and accredited IIE programmes, non-formal programmes, short learning programmes (SLPs), or Non-Qualification Purposes (NQP) modules/courses must be made directly with the chosen IIE registered site of delivery/campus or in the manner prescribed.
- (2) All required admission documentation must be submitted, as outstanding documentation may delay the finalisation of the student's registration and may also impact a student's eligibility to graduate or receive their qualification certificate.²¹
- (3) In the case of new entities being incorporated into The IIE as part of the registered provider, a phasing-in of the admissions systems and processes may take place until such time that integration has been completed.
- (4) The IIE Admission Policy is set in the context of existing national policies and frameworks as prescribed in the following documents:
 - a) Regulations for the Registration of Private Higher Education Institutions, 2016.
 - b) National Qualifications Framework (NQF) Act 67 of 2008.
 - c) The Higher Education Qualifications Sub-Framework, 2013.
 - d) Publication of the General and Further Education and Training Qualifications Sub-framework and Higher Education Qualifications Sub-framework of the National Qualifications Framework, 2013.
 - e) Occupational Qualifications Sub-Framework Policy, 2021.
 - f) Requirements and Conditions for Matriculation Endorsement and Issuing of Certificates of Exemption for Admission to Bachelor's Degree Studies²², 2008.
 - g) Minimum Admission Requirements for Higher Certificate, Diploma and Bachelor's Degree Programmes requiring a National Senior Certificate (NSC), 2008.
 - h) Directives for Certification National Senior Certificate, 2018.
 - i) Directives for Certification-Senior Certificate (As Amended), 2017: April 2018.
 - j) Minimum Admission Requirements for Higher Certificate, Diploma and Bachelor's Degree Programmes for Holders of the Senior Certificate (Amended) and the Revocation of the Designated List of Subjects, 2018.
 - k) Revocation of the Designated List of Subjects for the National Senior Certificate, 2018.
 - l) Minimum Admission Requirements for Higher Certificate, Diploma and Bachelor's Degree Programmes requiring a National Certificate (Vocational) at Level 4 of the National Qualifications Framework, 2018.
 - m) Directives for Certification National Certificate (Vocational) Levels 2 - 4, 2013.

²¹ S63: 2023-09-07 Item 8.2.1.1

- n) Recognition of the National Certificate (Vocational) Level 4 by public HEIs for access into programmes offered by higher education institutions. DHET, USAf and UMALUSI, Joint Communiqué 1 of 2016.
 - o) Policy on Minimum Requirements for Programmes Leading to Qualifications in Higher Education for Early Childhood Development Educators, 2017.
 - p) Immigration Act No.13 of 2002.
 - q) Immigration Regulations, 2014 (as amended in 2018);
 - r) Policy for Credit Accumulation and Transfer on the National Qualifications Framework, 2014.
 - s) National Policy and Criteria for the Implementation of RPL, 2019.
 - t) Policies on the Recognition of Prior Learning, Credit Accumulation and Transfer, and Assessment in Higher Education, 2016.
 - u) Revised Policy on the Minimum Requirements for Teacher Education Qualifications (MRTEQ), 2015.
 - v) White Paper on Post-School Education and Training, 2014.
 - w) Constitution of the Republic of South Africa, 1996.
 - x) Protection of Personal Information Act, 2013 (POPIA).
 - y) The Higher Education Quality Committee (HEQC) Criteria for Programme Accreditation, CHE 2004.
 - z) Norms of Certification for the Higher Education Sector within the context of the Higher Education Qualifications Sub-Framework, 2020.
 - aa) South Africa's National Development Plan (NDP) 2030 (2012).
 - bb) Articulation Policy for Post-School Education and Training System of South Africa (2017).
 - cc) CHE Policy on Articulation into and within Higher Education, 2023.
 - dd) National Policy Regarding Further Education Programmes: Approval of the Policy Document: An Addendum to the Policy Document, The National Senior Certificate A Qualification at Level 4 on the NQF, Regarding Learners with Special Needs, 2006.
- (5) The statutory minimum admission requirements per qualification type, extracted from these documents, are reflected in **Annexure A** at the end of this Policy.
- (6) Admission requirements for specific qualifications as outlined by applicable statutory Professional Bodies such as the Engineering Council of South Africa (ECSA), The Law Society of South Africa (LSSA) and the South African Institute of Professional Accountants (SAIPA) will be taken into account in the formulation of admission requirements.²³
- (7) The Admissions Policy is approved by the Senate and monitored and managed against agreed procedures.
- (8) The Policy must be read in conjunction with the admissions procedures and related Policies as stipulated on the cover of this Policy.

²³ S63: 2023-09-07 Item 8.2.1.1

- (9) Admissions will take place and be managed on the Student Information Management System (SIMS).
- (10) Any personal information collected should be handled in accordance with the Constitution and the Protection of Personal Information Act, 2013 (POPIA). In particular, the processing of personal information should be consistent with POPIA's conditions for lawful processing of personal information. These include purpose specification, processing limitation, ensuring quality of information, accountability, limitations on further processing, correction of information, and retention of records²⁴.

2 KEY PRINCIPLES

2.1 Access, Equity, Articulation and Success²⁵

- (1) The IIE does not discriminate in its admissions policy or practices and seeks to promote access to higher education regardless of race (colour, ethnicity, national origin, nationality or decent) gender, sex, sexual orientation, language, pregnancy, marital status, political conviction or affiliation, religion, belief, culture, language, birth, disability and medical condition while promoting fair chances of student success. Any identified discrimination will be dealt with on a zero-tolerance basis.
- (2) The IIE recognises that admitted students should have a reasonable chance of success and thus whilst students must meet the statutory minimum admission requirements, programme-specific criteria (see **Annexure B**) are set in line with the degree of complexity of learning required in a programme as required.
- (3) Applicants still waiting for re-marking of their school-leaving qualifications *will **only be accepted for the programmes they qualify for at the point of registration***²⁶.
- (4) Within a framework of widening access and promoting equity in higher education, The IIE also provides opportunities for flexible entry routes such as alternate admissions, conditional admissions, recognition of prior learning (refer to IIE010), recognition of credits completed on other formal qualifications and Senate discretionary admissions as detailed in section 3.2 of this Policy.
- (5) Furthermore, The IIE supports the objectives of the NQF Act, and all National Articulation Policies as through our credit recognition process as stipulated in the IIE010 Policy, portability of credits within and between frameworks is catered for in the admissions process, which ultimately contributes to the achievements of qualifications.²⁷
- (6) Academic support is available on campuses to support success.

²⁴ Inserted post S57

²⁵ S63: 2023-09-07 Item 8.2.1.1

²⁶ S57: 2021-09-02 Item 8.2.2.6

²⁷ S63: 2023-09-07 Item 8.2.1.1

- (7) The Admissions Policy and Procedures are not at the discretion of individual brands and campuses.

2.1.1 Disability/ Different Abilities

- (1) Reasonable accommodation is made for applicants with disabilities or different learning needs to apply for studies.
- (2) The IIE is responsible for meeting the costs related to access to the building and associated infrastructure but other costs, such as scribes, are for the account of the student.

2.1.2 Language

- (1) English is the language of instruction and the language of learning and teaching at The IIE.
- (2) Students applying for admission to The IIE must meet the required statutory minimum or programme-specific English requirement and, where required, proof of proficiency in English at first language or first additional language is required in the school-leaving examinations.
- (3) Students who have completed qualifications other than the South African school leaving qualifications or where the English comparability must be established, may be required to demonstrate proficiency through a recognised English proficiency test (at the student's expense); e.g., The International English Language Testing System (IELTS) English proficiency test (www.ielts.org) OR The Pearson Test of English Academic (PTE Academic), Test of English as Foreign Language (TOEFL). Information and test schedules can be found on the respective websites. The IIE Language Policy (IIE013) provides further details on how The IIE is committed to making English accessible in its teaching and learning and assessment practices.
- (4) In the event of Senate Discretionary Admissions, The IIE may require a student to undergo a written or oral test to confirm proficiency.
- (5) For acceptance in all professional degrees, all requirements of regulatory bodies must be followed, specifically, the language requirements for teaching qualifications in South Africa. These requirements are made explicit in Annexure B of this Policy and the curricula.

2.2 Recruitment and Admissions Marketing and Advertising Material

- (1) All recruitment and admissions marketing and advertising material must comply with legal and other specific requirements as stipulated in the Official Documentation, Marketing and Advertising Policy (IIE020) and the Official Documentation, Marketing and Advertising Procedure (PDIIIE020).

- (2) The contents of these documents/materials must be signed off by the Brand National / Head Office, in collaboration with the Faculties.

2.3 Financial Requirements

- (1) As The IIE receives no subsidy and is dependent on student fees, economic status is a barrier to access. South Africa has a range of public institutions, funded by the state, to offer access to those who cannot afford fees. As these sources of funding are not available to students at private institutions, this barrier to access is not within the direct control of any private institution.
- (2) This is mitigated through the range of offerings at the different educational brands; the payment plans available to students and/or commitment to bursaries.
- (3) Where racial equity has not been achieved in the demographic make-up of the student body in the institution or on a campus, attention will be given to redirecting this financial support towards improving diversity.
- (4) Through a transparent and fair fee and refund policy, The IIE ensures that students have access to the required information to make informed decisions.

3 ²⁸THE IIE ADMISSION REQUIREMENTS AND PROCESSES

3.1 Standard Admission Requirements

- (1) The specific admission requirements per programme are detailed in Annexure B of this Policy and are available on The IIE Intralink (Brand Info page, Tertiary Hub and Student Portal).
- (2) Campuses must ensure that applicants meet the admission requirements for the specific programme²⁹ and have been issued the correct offer letter before registering the student. Proof of meeting these requirements must be submitted by the students on the Student Information Management System.
- (3) The student recruitment teams/contact navigators at the campuses are responsible for ensuring that all certified copies of documents required for admissions to make an informed offer are collected, uploaded onto the Student Information Management System and reviewed for completeness. All admissions documents reviewed must have an inspection date and must have a status of “submitted” before the admissions team can verify the admissions and make the relevant offers.³⁰

²⁸ S48: 2018-03-02 Item 7.2.6.3 – new section

²⁹ S57: 2021-09-02 Item 8.2.2.6

³⁰ S57: 2021-09-02 Item 8.2.2.6

- (4) The Campus Head or designate must ensure that the admissions offer processes, including escalations to the Brand National / Head Offices, are adhered to as per the Student Information Management System Admissions How-to-Guides (HTGs).
- (5) The Campus Head or designate is responsible for ensuring that admissions for all intakes are thoroughly checked and confirmed at all stages during the application and admission process, as well as during the Admission Audit/2nd Admission Check processes.³¹

3.2 Alternate-, Senate Discretionary- and Conditional Admissions

3.2.1 Alternate Admissions

- (1) Alternative admission routes exist for students who do not meet the standard admission requirements, which are generally set using achievement levels for school leavers and graduates.
- (2) This will seek to balance access and the reasonable chances of success.
- (3) Alternate admission complies with relevant legislation.
- (4) The onus is on the student in all instances to prove that requirements are met, while The IIE is responsible for establishing valid and reliable assessment methods and communicating them.

3.2.2 Senate Discretionary Admissions

- (1) Senate Discretionary admissions include the following and are detailed in Annexure B.
 - a) *Mature Age*
 - i) The criteria for mature-age admissions are detailed in Annexure B.
 - Mature age admissions for higher certificate and diploma studies are allowed for holders of a Senior Certificate or equivalent qualification.
 - For degree studies, mature-age admission must be obtained from Universities South Africa (USAf) and supported with a senate discretionary admission letter. The student may be awarded a conditional exemption to degree studies by USAf and must meet the conditions to be issued a complete exemption certificate and to be eligible for graduation.
 - Senate Discretionary mature age admission or students with an endorsed Senior Certificate must be escalated to the relevant brand National/Head Office Admissions Manager or equivalent for approval.³²

³¹ S57: 2021-09-02 Item 8.2.2.6

³² S57: 2021-09-02 Item 8.2.2.6

b) *Recognition of Prior Learning (RPL)*

- i) RPL can be used to gain access.³³
- ii) Normally, only 10% of a cohort may be admitted via RPL.
- iii) The policy and process through which prior learning is recognised are outlined in the Qualification Completion, Credit Accumulation and Transfer, Articulation and Recognition of Prior Learning Policy (IIE010).
- iv) Applicants awaiting feedback on an RPL application may **not** attend class nor attempt any assessments until they have received an “Approved” outcome on their Portfolio of Evidence -RPL submission.³⁴

c) *Transfers*

- i) Applicants may be considered for admission to a formal programme based on prior study at a registered higher education institution. As a general principle, an applicant must have met the school-leaving requirements and met The IIE’s entrance requirements.
- ii) The applicant must submit an official academic transcript.
- iii) Candidates who have completed at least 120 credits in the first year of a cognate degree or diploma may be admitted. However, if a student completed fewer than 120 credits, the admission criteria on the NSC or equivalent apply. For some programmes, specific module pass requirements apply in addition to the above.

d) *Foundation Programmes*

- i) A Senate-approved foundation programme is normally a one-year programme recognised by USAf and may be available to students for admission into a degree.
- ii) The IIE will accept students who have completed its own foundation programmes and will consider, on a case-by-case basis, foundation programmes recognised by USAf of accredited providers for degree studies. Students who did not meet the statutory minimum entrance requirements for bachelor’s degrees will be required to apply for Senate Discretionary Admission.
- iii) The Registrar or designate will track students’ progress in their first year of degree study and apply to USAf on behalf of the students for a Complete Exemption Certificate to continue with their studies.

³³ S63: 2023-09-07 Item 8.2.1.1

³⁴ S63: 2023-09-07 Item 8.2.1.1

e) *Equivalent Qualifications*

- i) The IIE recognises and supports the principle of student mobility of learning and skills across sub-frameworks and comparability of qualifications across countries.
- ii) Consideration is given to candidates with equivalent qualifications from the Occupation Qualification Sub-framework (OQSF) or the General and Further Education and Training Sub-Framework (GFETQSF) or as determined by the South African Qualifications Authority (SAQA) or Universities South Africa (USAf) for admission purposes.

f) *One Module Outstanding*

- i) Candidates who have one module outstanding to complete an IIE Higher Certificate, which is appropriate for admission to a degree, may register for the degree on the condition that they will also register for the outstanding Higher Certificate module in the first year of the degree.
- ii) If a student does not pass the module, they will be allowed to register again for this module and any modules failed in the first year of the degree; however, they will not be allowed to register for the second year of the Degree, or any subsequent year, until they have passed the Higher Certificate module.
- iii) Completion of the Higher Certificate module is subject to the maximum completion times rule in IIE010.³⁵

g) *Independent Examination Board International Senior Certificate (IEB ISC)*³⁶

- i) The IEB ISC is equivalent to the NSC and therefore these candidates may qualify for admission to Bachelor's Degree, Diploma or Higher Certificate studies.
- ii) Candidates applying for a Bachelor's Degree, who have a Bachelor's Degree pass and have met the additional admission criteria where applicable require a Degree Exemption Certificate from USAf.
- iii) Candidates applying for Higher Certificates and Diplomas are not required to apply to SAQA for a Certificate of Evaluation.

h) *American High School Diploma completed in South Africa*

- i) *These candidates must present an American High School Diploma transcript which demonstrates:*

1. A GPA of at least 3.5

AND

³⁵ S63: 2023-09-07 Item 8.2.1.1

³⁶ S63: 2023-09-07 Item 8.2.1.1

2. SAT scores of a minimum of 610 for English and 530 for Mathematics, OR

Advanced Placement scores (at least two subjects passed on grade 3, 4 or 5 for the Advanced Placement (AP) examinations of the American College Board OR

ACT mean of 22 with a 22 sub-minimum in English and 21 in Mathematics, OR

National Benchmark Test with the following scores, "proficient scores" i.e., 71 for Academic Literacy (AL) & 70 for Quantitative Literacy (subject to updates on the NBT website)

3. Meet any additional admissions requirements

- (2) The Escalation Matrix as per SIS HTG 009b must be followed for guidance on whom the various admission queries must be escalated for approval.³⁷
- (3) For a student to be eligible for graduation any admission conditions set must be met along with successful completion of the curriculum requirements for a programme.

3.2.3 Conditional Admissions³⁸

- (1) All provisional conditions must be satisfied before a student is allowed to register. Post-registration conditions allow students to be registered with the proviso that they will satisfy a condition(s) by the stipulated due date.³⁹
- (2) Students failing to meet the condition(s) by the due date and after being issued with the Notice of Intention to Deregister should be deregistered.
- (3) The Campus Head or designate must ensure that the post-registration condition(s) are tracked on the Student Information Management System.
- (4) The campus is required to issue letters in support of international students' visa applications once the Brand National / Head Office or designate has reviewed their qualifications and approved the issuing of the relevant offer letter. The conditions for a Study Visa must be selected once the Provisional Offer has been issued.⁴⁰
- (5) The USAf Online Assessment Tool <https://mbit-application.usaf.ac.za/assessment/> must be used by campuses to check if the student will meet the exemption for degree studies. In addition, Annexure B must be consulted to check whether the student has met the additional admission criteria. Escalations to the Brand National / Head Office/ brand equivalent must be made if the campus admission users are unsure of the

³⁷ S63: 2023-09-07 Item 8.2.1.1

³⁸ S57: 2021-09-02 Item 8.2.2.6 – Section has been rewritten (1) – (4)

³⁹ Alignment with admissions process on the Student Information Management System

⁴⁰ Alignment with admissions process on the Student Information Management System

evaluations or want to confirm their evaluation before a student is informed that they need to make the necessary applications to USAf or SAQA and an Offer Letter is issued.⁴¹

3.3 SAQA and USAf Evaluations

- (1) Comparability of international qualifications with South African qualifications is determined by the South African Qualifications Authority (SAQA) or the Higher Education Enrolment Services Programme (Matriculation Board) of Universities South Africa (USAf).
- (2) Students holding an international qualification and wanting to enrol for any Higher Education qualification, except degree studies must apply to SAQA for a certificate of evaluation - relevant documents are available at <https://dfqeas.saqa.co.za/dfqeas/user/home>.

⁴¹ Alignment with admissions process on the Student Information Management System

- (3) Students wanting to enrol for degree studies and who hold an international qualification, or have met the requirements for N4, N5 or N6 certificate subjects, or those who sat the Senior Certificate examination and meet the mature age admission requirements, must apply to the Matriculation Board of Universities South Africa (USAf) on <https://mbit-application.usaf.ac.za/assessment/> for an exemption certificate for degree studies. This may be facilitated by the relevant campus.
- (4) ⁴²All applicants (see (2) and (3) above) who require a certificate from either SAQA or USAf must present a certified copy of the SAQA evaluation certificate or degree exemption certificate from USAf. Once received, the relevant manager at the campus must verify if the certificate meets the admission requirements for the relevant IIE programme.
- (5) The Campus Head or designate must ensure adequate controls and monitoring over international student admissions.

3.4 ⁴³Admissions Controls and Reporting

- (1) Campuses must ensure that applicants meet the admission requirements for the specified programme before registering the student. All admission errors place The IIE at risk, so it is the responsibility of the Campus Head to:
 - a) Have a designated person on their campus who is accountable for auditing all admissions throughout registrations to ensure that no errors are being made.
 - b) Act decisively when errors are made by remedying the situation, which may include retracting offers/deregistering the student and/or taking disciplinary action against the relevant staff member.
 - c) Engage with the Brand National/Head Office for alternative remedial actions if required.
- (2) Any erroneous admission must be submitted on a FAN Report by the Campus within five working days of having been identified, to the Brand National / Head Office, who will collaborate with the Registrar for a review and decision on the way forward. The FAN report must include how the error happened, and the actions taken to ensure that it does not happen again.⁴⁴
- (3) The campus should seek to communicate to the student and action the decision within five working days of feedback from the Brand National / Head Office.
- (4) If the Brand National / Head Office can identify an appropriate exemption, they will liaise with USAf accordingly once proof of payment made to USAf by the student is provided. If this proof of payment is not provided within five working days of the student being

⁴² S42:2016-08-25 Item 7.2.2

⁴³ S48: 2018-03-02 Item 7.2.6.3 – new section

⁴⁴ S57: 2021-09-02 Item 8.2.2.6

requested to provide it, the student may be deregistered for not meeting the admission requirements.

- (5) Any Senate Discretionary admission application⁴⁵ must be escalated to the Brand National / Head Office on the Student Information Management System for approval and before an offer letter is issued. Once a Senate Discretionary Admission is approved, it is the campus's responsibility to apply the relevant Hold once the student is registered.⁴⁶
- (6) The Brand National / Head Office will liaise with USAf for the relevant exemption application once proof of payment to USAf by the student is provided. If this proof of payment is not provided within five working days of the student being requested to provide it, the student will not be admitted or will be deregistered.
- (7) The Brand National / Head Office will report all RPL, mature age, erroneous/condoned and Senate Discretionary Admissions to Senate. Where required, the relevant information must be submitted by the campuses to the Brand National / Head Office for inclusion on the Senate agenda.

4 PERMITS/ VISAS FOR STUDY PURPOSES

- (1) In addition to the above academic admission requirements, non-South African citizens enrolled for a programme accredited in the contact mode, whether full- or part-time must, on registration, be in possession of a valid permit/ visa for purposes of study as required by the Immigration Act, 13 of 2002, the Immigration Amendment Act of 2004, Immigration Amendment Act 3 of 2011 and the Immigration Regulations of 2014. In the Immigration Regulations, a distinction between temporary residence (VISA) and permanent residence (PERMIT) is made. As an application for permission to study is a temporary residence application, it will therefore now be referred to as a study visa.
- (2) Full details regarding permit/ visa requirements for study purposes are stipulated in *The IIE Admission Handbook for International Students*.
- (3) Below is a summary of the permit/ visa requirements for international students wanting to register for a full qualification or short learning programmes (SLPs) at an IIE campus.

⁴⁵ S57: 2021-09-02 Item 8.2.2.6

⁴⁶ Alignment with admissions process on the Student Information Management System

4.1 ⁴⁷Summary – Permit or Visa Requirements for Admission of International Students

4.1.1 Full qualifications in the contact mode – full-time⁴⁸ studies

- (1) Any one of the following permits/ visas is acceptable:
 - a) Permanent residence permit.
 - b) Study visa (temporary residence).
 - c) Asylum Seeker's permit/ certificate (to be closely monitored for awarding of status, because of temporary nature).
 - d) Asylum permit (refugee status).
 - e) Diplomatic identity documents with a letter from the Department of International Relations and Cooperation (DIRCO) authorising study.

4.1.2 Full qualifications – distance education

- (1) International students, not in South Africa, enrolled for qualifications accredited and registered in the distance mode, and not receiving regular tuition support on the campus do not require a study visa.
- (2) If students enrolled in the distance mode⁴⁹ are in South Africa while studying, or coming to the country for workshops, they must have the relevant visa documents.

4.1.3 ⁵⁰ Full qualifications – part-time studies and short learning programmes^{51 52}

- (1) International students wanting to undertake part-time studies, including short learning programmes (SLPs), must have a valid passport and valid temporary residence visa effective for the duration of such studies. In terms of the Immigration Directive no. 8 of 2015, holders of a general work visa, critical skills work visa, intra-company transfer work visa and business visa are no longer required to submit requests to the Department of Home Affairs (DHA) for endorsement of study as a secondary activity.⁵³ The duration of the programme must not exceed the period of validity of the primary visa. Holders of a visitor's visa are not allowed to enrol for any part-time/ SLP (if more than 3 months) or full-time studies.
- (2) Full details about the visa requirements for SLP studies are stipulated in The IIE's Admission Handbook for International Students. Any one of the following permits/ visas is acceptable for SLP⁵⁴ and part-time studies:
 - a) Permanent residence permit;
 - b) Study visa;

⁴⁷ S28:2011-11-22 Item 8.3

⁴⁸ S42: 2016-08-25 item 7.2.2

⁴⁹ S63: 2023-09-07 Item 8.2.1.1

⁵⁰ S42: 2016-08-25 item 7.2.2

⁵¹ S23: 2010-03-31 Item 8.16.2

⁵² S40: 2015-11-05 Item 7.2.1

⁵³ S42: 2016-08-25 item 7.2.2

⁵⁴ S42: 2016-08-25 item 7.2.2

- c) Asylum seeker's permit;
- d) Asylum permit (refugee status);
- e) Diplomatic identity document/ certificate with a letter from the DIRCO authorising study;
- f) General work visa;
- g) Critical skills work visa;
- h) Intra-company transfer work visa;
- i) Business visa;
- j) Relative's visa;
- k) Exchange visa (specific to the exchange agreement and could cover SLP studies).

4.2 Observation of the Law

- (1) The Immigration Act is explicit that an *application* for a visa - that is, for a particular status or a change in status - does not provide such status. The application, in other words, must be decided and status granted *before* the person can be admitted. The Act also states that "...no learning institution shall knowingly provide training or instruction to a foreigner whose status does not authorise him or her to receive such training or instruction." A person without a valid permit/ visa or proof of application for the relevant permit or visa may not be provided with or assisted in receiving instruction. Violation of the law will on conviction lead to a fine or imprisonment not exceeding five years (S49, Immigration Amendments Act, 2011).
- (2) If an international student⁵⁵ without a valid study permit/ visa is found on an IIE campus, it will be assumed that they were receiving or were allowed to receive instruction from or by the person having control over the premises – namely, the Campus Head/designated accountable person. Of importance is the stipulation that in criminal proceedings in this connection, it is no defence to claim that the status of the international student concerned was allegedly unknown if the person allegedly ought reasonably to have known such status.
- (3) Furthermore, international students who have overstayed their time in South Africa after the expiry of their visa for the prescribed number of times will be declared undesirable by the Department of Home Affairs. In this regard, those who have overstayed:
 - a) for a period not exceeding 30 days, will be declared undesirable for a period of 12 months;
 - b) for the second time within a period of 24 months, will be declared undesirable for 24 months;
 - c) for more than 30 days, will be declared undesirable for a period of five years.
- (4) It is therefore important that The IIE checks the validity of the study visa at the commencement of every academic year.⁵⁶

⁵⁵ S40 2015-11-05 Item 7.2.1

⁵⁶ S63: 2023-09-07 Item 8.2.1.1

5 REGISTRATION

- (1) To be registered, the student must have:
 - a) been issued with a Firm Offer or Firm Offer with Conditions letter OR provided evidence of having met the conditions on a Provisional Offer Letter.⁵⁷
 - b) been issued with a student number;
 - c) completed a registration contract in full and accepted the terms and conditions;
 - d) accepted The IIE rules (regulations, policies and procedures) and the Student Conduct and Discipline Policy (IIE015); and
 - e) paid the relevant admission and registration fees.
- (2) A student's registration status or offer remains conditional until all admission documentation has been submitted and the student has met the admission criteria.⁵⁸
- (3) Students must be registered to participate in classes and other educational and support activities.
- (4) The financial implications of cancellation of registration, discontinuation, suspension and deferral of studies are detailed in the registration contract.⁵⁹
- (5) Cancellation prior to the census date with no assessments attempted will result in all modules for the qualification attempt being dropped. As such, these modules will not reflect on the student's academic record.⁶⁰
- (6) For any student who cancels their studies after having submitted any assessment points for the module, the result will be retained and reflect on the student's academic transcript. As the module attempt is incomplete, the module will reflect Withdrawn as a result code.⁶¹

⁵⁷ Alignment with admissions process on the Student Information Management System

⁵⁸ S57: 2021-09-02 Item 8.2.2.6

⁵⁹ S70: 2025/12/04 Item 10.2.1.2 – Amendment of section 5 (4)

⁶⁰ S70: 2025/12/04 Item 10.2.1.2 – Addition of section 5 (5)

⁶¹ S70: 2025/12/04 Item 10.2.1.2 – Addition of section 5(6) - The "withdrawn" result code would only be available to be scoped into the system by 2027.

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⁶² S40: 2015-11-05 Item 7.2.1

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Annexure A: Admission Requirements per Qualification Type^{63 64}

Key

NSC	National Senior Certificate L4 - This examination was first offered in 2008 and from 01 January 2009, the NSC L4 is the minimum requirement for admission to a higher education institution (Government Gazette 31231, May 2008 and as amended DHET: Minimum Admission Requirements for Higher Certificate, Diploma and Bachelor's Degree Programmes for Holders of the Senior Certificate (Amended) and the Revocation of the Designated List of Subjects, 2018, <i>Government Notice</i> 165 of 2018 in <i>Government Gazette</i> 41473 of 2 March 2018
NC(V)	National Certificate (Vocational) L4 - The minimum requirement that could make a student eligible for admission to higher education- Notice of Amendment of Minimum Admission Requirements for Higher Certificate, Diploma and Bachelor's Degree Programmes requiring a National Certificate (Vocational) at Level 4 of the National Qualifications Framework, 2018. <i>Government Gazette No. 42092</i>
SC and SC(a)	<ol style="list-style-type: none"> 1) Senior Certificate – Minimum requirement for admission to a higher education programme requiring a SC, and as determined by the Matriculation Board of the Universities South Africa (formerly known as Higher Education South Africa (HESA)), the successor to the South African Vice-Chancellors Association (SAUVCA) and the Committee of Principals (CTP). 2) Senior Certificate (Amended) (SC(a)): The Department of Basic Education has published information on the Senior Certificate (amended) (SC(a)) on its website at https://www.education.gov.za/Curriculum/SeniorCertificate(amended).aspx. In summary: <ol style="list-style-type: none"> a) The SC(a) is a qualification equivalent to the National Senior Certificate (NSC) and it also allows learners to obtain Bachelor, Diploma and Higher Certificate endorsements; b) The SC(a) retains its qualification structure but will use the NSC subjects to support the qualification;

⁶³ S34: 2013-11-07 Item 8.1.1

⁶⁴ S40: 2015-11-05 Item 7.2.1

	<p>c) The SC(a) is for adults (21 years and older) who have no alternative route to follow post-June 2014 (last offer of the SC);</p> <p>d) The following learners will qualify for admission to the SC(a):</p> <ol style="list-style-type: none"> i. Adult learners who are 21 years and older who have: <ul style="list-style-type: none"> • a General Education and Training Certificate (GETC); or • a Grade 9 school report (or the old standard seven), stating that they have passed Grade 9 or Standard 7; or • a recognised equivalent qualification obtained at NQF Level which requires two official languages. ii. Adult learners who are 21 years and older with an incomplete Senior Certificate. iii. Adult learners who are 21 years and older with an incomplete National Senior Certificate and whose School-Based Assessment (SBA) validity has expired. iv. Only in exceptional cases, out-of-school youth, who are 18-21 years old and who could not complete their school education due to circumstances beyond their control, as verified by the Head of Department in the Provincial Education Department. v. Adult candidates who are 21 years and older with an incomplete NSC and whose School-Based Assessment component has not yet expired may choose to complete the NSC or convert to the Senior Certificate (as amended). Should the candidate choose to convert to the Senior Certificate (as amended), they may not revert to the NSC and attempt to complete the NSC qualification. <p>e) Each candidate must offer six subjects to qualify for the SC(a);</p> <p>f) Credits/subject recognition for the SC(a):</p> <ol style="list-style-type: none"> i. SC subjects that were passed prior to June 2015 at higher or standard grade will be recognised for credits. ii. No N3 subjects will be recognised except Business English N3, Second Language, and/or Sakeafrikaans N3, Second Language. iii. In the case of learners, who have attempted the NSC examination, but were unable to complete all the subject requirements, and have exhausted the three-year validity period
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	<p>allowed for the School-Based Assessment (SBA), such candidates will have all their previous credits recognised.</p> <p>g) Registration for the SC(a) exams may be done online or at any educational district. Candidates who qualify and will be writing the SC(a) will be exempted from School-Based Assessment which means that the subjects will constitute 100% of the final mark.</p> <p>h) An SC(a) will be achieved if a learner:</p> <ul style="list-style-type: none">i. Passes three subjects at 40%, one of which must be an official language at Home Language level.ii. Passes two subjects at 30%, one of which must be an official language at First Additional or Home Language level.iii. Obtain a subminimum of 20% in the sixth subject. <p>Sites must forward all SC(a) applications to the Brand National / Head Office for review, via the Student Information Management System. The Brand National / Head Office will confirm to which programmes the students may be admitted if no endorsement is indicated on the SC(a). The Brand National / Head Office may also assist in forwarding such qualifications to UMALUSI for issuing of an endorsed certificate.</p>																								
NSC/ NC(V) Achievement Level Scale	<p>Umalusi uses the seven-level scale of achievement to record a candidate's performance for subjects:</p> <table><tr><th>Achievement Level</th><th>Description</th><th>%</th></tr><tr><td>7</td><td>Outstanding</td><td>80 – 100</td></tr><tr><td>6</td><td>Meritorious</td><td>70 – 79</td></tr><tr><td>5</td><td>Substantial</td><td>60 – 69</td></tr><tr><td>4</td><td>Adequate</td><td>50 – 59</td></tr><tr><td>3</td><td>Moderate</td><td>40 – 49</td></tr><tr><td>2</td><td>Elementary</td><td>30 – 39</td></tr><tr><td>1</td><td>Not Achieved</td><td>0 – 29</td></tr></table>	Achievement Level	Description	%	7	Outstanding	80 – 100	6	Meritorious	70 – 79	5	Substantial	60 – 69	4	Adequate	50 – 59	3	Moderate	40 – 49	2	Elementary	30 – 39	1	Not Achieved	0 – 29
Achievement Level	Description	%																							
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Mature Age Exemption	a) This is normally applicable to students 23 years or older at point of registration who did not meet the statutory minimum admission requirements – the specifications for mature age admission are detailed in Annexure B. Mature age admission only applies to undergraduate programmes. ⁶⁵
RPL	Recognition of Prior Learning- Other forms of learning that may be recognised by institutions as equivalent to the minimum prescribed admission requirements – The IIE’s Qualification Completion, Credit Accumulation and Transfer, Articulation and Recognition of Prior Learning Policy (IIE010) applies.
HEQSF	Higher Education Qualifications Sub-Framework – It is the revised version of the previous Higher Education Qualifications Framework (HEQF), one of the 3 sub-frameworks of the National Qualifications Framework (NQF). It constitutes Level 5 – 10 qualifications which must be accredited by the Council on Higher Education (CHE). The CHE is the Quality Council for this sub-framework and is responsible for the development, management, implementation of Level 5 – 10 qualifications that constitute this sub-framework.
Qualification Type	The qualification type is the first name given to a qualification . The HEQSF has 11 qualification types mapped onto the 6 Levels (NQF 5 – 10) of the NQF occupied by higher education qualifications. They are the undergraduate qualifications; i.e., Higher Certificate, Advanced Certificate, Diploma, Advanced Diploma, and Bachelor’s Degree, and postgraduate qualifications; i.e., Postgraduate Diploma, Bachelor Honours Degree, Professional Master's Degree, Doctoral Degree, and the Professional Doctorate Degree.
Qualification Type Specification	Specify information about the NQF Level of the qualification and the minimum number of credits for the qualification.
Alternate Admission Requirements	Admission requirements as approved by the Senate of an institution.
USAf	The Matriculation Board of Universities South Africa (USAf) regulates admission to bachelor’s degree studies based on the SC endorsements, by requiring all applicants who are completing or have completed their schooling outside of South Africa or through a system other than the South African National Senior Certificate examinations to fulfil the criteria that the Matriculation Board has set for that system.

⁶⁵ Alignment with admissions process on the Student Information Management System

	Universities South Africa issues a certificate of exemption (conditional or complete) to such applicants. Students who have been issued with a degree exemption certificate based on mature age do not have to meet any additional admission requirement for a particular programme, except in the case of the Bachelor of Education programmes.
⁶⁶ Cognate/ appropriate Programme	<p>The Independent Institute of Education regards a cognate/ appropriate programme or discipline for admission purposes as being one that shares an approach to learning and/ or a similar or related field of study or similar sets of academic literacy skills to the one to which it is being matched. Therefore, for admission purposes, a cognate/ appropriate discipline or programme would be one that could reasonably be argued to meet the UNSW description of "...a cognate discipline is a closely allied or related discipline or defined branch of study or learning. The disciplines, branches of study or learning that are considered 'cognate' are commonly defined at the program level to assess applicants for entry or recognition of prior learning" (University of New South Wales).</p> <p>⁶⁷If a Higher Certificate (or equivalent) or Advanced Certificate or Diploma is not in a cognate field, then at least 20% of the credits of such qualifications must relate to academic literacy or numeracy for an applicant to be admitted to the relevant programme. <u>Please refer to the matrix of cognate higher certificates, diplomas and advanced certificates mapped to degrees for use during admissions.</u></p>
Senate Discretionary Admissions:	This applies to RPL admissions, which include Senate Discretion – normally, 10% of a cohort may be granted admission on RPL.

Note:

“NQF/ HEQSF”: The alignment between the old and new frameworks is complete. Where a qualification was completed under the old 8-level framework admission will be governed as if the qualification was on the new framework except where the qualification type has not been accommodated in the new framework. A case-by-case assessment is done for these situations.

⁶⁶ S43: 2016-11-03 Item 7.2.1.3

⁶⁷ S42:2016-08-25 Item 7.2.2

A	Qualification Type: Higher Certificate
A1	Qualification Type Specification: NQF Exit Level 5 with a minimum total of 120 credits and a minimum of 120 credits at NQF Level 5
	Statutory Minimum Admission Requirements
	<ul style="list-style-type: none"> • A National Senior Certificate (NSC) with Higher Certificate admission- A minimum of 30% for English is required; OR • A National Certificate (Vocational) NC(V) with Higher Certificate admission – A minimum of 40% in English on either First Additional Language or Home Language level, ⁶⁸with a minimum of 30% in either Mathematics or Mathematical Literacy, a minimum of 40% in Life Orientation and a minimum of 50% in four vocational subjects; OR • A Senior Certificate (SC) (without endorsement) or equivalent– A minimum of five subjects must be passed. • A Senior Certificate Amended (SC(a)) with Higher Certificate admission. A minimum of 30% in LOLT in NSC/ SC(a) OR with a min. of 33.3% in the SC.
B	Qualification Type: Advanced Certificate
B1	Qualification Type Specification: NQF Exit Level 6 with a minimum total of 120 credits and a minimum of 120 credits at NQF Level 6
	Statutory Minimum Admission Requirements
	A Higher Certificate or equivalent in an appropriate field.
C	Qualification Type: Diploma
C1	Qualification Type Specification: NQF Exit Level 6 with a minimum total of 360 credits and a minimum of 120 credits at NQF Level 6
	Statutory Minimum Admission Requirements
	<ul style="list-style-type: none"> • A National Senior Certificate (NSC) with Diploma admission - A minimum of 30% for English coupled with a minimum of 40% for four x 20-credit subjects is required; OR • A National Certificate (Vocational) NC(V) with Diploma admission – A minimum of 40% in English on either First Additional Language or Home Language level AND Mathematics or Mathematical Literacy AND Life Orientation – a minimum of 50% in the three compulsory vocational subjects is required; OR

⁶⁸ S42:2016-08-25 Item 7.2.2

	<ul style="list-style-type: none"> • A Senior Certificate (SC) (without endorsement) or equivalent– A minimum of five subjects must be passed; OR • A Senior Certificate Amended (SC(a)) with Diploma admission. <ul style="list-style-type: none"> ▪ The minimum admission requirement is a Senior Certificate issued under the August 2014 regulations for the Senior Certificate published under Government Notices 612 and 613 of August 2014 for the SC(a) with a minimum of 30% in the language of learning and teaching in the case of NSC/SC(a) and with a minimum of 33.3% in the case of SC (Report 550) of the higher education institution as certified by the Quality Council for General and Further Education and Training (Umalusi) coupled with: <ul style="list-style-type: none"> - If the candidate offered six NSC/SC(a) 20-credit subjects, an achievement rating of 3 (40%) or better in four NSC/SC(a) subjects; OR - If the candidate offered a mix of SC (Report 550), NSC and SC(a) 20-credit subjects and passes an achievement rating of 3 (40%) or better in at least four subjects, which must be Higher Grade SC and/or NSC and/or SC(a) subjects, provided that a candidate may complete one Standard Grade SC subject at 50% or better in place of one Higher Grade SC subject at 40% or better. • Alternatively, a Higher Certificate (or equivalent) or Advanced Certificate in a cognate field may satisfy the minimum admission requirements to diploma studies.
D	Qualification Type: Advanced Diploma
D1	Qualification Type Specification: NQF Exit Level 7 with a minimum total of 120 credits and a minimum of 120 credits at NQF Level 7
	Statutory Minimum Admission Requirements
	An appropriate ⁶⁹ Bachelor's Degree or a Diploma or relevant equivalent (at least 360 credits, NQF Level 6).

⁶⁹ S42:2016-08-25 Item 7.2.2

E	Qualification Type: Bachelor's Degree	
E1	Qualification Type: NQF Exit Level 7 with a minimum total of 360 credits and a minimum of 120 credits at NQF Level 7 or ⁷⁰: NQF Exit Level 8 with a minimum total of 480 credits and a minimum of 120 credits at NQF Level 8	
	Statutory Minimum Admission Requirements	Mature Age Exemption
	<ul style="list-style-type: none"> • A National Senior Certificate (NSC) with Degree admission- A minimum of 30% for English coupled with a minimum of 50% in four recognised 20-credit NSC subjects (This excludes LO which is a 10-credit subject); OR • A National Certificate (Vocational) NC(V) with Degree admission – A minimum of 50% in English on either First Additional Language or Home Language level AND Mathematics or Mathematical Literacy AND Life Orientation, with a minimum of 60% in the ⁷¹four vocational subjects are required; OR • A Senior Certificate (SC) (with endorsement) or equivalent; OR • A Senior Certificate Amended (SC(a)) with Degree admission. • Alternatively, a cognate Higher Certificate or 240-credit Diploma OR, an Advanced Certificate or 360 credit Diploma may satisfy the minimum admission requirements to degree studies 	Mature Age Exemption: <ul style="list-style-type: none"> • Candidates having attained the age of 23 before or during the first year of registration with a Senior Certificate with a minimum of 40% in at least four higher or standard grade subjects, at least three of which shall have been passed simultaneously and one of which shall be a recognised higher-grade subject; OR • Candidates must have attained the age of 45 before or during the first year of registration.

⁷⁰ S42:2016-08-25 Item 7.2.2

⁷¹ S41: 2016-05-19 Item 7.2.1

F	Qualification Type: Bachelor Honours Degree ⁷²
F1	Qualification Type Specification: NQF Exit Level 8 with a minimum total of 120 credits and a minimum of 120 credits at NQF Level 8
	Statutory Minimum Admission Requirements
	<ul style="list-style-type: none"> • An appropriate⁷³ Bachelor's Degree; OR • An appropriate Advanced Diploma
G	Qualification Type: Postgraduate Certificate⁷⁴
G1	Qualification Type Specification: NQF Exit Level 7 with a minimum total of 120 credits and a minimum of 120 credits at NQF Level 8
	Statutory Minimum Admission Requirements
	<ul style="list-style-type: none"> • An appropriate⁵¹ Bachelor's Degree; OR • An appropriate Advanced Diploma; OR • An appropriate National Diploma
H	Qualification Type: Postgraduate Diploma
H1	Qualification Type Specification: NQF Exit Level 8 with a minimum total of 120 credits and a minimum of 120 credits at NQF Level 8
	Statutory Minimum Admission Requirements
	<ul style="list-style-type: none"> • An appropriate HEQSF L7 Bachelor's degree; OR • An appropriate Advanced Diploma

⁷² S43:2016-11-03 Item 7.2.1.3. This section has been amended.

⁷³ S43:2016-11-03 Item 7.2.1.3 The Independent Institute of Education regards a cognate/appropriate programme or discipline for admission purposes as being one that shares an approach to learning and/or a similar or related field of study or similar sets of academic literacy skills to the one to which it is being matched. For admission purposes, therefore, a cognate/appropriate discipline or programme would be one that could reasonably be argued to meet the UNSW description of "...a cognate/appropriate discipline is a closely allied or related discipline, or defined branch of study or learning. The disciplines, branches of study or learning that are considered 'cognate' are commonly defined at the program level to assess applicants for entry or recognition of prior learning" (University of New South Wales). If a Higher Certificate (or equivalent) or Advanced Certificate or Diploma is not in a cognate field, then at least 20% of the credits of such qualifications must relate to academic literacy or academic skills for an applicant to be admitted to the relevant programme. Please refer to the matrix of cognate higher certificates, diplomas and advanced certificates mapped to degrees for use during admissions.

⁷⁴ S63: 2023-09-07 Item 8.2.1.1

I	Qualification Type: Master's Degree
I1	Qualification Type Specification: NQF Exit Level 9 with a minimum total of 180 credits and a minimum of 120 credits at NQF Level 9
	Statutory Minimum Admission Requirements
	<ul style="list-style-type: none"> • An appropriate HEQSF Level 8 Honours degree; OR • A relevant Postgraduate Diploma or appropriate equivalent; OR <p>An appropriate Level 8 Bachelor's Degree (480 credits) may also be recognised as meeting the minimum entry requirements to a cognate Master's Degree programme.</p>
J	Qualification Type: Doctoral Degree
J1	Qualification Type Specification: NQF Exit Level 10 with a minimum total of 360 credits and a minimum of 360 credits at NQF Level 10
	<ul style="list-style-type: none"> • An appropriate Master's degree

PLEASE NOTE:

- The admission criteria per programme (Annexure B (IIE002)) and per brand offers are available on The IIE Intralink (Brand Info Page) and the Tertiary Hub and must be used to check if a student meets the admission requirements for a specific programme. Students admitted via mature age need not meet the additional admission criteria, however, those accessing degree studies via the Higher Certificate or Diploma route may need to meet certain additional admission criteria – see Annexure B.
- Students who wish to apply for credits from certain SLPs or NQP modules into a full IIE qualification must meet the admission requirements for the full qualification concerned as detailed in Annexure A of the Admissions Policy.
- For more information about credit awards into full IIE qualifications, please refer to IIE010 Qualification Completion, Credit Accumulation and Transfer, Articulation and Recognition of Prior Learning Policy.
- For certain modules, students who wish to apply for credits need to achieve a minimum of 60% for the module completed at Higher Certificate or Diploma level to be awarded credit for the module at degree level.

Annexure B: IIE Admission Requirements Per Programme

Available on Intralink on Brand Info Page, Tertiary Hub and The IIE website.