

**Admission Policy  
Madzivhandila**

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**Recommended by**

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*2015-06-23*

**Head of Department  
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**Date**

**Approved by**

*Matshoge*

*2015/6/23*

**Hon MEC for Agriculture  
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**Date**

Madzivhandila Agricultural College	Admission Policy for Agricultural College	Effective Date 2015
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### Document Information and Revision Log

<b>File Name</b>	Admission Policy
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<b>Current Revision Author (s)</b>	Madzivhandila Agricultural College
<b>Next Review Date</b>	After 24 months (2 years)

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0.1	16/10/2014	Sectoral Colleges	
0.2	12/03/2015	Madzivhandila Agricultural College	
0.3			
0.4			

### Approval of Policy

<b>Approved this Date</b>	:	
<b>Approved By</b>	:	
<b>Signature</b>	:	

Please note that the implementation of the policy contained in this document is subject to approval and signature of the delegated authority.

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## **ABBREVIATIONS**

- ATIs: Agricultural Training Institutions
- DAFF: Department of Agriculture, Forestry and Fisheries
- LDA: Limpopo Department of Agriculture
- RPL: Recognition of Prior Learning

## 1. INTRODUCTION

Access concerns all institutional actions that affect the admission and successful throughout of the student. Successful throughout is the shared responsibility of both the Agricultural College as a whole and the student personally. The fundamental value of the Agricultural Tertiary Institute's admission policy is to ensure equal access to all prospective students from the extensive small stock production and arid to semi-arid areas of South Africa.

The Institute has committed itself to the admission of prospective students who have the potential to study successfully and to optimise the potential of students whose performance was handicapped because of insufficient preparation at school. Entry into the instructional programs of the Agricultural College is subject to meeting the minimum entry requirements. Admission means the approval to report for registration as a student of the College, irrespective of a candidate being previously registered as a student at the Institute.

The Agricultural College admission policy is based on the modified Swedish system where weighted results are used, with provision for recognition of prior learning (RPL).

## 2. PURPOSE

The purpose of this policy is to It outlines detailed criteria for admission into the Agricultural College.

## 3. SCOPE

This policy applies to all students registered for higher education qualifications at the Institute.

## 4. AUTHORITY OF POLICY

The Admission Policy is issued under the authority of both the Member of the Executive Council (MEC) for Agriculture as the Executive Authority of the LDA and the Head of Department (HOD) as the Accounting Officer of the Limpopo Department of Agriculture.

## 5. APPLICABLE LEGISLATION

- Green Paper on National Agricultural Training Institutes
- Approved Norms and Standards for Agricultural Training Institutes

## 6. POLICY PROVISIONS

### 5.1 Procedures

- 5.1.1 Applications for admission to the Institute must be made on the prescribed application forms. The application form must be completed in detail and signed by the student.
- 5.1.2 Each application for admission must be accompanied by documentation as stipulated in the Regulations for Admission of the Institute.
- 5.1.3 Admission to the Institute of students with special learning needs (disabilities) is investigated in each specific case and tested against this policy.

### 5.2 Admission requirements

- 5.2.1 The minimum requirement for admission to the Diploma in Agriculture is a National Senior Certificate (Grade 12) certified by UMALUSI and complying with the minimum statutory requirements for admission to Diploma study\* or such qualification as the Institute may recognise as equivalent or prior learning as recognised by the Institute.
- 5.2.2 Based on the languages used as medium of instruction of the Institute, it is advisable that students should offer English as a Home Language or as a First Additional Language, together with any other language of choice.
- 5.2.3 Life Orientation is not calculated in the admission points and also not a required subject, but may be considered in borderline cases.

- 5.2.4 Selection of candidates for the respective study programs may further be done in accordance with any other criteria and such procedures as the Institute may from time to time develop. Prospective students will be adequately informed in advance of such criteria and procedures.
- 5.2.5 Selection for the Further Education programs is based on the prescribed norms of the different qualifications and unit standards.
- 5.2.6 The College, as a result of specific capacity restrictions, reserves the right to select candidates for admission to the instructional program. This implies that prospective students that meet the minimum requirements for admission will not necessarily be admitted to the study program. As a result of the capacity restrictions and the over offer of students the students will be selected on basis of their scholastic performance.
- 5.2.7 The achievement of the minimum requirements does not necessarily guarantee admission to the instructional program.

*\* A National Senior Certificate, certified by UMALUSI, with an achievement of "3" (40-49%) in at least four recognised 20-credit subjects.*

### **5.3 Recognition of prior learning (RPL)**

Previously obtained qualifications, training and experience will be considered for admission to certain programs. This part should be read together with the RPL policy of the Institute.

### **5.4 REGISTRATION**

- 5.4.1 No prospective student may report for registration unless notified in writing in advance by the Principal that he/she has been accepted as a student. Registration takes place on the prescribed time as determined by the Institute. No candidate shall be allowed to report for registration after the last date and time laid down, unless written consent from the Principal has been

obtained for late registration. On the day of registration the student must submit a written permission to report for registration and the appropriate recognised certificate. The final Grade 12 results remain the determining factor with regard to admission and registration.

5.4.2 In the case of a student who fails to submit documents and/or statements required on dates as prescribed, the Principal may:

- Cancel registration
- Refuse admission to examination to such student

5.4.3 On registration every student shall be supplied with a student card which will serve as evidence that he/she has been registered as a student.

## **6. MONITORING AND EVALUATION**

Monitoring and Evaluation of this policy would be conducted by the the Agricultural College.

## **7. DISPUTE RESOLUTION**

Any disputes in relation to this policy, its application and implementation shall be managed in line with the the Agricultural College dispute resolution and grievance mechanisms.

## **8. DEVIATION FROM THE POLICY**

This Admission Policy will be applicable in all relevant cases and under no circumstances will any deviation of the Admission Policy be allowed. Should any deviation be deemed necessary, it will only be done with the written consent of the HOD of the Limpopo Department of Agriculture. Deviations to this policy shall be submitted to the relevant delegated authority for consideration.

## **9. INCEPTION DATE**

The inception date is the date of approval of this document.




**10. TERMINATION AND REVIEW CONDITIONS**

The Admission Policy will be reviewed every 24 months (2 years) or as and when a need arise and may be replaced by the Policy from DAFF.

**11. ENQUIRIES**

All enquiries regarding this policy should be directed towards the Limpopo Department of Agriculture at 015 294 3000/Madzivhandila Agricultural College at 015 962 7200.

**Recommended by:**

  
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**Head of department**  
**(Maisela, RJ)**

2015-06-23  
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**Date**

**Approved by:**

  
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**Hon MEC for Agriculture**  
**(Matshoge, BAJ)**

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