



CX006 - Application Token Process

The below process is intended for new applicants that have not applied to Wits before. Returning students would need to apply via the self-service portal via this link: <https://self-service.wits.ac.za/>

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

Step 2: Create Temporary ID

Click the button below as per the screenshot.

UNIVERSITY OF THE
WITWATERSRAND,
JOHANNESBURG

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

Login

[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.

Create Temporary ID

Step 2

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

Confirm Temporary Password

Step 3: Confirm Temporary Password

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

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▼ 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.

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Sign into your account

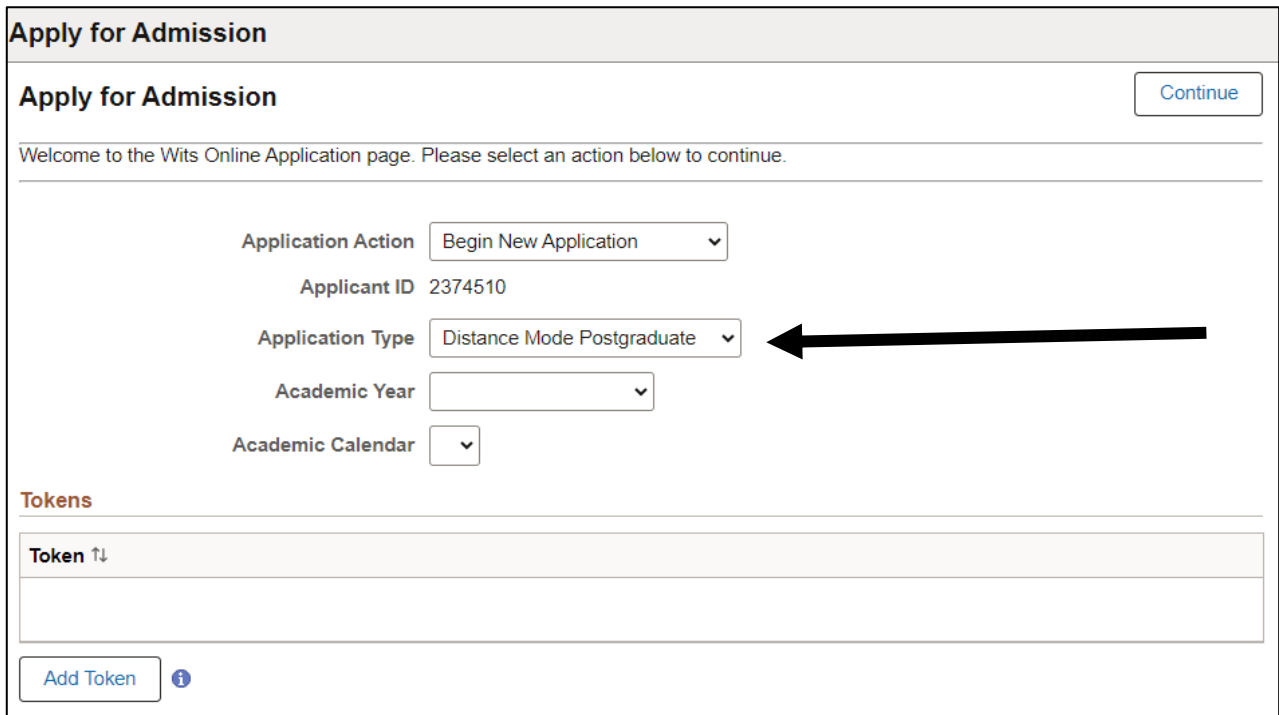
Temporary ID

Password



Step 5: Select the relevant application details

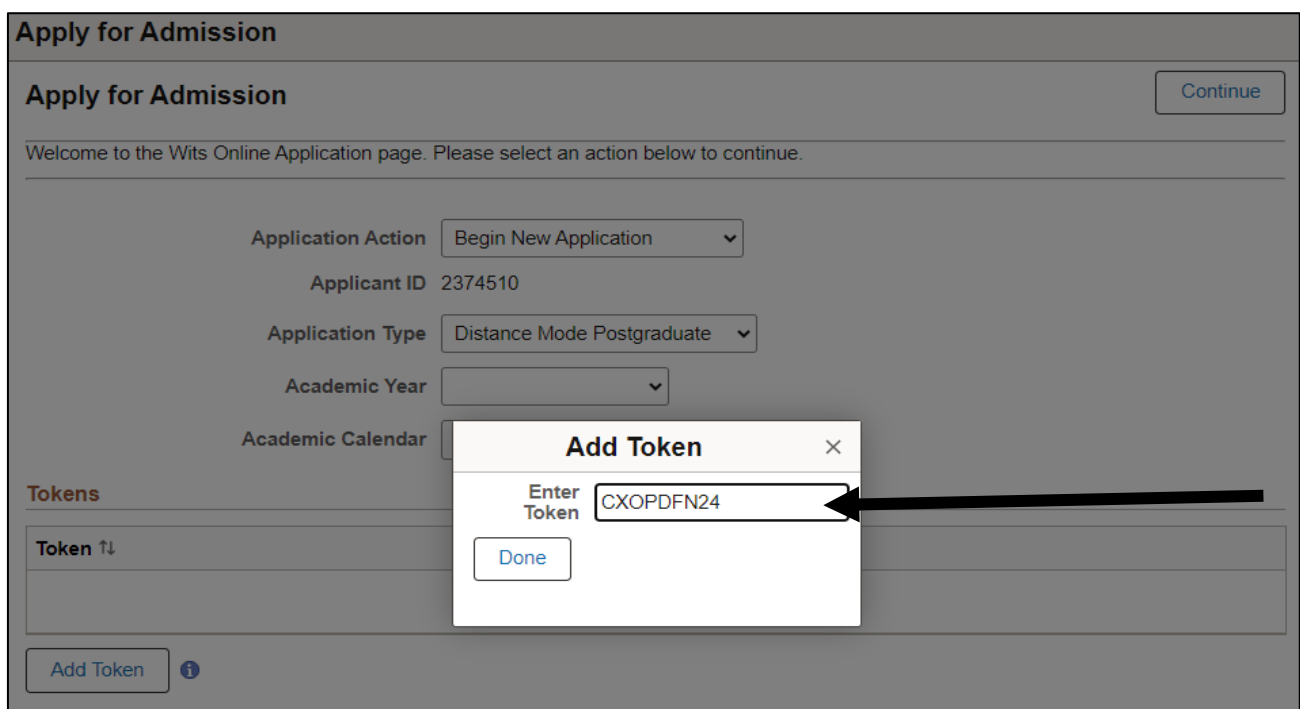
Select the relevant application details relevant to the intake you will be applying for, please note that you must select **Distance Mode Postgraduate as** per the below example. You can then select the relevant the year and calendar you want to apply for:



The screenshot shows the 'Apply for Admission' form. 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 several dropdown menus: 'Application Action' (Begin New Application), 'Applicant ID' (2374510), 'Application Type' (Distance Mode Postgraduate), 'Academic Year', and 'Academic Calendar'. A large black arrow points to the 'Application Type' dropdown. Below the form is a 'Tokens' section with a table header 'Token ↑↓' and an 'Add Token' button with an information icon.

Step 6: Add Token

Click on token and insert the token code: **CXOPDFN24** click done then click on continue.



This screenshot shows the same 'Apply for Admission' form as in Step 5, but with a modal dialog box titled 'Add Token' open. The dialog has a close button (X) in the top right corner. It contains a text input field labeled 'Enter Token' with the value 'CXOPDFN24' entered. A 'Done' button is at the bottom of the dialog. A large black arrow points to the 'Enter Token' input field. The background form is dimmed.

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. Refer to the [course finder](#) for more information on the various programme on offer.

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.