



Amendment of Study Choices via the Self-Service Portal

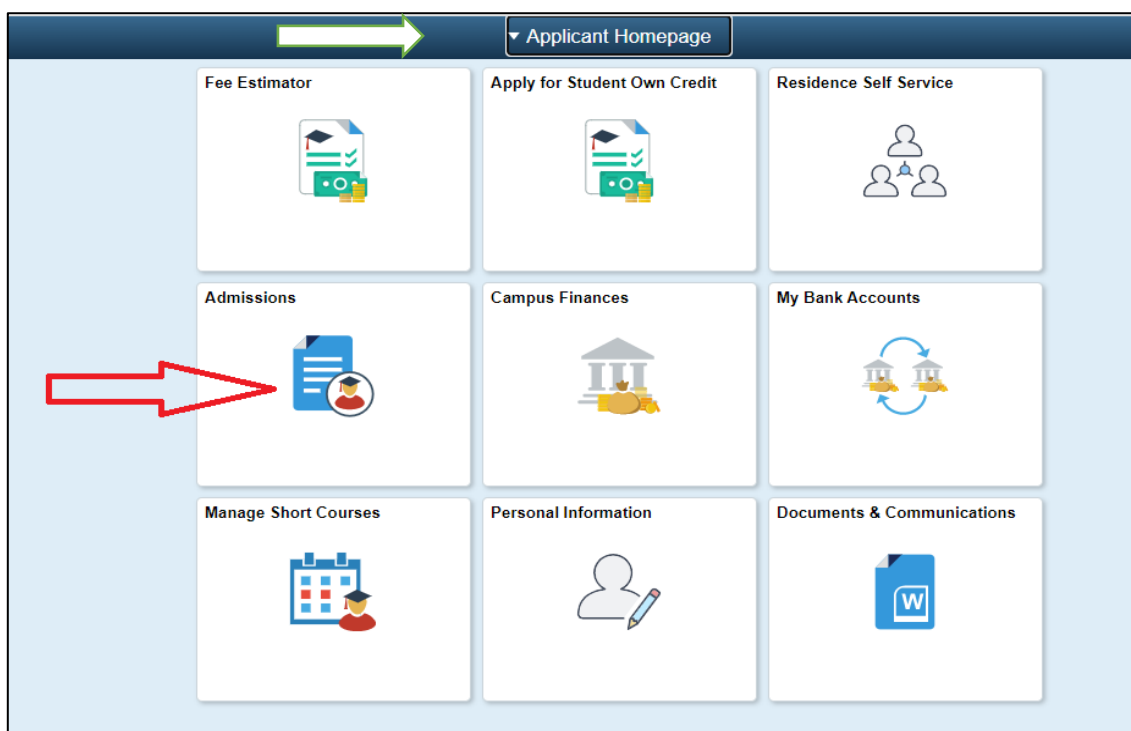
Important Information

- The self-service portal allows amendment/ changes to study programmes and plans only. Should you wish to amend other application details, please email applications.senc@wits.ac.za
- **Undergraduate applicants are allowed to amend three times only.**
- **Postgraduate applicants are allowed to amend two times only.**
- Current and Past matriculants may not select LFA12 – Graduate Bachelor of Laws (2 Year), LFA13 – Graduate Bachelor of Laws (3 Year) study programmes because these are graduate programmes that require an undergraduate bachelor's degree.
- Applicants can only amend the study programme if the application cycle for the new programme is still opened.

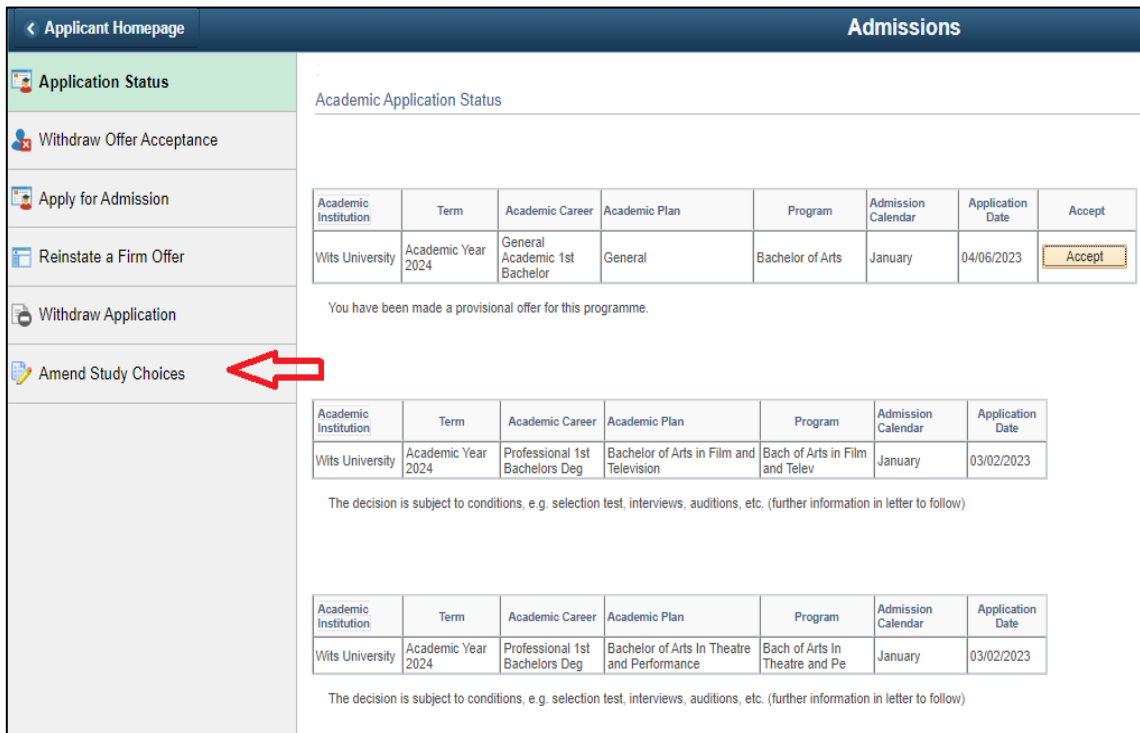
Go to <https://self-service.wits.ac.za> and log in to the self-service portal with your Person/ Student number and password – (date of birth YYMMDD).

Person/student number reflects on the top right corner of the admission letters emailed to you

1. Click on the drop-down menu and select '**Applicant Homepage**' and then select the '**Admissions**' tile as seen in the screenshot below.



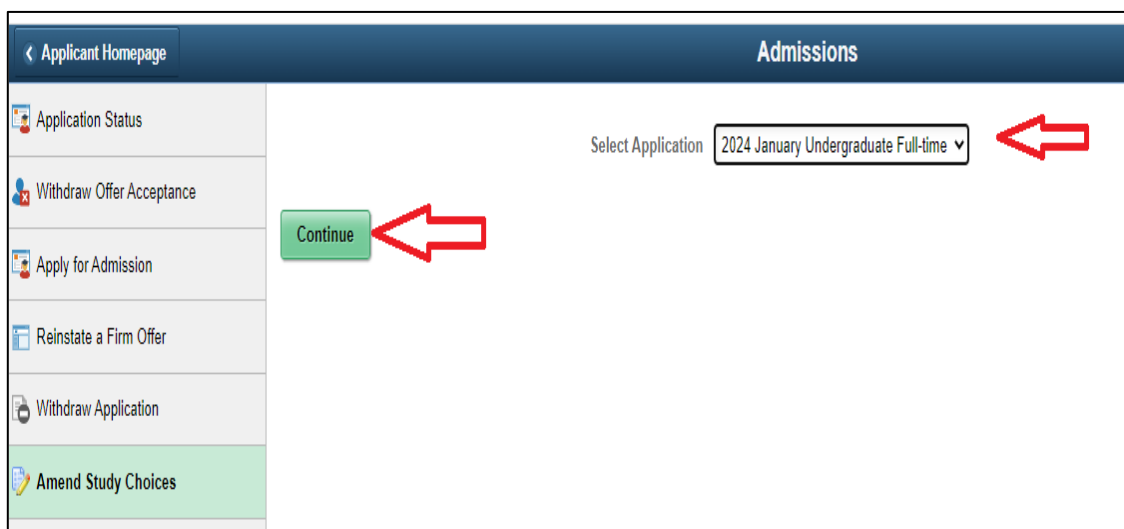
- Select the **'Amend Study Choices'** option on the left menu as shown in the screenshot below. Please note that **undergraduate applicants are allowed to amend three times only** and **postgraduate applicants are allowed to amend two times only**.



The screenshot shows the 'Admissions' section of the Applicant Homepage. The left-hand menu has several options, with 'Amend Study Choices' highlighted in green and a red arrow pointing to it. The main content area displays 'Academic Application Status' with three application entries, each in a table format. The first entry is for a Bachelor of Arts program, the second for a Bachelor of Arts in Film and Television, and the third for a Bachelor of Arts in Theatre and Performance. Each entry includes columns for Academic Institution, Term, Academic Career, Academic Plan, Program, Admission Calendar, and Application Date. A red arrow also points to the 'Amend Study Choices' option in the left menu.

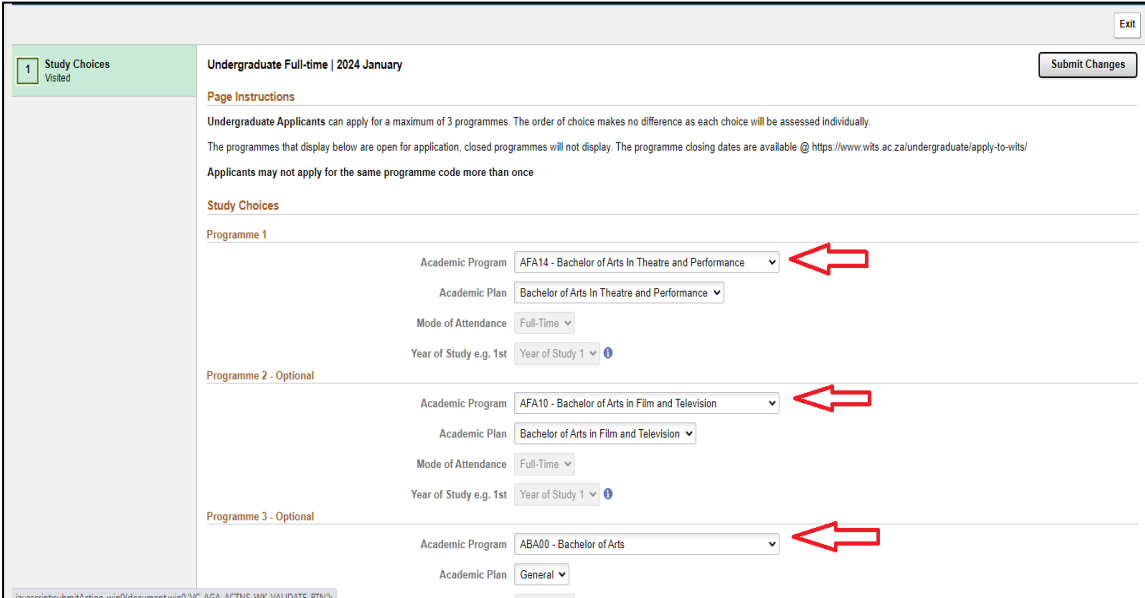
Academic Institution	Term	Academic Career	Academic Plan	Program	Admission Calendar	Application Date	Accept
Wits University	Academic Year 2024	General Academic 1st Bachelor	General	Bachelor of Arts	January	04/06/2023	Accept
Wits University	Academic Year 2024	Professional 1st Bachelors Deg	Bachelor of Arts in Film and Television	Bach of Arts in Film and Telev	January	03/02/2023	
Wits University	Academic Year 2024	Professional 1st Bachelors Deg	Bachelor of Arts In Theatre and Performance	Bach of Arts In Theatre and Pe	January	03/02/2023	

- Click the drop-down arrow to select application intake, then click Continue.



The screenshot shows the 'Admissions' section of the Applicant Homepage. The left-hand menu has several options, with 'Amend Study Choices' highlighted in green. The main content area displays 'Select Application' with a drop-down menu showing '2024 January Undergraduate Full-time'. A red arrow points to the drop-down arrow, and another red arrow points to the 'Continue' button. The 'Amend Study Choices' option in the left menu is highlighted in green.

- Click the drop-down arrow of the academic programme/s you intend to change to make your amendment, then click 'Submit Changes'. View screenshot below.



Undergraduate Full-time | 2024 January

1 Study Choices
Visited

Exit **Submit Changes**

Page Instructions

Undergraduate Applicants can apply for a maximum of 3 programmes. The order of choice makes no difference as each choice will be assessed individually. The programmes that display below are open for application, closed programmes will not display. The programme closing dates are available @ <https://www.wits.ac.za/undergraduate/apply-to-wits/>
Applicants may not apply for the same programme code more than once

Study Choices

Programme 1

Academic Program: AFA14 - Bachelor of Arts In Theatre and Performance

Academic Plan: Bachelor of Arts In Theatre and Performance

Mode of Attendance: Full-Time

Year of Study e.g. 1st: Year of Study 1

Programme 2 - Optional

Academic Program: AFA10 - Bachelor of Arts in Film and Television

Academic Plan: Bachelor of Arts in Film and Television

Mode of Attendance: Full-Time

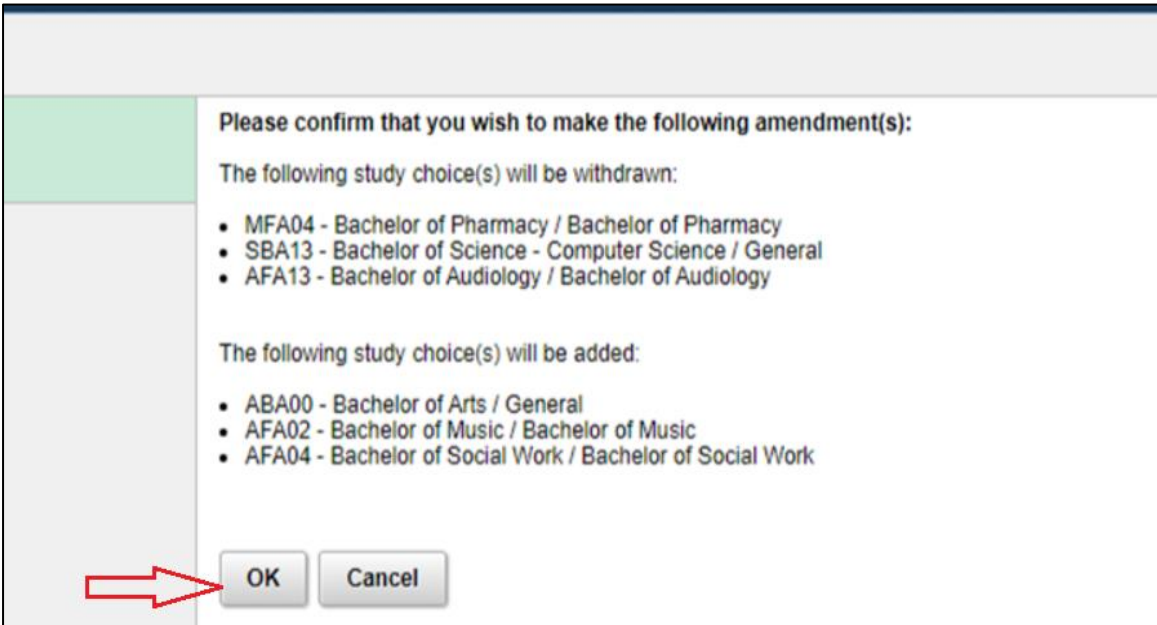
Year of Study e.g. 1st: Year of Study 1

Programme 3 - Optional

Academic Program: ABA00 - Bachelor of Arts

Academic Plan: General

- Click OK to confirm changes



Please confirm that you wish to make the following amendment(s):

The following study choice(s) will be withdrawn:

- MFA04 - Bachelor of Pharmacy / Bachelor of Pharmacy
- SBA13 - Bachelor of Science - Computer Science / General
- AFA13 - Bachelor of Audiology / Bachelor of Audiology

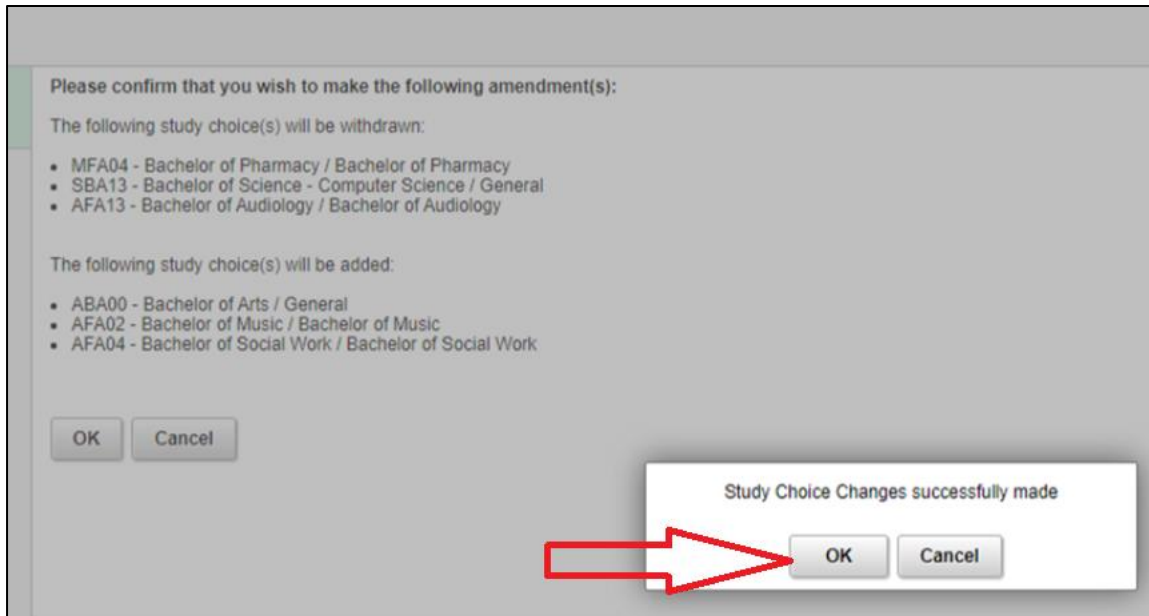
The following study choice(s) will be added:

- ABA00 - Bachelor of Arts / General
- AFA02 - Bachelor of Music / Bachelor of Music
- AFA04 - Bachelor of Social Work / Bachelor of Social Work

OK **Cancel**



6. Click OK to confirm again.



7. Please go to the 'Documents and Communications' tile to view any new checklist items (documents) that may be required for your new study choice/s. View screenshot below.

