



**Stellenbosch**

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UNIVERSITEIT

## INFORMATION SHEET FOR STUDENTS

### PHYSICAL ADDRESS

**Stellenbosch University**

**International**

**Stellenbosch**

**University**

**Krotoa Building**

**Cnr. Ryneveld and**

**Victoria Street**

**Stellenbosch, 7600**

**South Africa**

### WEBSITE AND CONTACT

**SU International Website**

**[SU International](#) & [Semester Mobility Website](#)**

**Phone**

**+27 21 808 2565**

**Email**

**[studyabroad@sun.ac.za](mailto:studyabroad@sun.ac.za)**

### MANAGEMENT TEAM

**Senior Director**

**Robert Kotzé ([rk@sun.ac.za](mailto:rk@sun.ac.za))**

**Director (Centre for Global Engagement)**

**Sarah Jane van der Westhuizen  
([sarahvdw@sun.ac.za](mailto:sarahvdw@sun.ac.za))**

**(The Centre for Global Engagement consists of two units: Unit for Partnerships & Unit for Global Education.)**

### SEMESTER MOBILITY TEAM (UNIT FOR GLOBAL EDUCATION)

**Senior Programme Manager**

**Sarah Richmond  
([sarahrichmond@sun.ac.za](mailto:sarahrichmond@sun.ac.za))**

**Programme Manager: Semester Mobility**

**Bantubonke Louw ([bantu@sun.ac.za](mailto:bantu@sun.ac.za))**

**Administrative Officer: Incoming Semester Mobility**

**Kalon Damons ([studyabroad@sun.ac.za](mailto:studyabroad@sun.ac.za))**

## UNIT FOR PARTNERSHIPS

Partnerships and Information Management

Kirwan Adams  
([kirwan@sun.ac.za](mailto:kirwan@sun.ac.za))

Senior Coordinator: Staff Mobility and  
Internationalisation

Lidia Du Plessis ([lidia@sun.ac.za](mailto:lidia@sun.ac.za))

## IMPORTANT DATES

### Academic Calendar

Please take note that the 2023 academic year will start on 13 February 2023; please refer to the academic calendar when planning your semester at Stellenbosch.

We recommend that you arrive before the orientation starts. The compulsory orientation programme normally starts one week before the start of the semester. Please schedule your holidays or visits by family and friends for the mid-term (recess) break or after the end of the semester.

Students staying longer than the allocated calendar dates do so at their own risk and are not the responsibility of Stellenbosch University.

***NO EXAMS WILL BE ALLOWED TO BE TAKEN AT HOME; FOR THIS REASON, IT IS EXTREMELY IMPORTANT THAT STUDENTS SHOULD BOOK THEIR RETURN FLIGHT FOR AFTER THE END OF THE 2ND EXAM PERIOD.***

## STELLENBOSCH UNIVERSITY COVID-19 WEBPAGE:

Stellenbosch University (SU) has developed a designated COVID-19 webpage, containing important information and relevant announcements relating to the university's response to the pandemic.

For all updates, information about learning and teaching, as well as other relevant Stellenbosch University protocols and documents, please visit the SU COVID-19 webpage, here: <http://www.sun.ac.za/english/Pages/COVID-19-Coronavirus-Disease-2019.aspx>.

## APPLICATION DETAILS

### DEADLINES

	Semester 1	Semester 2
<i>Nomination Deadline</i>	<i>1 – 31 August</i>	<i>1 – 28 February</i>
<i>Application Deadline</i>	<i>30 September</i>	<i>30 March</i>

## NOMINATION FORM FOR PARTNER UNIVERSITIES

Exchange students must be nominated on the following [webpage](#).

*Should you be unable to meet the nomination deadline, due to your own exchange processes and deadlines, please contact Bantubonke Louw at [bantu@sun.ac.za](mailto:bantu@sun.ac.za) to arrange for a later nomination date.*

## DOCUMENTS TO SUBMIT WITH AN APPLICATION

### WITH ONLINE APPLICATION:

- Certified copies of all official academic records / transcripts; please attach English translations if the documents are not available in English.
- Learning Agreement (You must list all the courses that you wish to take, and this must be signed by your International Exchange/Academic Coordinator.)
- Copies of the identification pages of your passport (Your passport should be valid for the time indicated by the SA Mission after leaving South Africa.)
- Proof of English Proficiency (where applicable)

### DOCUMENTS TO BE PROVIDED BEFORE REGISTRATION:

- Proof of Payment where fees are charged as part of a partnership agreement.
- Proof of Medical Insurance: *Please note that all students are required to have South African medical insurance for the purposes of the visa application and registration at Stellenbosch University. Students will only be able to procure this after a letter of admission has been issued. As soon as the letter has been issued, apply for a South African Medical Insurance. This is a requirement from the Department of Home Affairs.*
- List of Medical Scheme Options on our website: [List of Medical Scheme Options on SUI Website](#)
- List of registered Medical Schemes: [List of Registered Medical Schemes in South Africa](#)
- Kindly contact Carlyn Hewitson ([immigration@sun.ac.za](mailto:immigration@sun.ac.za)) should you require additional information or assistance with medical cover and/or immigration enquiries.

Unfortunately, no student will be registered without proof of membership of a medical scheme registered in terms of the Medical Schemes Act, 1998 (Act No 131 of 1998) of South Africa.

## APPLICATION WORKFLOW



• All applications must be submitted on time.



• **Freemover Students:** Submit their application directly on the SUNStudent application Platform. *Exchange students:* Submit application on the SUNStudent application Platform after nomination.

- [Application Guideline](#)



• Once we receive your application, we will confirm receipt and it will be processed. It will take at least 2-4 weeks from the deadline of applications before you receive feedback. You will be issued with a provisional admission letter, for visa application purposes.



• If you have not submitted any course requests (i.e. a completed learning agreement) your application will not be processed. Please also be aware of the fact that approval for courses at Stellenbosch is done by a very strict process, and approval/disapproval is the discretion of the relevant academic department/s. Course approval/disapproval feedback will be communicated continuously until arrival at Stellenbosch University



• The letter of admission will be sent electronically to the student. If the South African mission in your own country requests a hard copy of the letter of admission, please feel free to contact us.



• The final course registration will be completed during and after the orientation, but the application for courses must be submitted with the online exchange application. Students will only be allowed to register for courses that they have been approved for.

## COURSE INFORMATION

- You can list more courses than you need credit for, but please make sure that you indicate how many credits you need, and which courses are compulsory for your programme. We will then liaise with the relevant academic departments.
- You will not be able to attend mainstream courses for which you did not get pre-approved. Once we've received feedback on your course selection, we will provide sufficient feedback. You can however take fewer courses than you were pre-approved for. The final learning agreement must be signed by your home coordinator.

## SELECTING COURSES

For general instructions on finding courses, please visit the [Course Information Section](#) on our website.

Useful links in your search for courses are supplied in the above two documents, and will lead you to:

- The Online Yearbook ([Overview of Degree Programmes and Course Lists per Faculty](#))
- The [Faculty Websites](#) (which will lead you to the Departments' websites:)
- The [Departments' websites](#) can also be found under the university's A – Z links

## VISA/PERMIT DETAILS

If you are enrolling at Stellenbosch University as an international semester student for one or two semesters, then you will require a study visa. A study visa is normally issued for the duration of the academic programme, and it is each student's responsibility to maintain the validity of their study visa.

Please contact your nearest South African High Commission or Embassy to confirm the requirements. The contact details of the High Commissions or Embassies are available on the following page: [Contact Details of Country Representatives](#). The different forms that you will need are available from them.

Kindly contact Carlyn Hewitson ([immigration@sun.ac.za](mailto:immigration@sun.ac.za)) should you require additional information or assistance with medical cover and/or immigration enquiries.

*Please apply for your study visa the moment you receive your letter of acceptance from Stellenbosch University. It can take 6 – 8 weeks before you receive your visa and for that reason you need to apply timeously.*

*Do not come to Stellenbosch without an exchange or study visa. No student will be registered without a valid study visa.*

## ORIENTATION / WELCOME DETAILS

During the Welcome and Orientation programme, we aim to equip a new arrival with the essential information to ensure that your integration into the University and Stellenbosch life is as easy and enjoyable as possible. We introduce you to the many services and societies that the University has to offer and create the opportunity for you to get to know many other students before the real work even begins.

Welcome & Orientation webpage is available [here](#).

Stellenbosch University International has reworked the format of the Welcoming and Orientation week. The bulk of the Pre-departure information will be available online beforehand. In addition to this online component, the Welcoming and Orientation week will also consist of several face-to-face presentations on important academic and financial information prior to the commencement of classes.

## GET A MATIE BUDDIE

The Matie Buddy programme is designed to put you in contact with experienced Stellenbosch University students who want to assist you with your arrival in South Africa. This programme provides exchange students with an intercultural experience prior to arrival at Stellenbosch University and during your stay in Stellenbosch.

Instructions will be provided in terms of how to sign up, please contact Angelo Jephtha for more information: [acj@sun.ac.za](mailto:acj@sun.ac.za)

## LATE ARRIVAL

Students who can't arrive in time for the orientation period must make arrangements with the semester coordinator. Only valid reasons are accepted as an excuse for late arrival. You CANNOT arrive after the start of class

## WRITING HOME EXAMS AT STELLENBOSCH UNIVERSITY

In the case of students who still need to write examinations for their home universities after the beginning of orientation – we can accommodate you as we have procedures in place to ensure that you can write the exams here – please request the application form for writing home university exams at Stellenbosch University from [studyabroad@sun.ac.za](mailto:studyabroad@sun.ac.za)

## ARRIVAL/AIRPORT TRANSFER

Stellenbosch University International provides a transfer service between Cape Town International Airport and Stellenbosch. Once you have booked your flight ticket, please fill in the [online arrival sheet](#), to arrange for an airport pickup free of charge. Please complete the online arrival sheet at least one week before your arrival. Our transport coordinator may be contacted at [suiarrivals@sun.ac.za](mailto:suiarrivals@sun.ac.za).

The transfer service is available to all international students. Please look out for our representative bearing a "Stellenbosch University International" sign or t-shirt. If you are lost or cannot find your transfer, phone one of the following numbers:

Office: +27 (0)21 808 2567 (office hours)

Transport Coordinator: [suiarrivals@sun.ac.za](mailto:suiarrivals@sun.ac.za)

## ACCOMMODATION

International students are responsible for securing their own accommodation. Information pertaining to accommodation options for students within the Stellenbosch area is available [here](#).

Kindly contact our Administrative housing officer, Ms. Arlynn Fielies ([interhouse@sun.ac.za](mailto:interhouse@sun.ac.za)) should you require additional information.

Is housing guaranteed?	No (Apply as soon as possible)
Approximate rent per month	ZAR 7200 (staying privately)
Types of housing houses	Coops, apartments, private
What's the distance from housing to the university?	Varies from on-campus to $\pm$ 10 km
Are meals included in housing?	No
Means of transport from accommodation	Walk, bike, car
University Accommodation	<a href="#">University Accommodation</a>
General Housing Information	<a href="#">General Accommodation Information</a>

*The housing application for university accommodation must be completed by the same deadline as the semester application.*

*Please note that we work on the principle of first come first serve, so the sooner you apply the better your chances of getting a place in university accommodation. Even if you have not been admitted (and not yet received a Letter of Admission), it is important to apply as early as possible.*

## FEES AND COST OF LIVING

### FEE STRUCTURE

All students from partner universities receive a tuition waiver based on the exchange agreement between Stellenbosch University and their home institution. This will differ on the level and type of agreement that your home institution has with Stellenbosch University.

If your institution has a faculty /departmental level agreement, you must take AT LEAST 2/3rds of your coursework in this faculty/department to qualify for a tuition waiver.

- [Fee Structure for students from Partner Universities](#)
- [Fee Structure for students from Non-Partner Universities](#)

All semester mobility students will receive an invoice together with their letter of admission indicating the amount payable. You will not be able to register unless you have paid your fees.

## ESTIMATED COST OF LIVING

### GENERAL

Books & Study Material (per semester) ZAR5000 (Course dependent)

Medical Insurance per month dependent) ZAR450 - 500 (Provider dependent)

### STAYING IN PRIVATE ACCOMMODATION

Accommodation per month on average ZAR7000

Living allowance per month ZAR5000

### STAYING UNIVERSITY RESIDENCE

Accommodation per month on average ZAR5700 – 8700

Living allowance per month ZAR5000

### RENTING A MATIE BIKE

Cost per semester ZAR2500 (Deposit is required)

Numbeo for Stellenbosch: [Click here](#)

Numbeo for Cape Town: [Click here](#)

For all financial enquiries please contact Ms. Yolanda Johnson: [yjohnson@sun.ac.za](mailto:yjohnson@sun.ac.za)