INFORMATION SHEET FOR SEMESTER STUDENTS

PHYSICAL ADDRESS

Stellenbosch University International
Stellenbosch University
RW Wilcocks Building
Cnr. Ryneveld and Victoria Street
Stellenbosch, 7600
South Africa

WEBSITE & CONTACT

SU International Website               www.sun.ac.za/international & Semester Mobility Website
Phone      +2721 8082958
Email      studyabroad@sun.ac.za & interchange@sun.ac.za

MANAGEMENT TEAM

Head of SU International    Mr. Robert Kotzé (Senior Director)
Head of Global Education Centre   Mr. Ben Nel (Manager)

SEMESTER MOBILITY TEAM

Programme Coordinator    Sarah van der Westhuizen (her/she) (sarahwdw@sun.ac.za)
Coordinator: Incoming Semester Mobility  Bantubonke Louw
Administrative Officer    Hanna Kotzé

CENTRE FOR PARTNERSHIPS & INTERNATIONALISATION

Manager        Anisa Khan (anisakhan@sun.ac.za)
Coordinator    Alecia Erasmus (aleciaerasmus@sun.ac.za)
IMPORTANT DATES:

Academic Calendar: [http://www.sun.ac.za/english/dates](http://www.sun.ac.za/english/dates)

Please refer to the academic calendar when planning your exchange semester.

We recommend that you arrive before the orientation starts. 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 NO EARLIER THAN THE END OF THE 2ND EXAM PERIOD.*

APPLICATION DETAILS:

**DEADLINES:**

<table>
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<tr>
<th>Semester 1 (February to July)</th>
<th>Semester 2 (July – December)</th>
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<tr>
<td>Nomination Deadline</td>
<td>1 – 31 August</td>
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<tr>
<td>Application Deadline</td>
<td>30 September</td>
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<tr>
<td></td>
<td>1 – 28 February</td>
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<td>30 March</td>
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Exchange students must be nominated on the following webpage: [https://www0.sun.ac.za/international/prospective-students/non-degree-seeking--short-term-students-1/i-want-to-enrol-at-su-1/exchange-programmes/from-nomination-to-arrival-1.html](https://www0.sun.ac.za/international/prospective-students/non-degree-seeking--short-term-students-1/i-want-to-enrol-at-su-1/exchange-programmes/from-nomination-to-arrival-1.html)

**DOCUMENTS TO SUBMIT WITH 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 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.)

**DOCUMENTS TO BE PROVIDED VIA EMAIL:**

- Proof of Medical Insurance: Please note that all students will be 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,
Contact and 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 our Website](#)
- List of registered Medical Schemes: [List of Registered Medical Schemes in South Africa](#)

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.

  Semester students submit their application online.
  
  Freemover Students: Submit their application directly on the SU International website.
  
  Exchange students: Submit application on the SU International website after they been nominated.

- Once we receive your application we will confirm receipt and it will be processed. It will take at least 4-6 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 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 click here. For course selection information by department, click here.

Useful links in your search for courses are supplied in the above two documents, and will lead you to:
- List of Courses that international students have taken in the past.
- 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

For information about courses at Stellenbosch University, please visit the Course Information section on our website.

VISA/PERMIT DETAILS:

If you are enrolling at Stellenbosch University as an exchange 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 his/her 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.

Please apply for your 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 in a timely fashion.

Do not come to Stellenbosch without an exchange or 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.

All international students should arrive in Stellenbosch before the orientation starts.

*The orientation is compulsory for all semester students.*

GET A MATIE BUDDY:

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.

Instructions will be provided in terms of how to sign up.

LATE ARRIVAL:

Students that *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 very easily and do 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 interchange@sun.ac.za

ARRIVAL / AIRPORT TRANSFER:

Stellenbosch University International provides a transfer service between Cape Town International Airport and Stellenbosch or from Cape Town train station, should you arrive by mainline bus or train. Once you have booked your flight/bus ticket, please fill in the [online arrival sheet](mailto:), 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, Georgina Humphreys, may be contacted at gina@sun.ac.za or 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 8082567 (office hours)

**Gina:** +27 (0) 79 835 0784
**ACCOMMODATION**

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<tr>
<td>Is housing guaranteed?</td>
<td>No (Apply as soon as possible)</td>
</tr>
<tr>
<td>Approx. rent per month</td>
<td>ZAR7200 (staying privately)</td>
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<tr>
<td>Types of housing (coops, dorms, private...)</td>
<td>Coops, apartments, private houses</td>
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<tr>
<td>What's the distance from housing to the university?</td>
<td>Varies from on-campus to ± 10 km</td>
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<tr>
<td>Are meals included in housing?</td>
<td>No</td>
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<tr>
<td>Means of transport from accommodation</td>
<td>Walk, bike, car</td>
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<tr>
<td>Application form for University Accommodation</td>
<td><a href="#">Application form for University Accommodation</a></td>
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<td>Private Housing Information</td>
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<td><a href="#">Other Useful Sites</a></td>
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<td><a href="#">Letting Agencies</a></td>
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*To be completed by the same deadline as application for exchange after the nominations from the home universities have been received.*

*Please note that we work per the principle of first come first serve, so the sooner you apply the better is the chance of getting a place in university accommodation. Even if you have not been admitted, it is important to apply as early as possible.*
FEES & 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 COSTS OF LIVING

GENERAL

Books & Study Material (per semester) ZAR4500 (Course dependent)
Medical Insurance per month ZAR450 (Provider dependent)

STAYING IN PRIVATE ACCOMMODATION

Accommodation per month on average ZAR7200
Meals per month (dependent on personal preferences) ZAR2800 – 4800

STAYING UNIVERSITY RESIDENCE

Accommodation per month on average ZAR4500-5500
Meals per month (dependent on personal preferences) ZAR2000

RENTING A MATIE BIKE

Cost per semester ZAR 2500 (Deposit is required)

Numbeo for Stellenbosch: https://www.numbeo.com/cost-of-living/in/Stellenbosch-South-Africa

Numbeo for Cape Town: https://www.numbeo.com/cost-of-living/in/Cape-Town

For all financial enquiries please contact Ms. Yolanda Johnson: yjohnson@sun.ac.za

Information Sheet for Semester Students 2020

Updated on 11 September 2019