

APPLICATION TERMS AND CONDITIONS FOR UNDERGRADUATE AND POSTGRADUATE PROGRAMMES 2025

1. YOUR APPLICATION IS YOUR RESPONSIBILITY

It is your responsibility to ensure that you complete the application process correctly and on time. Make sure that you:

- familiarise yourself with the University's Admission Policy, programme-specific admissions criteria and the faculties' selection guidelines;
- provide all the required information and supporting documents before the closing dates:
 - **Undergraduate applications:**
The closing date is 31 July.
Click [here](#) for guidelines on how and when to apply for an undergraduate programme. More information on undergraduate programmes is published on www.maties.com.
 - **Postgraduate applications:**
Click [here](#) for guidelines on how and when to apply for a postgraduate programme. More information on postgraduate programmes and closing dates are published on the following websites:
 - Stellenbosch and Tygerberg Campus: www.sun.ac.za/pgstudies,
 - Stellenbosch Business School: www.stellenboschbusiness.ac.za

We may adjust and update our information and guidelines at any time, without notice to you. It is your responsibility to ensure that you are up to date with our latest information and guidelines.

You can also contact our Contact and Client Services Centre at 021 808 9111 or info@sun.ac.za for the latest information.

- apply for the programmes for which you meet the programme-specific minimum admissions criteria. Some programmes may have selection criteria that are higher

than the programme-specific minimum admissions criteria. Due to the number of admission applications usually received for our programmes and the limited number of spaces available, we cannot guarantee that you will be admitted – even if you meet all the criteria.

2. FOLLOW THE CORRECT READMISSION PROCESS

- You **must** complete and submit an application for readmission, in addition to your application to the University, if:
 - you were academically excluded at any tertiary institution (including SU) and/or were not previously readmitted for that reason; or
 - your studies were terminated at any point at any tertiary institution (including SU), or
 - if there was a break in your studies lasting one year or more without formal approval from the tertiary institution (including SU).
- If you fail to submit an application for readmission, the University may reject your application and/or cancel your admission and registration.
- Further information regarding the University's rules for readmission can be accessed [here](#), and the faculty administrator's contact details can be accessed [here](#) for the closing dates by when you must submit your application for readmission to the University.

Important

We only consider applications that are correctly filled in and complete, contains all the required supporting documents and reaches us before the closing date. You cannot hold us responsible if we do not consider your application where it is incomplete (e.g. you have not submitted all the required documents), incorrectly filled in, or not submitted or corrected by you before the closing date.

3. YOU MUST COMPLETE YOUR APPLICATION ON TIME

We must receive your application (and if applicable to your circumstances, your application for readmission), and all the required supporting documents, and any additional information we may require before the closing dates. The University will not consider any late or incomplete applications.

4. CORRECT INFORMATION IS IMPORTANT

Make sure that the information you provide is true and complete. If the information is false or incomplete:

- we can cancel or reject your application, or
- you could miss the closing date if you do not provide the correct information on time.

We may verify the information you have provided with third parties or people like your parents, teachers, school, or other universities. If we receive contradictory information, we will ask you for clarification. This may delay your application, and you may miss the closing

date. If your clarification, in our sole discretion, is not satisfactory, we may reject your application.

We may also ask you to provide original documents or additional supporting documents.

5. NOTHING IS GUARANTEED

Even if you submit a correctly completed application that reaches us on time and you meet the minimum admissions criteria, your admission is not guaranteed.

6. COMMUNICATING DURING THE APPLICATION PROCESS

We will use the e-mail address and phone number you provided to communicate with you about your application.

Keep an eye out for the following messages also available on the [Applicant Portal](#):

- Confirmation that we received your application;
- Requests for further information;
- Requests for further documents if what you provided was incorrect, incomplete or illegible;
- Your conditional offer(s) and/or final offer(s).

Important

We are not responsible if you do not receive these messages because your contact details are incorrect or outdated, or if you provide the details of another person (e.g. a parent) and they don't share the message with you. It is your responsibility to ensure that your contact details are correct and up to date.

You can track your application status online by logging into the [Applicant Portal](#).

7. IF WE MAKE YOU AN OFFER

• Undergraduate programmes

If you apply with your grade 11 marks, we could make you one or more **conditional offers**. You must accept one of those offers within the cut-off date specified in the offer.

Subject to your final grade 12 marks (usually made available in January) and the relevant faculty's selection guidelines/criteria, we may make you a **final offer**, which you will have to accept within three days.

If you have completed your final school year and apply with your grade 12 marks, you could be considered for a final offer or multiple offers, where you have applied for more than one programme. When an offer or multiple offers are made to you, you must elect and accept one of the offers within the cut-off time specified in the offer.

- **Postgraduate programmes**

If you applied for more than one programme, you may receive multiple offers from us. You must select and accept one of the offers made to you within the cut-off time specified in the offer.

Any offers you don't accept within the cut-off time specified, will expire.

8. SECURING ACCOMMODATION

Accommodation is not included in the academic offer. It remains your responsibility to secure accommodation at your own cost, before you arrive on campus and register. Visit www.maties.com for more information on residence and private accredited accommodation.

9. YOUR PERSONAL INFORMATION

The University will use the personal information provided during the application process to:

- consider your application,
- communicate with you at the contact details you provided,
- make you an offer if you are selected, and
- conclude a Student Contract with you if you accept an offer.

We will only disclose information relating to your application to other people or organisations if:

- it is required to consider your application,
- you have provided their contact details in the application (e.g. if you provided the contact details of a parent),
- they contact the University to make enquiries on your behalf regarding your application (e.g. if a parent contacts Client Services),
- we are required by law to disclose the personal information,
- you have permitted us to disclose the personal information.

If you want to know more about privacy at the University, go to <http://www.sun.ac.za/privacy> as well as www.sun.ac.za/english/t-c

10. FOLLOW THE UNIVERSITY'S RULES

You must follow the policies, rules and regulations (the "rules") of the University and the faculty to which you are admitted, which includes the University's housing regulations and guidelines, as amended from time to time. The rules are published, for example, in the University Yearbook, and on the website. If any of the terms and conditions in this document contradicts the rules, the rules will apply. Not following the rules can lead to the University instituting various actions against you, including (but not limited to) disciplinary actions, (e.g. expulsion), legal action (e.g. a claim for damages and/or criminal proceedings), or a combination of the above.

11. WHAT HAPPENS NEXT

Keep an eye out for our e-mails and text messages – which will help guide you through the process. If you select and accept any offer, we will ask you to sign and upload the Student Contract before you register.

If you are under 21 years old, your parent(s) or guardian(s) will also be asked to sign as sureties for your student account. Before you accept the offer, make sure that you and your parents or guardian(s) are aware of the [student fees](#).

You can read the content of the Student Contract [here](#).