



**Stellenbosch**

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forward together  
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## **My undergraduate application to study at Stellenbosch University in 2025**

### Frequently Asked Questions (FAQs)

#### **MY APPLICATION**

##### **1. What are the application dates for Stellenbosch University?**

<b>1 April 2024</b>	Undergraduate applications open
<b>1 October 2024*</b>	Financial assistance (funding) applications for prospective students open
<b>31 July 2024</b>	Undergraduate and residence applications close
<b>31 October 2024*</b>	Financial assistance (funding) applications for prospective students close
<b>15 December 2024</b>	Applications for Diploma in Public Accountability (School of Public Leadership) close

*\*Date subject to change.*

##### **2. How do I start my application?**

- 2.1 Go to [www.maties.com](http://www.maties.com) and click on "Application for 2025 now open" on the homepage, or follow the links Apply > Apply at SU.
- 2.2 Create a profile, sign into the applicant portal with your profile information, complete all compulsory fields, and submit your application.

##### **3. Where can I find more information on the programmes that Stellenbosch University offers?**

- 3.1 For more information on the University's undergraduate programmes, download the [minimum admissions requirements booklet](#).
- 3.2 You could also view the information sessions on the University's [Open Day website](#) to learn more.
- 3.3 Alternatively, book a face-to-face or online advisory session at Student Recruitment: [csr@sun.ac.za](mailto:csr@sun.ac.za) or 021 808 4709.

##### **4. What if I am already registered for a degree at another institution, but want to apply for admission to an undergraduate programme at Stellenbosch University?**

- 4.1 To apply from your current institution to Stellenbosch University, indicate your current activity under "Personal information" as "University/college/technikon" and answer **YES** to the question "Have you studied elsewhere, or are you studying elsewhere?".

- 4.2 Then add your current (and any other previous tertiary, if applicable) study information under "Tertiary studies" and upload your academic record or transcript (or proof of registration for the current year).
- 4.3 NB: If you fail to provide accurate information on your previous registration and studies – this may result in SU cancelling your admission and/or registration.

**5. Where can I track my application status?**

Follow the status of your application on the [applicant portal](#) or [www.maties.com](http://www.maties.com) > Apply > Applicant portal.

**6. What should I do if I can't remember the password I chose when I created my profile?**

If you have forgotten your password, click on "Forgot password?". A new password will be generated and emailed to you.

**7. What should I do if my username and password combination doesn't work?**

If you use your correct email and password, but still experience problems when trying to log in, replace your email with your APP/ID as the username.

**8. What does it mean when I receive the message "Application has been submitted"?**

We have received your application, but still need to review your supporting documents and information.

**9. What does it mean when I receive the message "Application has been reviewed"?**

We have processed your application and supporting documents. At this point, your application will start reflecting on the selection list for the faculties to consider.

**10. I received a message that one of my documents could not be reviewed. Now what?**

Return to the applicant portal and reload the correct/complete document. If you are unable to upload the document, please email it to our Client Services Centre at [info@sun.ac.za](mailto:info@sun.ac.za). Remember to quote your application ID in the subject line.

**11. How do I change my programme selection after I have submitted my application?**

You may send your request to our Client Services Centre at [info@sun.ac.za](mailto:info@sun.ac.za). Remember to quote your application ID in the subject line. Note, however, that once applications have closed, the relevant faculty may refuse to consider your request for a programme change. In other words, it is up to the faculty to accommodate or refuse your request to change programmes after the closing date.

## MY ACADEMIC OFFER

1. **I haven't heard anything from Stellenbosch University (SU), but I have received offers from other institutions. When can I expect feedback from SU?**
  - 1.1 You will receive the outcome of your application before the end of September.
  - 1.2 If we make you a conditional or final offer, you will have until 30 September to accept or decline.
  - 1.3 We can still make further offers after 30 September. In that case, you will have three days to accept or decline.
  
2. **What is the difference between a conditional and a final offer?**
  - 2.1 If you apply with your grade 11 results, we may admit you on the condition that you pass your final NSC or equivalent exam and that your results meet the conditions set for the programme you applied for. This would be a **conditional offer**.
  - 2.2 We will make a **final offer** based on your final grade 12 (or equivalent) results released at the beginning of 2025. You will have two (2) days to accept this final offer; if not, the offer will lapse.
  - 2.3 If you completed your final school year in a previous year and apply with your grade 12 (or equivalent) results, we will consider you for a **final offer/offers**. You will need to accept one of those offers before the due date specified in our written communication to you. As this will already be a final offer, you will not receive another final offer at the beginning of 2025.
  
3. **Can I receive multiple offers?**
  - 3.1 You can apply and be considered for up to three programmes. This means it is possible to receive an offer for more than one of your programme choices.
  - 3.2 However, you may accept only one offer at any given time.
  - 3.3 Conditional offers
    - 3.3.1 If you accept a conditional offer while waiting for the outcome of another programme application, this will have no influence on such other application whatsoever. You will still be considered for the other programme.
    - 3.3.2 Once you receive a conditional offer that you would like to accept, you may decline any other conditional offer that you have accepted up until then.
  - 3.4 Final offers
    - 3.4.1 To decline an already accepted final offer in order to accept another offer, contact the relevant [faculty officer/administrator](#) to cancel the offer you already accepted.
  
4. **Will I be considered for a final offer?**
  - 4.1 If you are in grade 12, we can make a final offer only after your final grade 12 (or equivalent) results have been released at the beginning of 2025. You do not have to upload your final NSC or IEB results. We will receive them directly from the Department of Basic Education.
  - 4.2 If you are not a South African citizen or you have completed an international schooling curriculum, please upload your final results on [Undergraduate international applications \(sun.ac.za\)](#) as soon as you receive them.
  - 4.3 If you completed your final school year in a previous year and apply with your grade 12 marks, we will consider you for a final offer/offers.

## **5. By when must I accept an offer from Stellenbosch University on the applicant portal?**

- 5.1 You have until 30 September to accept an offer.
- 5.2 If you receive multiple offers, you may accept only one of them.
- 5.3 Conditional offers
  - 5.3.1 If you accept a conditional offer while waiting for the outcome of another programme application, this will have no influence on such other application whatsoever. You will still be considered for the other programme.
  - 5.3.2 Once you receive a conditional offer that you would like to accept, you may decline any other conditional offer that you have accepted up until then.
- 5.4 Final offers
  - 5.4.1 To decline an already accepted final offer in order to accept another offer, contact the relevant [faculty officer/administrator](#) to cancel the offer you already accepted.
- 5.5 However, you can still receive an offer after 30 September. In this case, you will have three (3) days to accept or decline, after which the offer will lapse.

## **ACCEPTING MY ACADEMIC OFFER**

### **1. What should I do to accept my offer and make it official?**

- 1.1 Log in to the [applicant portal](#) and accept the offer.
- 1.2 Once you have accepted an offer (whether a conditional or a final offer), you will be asked to submit a signed [student contract](#). If we do not receive your signed contract, you will be unable to register in 2025.

### **2. What if I decline Stellenbosch University's offer, but then change my mind?**

- 2.1 Contact our Client Services Centre at [info@sun.ac.za](mailto:info@sun.ac.za).
- 2.2 The relevant faculty will let you know whether they can still accommodate you.

### **3. Can I accept more than one offer?**

- 3.1 While it is possible to receive more than one offer, you may accept only one at any given time.
- 3.2 Conditional offers
  - 3.2.1 If you accept a conditional offer while waiting for the outcome of another programme application, this will not influence your other applications whatsoever. You will still be considered for the other programme.
  - 3.2.2 Once you receive a conditional offer that you would like to accept, you may decline any other conditional offer that you have accepted up until then.
- 3.3 Final offers
  - 3.3.1 To decline an already accepted final offer in order to accept another offer, contact the relevant [faculty officer/administrator](#) to cancel the offer you already accepted.
- 3.4 To accept an offer from SU, do so by no later than 30 September.
- 3.5 However, you can still receive an offer after 30 September. In that case, you will have three (3) days to accept or decline, after which the offer will lapse.

## MY STUDENT CONTRACT

- 1. Where can I find my Stellenbosch University student contract to sign?**
  - 1.1 Your [student contract](#) is attached to your offer.
  - 1.2 Alternatively, download it from the [applicant portal](#) or from our website for prospective students, [www.maties.com](http://www.maties.com), by following the links Apply > Application documents.
- 2. May I sign my student contract electronically, or must I print, sign and upload it?**
  - 2.1 Your contract must be signed by hand. Download and print the contract, sign it, and then scan and upload.
  - 2.2 Unfortunately, we cannot accept 'typed' signatures, electronic signatures, or a photograph of the signed contract.
  - 2.3 Use the Adobe Scan app to scan your student contract, or search for alternative options. Visit the Google Play Store/App Store or Huawei App Gallery on your smartphone.

## MY NATIONAL BENCHMARK TEST (NBT) RESULTS

- 1. Must I take the NBTs?**
  - 1.1 Only School of Tomorrow applicants and those applying to the Faculty of Law must take the NBTs.
  - 1.2 If you are applying to the Faculty of Law (BA Law, BCom Law, BAccLLB and the four-year LLB programme), you must complete the NBTs before 31 July 2024.
  - 1.3 If you are a School of Tomorrow applicant, you must complete the NBTs before the end of September 2024 to enable your discretionary admission by Senate to be finalised in time for registration in 2025.
- 2. Do I need to submit my NBT results?**

No. The Centre for Educational Testing for Access and Placement (based at the University of Cape Town) will send us your NBT results.
- 3. Where can I find information on NBT dates and bookings?**

Go to [www.nbt.ac.za](http://www.nbt.ac.za) for NBT dates and bookings.

## MY BURSARY (FUNDING) APPLICATION

### 1. What are the dates to apply for funding from Stellenbosch University?

SU funding applications for prospective students open on 1 October 2024 and close on 31 October 2024\*. Late admissions will be managed on a case-by-case basis. (\*Dates subject to change)

### 2. Who may apply for funding?

2.1 All study applicants who are South African citizens and who received a conditional or final offer from Stellenbosch University may apply.

2.2 Since the University's financial resources are limited, funding is allocated based on financial need (household financial circumstances) and academic merit (the applicant's potential to study successfully).

### 3. What funding does Stellenbosch University offer?

We offer a range of mostly partial-cost bursaries. For details, consult the [Bursary Yearbook](#) and review the [Types of funding](#) tab on the Centre for Undergraduate Bursaries & Loans (CUBL) website.

### 4. What documents will I need to provide when applying for a funding?

4.1 You will need to provide various documents to support your application for funding from Stellenbosch University. Please see the table below for a summary of the support documents you will need to submit, depending on your personal, family and financial circumstances. All applicants must complete the Consent Form, signed by all parties.

4.2 Note that all supporting documents are to be clearly labelled, uploaded as a pdf, and no file may exceed 2 MB.

4.3 All documents submitted as proof of income will be verified by a third party.

<p><b>STUDENT'S PERSONAL INFORMATION</b></p> <ul style="list-style-type: none"> <li>• Certified copy of <b>ID</b></li> <li>• <b>Medical certificate</b> (if you have a disability) or <b>SASSA</b></li> <li>• One-page <b>CV</b> summary, including any leadership role, sport achievement and other awards</li> <li>• <b>Latest academic record</b> if you are currently studying at another university</li> </ul>	<p><b>INFORMATION OF PARENT(S) OR LEGAL GUARDIAN(S)</b> for each parent/legal guardian</p> <ul style="list-style-type: none"> <li>• <b>Death certificate</b> if deceased</li> <li>• Certified copy of <b>ID</b></li> <li>• <b>Proof of income and monthly income before tax</b> (salary slip/ITA34/affidavit of informal employment type and income), or <b>unemployment</b> (affidavit/retrenchment letter/UIF letter), or <b>child support</b> (maintenance agreement), or <b>pension/SASSA</b> (letter from bank/bank statement)</li> </ul>
<p><b>FAMILY INFORMATION</b></p> <ul style="list-style-type: none"> <li>• For marital status of parent(s)/legal guardian(s), if separated, divorced or estranged, <b>proof of separation, divorce</b> (divorce decree) or <b>estrangement</b>, and <b>maintenance agreement</b> if applicable</li> <li>• <b>Proof of university registration</b> of any siblings, for up to three siblings only</li> </ul>	<p><b>SPOUSE INFORMATION</b> if applicant is married/widowed</p> <ul style="list-style-type: none"> <li>• <b>Death certificate</b> if deceased</li> <li>• Certified copy of <b>ID</b></li> <li>• <b>Proof of income and monthly income before tax</b> (salary slip/ITA34/affidavit of informal employment type and income), or <b>unemployment</b> (affidavit/retrenchment letter/UIF letter), or <b>child support</b> (maintenance agreement), or <b>pension/SASSA</b> (letter from bank/bank statement)</li> </ul>
<p>Plus, the <b>Consent Form</b> signed by all parties.</p>	

## 5. How do I apply for funding?

As a prospective student, once you have accepted your conditional or final offer, you will receive an email from the Centre for Undergraduate Bursaries & Loans (CUBL) which will include details on how to apply for funding. All applications are online, and you will need your SU student number to access the portal. In the interim, more information is available on the CUBL website, under the [Application Process](#) tab.

## 6. When will I be informed of the outcome of my funding application?

All applications will be considered after the closing date. Applicants for Stellenbosch University's own bursaries will be notified of the outcome by end-February 2025. The outcome dates for bursaries from SU external donors may vary, however the majority will be allocated by the end-May 2025.

## 7. How do I apply to the National Student Financial Aid Scheme (NSFAS)?

7.1 NSFAS funds first-time entering (FTEN) students at public universities.

7.2 All applicants from households with a gross income (total income before tax) below R350 000 per year may be considered for a bursary from NSFAS; for a student living with a disability, the gross household income must not be more than R600 000 per year.

7.3 Applications are online via the NSFAS website, and usually open in late November and close end of January the following year. You will need to set up a [myNSFAS](#) account to apply. We recommend that you visit the official NSFAS website regularly for updates: [www.nsfas.org.za](http://www.nsfas.org.za).

7.4 Stellenbosch University does not manage the application nor selection process for NSFAS. We only help administer bursary disbursements (payments of select allowances) to successful applicants, as instructed by government.

## 8. Who can I contact if I have more questions about SU funding?

You're welcome to contact our Client Services Centre on 021 808 9111 or [info@sun.ac.za](mailto:info@sun.ac.za). If you are sending an email, remember to please include your SU student number (#) in the subject line, for example, # / 2024 SU funding query.

## MY STUDENT ACCOMMODATION

### 1. Does my academic offer include an accommodation offer?

Accommodation is not included in your academic offer. You are responsible to secure your own accommodation, at your own cost, before you arrive on campus and register. Visit [www.maties.com](http://www.maties.com) for more information on residence and private accredited accommodation.

### 2. How does the timeline for residence placement work?

2.1 Offers for placement in a Stellenbosch University residence will be issued on an ongoing basis up until the end of October 2024.

2.2 If you have not been allocated a place in residence by the end of October, you will receive an email confirming this and referring you to our [private accommodation webpage](#).

### 3. How do I accept a place in residence if I am offered one?

3.1 If you have been allocated a place in a Stellenbosch University residence on Stellenbosch campus, you will receive an offer letter requesting you to accept and pay an acceptance fee of R5 100 within 30 calendar days.

- 3.2 If we have not received your acceptance fee by the due date, your residence offer will expire.
- 3.3 Based on the socioeconomic information you provided in your application to Stellenbosch University, you might be charged a reduced acceptance fee of R500, which must be paid within 30 calendar days to secure your place in residence.
  - 3.3.1 You may request an exemption from the acceptance fee by submitting a motivation and proof of financial need to [info@sun.ac.za](mailto:info@sun.ac.za).
  - 3.3.2 You may also be exempted from the acceptance fee if you receive financial aid based on need. Please submit proof of such bursary to [info@sun.ac.za](mailto:info@sun.ac.za).

#### **4. If my application for residence placement is unsuccessful, how do I request to be reconsidered?**

- 4.1 If you have not been placed in a residence, but still wish to be considered in the event of potential cancellations, you may register on the waiting list at [www.maties.com](http://www.maties.com) > waiting list from 01 November 2024.
- 4.2 You could also consider private accommodation. Visit our [private accommodation webpage](#) for more information.

### **FURTHER ENQUIRIES**

- For any further enquiries, feel free to contact our Client Services Centre on 021 808 9111 or [info@sun.ac.za](mailto:info@sun.ac.za).
- Also make use of our WhatsApp chatbot on 061 729 8858.
- Please include both your application ID and student number in all communication.
- We aim to answer all email enquiries within three (3) working days.