



Stellenbosch

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forward together
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My application to study at Stellenbosch University in 2024

Frequently asked questions (FAQs)

MY APPLICATION

1. What are the application dates for Stellenbosch University?

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|--------------------------|---|
| 3 April 2023 | Undergraduate applications open |
| 1 August 2023 | Financial assistance applications for prospective students open |
| 31 July 2023 | Undergraduate and residence applications close |
| 30 September 2023 | Financial assistance applications for prospective students close |
| 26 January 2024 | Applications for Diploma in Public Accountability (School of Public Leadership) close |

2. How do I start my application?

- 2.1 Go to www.maties.com and click on “Apply today” 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 the Centre for Student Recruitment and Career Advice on 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 study information under “Tertiary studies” and upload your academic record or transcript (or proof of registration for the current year).

5. Where can I track my application status?

Follow the status of your application on the [applicant portal](#) or on 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 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.

8. 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.

9. 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. Remember to quote your application ID in the subject line.

10. 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. 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 results released at the beginning of 2024. You will have three 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 marks, 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 2024.
- 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 results have been released at the beginning of 2024. You do not have to upload your 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 on 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 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 2024.
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.
 - 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 have no influence on such other application 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 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, 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 2023.
- 1.3 If you are a School of Tomorrow applicant, you must complete the NBTs before the end of September 2023 to enable your discretionary admission by Senate to be finalised in time for registration in 2024.

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 for NBT dates and bookings.

MY APPLICATION ID AND STUDENT NUMBER, AND THE APPLICANT AND STUDENT PORTALS

1. What is the difference between my application ID and my student number?

- 1.1 All applicants will receive an **application ID**. This is a unique ID number that you must use to manage your application before you register as a student. Track your application status on the [applicant portal](#) or on www.maties.com > Apply > Applicant portal.
- 1.2 All applicants will also be issued with a **student number**. Use this to access Stellenbosch University's other platforms while still a prospective student. Also, once you have received an offer, use your student number to apply for bursaries or track your residence application.
- 1.3 In other words, your student number does NOT replace your application ID.
- 1.4 Your student number also does NOT guarantee your admission to a programme or your eligibility to register.
- 1.5 Please include both your application ID and student number in all your communication with the Centre for Student Administration and the Client Services Centre.

2. What is the difference between the applicant portal and the student portal on My.SUN?

- 2.1 The [applicant portal](#) allows you to submit and track your application and see your admission status.
- 2.2 The [student portal](#) is what you will use once you have registered as a student with Stellenbosch University AS WELL AS to monitor your residence application and apply for financial aid while still a prospective student.

3. I have set up my username and password. Now what?

- 3.1 Use your student number to get access to the [student portal](#) on My.SUN, where you can apply for bursaries and check on the status of your residence application.
- 3.2 Note that you will only be able to apply for a bursary **after** you have received an offer from the University.

WHAT HAPPENS AFTER THE RELEASE OF MY MATRIC RESULTS?

1. What should I do with my grade 12 results once I have received them?

- 1.1 We receive NSC and IEB results directly from the Department of Basic Education, so there is no need for you to forward these.

- 1.2 However, if you followed an international curriculum, you will need to upload your final results on [Undergraduate international applications \(sun.ac.za\)](https://sun.ac.za) as soon as you receive them.
2. **How long do I have to accept my final offer?**
 - 2.1 If you have accepted a conditional offer from Stellenbosch University, we will consider you for a final offer based on your final grade 12 results once released at the beginning of 2024.
 - 2.2 You will have three days to accept the final offer before it lapses.
3. **Can I be reconsidered if I do not meet the admission requirements based on my final grade 12 results?**
 - 3.1 If, based on your final grade 12 results, you do not meet the admission requirements of the programme you accepted a conditional offer for, you will not receive a final offer. However, you may submit a request to be reconsidered for an offer in respect of another programme you do meet the requirements for, provided that the programme or faculty still has place available.
 - 3.2 We will publish information in this regard on www.maties.com in January.
4. **When can I register?**
 - 4.1 You will be able to register during the registration period in January 2024 if we made you a final offer and you accepted it within three days.
 - 4.2 Remember also that you will only be able to register if you have uploaded your signed student contract.
 - 4.3 More information on the welcoming programme and registration will be made available on the University's website, www.sun.ac.za, in January 2024.

MY BURSARY APPLICATION

1. **What are the dates for applying for a bursary at Stellenbosch University?**

SU funding applications open 1 August and close 30 September. Late admissions will be decided on a case-by-case basis.
2. **Who may apply for a bursary?**
 - 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, bursaries are allocated based on financial need (household financial circumstances) and academic merit (the applicant's potential to study successfully).
3. **What bursaries does Stellenbosch University offer?**

We offer a range of bursaries. For the particulars, consult the [2024 Bursary Calendar](#) and the [Types of funding](#) tab on the webpage of the Centre for Undergraduate Bursaries and Loans.
4. **What documents will I need to provide when applying for a bursary?**
 - 4.1 You will need to provide various supporting documents for an application for financial aid from Stellenbosch University. For a summary of the supporting documents you will need to submit depending on your personal, family and financial circumstances, please see the table below.
 - 4.2 Note also that all supporting documents must be clearly labelled, and no file may exceed 2 MB. We recommend that you save your supporting documents individually in PDF and include your student number or full name as a prefix to each file name, for example "12345678 ID-mother / MAGWAZA Abby ID-student".

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

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

5. How do I apply for financial assistance?

As a prospective student, once you have accepted your conditional or final offer, you will receive an email from the Centre for Undergraduate Bursaries and Loans that will include details on how to apply for financial aid.

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

All applications will be considered after the closing date. Applicants for Stellenbosch University’s own bursaries will be notified of the outcome by the end of February 2024. The outcome dates for bursaries made available by SU external donors may vary, however, the majority will be allocated by the end of May 2024.

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 full-cost bursary from NSFAS.
- 7.3 You may submit your NSFAS application at www.nsfas.org.za from 28 September 2023 to 31 January 2024. We recommend that you visit the official NSFAS website regularly for updates.
- 7.4 Stellenbosch University does not manage the application or selection process for NSFAS. We only help administer bursary disbursements to successful applicants as instructed by government.

8. Who can I contact if I have more questions about financial aid?

You’re welcome to contact our Client Services Centre on 021 808 9111 or info@sun.ac.za. If you are emailing, remember to include your student number in the subject line, for example “# / 2024 SU financial aid query”.

MY STUDENT ACCOMMODATION

1. **How does the timeline for residence placement work?**
 - 1.1 Offers for placement in a Stellenbosch University residence will be issued on an ongoing basis up until the end of October 2023.
 - 1.2 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](#).

2. **How do I accept a place in residence if I am offered one?**
 - 2.1 If you have been allocated a place in a Stellenbosch University residence on Stellenbosch campus, you will receive a reservation letter requesting you to pay an acceptance fee of R5 100 within 30 calendar days.
 - 2.2 Payment of the acceptance fee confirms that you have accepted the place reserved for you in residence.
 - 2.3 If we have not received your acceptance fee by the due date, your residence reservation will be cancelled.
 - 2.4 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.
 - 2.4.1 You may request an exemption from the acceptance fee by submitting a motivation and proof of financial need to info@sun.ac.za.
 - 2.4.2 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.

3. **If my application for residence placement is unsuccessful, how do I request to be reconsidered?**
 - 3.1 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 > Residence waiting list (first-years) from 1 November 2023.
 - 3.2 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.
- 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 working days.