



2022 READMISSION NOTICE – HEMIS REQUIREMENTS

Dear Student

The readmission process for undergraduate students is governed by the University's readmission rules and process, as stipulated in the University General Calendar, Part 1, under the heading "Readmission after Unsuccessful Studies". In accordance with these rules, undergraduate students must obtain (pass) a certain number of credits in a particular academic year in order to continue with their studies. Students who do not obtain sufficient credits, and who therefore do not comply with the readmission requirements, will not be allowed to continue with their studies.

Communication

Students who did not obtain sufficient credits will be informed of this via email (student email account) and will additionally receive an SMS on or before 24 December 2022. You can also view your readmission status for 2022 at:

my.sun.ac.za→Undergraduate→Administration→Re-apply for Studies. **Please note that readmission letters will not be sent by regular mail.**

There are two possible categories in this regard, namely:

Category A: Warning Only

Students in this category will receive an e-mail merely warning them that they did not meet the readmission requirements at the end of 2022 but that they will be allowed to register as a student for 2023 without having to apply for readmission.

Category B: Academically Excluded (exclusion based on academic grounds)

Students in this category will receive an e-mail informing them that they have not been granted readmission to SU for 2023. This category of student will not be allowed to continue with their studies at SU and must consequently apply for readmission to SU.

Administrative Procedure

Students who were academically excluded (as per Category B above) will get the opportunity to apply for readmission, and for this purpose, an application form, which must be used to apply for readmission, will accompany the e-mail mentioned above. The readmission application process and requirements (supporting documents) will be explained in the e-mail and application form.

Due Dates

- a) 11 January 2023 – general closing date for submission of readmission appeals.
- b) Faculty of Medicine and Health Sciences – dates will be supplied in the readmission communication.
- c) **Please note that no late applications for readmission will be accepted.**

Cost

Every application for readmission must be accompanied by a fee of R448. Please note that this amount is non-refundable, irrespective of the decision reached by the Readmission Appeals Committee.

Payment Options

Please utilise your student number as reference when making payment. The fee can be paid via the Website, SnapScan or at the Cashiers.

Please contact visit the student fees website or contact the Student Fees Division directly on Tel: +27 21 808 4913 / 4521 or via studentaccounts@sun.ac.za for further information and assistance.

Dr R Retief

Registrar