12 November 2024

Dear prospective Matie graduand

As Stellenbosch University (SU) prepares to celebrate the academic achievements of thousands of students who will graduate in December, please note the following important information.

Graduation notice

This initial graduation notice is sent to all final-year and postgraduate students, regardless of whether they will graduate at the December 2024 or March 2025 graduation ceremonies. Therefore, receiving this information should not be regarded as confirmation that you will be graduating. The communication is distributed and published for information purposes before it is known which students will graduate.

December graduation series

The graduation series will be held at the **Coetzenburg Centre**, situated on the Coetzenburg sports grounds, from Monday, 9 to Friday, 13 December 2024. Click **here** to access the graduation schedule and group allocations.

Qualifying graduands will receive an email notification regarding graduation on **Wednesday, 4 December**, and the programme and graduand name lists will be uploaded to the **graduation webpage** from Monday, 9 December onwards.

Students must fulfil all requirements for their specific qualification to be able to graduate. The onus is on you to verify, in consultation with your faculty administrator, that you meet all the requirements for graduation. You can access the contact details of the faculty administrators **here**.

The University has arranged for a prayer room for the Maghrib prayers of our Muslim graduates and their relatives attending the late-afternoon ceremonies. Ablution facilities will be available within walking distance of the prayer room. We kindly remind our Muslim community to bring along their own prayer mats.

Verifying personal details and addresses

As stipulated by regulation, your full name as per your ID or passport must reflect on your qualification documents. To ensure your personal details, street address and contact details are correct, please verify your information on the University's system by **Friday, 22 November 2024**.

How to update your personal information:

Kindly provide a copy of your ID or passport, along with your SU number, to our Client Services Desk by emailing **info@sun.ac.za** to request an update of your information.

How to update your address:

Kindly provide your updated street address along with your SU number to our Client Services Desk by emailing **info@sun.ac.za** to request an update of your information.

Please note that SU does not take responsibility for any names, surnames and/or street addresses that are reflected incorrectly on the system. Graduands will be charged an amount of R 500,00 for any graduation documents that require reissuing because of incorrect details on the system.

Graduating in absentia (not attending the graduation ceremony)

If you are unable to attend the ceremony, you have until **Friday, 22 November 2024** to arrange for your qualification to be awarded in absentia.
To make these arrangements, log in to the **student portal** and go to **Academics > Graduation Ceremony**. If you select "No" at attending, the system will prompt you to choose either self-collection or courier delivery for your graduation documents.

Please note:

- The default address used for couriering is your current address on the system. If you would like your documents sent to a different address, please enter it in the provided space.
- Please do not include a PO Box address, as DHL couriers cannot deliver to these addresses.

If you missed the deadline to indicate that you will be graduating in absentia, your graduation documentation will automatically be couriered to you. Unfortunately, self-collection would not be an option at this stage.

The process for the courier and self-collect options are as follows:

Courier

Where arrangements have been made for graduating in absentia, the relevant graduation documents will be issued to you, after the conclusion of the entire graduation series. DHL Couriers will deliver to your door, provided that your current physical

address and contact numbers are updated on the University's system (as indicated above). Graduation documentation for all graduates will be sent via DHL Courier Services starting from **Wednesday, 18 December 2024**.

• Local delivery timeframe:
The expected delivery time for local deliveries is 2–5 working days. Please note that deliveries to remote areas may take slightly longer.

• International delivery timeframe:
The delivery for international shipments may take 5-7 working days, depending on your location.

Please note that the courier cannot deliver documentation to a PO Box address.

Should you not update your information by the deadline, you must make arrangements with DHL Courier Services to deliver your graduation documents to the correct address. For further assistance with the couriering of your documents, please contact **SUPARCELS@sun.ac.za**.

Self-collection

Where arrangements have been made for self-collection, documents will be packaged and available for collection at the Information Desk in Admin A from **Tuesday, 17 December 2024** between 08:00–16:30 on weekdays. Please note, the University will close on 20 December at 12:00 and will reopen on Thursday, 2 January 2024. For more information regarding graduating in absentia please visit our **FAQs**.

Graduation deferral

If you qualify for the December 2024 graduation, you have the option to defer the awarding of your qualification to the March 2025 ceremonies. The deadline for submission is **Friday, 22 November 2024**.

Please note that if you choose to defer to March 2025, you will not be able to request your official graduation certificate, however, we can provide you with an official academic record.

To arrange for a deferral, please submit your request on the student portal. To make these arrangements, log in to the **student portal** and go to **Academics > Graduation Ceremony** > select defer to March.

Please also note that if you utilise and pass a module during the A3 assessment period, which takes place from 21 November to 7 December 2024, your qualification will be awarded during the March 2025 graduation cycle. Students in this category do not need to complete the absentia form nor request a deferral.

Special arrangements

Kindly complete a **request form** if you have special needs and cannot cross the stage (e.g. graduands in wheelchairs or graduands with injuries), or if you require assistance with any of the following:

- Special arrangements for health reasons
- Reserving space for your wheelchair next to the chair of a partner
- The assistance of a guide or guide dog for visually impaired graduands
- The services of a South African Sign Language interpreter

Please submit your form before **Friday, 22 November 2024**.

Admission tickets

The venue's population certificate (a legal requirement) limits the number of individuals that may be in the venue at any given time, compelling SU to issue a specific number of admission tickets per graduand.

- **Each graduand up to honours level will be allowed to invite two (2) guests.**
- **Master's candidates may invite three (3) guests.**
- **Doctoral candidates may invite four (4) guests.**

Regrettably, no additional tickets can be made available.

If you have indicated that you will be graduating in absentia, your admission tickets will still be sent to you, as a precautionary measure.

Please note, if you are not attending your graduation ceremony, your tickets cannot be sold or transferred to another graduand or guest. If you have received or purchased additional tickets from another graduand, you may be denied access to the ceremony for these extra tickets.

Preschool children should preferably not attend the ceremonies. If it happens that a preschool child attends a ceremony, such a child must also be in possession of an admission ticket and will therefore form part of the number of guests for a candidate.

Please note, if you intend on bringing a private photographer into the venue, the photographer must also be in possession of an admission ticket which will therefore form part of the number of admission tickets that can be issued to you.

Your graduand ticket and guest admission tickets will be emailed to you by **Thursday, 5 December 2024.** Please check your official "@sun" student and personal email accounts for the admission tickets, and check your "junk" folder.

Tickets can be printed or saved to cell phones and must be shown at the door. **Note that this arrangement applies to both graduands and guests.**

If you have not received your tickets via email, you can collect the tickets at the information kiosk located in the Coetzenburg Centre, on the day of your ceremony.

Family and friends who are unable to attend the event can follow the ceremony online at **www.sun.ac.za/streaming**.

Overflow venue

Due to the venue's population capacity, guests arriving at the Coetzenburg Centre without admission tickets will be accommodated in the overflow venue at the Sports Science Building where the graduation ceremony can be followed via live streaming.

Faculty of Medicine and Health Sciences pledge ceremony

The Faculty of Medicine and Health Sciences (FMHS) Pledge Ceremony for undergraduate Health Sciences, MBChB and Nursing graduands and BScHons in Biokinetics graduands is scheduled for **Wednesday, 11 December 2024**. Please click **here** for more information.

Contact details: Wanda de Jager (Deputy Registrar's office, Tygerberg campus) / email: **tygstudentadmin@sun.ac.za**; telephone: 021 938 9487

Outstanding fees

If you have outstanding fees, **you may still attend your graduation ceremony**, but the following conditions will apply:

- The sheath you receive at the ceremony will not contain your official graduation documents. Instead, it will include an account statement for the outstanding balance and a letter requesting payment.
- To ensure the University can issue your graduation documents at the ceremony, you must settle the outstanding amount by 12:00 on **Friday, 22 November 2024**, for the December 2024 ceremonies.
- If you are funded by NSFAS and your student account hasn't been settled, you will only receive your academic record. The Student Fees Division will withhold your degree until NSFAS settles the account.

Please contact Student Fees on 021 808 4521/4913 or via email at **studentaccounts@sun.ac.za** to make the necessary arrangements.

Click **here** for more information on student fees.

Contact information

Please contact the Client Services Centre at 021 808 9111 or email **info@sun.ac.za** for any assistance or further information. For more information on the December graduation arrangements, please visit the **graduation webpage**.

Kind regards,

Dr Ronel Retief
Registrar

12 November 2024

Beste voornemende Matie-graduandus

Terwyl die Universiteit Stellenbosch (US) voorberei om die akademiese prestasies van duisende studente wat in Desember gradueer te vier, versoek ons jou om asseblief op die volgende belangrike inligting te let.

Kennisgewing van graduering

Hierdie aanvanklike kennisgewing van graduering word aan alle finalejaar- en nagraadse studente gestuur, ongeag of hulle by die Desember 2024- of Maart 2025-gradeplegtighede sal gradueer. Die ontvangs van hierdie inligting moet dus nie as 'n bevestiging beskou word dat jy gaan gradueer nie. Hierdie skrywe word vir inligtingsdoeleindes versprei en gepubliseer voordat dit bekend is watter studente sal gradueer.

Desember-gradeweek

Die Desember-gradeplegtighede word van Maandag tot Vrydag, 9–13 Desember 2024 by die **Coetzenburg-sentrum**, geleë op die Coetzenburg-sportterrein, gehou. Klik **hier** om die gradeplegtigheidskedule en groeptoekennings te sien.

Kwalifiserende graduandi sal Woensdag 4 Desember 'n e-poskennisgewing oor graduering ontvang, terwyl die program- en graduandi-naamlyste vanaf Maandag 9 Desember op die **gradeplegtigheidswebblad** bekendgemaak sal word.

Studente moet aan alle vereistes vir hulle spesifieke kwalifikasie voldoen om te kan gradueer. Die onus rus op jou om in oorleg met jou fakulteitsadministrateur seker te maak dat jy aan al die vereistes vir graduering voldoen. Kry **hier** toegang tot die kontakbesonderhede van die fakulteitsadministrateurs.

Die Universiteit het gereël dat 'n gebedskamer vir ons Moslem-graduandi en hulle familie wat die laatmiddag-plegtighede bywoon, beskikbaar sal wees vir die Maghrib-gebede. Daar sal ablusiegeriewe binne loopafstand van die gebedskamer beskikbaar wees. Ons herinner ons Moslem-gemeenskap vriendelik daaraan om hulle eie gebedsmatjies saam te bring.

Bevestiging van persoonlike besonderhede en adresse

Soos deur regulasies bepaal word, moet jou volle naam volgens jou ID of paspoort op jou

kwalifikasiedokumente reflekteer. Om te verseker dat jou persoonlike inligting, woonadres- en kontakbesonderhede korrek is, gaan asseblief jou inligting op die Universiteit se stelsel teen **Vrydag 22 November 2024** na om seker te maak dit is korrek.

Hoe om jou persoonlike inligting by te werk:

Verskaf asseblief 'n afskrif van jou ID of paspoort, saam met jou US-nommer, aan ons kliëntedienstoonbank deur 'n e-pos aan **info@sun.ac.za** te stuur om 'n bywerking van jou inligting aan te vra.

Hoe om jou adres by te werk:

Verskaf asseblief jou jongste woonadres saam met jou US-nommer aan ons kliëntedienstoonbank deur 'n e-pos aan **info@sun.ac.za** te stuur om 'n bywerking van jou inligting aan te vra.

Let asseblief daarop dat die US nie verantwoordelikheid aanvaar vir enige name, vanne en/of woonadresse wat verkeerd op die stelsel verskyn nie. Graduandi sal 'n bedrag van R500,00 gehef word vir enige gradeplegtigheidsdokumente wat heruitgereik moet word weens verkeerde besonderhede op die stelsel.

Gradueer in absentia (woon nie die gradeplegtigheid by nie)

Indien jy nie die gradeplegtigheid kan bywoon nie, het jy tot **Vrydag 22 November 2024** om te reël dat jou kwalifikasie in absentia toegeken word. Om hierdie reëlings te tref, meld aan by die **studenteportaal** en gaan na **Academics > Graduation Ceremony**. As jy "No" kies by bywoning, sal die stelsel jou vra om óf self afhaal óf koerieraflewering vir jou gradueringsdokumente te kies.

Let asseblief op die volgende:

• Die verstekadres wat vir die koerierdiens gebruik word, is jou huidige adres op die stelsel. Indien jy wil hê dat jou dokumente by 'n ander adres afgelewer moet word, moet jy dit asseblief in die spasie wat voorsien word, invoeg.

• Moet asseblief nie 'n posbusadres insluit nie, aangesien DHL Couriers nie by 'n posbusadres kan aflewer nie.

As jy die sperdatum misloop om aan te dui dat jy in absentia gaan gradueer, sal jou gradueringsdokumente **outomaties per koerier aan jou gestuur** word. Ongelukkig sal dit in hierdie geval nie moontlik wees om die dokumente self te kom afhaal nie.

Die proses vir die koerier- en selfafhaalopsies is soos volg:

Koerier

Waar reëlings getref is om in absentia te gradueer, sal die betrokke gradueringsdokumente na afloop van die gradeweek na die woonadres wat op die databasis van die Universiteit verskyn, gestuur word. DHL Couriers sal die dokumente by jou deur aflewer, mits jou huidige woonadres en kontaknommers op die Universiteit se stelsel bygewerk is (soos hierbo aangedui).

Gradueringsdokumente vir alle graduandi wat in Suid-Afrika woon, sal vanaf **Woensdag 18 Desember 2024** via DHL uitgestuur word.

- Plaaslike afleweringstydsraamwerk:

Die verwagte afleweringstyd vir plaaslike aflewerings is 2–5 werksdae. Let asseblief daarop dat aflewerings na afgeleë gebiede effens langer kan neem.

- Tydsraamwerk vir internasionale aflewerings:

Internasionale versendings kan 5–7 werksdae neem om afgelewer te word, afhangende van waar jy geleë is.

Let asseblief daarop dat die koerierdiens nie dokumente by 'n posbusadres kan aflewer nie.

Indien jy nie jou inligting teen die sperdatum bywerk nie, moet jy jou eie reëling met DHL Couriers tref om jou gradueringsdokumente by die korrekte adres af te lewer. Vir verdere hulp om jou dokumente per koerierdiens te laat aflewer, kontak asseblief **SUPARCELS@sun.ac.za**.

Self afhaal

Waar reëlings getref is om die dokumente self af te haal, sal dit vanaf **Dinsdag 17 Desember 2024** op weeksdae tussen 08:00–16:30 by die inligtingstoonbank in Admin A afgehaal kan word.

Let daarop dat die Universiteit 20 Desember 2024 om 12:00 sluit en weer Donderdag 2 Januarie 2024 heropen. Vir meer inligting oor graduering in absentia, besoek gerus ons **Gereelde Vrae-webblad**.

Uitstel van graduering

Indien jy vir die Desember 2024-gradeplegtigheid kwalifiseer, het jy die opsie om die toekenning van jou kwalifikasie na die Maart 2025-plegtigheid uit te stel.

Die sperdatum vir indiening van sulke versoeke is **Vrydag 22 November 2024**.

Let asseblief daarop dat indien jy sou kies dit om na die Maart 2025-plegtigheid uit te stel, sal jy nie jou amptelike gradueringsdokumente by die Gradueringskantoor kan aanvra nie. Ons sal wel 'n amptelike akademiese rekord aan jou kan verskaf.

Om vir uitstel te reël, dien asseblief jou versoek op die **studenteportaal** in. Om hierdie reëlings te tref, meld aan by die studenteportaal en gaan na **Academics** > **Graduation** > kies uitstel na Maart.

Let asseblief ook daarop dat indien jy 'n assessering vir 'n module gedurende die tweede assesseringsgeleentheid aflê en slaag (A3-assesseringstydperk wat van 21 November tot 7 Desember 2024 plaasvind), sal jou kwalifikasie gedurende die Maart 2025-gradeplegtigheidsiklus toegeken word. Studente in hierdie kategorie hoef nie die in absentia-vorm te voltooi óf aansoek te doen vir die uitstel van hulle graduering nie.

Spesiale reëlings

Vul asseblief 'n **versoekvorm** in indien jy spesiale behoeftes het en nie die verhoog kan oorsteek nie, of indien jy hulp met een van die onderstaande benodig:

- Spesiale reëlings weens gesondheidsredes;
- Om 'n rolstoelplek langs 'n metgesel se stoel te bespreek;
- Visueel gestremde graduandi wat die hulp van 'n gids of 'n gidshond benodig; of
- Die dienste van 'n Suid-Afrikaanse Gebaretaaltolk vereis.

Dien asseblief enige sodanige versoeke voor **Vrydag 22 November 2024** in.

Toegangskaartjies

Die populasiesertifikaat van die lokaal ('n wetlike vereiste) beperk die aantal mense wat op enige gegewe tydstip in die sentrum mag wees, wat die US dwing om 'n beperkte aantal toegangskaartjies per graduandi uit te reik.

- **Alle graduandi tot op honneursvlak mag twee (2) gaste uitnooi.**
- **Op meestersvlak mag graduandi drie (3) gaste uitnooi.**
- **Doktorale graduandi mag vier (4) gaste nooi.**

Ongelukkig kan geen bykomende kaartjies beskikbaar gestel word nie.

Indien jy aangedui het dat jy in absentia gaan gradueer, sal jou toegangskaartjies nog steeds as 'n voorsorgmaatreël aan jou gestuur word.

Let asseblief daarop dat indien jy nie jou gradeplegtigheid bywoon nie, jy nie jou kaartjies kan verkoop of na 'n ander graduandus of gas kan oorplaas nie. As jy bykomende kaartjies gekoop of kaartjies van 'n ander graduandus ontvang het, kan die houer van hierdie bykomende kaartjie toegang tot die plegtigheid geweier word.

Voorskoolse kinders moet verkieslik nie die plegtighede bywoon nie. Indien dit gebeur, moet so 'n kind ook in besit wees van 'n toegangskaartjie en sal dit dus deel uitmaak van die aantal toegangskaartjies wat aan 'n kandidaat uitgereik word.

Let daarop dat indien jy van voorneme is om 'n privaat fotograaf in die lokaal in te bring, moet die fotograaf ook in besit van 'n toegangskaartjie wees en dit dus deel uitmaak van die aantal toegangskaartjies wat aan jou uitgereik word.

Jou graduandus- en gastetoegangskaartjies sal teen **Donderdag 5 Desember 2024** per e-pos aan jou gestuur word. Gaan asseblief jou amptelike "@ sun" studente-e-posrekening na vir jou toegangskaartjies, en kyk ook in jou "junk" e-poslêer.

Kaartjies kan uitgedruk of op selfone gestoor word en moet by die deur getoon word. **Let daarop dat hierdie reëling vir graduandi én gaste geld.**

Indien jy nie jou kaartjies per e-pos ontvang het nie, kan jy die kaartjies op die dag van jou gradeplegtigheid by die inligtingskiosk in die Coetzenburg-sentrum afhaal.

Familie en vriende wat nie die geleentheid kan bywoon nie, kan die plegtighede aanlyn volg by **www.sun.ac.za/streaming**.

Oorlooplokaal

Weens die lokaal se populasiekapasiteit sal gaste wat sonder 'n toegangskaartjie by die Coetzenburg-sentrum opdaag, in 'n oorlooplokaal in die Sportwetenskapgebou gehuisves word waar hulle die gradeplegtigheid aanlyn via die regstreekse stroomuitsending sal kan volg.

Toewydingseremonie vir die Fakulteit Geneeskunde en Gesondheidswetenskappe

Die Toewydingseremonie vir voorgraadse Gesondheidswetenskappe-, MBChB-, en Verpleegkundegraduandi asook HonsBSc Biokinetika-graduandi van die Fakulteit Geneeskunde en Gesondheidswetenskappe (FGGW) word **Woensdag 11 Desember 2024** gehou. Klik **hier** vir meer inligting.

Kontakinligting: Wanda de Jager (Adjunk-registrateur se kantoor, Tygeberg-kampus) / e-pos: **tygstudentadmin@sun.ac.za**; telefoon: 021 938 9487

Uitstaande gelde

Indien jy uitstaande studiegeld het, **mag jy steeds jou gradeplegtigheid bywoon**, maar die volgende voorwaardes sal geld:

- Die koker wat jy by die plegtigheid ontvang, sal nie jou amptelike gradueringsdokumente bevat nie. In plaas daarvan sal dit 'n rekeningstaat vir die uitstaande balans en 'n brief insluit wat betaling versoek.
- Om te verseker dat die Universiteit jou gradueringsdokumente vir die Desember 2024-gradeplegtigheid sal kan uitreik, moet die uitstaande balans op jou rekening teen 12:00 op **Vrydag 22 November 2024** vereffen word.
- As jy deur NSFAS gefinansier word en jou studenterekening nie vereffen is nie, sal jy net jou akademiese rekord ontvang. Die Afdeling Studentegelde sal jou graad terughou totdat NSFAS die rekening vereffen.

Tree gerus die met die Afdeling Studentegelde in verbinding by 021 808 4521/4913 of **studentaccounts@sun.ac.za** om reëlings te tref.

Klik **hier** vir meer inligting oor studentegelde.

Kontakinligting

Kontak die Kliëntedienssentrum by 021 808 9111 of e-pos **info@sun.ac.za** vir hulp of verdere inligting.

Vir meer inligting oor die reëlings vir die Desember-gradeplegtighede, besoek gerus die **gradeplegtigheidswebblad**.

Vriendelike groete

Dr Ronel Retief
Registrateur

12 kweyeNkanga 2024

IMatie ebekekileyo eza kuthweswa isidanga

Nanjengoko iYunivesithi yaseStellenbosch (SU) ilungiselela ukubhiyozela iimpumelelo kwezemfundo zamawaka abafundi abaza kuthweswa izidanga kweyoMnga, nceda uqaphele le ngcaciso ibalulekileyo ilandelayo.

Isaziso sothwesozidanga

Esi saziso sothwesozidanga sokuqala sithunyelwa kubo bonke abafundi abenza unyaka wokugqibela nabafundi abasele bezizithwalandwe, ngokungakhathalisekanga ekubeni baza kuthweswa izidanga kwimisitho yothwesozidanga yangeyoMnga kowama2024 nangeyoKwindla kowama2025 kusini na. Ngoko ke, ukufumana le ngcaciso akufanelanga kuthathwa njengesiqinisekiso sokuba uza kube uthweswa isidanga. Olu nxibelelwano luhanjiswa kwaye lupapashwa ngeenjongo zokwazisa ngaphambi kokuba kwaziwe ukuba ngabaphi abafundi abaza kuthweswa izidanga.

Uthotho lothwesozidanga lwangeyoMnga

Uthotho lothwesozidanga luza kubanjelwa kwi**Ziko laseCoetzenburg**, nelifumaneka kumabala ezemidlalo aseCoetzenburg, ukususela ngoMvulo, umhla we9 ukuya ngoLwesihlanu, umhla we13 kweyoMnga kowama2024. Cofa **apha** ukuze ufikelele kwishedyuli yothwesozidanga nolwabiwo lwamaqela.

Abo baza kuthweswa izidanga bafanelekileyo baza kufumana isaziso nge-imeyile ngokuphathelene nothwesozidanga olungoLwesithathu, **umhla we4 kweyoMnga**, kwaye inkqubo noluhlu lwamagama abo baza kuthweswa izidanga ziya kufakwa kwi**graduation webpage** ukususela ngomhMvulo, umhla we9 kweyoMnga ukuya phambili.

Abafundi kufuneka bazalisekise zonke iimfuno zezifundo zabo ezingqalileyo ukuze babe nako ukuthweswa izidanga Lolwakho uxanduva lokuqinisekisa, ngokuthethana noMlawuli wakwiFakhalthi yakho, ukuba uyazifezekisa zonke iimfuno zothwesozidanga. Ungafikelela kqiinkcukacha zoqhagamshelwano zabalawuli beefakhalthi **apha.**

Le Yunivesithi iye yenza amalungiselelo egumbi lomthandazo ukulungiselela imithandazo yeMaghrib yezithwalandwe zethu ezinenkolo yobuMuzilim nezihlobo zazo

eziya kube zizimase imisitho yasekuhambeni kwexesha emva kwemini. Amaziko okuhlamba aza kube efumaneka kumgama nje ohambekayo ngeenyawo ukusuka kwigumbi lomthandazo. Siyalukhumbuza uluntu lwethu lwenkolo yobuMuzilim ukuba luze neemethi zalo zokuthandazela.

Qinisekisa iinkcukacha zakho buqu needilesi

Njengoko kuchaziwe ngumgaqo wethu, igama lakho elipheleleyo njengoko livela kwiSazisi sakho okanye kwipasipothi yakho kufuneka livele kumaxwebhu eziqinisekiso zemfundo yakho. Ukuze uqinisekise ukuba idilesi yakho buqu, eyesitrato sakho neenkcukacha zakho zoqhagamshelwano zichanekile, nceda uqinisekisa ingcaciso yakho kwisistim yeYunivesithi engagqithenga **uLwesihlanu, umhla wama22 kweyeNkanga kowama2024.**

Indlela yokuhlaziya iinkcukacha zakho buqu:

Nceda ubonelele ngekopi yeSazisi sakho okanye yepasipothi yakho, ihamba kunye nenombolo yakho yaseSU, kwiDesika yethu yeeNkonzo zaBaxumi ngokuthumela i-imeyile ku**info@sun.ac.za** ukuze ucele uhlaziyo lweenkcukacha zakho.

Indlela yokuhlaziya idilesi yakho:

Nceda ubonelele ngedilesi yakho yesitrato ehlaziyiweyo ihamba kunye nenombolo yakho yaseSU kwiDesika yethu yeeNkonzo zaBaxumi ngokuthumela i-imeyile ku**info@sun.ac.za** ukuze ucele uhlaziyo lwengcaciso yakho.

Nceda uqaphele ukuba iSU ayithwali xanduva ngawo nawaphi na amagama, iifani, kunye/okanye iidilesi zezitrato ezivela ngokungachanekanga kwisistim. Abo baza kuthweswa izidanga baza kudliwa isixa esingamaR 500,00 ngamaxwebhu othwesozidanga afuna ukukhutshwa kwakhona ngenxa yeenkcukacha ezingachanekanga kwisistim.

Ukuthweswa isidanga ungekho (ukungazimasi umsitho wothwesozidanga)

Ukuba awukwazi ukuwuzimasa umsitho, ungenza amalungiselelo okuba isiqinisekiso semfundo yakho sigqithiswe ungekho ngaphambi **koLwesihlanu, umhla wama22 kweyeNkanga kowama2024.**
Ukwenza la malungiselelo, ngena ku**student portal** wandule ukungena ku**Academics > Graduation Ceremony**. Ukuba ukhetha u"Hayi" ekuzimaseni, inkqubo yekhompyutha iza kukukhuthaza ukuba ukhethe ukuzozithathela ngokwakho okanye ukuthunyelwa ngekhuriya kwamaxwebhu akho othwesosidanga.

Nceda uqaphela:

- Idilesi emiselweyo esetyenziselwa ukuthumela ikhuriya yidilesi yakho yangoku ekwinkqubo zethu. Ukuba ungathanda ukuba amaxwebhu akho athunyelwe kwidilesi eyahlukileyo, nceda uyifake kwisithuba osinikiweyo.

- Nceda ungayifaki idilesi yePO Box, njengoko iikhuriya zeDHL zingenako ukuthumela kwezi dilesi.

Ukuba uphose umhla wokugqibela wokubonisa ukuba uya kuthweswa isidanga ungekho, amaxwebhu akho othwesosidanga aya kuthunyelwa kuwe ngokuzenzekelayo. Ngelishwa, ukuzozithathela ngokwakho akuyi kuba yinto ekhethiweyo kweli nqanaba.

Inkqubo yendlela yothunyelo neyendlela yokuzithathela ngokwakho zingolu hlobo lulandelayo:

Uthunyelo

Kwimeko apho kwenziwe amalungiselelo okuthweswa isidanga ungekho, amaxwebhu othwesozidanga afanelekileyo uye kuwakhutshelwa, emva kokuqukunjelwa kwalo lonke uthotho lothwesozidanga. Abathuthimpahla bakwaDHL baza kukuzisela kumnyango wakho, kwimeko apho idilesi yakho neenombolo zoqhagamshelwano zangoku nje zihlaziyiwe kwisistim yeYunivesithi (njengoko kubonakalisiwe apha ngentla).

Amaxwebhu othwesozidanga azo zonke izithwalandwe aza kuthunyelwa ngeDHL Courier Services ukususela **ngoLwesithathu, umhla we18 kweyoMnga kowama2024**.

- Amaxesha othuthelo kweli:

Ixesha lothutho elilindelekileyo xa kuthuthelwa kwalapha kweli ziintsuku zokusebenza ezi2 ukuya kwezi5. Nceda uqaphele ukuba uthuthelo kwimimandla ekude lungathatha ixesha elithande ukuba lide nangakumbi.

- Amaxesha othuthelo kumazwe ngamazwe:

Uthuthelo kumazwe ngamazwe kunokuthatha iintsuku zokusebenza ezi5 ukuya kwezi7, ngokuxhomekeke kwindawo leyo ukuyo.

Nceda uqaphele ukuba abathuthimpahla abawathumeli amaxwebhu kwidilesi yePO BOX.

Xa kunokwenzeka ukuba ungayihlaziyi ingcaciso yakho ngaphambi komhla wokugqibela, kufuneka wenze amalungiselelo neDHL Courier Services ukuze bathumelele amaxwebhu akho othwesozidanga kwidilesi echanekileyo. Ukuze ufumane ukuncediswa ngokuthunyelo lwamaxwebhu akho olulolunye, nceda uqhagamshelane no**SUPARCELS@sun.ac.za**.

Ukuzithathela ngokwakho

Kwimeko apho kwenziwe amalungiselelo wokuzithathela ngokwakho, amaxwebhu aza kupakishwa aze afumaneke ukuba ungaza kuwathatha kwiDesika yeeNgcaciso eseAdmin A ukususela **ngoLwesibiniy, umhla we17 kweyoMnga kowama2024** phakathi kwentsimbi ye08:00 ukuya kweye16:30 phakathi evekini Nceda uqaphele, iYunivesithi iza kuvala ngomhla wama20 kweyoMnga ngentsimbi ye12:00 kwaye iya kuphinda ivule kwakhona ngoLwesine, umhla we2 kweyoMqungu kowama2025. Ukuze ufumane ingcaciso ethe vetshe ngokuphathelene nokuthweswa isidanga ungekho nceda ungene kwii**FAQs** zethu.

Utshintshelo lomhla wothwesosidanga

Ukuba ufanelekile ukuba uthweswe isidanga kuthwesozidanga lwangeyoMnga kowama2024, unayo indlela onokuyikhetha yokuba utshintshele ukuwongwa kwakho ngesiqinisekiso semfundo yakho ukuze kube kwimisitho yothwesozidanga yangeyoKwindla kowama2025. Umhla wokugqibela wokungenisa **nguLwesihlanu, umhla wama22 kweyeNkanga kowama2024.**

Nceda uqaphele ukuba ukuba ukhetha ukutshintshela kweyoKwindla kowama2025, awuyi kuba nako ukucela isetifiketi sakho sothwesosidanga esisemthethweni, noko kunjalo, singakubonelela ngerekhodi lemfundo yakho elisemthethweni.

Ukuze wenze amalungiselelo otshintshelo,, nceda ungenise isicelo sakho kwi**student portal**. Ukwenza la malungiselelo, ngena ku**student portal** wandule ukungena ku**Academics > Graduation Ceremony** > ukhethe utshintshelo kweyoKwindla.

Nceda uqaphele ukuba ukuba wenze waza waphumelela imodyuli ngelixa lexesha lovavanyo lweA3, nolwenzeka ukususela ngomhla wama21 kweyeNkanga ukuya ngomhla we7 kweyoMnga kowama2024, isiqinisekiso semfundo yakho siza kugqithiswa kuthwesozidanga lwangeyoKwindla kowama2025. Abafundi abakule khathegori akudingeki ukuba bagcwalise ifomu yokuthweswa izidanga bengekho ukuze bacele ukutshintshelwa.

Amalungiselelo akhethekileyo

Nceda ugcwalise **Ifomu yesicelo** ukuba unezidingo ezikhethekileyo kwaye awukwazi ukunqumla eqongeni (umz. abo baza kuthweswa izidanga bahamba ngezitulo ezinamavili okanye abo baza kuthweswa izidanga benzakeleyo), okanye ukuba udinga ukuncediswa ngayo nayiphi na kwezi zinto zilandelayo:

- Amalungiselelo akhethekileyo ngenxa yezizathu zezempilo
- Ukubekela isitulo sakho esinamavili indawo ecaleni kwesitulo seqabane

- Ukuncediswa ngomkhokeli okanye inja engumkhokeli kwabo baza kuthweswa izidanga banophazamiseko ekuboneni ngamehlo
- Iinkonzo zetoliki yoLwimi lokuThetha ngeZandla lwaseMzantsi Afrika

Nceda ungenise ifomu yakho ngaphambi **koLwesihlanu, umhla wama22 kweyeNkanga kowama2024.**

Amatikiti okungeniswa

setifiketi senani labantu abanokuba ngaphakathi kula ndawo (ngokufunwa ngumthetho) siyalithintela inani labantu abanokuba kula ndawo ngexesha, nto leyo inyanzelisa iSU ukuba ikhuphe inani elingqalileyo lamatikiti okungeniswa kwabantu abeze nalowo uza kuthweswa isidanga ngamnye.

- **Lowo uza kuthweswa isidanga ngamnye ukuya kutsho kwinqanaba leeonazi uza kuvunyelwa ukuba amemе iindwendwe ezimbini (2).**
- **Abagqatswa beeMastazi banokumema iindwendwe ezintathu (3).**
- **Abagqatswa bezifundo zobuGqirha banokumema iindwendwe ezine (4).**

Ngelishwa, akukho matikiti ongezelelekileyo anokwenziwa ukuba afumaneke.

Ukuba uye wabonakalisa ukuba uza kuthweswa isidanga ungekho, amatiki akho okungeniswa aya kuthunyelwa kuwe, njengenyathelo njengenyathelo lokulumka.

Nceda uqaphele, ukuba awuzi kuwuzimasa umsitho wakho wothwesozidanga, amatikiti akho awanakuthengiswa okanye atshintshelwe komnye oza kuthweswa isidanga okanye undwendwe. Ukuba uye wafumana okanye wathenga amatiki ongezelelekileyo komnye oza kutweswa isidanga, ungalelwa ukuba ungene kumsitho lowo ngenxa yala maatikiti ongezelelekileyo.

Abantwana abasahamba kwisikolo esingaphambi kwesamabanga aphantsi kukhethwa ukuba bangayizimasi le misitho. Ukuba kuyenzeka ukuba umntwana osahamba kwisikolo esingaphambi kwesamabanga aphantsi azimase umsitho, loo mntwana kufuneka naye abe unalo itikiti lokungeniswa kwaye ke ngoko uya kuba yinxalenye yeendwendwe zomgqatswa lowo.

Nceda uqaphele, ukuba uzimisele ukuze nomfoti wabucala kwindawo leyo, loo mfoti kufuneka naye abe unalo itikiti lokungeniswa neliya kuthi ke ngoko libe yinxalenye yenani lamatikiti okungeniswa onokuwakhutshelwa.

Itikiti lakho lokuba ngulowo uza kuthweswa isidanga namatikiti okungeniswa kweendwendwe uza kuwathunyelelwa ngeimeyile engagqithanga **uLwesine, umhla we5 kweyoMnga kowama2024.** Nceda uhlole u"@sun" wakho osesikweni neeakhawunti

zakho buqu zeimeyile ukukhangela la matikiti okungeniswa, uze kananjalo uhlole ifolda yakho ebhalwe "junk".

Amatikiti angaprintwa okanye agcinwe kwiiselula kwaye kufuneka kuboniswe ngawo emnyango. **Qaphela ukuba la malungiselelo asebenza kubo bonke abantu, abo baza kuthweswa izidanga neendwendwe.**

Ukuba awukalifumani itikiti lakho ngeimeyile, ungaya kuwathatha loo matikiti kwikhiyoski yeengcaciso efumaneka kwiZiko laseCoetzenburg, ngomhla lowo womsitho.

Usapho nabahlobo abangenako ukuwuzimasa lo msitho, bangawulandela ngobuxhakaxhaka bale mihla kuwww.sun.ac.za/streaming

Indawo yokuphuphumela

Ngenxa yobungakanani benani labantu enokubathwala la ndawo, iindwendwe ezifike kwiZiko laseCoetzenburg zingenawo amatikiti okungeniswa ziza kulungiselelwa kwindawo yokuphuphumela kwiSakhiwo seNzululwazi yezeMidlalo nalapho umsitho wothwesozidanga unokulandelwa ngokubukelwa ngqo ngelixa usenzeka.

Umsitho wokufunga weFakhalthi yezoNyango neeNzululwazi zezeMpilo

UMsitho wokuFunga weFakhalthi yezoNyango neeNzululwazi zezeMpilo (FMHS) wabo baza kuthweswa izidanga bangekabi zizo izithwalandwe abakwiiNzululwazi zezeMpilo, kwiMBChB nakwizifundo zobuNesi nabo baza kuthweswa izidanga zeBScHons kwiBhayokhinetiki ulungiselelwe **uLwesithathu, umhla we11 kweyoMnga kowama2024**.

Nceda ucofe **apha** ukuze ufumane ingcaciso ethe vetshe.

Iinkcukacha zoqhagamshelwano: Wanda de Jager (kwiofisi kaSekela Mbhalisi, kwikhampasi yaseTygerberg) / i-imeyile: **tygstudentadmin@sun.ac.za**; umnxeba: 021 938 9487

Iindleko ezingekahlawulwa

Ukuba uneendleko ezingekahlawulwa, **usengawuzimasa umsitho wakho wothwesosidanga**, kodwa le miqathango ilandelayo iza kusebenza

- Iqokobhe olifumanayo ngelixa lomsitho aliyi kube liqulathe amaxwebhu akho othwesosidanga. Endaweni yoko, liza kube liqulathe isitetimenti seakhawunti yemali ongekayihlawuli neleta ecela intlawulo.
- Ukuze uqinisekise ukuba iYunivesithi ingawakhupha amaxwebhu akho othwesosidanga ngelixa lomsitho, kufuneka uhlawule isixa ongekasihlawuli

engagqithanga **uLwesihlanu, umhla wama22 kweyeNkanga kowama2024**, ukulungiselela imisitho yangeyoMnga kowama2024.

- Ukuba uxhaswa ngezimali nguNSFAS kwaye iakhawunti yakho yobufundi ayikahlawulwa, uza kufumana irekhodi lezifundo zakho kuphela. ICandelo leeNtlawulo zaBafundi liza kuyibamba idigri yakho de abe uNSFAS uyayihlawula iakhawunti yakho.

Nceda uqhagamshelane nabeeNtlawulo zaBafundi ku021 808 4521/4913 okanye ngeimeyile ku**studentaccounts@sun.ac.za** ukuze wenze amalungiselelo ayimfuneko.

Cofa **apha** ukuze ufumane ingcaciso ethe vetshe malunga neentlawulo zabafundi.

Iinkcukacha zoqhagamshelwano

Nceda uqhagamshelane neZiko leeNkonzo zaBaxumi ku021 808 9111 okanye uthumele i-imeyile ku**info@sun.ac.za** ukuze uncedwe okanye ufumane ingcaciso ethe vetshe.

Ukuze ufumane ingcaciso ethe vetshe malunga namalungiseleo othwesozidanga lwangeyoMnga, nceda ungene kwi**graduation webpage**.

UGqr Ronel Retief
UMbhalisi