

Dear colleagues

As we approach the final stretch of the 2024 academic year, we reflect on a period that has tested our adaptability for various reasons. This year brought challenges, among others in terms of the roll-out of SUNFin and SUNStudent, and while this transition presented unique opportunities for growth, it also required significant patience. We are deeply grateful to every member of our campus community for your resilience in navigating these changes and for your continued commitment to the University's success.

In recognition of and deep appreciation for your ongoing dedication, the Rectorate is pleased to announce an ex gratia payment for Stellenbosch University (SU) staff, as outlined below:

- SU staff will receive an ex gratia payment of 2% based on their post level's base remuneration level (BRL). The payment will reflect in the September salary-run.
- The payment will be pro rata. For example, staff members who were in SU's employ on 1 January 2024 will receive the full 2%. Those who commenced on 1 September 2024, will receive four months of the 2% (this is calculated for the period ending December 2024). To qualify, you must be actively employed during September.
- The funding for this ex gratia payment will be handled centrally and not from cost centres. This will ensure that SU staff funded from external funds will also benefit from the ex gratia payment.

December 2024 soft close

We would also like to encourage line managers to support staff in taking leave on 23 and 24 December 2024. This will allow for a well-deserved, extended break as we prepare for the new year. Please note, these two days should be recorded as annual leave and captured in the leave system accordingly.

Once again, thank you for your remarkable adaptability, perseverance and dedication throughout the year. The milestones we have reached in 2024 are a direct result of our collective efforts. Together, we have laid the foundation for continued excellence at SU.

Forward together

Prof Wim de Villiers
Rector and Vice-Chancellor
Stellenbosch University