



Stellenbosch

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Welcoming Guide for Newcomers



forward together
sonke siya phambili
saam vorentoe

2023

www.sun.ac.za/welcome

2023

FORWARD TOGETHER
SONKE SIYA PHAMBILI
SAAM VORENTOE



Stellenbosch
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Published by the
Division Student
Affairs at
Stellenbosch
University.

Editor: Lynne Rippenaar-Moses
Proofreader: Michelle Linnert Jansen
Design: Swey Design
Layout Assistant: Morné Schaap
Cover Photo: Stefan Els
Printing: Inc Print Solutions



NOTE: If anything is
not clear or you need
more information that
you cannot find in
this booklet, please
visit our dedicated
Welcoming page to
find what you need.



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Welcome

to Stellenbosch University and the Maties family!

Congratulations!
You're officially a
Matie. As you embark
on this journey
at Stellenbosch
University, you can
look forward to a
truly transformative
student experience.

Here at Maties, we believe in a human rights culture grounded in social justice. We base all we do at this institution on fulfilling the vision, mission and objectives set out in the Constitution of the Republic of South Africa, Act 108 of 1996; the university's Vision 2040 and its Strategic Framework 2019–2024; as well as the Division Student Affairs' Transformation Charter. At the same time, we also aim to fulfill the Sustainable Development Goals (SDGs) of the United Nations; the country's National Development Plan 2030; and the Strategic Plan of the Western Cape Government, due to our location.



Annually Stellenbosch University (SU) hosts a Welcoming period for all newcomer students, which extends over two weeks.

↓ Here's why and how

Our Welcoming Programme will prepare you for your university journey and the transition from high school.

During the Welcoming period, you'll be introduced to your faculty, the larger university environment, and all it has to offer to support you in your studies and to develop graduate attributes. You'll also learn more about our sports and cultural activities.

As part of the programme on offer, you'll be visiting one or two of the 10 faculties at the various campuses in groups, so by the time you attend your first class there should be a few familiar faces already.

The introduction to your faculty will provide you with an opportunity to obtain the correct information to start your academic career. By following your faculty's welcoming programme carefully you will ensure that you are ready for your first day of class. So, make sure you don't miss any of the activities that form part of your faculty's welcoming programme.

During the Welcoming period, you will also become acquainted with your residence or your commuter student community (what used to be called Private Student Organisations (PSOs)), and cluster. Your cluster will expose you to a diverse new group of friends who share the same values and interests as you.

Success at university is much more than the successful completion of your studies. You'll also grow as an individual. So, while your main focus at university will be your studies, we want to encourage you to get involved

in activities outside the classroom too.

At SU you will have an opportunity to find your own voice so that you can participate and contribute to the various critical conversations at the University on current issues that affect the University, the province, our country and the world. You will have many opportunities to create memories with new and old friends and to learn new skills, even outside the lecture halls.

SU allows you to expand your world, to discover and exploit countless possibilities and to try out activities that you may not have encountered before. It will also allow you to test your boundaries responsibly. So, whether you have just completed Grade 12, or already have a gap year behind you, you can rest assured that your University experience will be incomparable with anything else.

If you are prepared to work hard to make your dreams come true, you have the potential to be anything you want to be.

Welcome to Maties!



SU does not only offer you the chance to get a degree, but many opportunities for personal development and growth.

You can ask yourself the following questions to get clarity on your goals:

- 1 *What is important to me?*
- 2 *Which aspects of myself am I most keen to develop?*
- 3 *Besides a degree, what else would I eventually like to leave with?*
- 4 *What contribution would I like to make in communities surrounding the University and my own community?*



Now that you know what to expect during Welcoming, you also need to know **what not to expect**: a repetition of your school experience.

University is a whole new ball game filled with many adjustments. Below are some things to keep in mind.



You might be **homesick**. It's normal to miss the familiarity of home.



It's **not like school** at all: You'll be attending some large classes and be exposed to a different learning and teaching style. No one is going to check up on whether you are attending classes or remind you to get assignments done or prep for tests and exams. That's all up to you now!



You will need time to **get used to your new surroundings** and find your way around campus. One way of familiarising yourself with the campus is to **use this guide**, but also to walk around campus to find out where your classes or your lecturers' offices are, as well as where all the different student support services can be found. Don't be afraid to stop and ask students and staff for help too.



Adjusting to the **academic workload** will be challenging. Remember, you are not going through this alone. Your fellow first-years and senior students understand your journey and some of them may have some tips on how you can better manage your workload.



Make the **library** one of the most important places you utilise on campus. Not only can you access a range of books, journal articles, newspaper clippings, documents stored in special collections, and more, but the library is also a great place to study individually or as a group in peace and quiet and to do research for assignments.



Time management and **self-discipline**: With so much freedom and all the fun to be had on campus, it can be easy to get distracted and not spend enough time focusing on your academics. Time management and self-discipline are critical if you want to make a success of your studies, in particular in your first year, and mastering both skills will allow you to have a balanced student life.



Budgeting is very important: Whether you get an allowance from your parents, via a bursary, or are working a part-time job, it's important to make your money stretch. This is a skill that you can learn to master at university and use throughout your life.

CHECK OUT OUR ONLINE ONBOARDING PROGRAMME

Did you know?

Stellenbosch University (SU) will be offering an online Onboarding Programme for all provisionally accepted first years from **13 December 2022 to June 2023**. Everything you need to know about SU and your faculty is just a few clicks away!

The programme is available on SUNLearn (the University's learning management system at <http://my.sun.ac.za>). This is where you will be spending a lot of time as a student, so this is an effective way to familiarise yourself with the platform.

Here are the topics (apart from the faculty-specific information) that you can look forward to learning about:

- **Making the most of my 24 hours** (time management)
- **Rocking university life** (success and well-being)
- **Go with the flow** (stress management)
- **Ace your studies** (exam and study skills)
- **Money matters** (financial literacy)

- **Speak, listen, read, and write like a pro** (academic writing, reading, etc)
- **Be the best student you can be** (I-FlourishWell4Life programme)

The Onboarding Programme webpage also offers an extended question and answer section where you can search for the answer to many of the questions you may have about SU and even post your own. Videos of students sharing ways to cope at university, a virtual campus tour, and info on available support are easily accessible on this page.

Scan to access the programme:



Please e-mail onboardingsu@sun.ac.za if you have any questions about the Onboarding Programme.



Find a Welcoming Ambassador on campus to help you

If you find yourself getting stuck on campus, look out for students in white T-shirts with an "i" (for information) who will be stationed at different points around Stellenbosch campus during the Welcoming period.

They are there to assist newcomer students like you and parents who need information and directions to the venues they need to go to. The Welcoming Ambassadors are well informed about events and the location of venues regarding the Welcoming programme, so please consult the Welcoming ambassadors if you have any enquiries.

Also remember that there is an enquiry desk in Admin A (on the T-junction of Ryneveld and Crozier streets).

You can also connect with Stellenbosch University's Client Services via:



E-mail

info@sun.ac.za



Telephone

021 808 9111



Walk-in services

Enquiries Desk in Admin A

Welcome from the Rector and Vice-Chancellor of Stellenbosch University

Dear Newcomer Student

Welcome to 2023 at Stellenbosch University.

Exciting times lie ahead!

Congratulations on working hard and persevering throughout high school. You have passed your final matric exams and have been accepted to study at SU – a tremendous accomplishment. Remember that receiving a university education is a privilege, and it's up to you to make the most of it.

From the get-go, we want to introduce you to our University's values – Excellence, Compassion, Accountability, Respect and Equity. If you embrace these values, you're bound to be a successful student – but more than that, you'll be an accomplished human being and engaged citizen of the world.

Last year, when Covid-19 restrictions were lifted, life on our campuses returned to normal and we could once again offer our students a truly thriving experience. And this year, you get to live this reality from the very start.

Your new life at SU will start with our signature annual Welcoming Programme. Take this opportunity to familiarise yourself with the campus, and if you're uncertain about certain aspects, ask your mentors, student leaders or staff. They're here to help. We will do everything possible to make your introduction to campus life special and memorable, as we always do. Keep an eye on www.sun.ac.za/welcome for the latest developments and schedule. From now on, you will also have access to various support services at our Division Student Affairs. Here, highly experienced professionals stand ready to support your learning and development, guiding you every step of the way. Do make use of their services to make the most of your time at university.

The leap from school to university can be overwhelming, but we firmly believe you have what it takes to study successfully and graduate. That's why you're here! Also keep in mind that you're not doing this alone, and that – even if professors and lecturers seem intimidating – they want to see you succeed.

Stay confident, remain focused on your studies and work hard. And don't forget to have fun along the way – life at our University has the potential to transform you. Remember that learning doesn't exclusively happen in the classroom. So, go out, join clubs, embrace our co-curricular and extra-curricular activities, make friends from different backgrounds and embrace the opportunities life at SU will throw at you.

Whatever your chosen field of study is, we will do our best to prepare you for the world beyond our hallways, classrooms and residences. I can also promise that it won't be without its challenges. The trick is to turn those challenges into opportunities.

Many university friends stay friends for life. If you need help in the weeks and months ahead, simply reach out and ask. Because at Maties, we move forward together.

Prof Wim de Villiers

Stay confident, remain focused on your studies and work hard. And don't forget to have fun along the way – life at our University has the potential to transform you.



Welcome from the Deputy Vice-Chancellor: Learning and Teaching

Dear New Matie

We are excited that you have chosen Stellenbosch University (SU) for your student journey and the next phase of your personal development. A heartfelt welcome from all of us in the Learning and Teaching Responsibility Centre (LTRC). Your journey at SU, be it in our residences or as a commuting student will be to a large extent supported by our Division Student Affairs which forms part of the LTRC.

As you transition from a learner to a student, the campus and life experiences which will accompany it will make and mould you into your future self. We have worked hard to plan and develop transformative initiatives within the LTRC, to achieve our institutional strategic theme of "A Transformative Student Experience". This transformative experience is about enhancing the journey that you as a student takes at our institution concerning learning, teaching, and assessment. It is about the learning experience at SU not simply being limited to the classroom, but for a holistic approach to learning and teaching through our formal curriculum, co-curriculum, and extra-curricular offerings.

Understanding and learning about issues such as racism, inclusivity, discrimination, human rights and dignity, social justice, and gender-based violence are very much part of this "Transformative Student Experience" for all our students at the institution. We are as an institution actively tackling issues of diversity, inclusivity, gender-based violence, and the building of social cohesion within our communities to emphasise a truly transformative journey for all our students.

SU continues to have a reputation as one of the top institutions nationally and on the continent for learning and teaching. This is one of the main reasons for the significant growth in the number of applications for first-year places at our institution. Our multitude of activities and initiatives, as well as our efforts to ensure that we do not simply maintain our status as a top learning and teaching institution, but continually work on improving thereon all speak to our standing and reputation.

Welcome again to Stellenbosch University and remember, we're there for you every step of the way.

Prof Deresh Ramjugernath

Understanding and learning about issues such as racism, inclusivity, discrimination, human rights and dignity, social justice, and gender-based violence are very much part of this "Transformative Student Experience" for all our students at the institution.



Welcome from the Senior Director of the Division Student Affairs

Dear First-Year Student

Welcome to Stellenbosch University!

On behalf of the whole team in the Division Student Affairs, I welcome you with great excitement as your new journey begins. On this new journey, we will be here to support, guide and share your special moment with you as you learn and discover other areas of your life. Welcome to a vibrant student life environment, facilitated by the Division Student Affairs for your learning and growth beyond the classroom!

The Division Student Affairs is comprised of three Centres - the Centre for Student Communities (CSC), the Centre for Student Counselling and Development (CSCD) and the Centre for Student Leadership, Experiential Education and Citizenship (CSLEEC). In these Centres, there are Units focusing on different areas to provide support and empower you and other students with skills critical for your success. Please use the services available to strengthen your academic journey and know that we are here to provide a transformative student experience within a conducive environment for living, learning and exploring.

At SU you have an opportunity to learn and develop exceptional skills through exposure to different settings and experiences, as well as to share your views with other students, as you enjoy your student life journey. You have an opportunity to share platforms with highly influential people and exceptional leaders in different spheres of life, expanding your network and circle of experiential learning.

In every area of your student life, the Students' Representative Council (SRC) will be there to represent your needs and interests. You will realise along the way that there are many layers of student leaders in place, to support you in the classroom, within student communities, and across the campuses of the university. You will also have a chance to become a student leader because there is a leader in you waiting to be awakened and nurtured!

Welcome again and enjoy every step of your new journey!

Dr Kelebogile Choice Makhetha

You have an opportunity to share platforms with highly influential people and exceptional leaders in different spheres of life, expanding your network and circle of experiential learning.



Meet the Stellenbosch University Rectorate

Just like a school has a principal, the University also has an equivalent executive manager called the Rector and Vice-Chancellor. At SU, our Rector is Prof Wim de Villiers.

The Rectorate is responsible for the day-to-day operational management of the University. The Rectorate consists of the Rector and Deputy Vice-Chancellors responsible for various functions of the institution, as well as the Chief Operating Officer. The Deputy Vice-Chancellors are respectively responsible for Learning and Teaching; Research, Innovation and Postgraduate Studies; Social Impact, Transformation and Personnel; as well as Strategy, Global and Corporate Affairs. The Registrar ensures that the academic administration of the University runs smoothly.

The Rector may appoint senior staff to attend the meetings of the Rectorate and to support the operations of the Rectorate as required. The General Management Committee (GMC) consists of the members of the Rectorate, the Deans of the University's 10 faculties, the Registrar as well as chief and senior directors of the various professional, administrative and support service divisions. Matters of academic and administrative interest are discussed by the GMC and the members play an advisory role to the Rectorate.

Right at the top of the Rectorate, we have what is known as a Chancellor. A Chancellor is the ceremonial head of a university and in our case, Justice Edwin Cameron, an SU alumnus and former Constitutional Court judge, has fulfilled that role since January 2020. At his inauguration, Dr Nkosinathi Sishi, the Director-General of the Department of Higher Education and Training said of Justice Cameron:

"Most presidents of this country have recognised the contribution you have made to South Africa - you are closely associated with the poor and working class of our country, you have defended the rights of many people in the struggle against racism. You have aligned yourself with the poor and the destitute."



Prof Wim de Villiers
Rector and Vice-Chancellor



Prof Stan du Plessis
Chief Operating Officer



Prof Sibusiso Moyo
Deputy Vice-Chancellor:
Research, Innovation and
Postgraduate Studies



Prof Hester Klopper
Deputy Vice-Chancellor: Strategy,
Global and Corporate Affairs



Prof Deresh Ramjugernath
Deputy Vice-Chancellor:
Learning and Teaching



Prof Nico Koopman
Deputy Vice-Chancellor:
Social Impact, Transformation
and Personnel



Mr Mohamed Shaikh
Executive Manager: Rectorate



Dr Ronel Retief
Registrar

CREATING A HUMAN RIGHTS CULTURE GROUNDED IN SOCIAL JUSTICE



As mentioned earlier, Stellenbosch University (SU) believes in a human rights culture grounded in social justice.

We base all we do at SU on fulfilling the objectives set out in the Constitution of the Republic of South Africa, Act 108 of 1996; SU's Vision 2040 and its Strategic Framework 2019–2024; as well as the Division Student Affairs' Transformation Charter; the Sustainable Development Goals (SDGs) of the United Nations; the South African National Development Plan 2030; and the Strategic Plan of the Western Cape Government, due to our location.

At the same time, we must acknowledge that SU has a complex history linked to South Africa's apartheid past. It is this knowledge and the objectives set out in the SDGs, the South African Constitution, national and local government plans, the University's vision, and DSAF's charter that drive OUR commitment to intentional transformation. **You will notice that we speak of transformation as OUR responsibility, and this is because we believe that all students and staff are individually and collectively responsible for pursuing transformation on our campuses.** To quote our Rector's words: It is as a university community that we can together shape "a renewed common world" in which "we embrace our shared commonality and diversity in a way that will fulfil the promise of social justice and human restitution". This message is also clear in the SU Restitution Statement, as announced in 2018 during SU's centenary year:



Stellenbosch University (SU) acknowledges its inextricable connection with generations past, present and future. In the 2018 Centenary Year, SU celebrates its many successes and achievements. SU simultaneously acknowledges its contribution towards the injustices of the past. For this we have deep regret. We apologise unreservedly to the communities and individuals who were excluded from the historical privileges that SU enjoyed, and we honour the critical Matie voices of the time who would not be silenced. In responsibility towards the present and future generations, SU commits itself unconditionally to the ideal of an inclusive world-class university in and for Africa.

Vision 2040 and the Strategic Framework 2019-2024

Vision 2040 refers to the University's vision, mission, values, attributes (the qualities and characteristics of the University), and enablers (that is the capabilities, forces and resources that contribute to our success). These elements are of equal importance and are interconnected. At the centre is our vision and mission.

Our vision and mission

Stellenbosch University will be Africa's leading research-intensive university, globally recognised as excellent, inclusive and innovative, where we advance knowledge in service of society.

We are working towards our vision through our mission, which is to "attract outstanding students", "employ talented staff and provide a world-class environment" for those staff and students, while also helping to enrich and transform "local, continental and global communities".

Scan for more details



Our values are our action guides. They enfold the other elements and keep the whole together.

These VALUES are:

COMPASSION – Recognition of and care for the well-being of all our students and staff.

EQUITY – Restitution in response to our past legacy and fairness in our aspirations.

RESPECT – Civility in our mutual and public discourse, due regard for the freedom, equality and dignity of all, and respect for the environment.

ACCOUNTABILITY – Accepting the highest level of responsibility for our actions.

EXCELLENCE – Academic freedom to pursue knowledge that adheres to the highest standards of integrity, innovation and relevance.



One of the core strategic themes of our Strategic Framework is providing our students with a transformative student experience.

What this means is that "we value our students and are committed to delivering a transformative student experience to each one of them". It also means that we ensure that "qualifying students from all backgrounds" including "students who face barriers to participation in university education" can study at SU.

A transformative student experience is also based on "the provision of opportunities for growth" for all undergraduate and postgraduate students. This includes providing students with guidance, appropriate support, and services from SU to enable their success.

What are graduate attributes?

As you have read, we want to create a transformative student experience for all our students, including you.

One way of doing this, is by developing your graduate attributes, which will benefit you while you are studying and when you go out into the world.

We therefore aspire to create the kinds of conditions that will enable each student to acquire the attributes outlined below.



An enquiring mind

- ✓ Lifelong learner
- ✓ Critical and creative thinker
- ✓ Exercises responsibility for learning and using knowledge

An engaged citizen

- ✓ Leader and collaborator
- ✓ Social entrepreneur
- ✓ Effective in a diverse environment

A dynamic professional

- ✓ Problem solver
- ✓ Uses sustainable and effective technology
- ✓ Innovative

A well-rounded individual

- ✓ Exposed to cultural, intellectual and sporting life
- ✓ Takes responsibility for own development
- ✓ Takes informed and considered decisions

CODE 2040

Recently the University also developed Code 2040. It translates our values into a set of high-level guidelines that govern the conduct of our students, staff and statutory bodies.

The essence of this Code is the pledge of our University.

As stakeholders of SU, yourself included, we commit ourselves to ethical behaviour. We pledge:

1. to conduct our work in a manner that demonstrates **excellence**;
2. to always treat our stakeholders **equitably**, and with **respect** and **compassion**; and
3. to be **accountable** for the execution and consequences of all our actions.



HOW OUR LANGUAGE POLICY IS APPLIED IN TEACHING AND LEARNING

We know that many of you will have questions about how our Language Policy is applied when it comes to teaching and learning at Maties and what to expect. When we talk about language at Maties, our goal is to help you develop a multilingual mindset.


Our Language Policy is one of the vehicles that we use to foster a diverse campus community. Through the policy, we can increase equitable access; promote multilingualism and the appreciation thereof and facilitate sound learning and teaching.

Stellenbosch University (SU) also serves continental and global communities, and for this reason we have committed ourselves to promoting multilingualism by using the three official languages of the Western Cape, namely Afrikaans, English and isiXhosa.

In December 2021, the SU Council (that's the structure responsible for things like good governance and policymaking) approved a new Language Policy after an extensive consultative process. The purpose of our Language Policy is to regulate, manage and govern language use throughout our institution.

The three foundational principles of the new policy are based on our belief that:

- *multilingualism is a resource;*
- *that language should broaden access and enhance your success; and*
- *that the policy and its implementation should facilitate sound learning and teaching.*



MULTILINGUALISM AS A MINDSET

At SU, multilingualism does not just refer to institutional and individual multilingualism, but also to multilingualism as a way to promote inclusivity and awareness of diversity. It extends beyond creating spaces and structures to use multiple languages in academic, administrative, and social contexts or individuals' willingness to learn multiple languages. Multilingualism also reflects an attitude, or mindset, that we would like to foster at our institution. As a new Matie student, you will have the opportunity to adopt this mindset and join the campus community in promoting multilingualism.

You will see how we put this mindset into practice across the institution. At ceremonial occasions, such as the Welcoming event for first-year students and graduation ceremonies, Afrikaans, English and isiXhosa will be used. At meetings and social gatherings we will encourage the flexible use of multiple languages in the spirit of translanguageing*. It's a mouthful, but a multilingual mindset means that we will interact with others with mutual respect and tolerance for varying languages, as well as language skills, and encourage individuals to learn additional languages. In the lecture hall, lecturers, lecturer assistants, interpreters and you take co-responsibility for multilingualism by assisting each other to understand academic content.

What is translanguageing?

*Translanguageing is an umbrella term for a context in which multilingual persons use the linguistic resources at their disposal to engage with one another and with texts to create meaning.

Language Policy 2021 in a nutshell

UNDERGRADUATE LEARNING AND TEACHING

1 Academic modules are offered in one of the following language options:

- Separate lectures in Afrikaans and English (A/E): Although lectures would be in either English or Afrikaans, group work, practical sessions and tutorials will combine students from various language groups. One-on-one consultations with lecturers can be conducted in Afrikaans and English, provided that the lecturer is proficient in both these languages.
- Both Afrikaans and English are used in the same lecture (A+E): In these lectures, all information is shared in English with summaries in Afrikaans. As a first-year student, this option will provide you with access to simultaneous interpreting available either on-site or online. Questions will be answered in the language that you ask your question, depending on the language proficiency of the lecturer.
- One language only (A/E/X): Lectures can be in English or one of the other two languages, provided that the lecturer and all the students in the group are academically proficient in the language being used. Where possible, simultaneous interpreting in Afrikaans, English or isiXhosa may be offered online or on-site. Other learning opportunities (consultations and tutorials) are conducted in Afrikaans and English, provided that the lecturer is proficient in both these languages.
- Each faculty must submit a language implementation plan for the following academic year for approval by Senate. Once approved, the faculty must publish its plan on the faculty website. The plan indicates which one of the above three language options will be applied to each module. You can visit your faculty's website to view the language options relevant to each of your modules.

2 Learning material

- All prescribed reading material will be available in English.
- Prescribed reading material (excluding published material) will be available in Afrikaans where reasonably practicable**.
- Module frameworks and study guides will be available in Afrikaans and English.
- Where reasonably practicable** and where a need exists, isiXhosa and other languages may be used to reinforce concepts.

3 Assessments and question papers

Assessments and question papers are made available in Afrikaans and English, and students may complete these in either English or Afrikaans.

POSTGRADUATE LEARNING AND TEACHING

Lectures can be in English or one of the other two languages, provided that the lecturer and all the students in the group are academically proficient in the language being used.

Postgraduate assessments and question papers will be available in at least English and should then be completed in English unless special arrangements are made.

STUDENT COMMUNITIES

In student communities, such as residences and commuter student communities (previously called Private Student Organisations or PSOs), language must be used to ensure that everyone is included and can participate. During the annual Welcoming period in January/February 2023, you should understand all the information shared to help you settle into campus life.

The multilingual mindset of respect and tolerance for multiple cultures and languages is particularly important in these spaces. That's why student communities are also required to submit language implementation plans and report on their compliance and good practices.

LANGUAGE SUPPORT THROUGH THE LANGUAGE CENTRE

We want you to succeed and language should never be a barrier to doing so. SU's Language Centre is there to ensure that you access a variety of language support services right here on campus. These services include reading and writing development; language services that include translation, interpreting and editing; and research on language and language use. The Centre also offers modules in professional communication, academic literacies, and language acquisition for Afrikaans, English, isiXhosa and South African Sign Language.

You can visit the Language Centre's website (at <https://bit.ly/3Pj65Wu>) to see what it has to offer that can assist you on your academic journey.

LANGUAGE COMPLAINTS

Our Language Policy 2021 sets the scene for an inclusive and diverse academic community that reflects our South African society's richness and provides the umbrella for language usage at SU.

In student communities, complaints regarding non-compliance with the Language Policy 2021 can be submitted to the house committee or residence head. If the matter

What can you expect?

You may be wondering what the impact of the new Language Policy will be on your academic life and language use in social spaces. Scan below for more details.



The webpage also contains an infographic that summarises the practical implications of the policy however, to understand the policy fully, it is best to refer to the Language Policy itself.

cannot be resolved at the residence or commuter student community level, complaints can be referred to the Director: Centre for Student Communities, Mr Pieter Klopper (pwk@sun.ac.za), or escalated to the Senior Director: Student Affairs, Dr Kelebogile Choice Makhetha (choicemakhetha@sun.ac.za).

You may submit complaints related to non-compliance in the academic environment via your faculty's complaints procedure. This entails either reporting the complaint to a class representative or lecturer and then following it up with the departmental head, and where needed to the Vice-Dean or Dean of the faculty.

If the structures within student communities and faculties are unsuitable, you may submit your complaint to the SU Ombud for settlement in consultation with the relevant structures.

Please refer to the Language Policy Revision webpage if you have any questions about the 2021 Language Policy.

"The Language Policy and its implementation are informed by what is reasonably practicable. In practice, this means that each situation will be considered on its merit and factors such as the number of students that will benefit from an arrangement; the language proficiency of staff and students; and the University's resources, timetable, and venue constraints. Other determining factors include the composition of each class group that also changes from year to year, or even from one semester to another, and unexpected staff changes."

The Division Student Affairs: *Here to help you succeed!*

The Division Student Affairs (DSAf) is here to help you succeed and support you in various ways through your study years while helping you grow as an individual and leader, and acquire graduate attributes. Dr Kelebogile Choice Makhetha is the Senior Director of DSAf.

The Division consists of three centres and many units. These Centres are the Centre for Student Communities (CSC), the Centre for Student Counselling and Development (CSCD), and the Centre for Student Leadership, Experiential Education, and Citizenship (CSLEEC).

Find DSAf on social media:  

The Teams

The three Centres are led by the teams below:

CENTRE FOR STUDENT COMMUNITIES (CSC)



Mr Pieter Kloppers
Director:
CSC



Mr Gareth Cornelissen
Deputy Director:
CSC

CENTRE FOR STUDENT LEADERSHIP, EXPERIENTIAL EDUCATION AND CITIZENSHIP (CSLEEC)



Ms Tonia Overmeyer
Director:
CSLEEC



Ms Heidi October
Deputy Director:
CSLEEC

CENTRE FOR STUDENT COUNSELLING AND DEVELOPMENT (CSCD)



Mr Charl Davids
Director:
CSCD



Ms Elmarie Kruger
Acting Deputy Director:
CSCD

As part of our commitment to provide students at SU with a truly transformative student experience, we developed the DSAf Transformation Charter, which we unveiled on 11 March 2022. The Charter is undersigned by all staff working in DSAf, its centres and units.

DSAF'S TRANSFORMATION CHARTER

Introduction

The Division Student Affairs (DSAf) acknowledges the privileged roots that Stellenbosch University (SU) has been born out of. Many communities have been adversely affected by the previously forced separation and degradation of the majority of South Africans based on various factors including, apartheid, colonialism, and subsequently unequal access to education and resources. With reference to the Constitution of the Republic of South Africa, this Transformation Charter (the "Charter") therefore recognises the importance of equity, inclusivity, universal access, and the lived experience of both the staff and students we serve.

Aligning the institutional culture of the University to serve the needs of a diverse student body is a key requirement for the University's transformation.

The aims of this Charter are to:

- (i) create awareness around decolonisation and transformation within DSAf;
- (ii) foster an inclusive and supportive culture to facilitate intentional and purposeful engagement between stakeholders from various environments, i.e. students and staff, and the surrounding communities of the University;
- (iii) give impetus to coordinated institutional efforts to redress, and build a society envisioned by the post-apartheid stakeholders;
- (iv) promote and affirm our unwavering commitment towards building a culture of courage and solidarity in doing transformational work within the Division Student Affairs. This culture celebrates differences, challenges prejudices, and ensures fairness.

At DSAf, we aspire to create a transformative learning experience for our students and staff that is all-inclusive regardless of socio-economic status, age, race, gender, ability, sexuality, marital status, belief, ethnic or social origin, culture, nationality, language, and birth, operationalising universal access, and respect for one's multiple and varied identities and expressions thereof.

We pledge to:

- (i) provide a learning home for all persons to thrive and be treated with respect and humanity;
- (ii) foster a space where our staff and students have a safe space to be themselves; and
- (iii) inculcate a sense of shared humanity and human dignity.



Leadership

The development of this Charter should serve as a reference point for leadership at SU. Our staff and student leaders should therefore be held accountable along the following lines:

Individuals who are in leadership positions should be representative of the demographics of the Republic of South Africa. Diversity of representation in leadership should go beyond traditional identities to include marginalised people, such as people with disabilities etc., and should reflect the demographics of the Republic of South Africa.

We should ensure the continuity of leadership skills and thinking even as students and staff join and leave SU.

Staff

We believe that it is important to create an atmosphere where no person is bullied (mentally, emotionally, physically or online). Our place of employment should be one where individual's strengths and talents are adequately harnessed.

We undertake to eradicate unfair discrimination, and harassment, as well as to create an environment free of discrimination for staff to thrive and excel.

Students

We affirm our intentionality towards co-creating spaces that are free of discrimination and harassment, where students and staff are enabled to flourish and explore their potential. We aim to eradicate stigmatisation regarding mental and physical health status.

We commit to celebrating both individuality and being a Stellenbosch University community member. We therefore discourage assimilation (which drowns diversity) and being forced to be a part of a more dominant culture in appearance, background, financial status, language, accommodation (residence or commuter student), academic status and

any other difference that divides rather than unite students and staff.

Campus culture (most particularly the social aspect of campus life, including the first-year welcoming culture) and student leadership structures, should be more inclusive, accommodating the diverse student community. This can be achieved by ensuring that all voices are heard in different spaces when deciding on activities to either welcome new students or all other social activities held in different residences and including commuter students.

We commit to support more transformative leadership development and a training process that ensures that all material used for student leaders' programmes exposes them to an experience and knowledge different from what they are acquainted with, or maybe most comfortable with, to a completely new experience. This may for example include training and awareness programmes focused on anti-gender-based violence, anti-cyberbullying, and anti-discrimination and harassment of all forms (including mental health).

Research

DSAf staff have the opportunity to engage in research as it forms their basis of evidence-based initiatives and programmes.

Staff must understand the way in which both the role of researchers and research participants have been constructed historically and are consequently perpetuated within the context of SU.

Historically, SU has been complicit in various practices that are not reflective of "good research practice". We acknowledge these injustices of the past and aim to be more reflexive and ethical in our research practices.

Ethical considerations with research participants remain paramount and internal ethics boards must therefore be consulted.

Co-Curriculum and Training

We aim to promote a curriculum, co-curriculum and training that promotes equity, inclusivity, and fairness; and which is conducive to the promotion and development of successful students and graduates.

A more inclusive curriculum and co-curriculum shall be achieved through the incorporation of social justice topics such as gender, disability, and decolonisation.

This will allow for the creation of a more inclusive system of learning for all regardless of socio-economic status. Furthermore, standard virtual and technological platforms of learning and teaching are required, to ensure the promotion of equal access to students and fairness for all.

Community

We believe that it is important to remember that as a university community, we are also members of society.

Universities are seen as potential ideological expressions of societies and if we manage to bring change in this space, a domino effect will follow into the rest of the country, and we will in turn be creating a future we can all be proud to have shaped. We are change agents and we should actively engage in activities, conversations and decisions that will

bring this into realisation by acknowledging our different realities, finding common ground, and forging together to create a better community for ourselves and those coming after us.

The SU Community is broadly defined as the communities from which we as students and staff hail. It includes leadership, students, staff, interns, contract workers, patients, clients in the Division Student Affairs and the associates of DSAf.

Natural Environment

We will focus on sustainable development and investment - referring specifically to a policy of divestment at SU where certain industries are supported that contribute to ecocide nationally and internationally.

We endeavour to create a naturally sustainable environment through food sustainability, reducing our carbon footprint in any way possible, and conducting ourselves in a way that will not be harmful to the planet.

Our actions will be geared toward ensuring an environment that is clean and healthy for future generations at SU. We should therefore be intentional in the way we work, live and study at all of our campuses.

Our pledge

We pledge to uphold the commitments made in this Charter in a manner that recognises the dignity and respects all of our stakeholders. We acknowledge that this charter is aspirational and that as members of the Division Student Affairs, we are responsible for the realisation of this pledge.



OUR PLEDGE TO OURSELVES AND TO YOU



The Division Student Affairs (DSAf) acknowledges the privileged roots that Stellenbosch University (SU) has been born out of. Many communities have been adversely affected by forced separation and the annihilation of the majority of South Africans' human rights based on various factors including, colonialism, apartheid and subsequently unequal access to education and resources. With reference to the Constitution of the Republic of South Africa, Act 108 of 1996, the DSAf Transformation Charter therefore recognises the importance of equity, equality, inclusivity, freedom, universal access, and the lived experience of both the staff and students we serve, taking into account the values of the University as well.

Aligning the institutional culture of the University to serve the needs of a diverse student body is a key requirement for the University's transformation. Therefore, DSAf staff are committed to:

- (i) creating awareness around decolonisation and transformation within DSAf;
- (ii) fostering an inclusive and supportive culture to facilitate intentional and purposeful engagement between stakeholders from various environments, i.e., students and staff, and the surrounding communities of the University;
- (iii) giving impetus to coordinated institutional efforts to redress, and building a society envisioned by post-apartheid stakeholders;
- (iv) promoting and affirming our unwavering commitment towards building a culture of courage and solidarity in doing transformational work within the Division. This culture celebrates differences, challenges prejudices, and ensures fairness.

Within DSAf, we aspire to create a transformative learning, living, and working experience for our students and staff; an environment which is inclusive of every person regardless of socio-economic status, age, race, gender, ability, sexuality, marital status, belief, ethnic or social origin, culture, nationality, language, birth, while operationalising universal access, and respect for one's multiple and varied identities and expressions thereof.

We therefore pledge to:

- (i) provide a learning home for all persons to thrive and be treated with respect and dignity;
- (ii) foster a space where our staff and students have a safe space to be themselves; and
- (iii) inculcate a sense of shared humanity and human dignity.

The above is achieved through all the work we do; as well as the ways in which we engage with students, colleagues, and other staff as well as external stakeholders.

We pledge to uphold the commitments made in the DSAf Transformation Charter in a manner that recognises the dignity of and respects all individuals and groups. We acknowledge that the DSAf Transformation Charter is aspirational and that as members of the Division, we are responsible for the realisation of this pledge.

Centre for Student Communities **CSC**

As mentioned, DSAf consists of three centres and several units. One of those centres is the Centre for Student Communities (CSC).

The CSC is responsible for providing you with a holistic living and learning experience by focusing on the social dimension of community life and harnessing it to support your academics.

The Centre is also responsible for implementing the co-curricular

programme in residences, commuter student communities, and clusters with the goal of creating values-driven environments characterised by hospitality, friendliness and dignity. This is an ongoing goal that we are committed to.

Don't be surprised if you experience intense change after entering the University space. This is normal, and you may find yourself adjusting 'familiar' attitudes, values, and behaviour patterns and developing new ones.

WHAT TO EXPECT DURING WELCOMING

As a newcomer student, you will join a campus that has been organised into what is called listening, learning, and living communities (LLL). All the clusters, residences, commuter student communities (you may still hear it referred to by its old name, Private Student Organisations (PSOs)), mentor groups, tutor groups and the listening, learning, and living houses for senior students form part of LLL.

The purpose of LLL is to integrate your out-of-class experience with your in-class experience to ensure academic success and a well-rounded education for yourself.

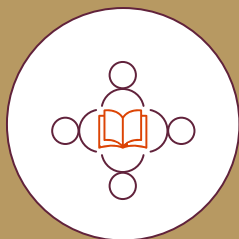
Your main reason for being at university is to study, so make sure you carefully and timeously adhere to the administrative and academic requirements of your faculty so that you are ready for the academic part of your learning journey on the very first day of class.

You will also have to learn skills to cope with your newfound freedom and learn when and how to say no as well as to negotiate on your own behalf.



Some questions to ask yourself to reach your goals during your studies:

- How does this promote my journey to successful studies (learning journey)?
- Does it introduce me, as a newcomer student, to positive social relations/groups?
- Does it contribute to emotional stability and emotional development?
- Does it help me to join sound listening, living, and learning communities, and encourage me to participate both independently and interdependently?
- Does it create a relaxed, safe, and constructive listening, living, and learning space, where I can get clarity on the nature, content, choice, and form of my learning journey?



WHAT IS A CLUSTER?

Clusters play a significant role in the integration and support of new students on campus and ensure that students experience the University as a caring and nurturing place by connecting students in residence and commuter student communities to the bigger student community.

They also help with integrating the University experiences of residence students and students in private accommodation. Clusters are also used as a way of organising the University, for example, faculties tend to use clusters as a basis on which to form subject tutor groups. The residences and commuter student communities belong to one of seven clusters on the Stellenbosch campus while Tygerberg students form part of one cluster.



Mentors

At the University we also make use of mentors, who are senior students appointed in residence and commuter student communities to help you find your way on campus, offer general assistance regarding any questions you may have about university life as well as provide you with psychosocial support.

For example, all registered students at the University receive a student card that not only identifies you as a student but allows you access to the buildings you need access to through access-controlled doors. As part of their duties, the mentors will take you to the correct office to get your student card.

They are here to make your adjustment to university life easier.

ALL NEWCOMERS

are assigned to a mentor. Through the mentors, new students can also participate in the wellness programme of the University, which focuses on enhancing the wellness of our students throughout the year.

When you arrive at your residence or commuter student community, a mentor is allocated to you. Should you not be allocated a mentor or have any queries you should immediately reach out to Client Services at **021 808 9111** or **info@sun.ac.za**.

Check out our clusters below to see which one you'll be in:



Capri, Equité, Erica, Helderberg, Huis Neethling, Nemesia and Serruria



Heemstede, Metanoia, Nerina, Pieke and Venustia



Huis Francie van Zijl, Hippokrates, Meerhoff, Nkosi Johnson, Osler, Ubuntu and eNkanyini



Goldfields, Huis Visser, Huis Marais, Simonsberg, ISA, Olympus and Academia



Aurora, Dagbreek, Huis ten Bosch, Lydia, Majuba and Minerva



Monica, Harmonie, Oude Molen, Wilgenhof and Silene



Aristea, Eendrag, Helshoogte, Irene, Sonop and Vesta



Concordia, Huis de Villiers, Huis Macdonald, Lobelia, Huis Russel Botman and The Village

Commuter student communities

One of Stellenbosch University's key focus areas for student development is the co-curricular and out-of-class experience. Commuter student communities (previously referred to as PSOs) fulfil this function and will give you the opportunity to have a multidimensional student experience.

All students regardless of whether they make use of university residence accommodation are automatically members of a student community. Approximately 76% of SU students are commuter students, with some travelling from home and others staying in private accommodation in and surrounding Stellenbosch. You will therefore be divided into a community through which you will have the opportunity to successfully integrate socially and academically with the University community.



IMPORTANT to note

Commuter student communities **DO NOT** provide accommodation to students,

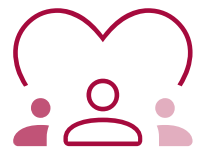
however, you will have access to certain residences where you can mingle with students living in residence by using your student card to book meals at an open residence dining hall in a particular cluster.

As is the case in residences, you will also be assigned a mentor in your community. The mentor will assist with various processes such as how to book a meal in a residence dining hall.

- 1** There are **10** commuter student communities on Stellenbosch campus and **one** on Tygerberg campus.

10

- 2** New students are divided into a **community** in accordance with the University's placement policy. Students are **notified** about their community allocation **via e-mail** and will also receive information regarding their **commuter student community's welcoming programme** as well as the community's **meeting points** during Welcoming.



- 3** The communities are **jointly managed** by the **Commuter Student Office** which is **situated** within the **Centre for Student Communities in the Division Student Affairs**.



- 4** Students are **not permitted to change communities** so you will **remain in the community** you were assigned to for the duration of your university journey. The **community** to which you are **allocated also determines the cluster** to which you will belong. Should you not receive any notification of your community allocation, please contact Client Services on **021 808 9111** or **info@sun.ac.za**.



- 5** Also **familiarise yourself with the compulsory commuter student community fees** published in the Stellenbosch University Student Fees booklet each year.



COMMUTER STUDENT TRANSPORT SERVICE DURING WELCOMING

Should you be allocated to a commuter student community (what was previously Private Student Organisations (PSOs)) we would like to encourage you to take part in the Welcoming Programme of your specific community.

As the programmes end in the evening, a **free transport service is available** to all commuter students to ensure they get home safely. The transport service **leaves at 19:15 and 21:15** from the PSO Hub at 11 Bosman Street in Stellenbosch and will get students safely to their homes in Stellenbosch and specifically indicated drop-off points in surrounding areas.

The drop-off points where students will be taken to are:

- **SAPS Offices:** Bellville, Kuils River, Athlone, Mitchells Plain, Paarl, Somerset West and Kayamandi
- **De Zalze Golf Estate (gate), Stellenbosch**
- **Paradyskloof (Engen garage), Stellenbosch**
- **Sonnebloem Road (Brent Oil garage) in Idas Valley, Stellenbosch**
- **Welgevonden Estate (gate), Stellenbosch**
- **87 Lang Street (Engen garage) in Cloetesville, Stellenbosch**
- **Stellenbosch Central area, Stellenbosch**

STELLENBOSCH-BASED COMMUTER STUDENT COMMUNITIES

Our Stellenbosch-based commuter student communities are Aristeia, Aurora, Capri, Equité, Olympus, Oude Molen, Pieke, Silene, Venustia and Vesta.

TYGERBERG-BASED COMMUTER STUDENT COMMUNITY

Osler is our Tygerberg-based commuter student community.

NOTE:

It's very important to register for the shuttle service by speaking to a House Committee member in your commuter student community. This is to ensure that we are aware of the number of students that require transport each day.



DISCIPLINARY CODE FOR STUDENTS

When signing the SU application form, students undertake to familiarise themselves with all the rules, regulations, policies, prescriptions and the Disciplinary Code for Students. Should a student be charged with transgressing any of these, he or she cannot plead ignorance as a defence.

The Disciplinary Code for students states that an individual is guilty of misconduct when, among other things, he/she wrongfully violates another person's fundamental rights as set out in the Bill of Rights, Chapter 2 of the Constitution, 1996, or acts in conflict with any other South African laws or SU rules, regulations or prescripts. This includes hate speech, sexual harassment, victimisation, violence or incitement, unacceptable or improper behaviour, the humiliation of fellow students or staff, and assault. Thus, use good judgment and act responsibly, especially when using social media. Please familiarise yourself with the notice regarding the use of social media. Although legislation, policies, guidelines and codes are necessary to ensure order in society, SU strives to create a welcoming campus culture through shared values.

HOW TO REPORT ISSUES OR COMPLAINTS

Students are encouraged to use the various internal processes and systems to report issues, complaints or grievances. The Academic Affairs Council (AAC), a body of the Students' Representative Council, has student representatives in each faculty, and in the social context, the clusters and student residences have student leaders who can support students. Students can also approach the Division Student Affairs at studentaffairs@sun.ac.za.

Should a matter not be satisfactorily resolved via internal processes or systems, students can use the following reporting mechanisms:

Ombud SU has an independent ombud who looks into the problems and complaints of students, parents or staff when these cannot be satisfactorily resolved through University structures or where existing structures are found lacking.

E-mail: ombud@sun.ac.za
Telephone numbers: 082 807 2994 or 021 883 9128
Office address: 34 Ryneveld Street, Ryneveld Plaza, Stellenbosch
For appointments: E-mail Grace Bruintjies at graceb@sun.ac.za

Ethics helpline

For some years, SU has subscribed to an independent ethics reporting service for the anonymous reporting of irregularities. This service is independently managed by Deloitte.

Telephone: 0800 204 549
Fax: 0800 007 788
E-mail: sun@ethics-line.com
Website: <https://www.tip-offs.com/>

Equality Unit

Incidents of unfair discrimination, victimisation, sexual harassment and other forms of harassment can be reported to the Equality Unit through its online reporting platform (scan below) or at unfair@sun.ac.za.



← Equality Unit reporting platform



← Our Policy on Unfair Discrimination and Harassment



← Our annual reports, policies and resources related to equality and sexual harassment



← Scan for the Stellenbosch campus interactive online map



← Scan for the map of the Tygerberg campus

the use of SOCIAL MEDIA



Stellenbosch University (SU) recognises the importance of the internet and social media in shaping public thinking about our University and our services, students, staff and stakeholders.

We also recognise the importance of our students and staff engaging in and helping to stimulate conversation through interaction on social media. Students and staff are encouraged to interact online about SU matters and developments in higher education.

However, it is important to understand that the use of social media as a communication channel is subject to existing SU policies and procedures, specifically the:

- **Disciplinary Code for Students of Stellenbosch University (applicable to students):** <http://bit.ly/3W3dr2S>
- **Policy on Unfair Discrimination and Harassment (applicable to staff and**

students): <http://bit.ly/3hy2x6w>

- **Electronic Communications Policy (applicable to staff and students):** <http://bit.ly/3WnOj6K>

Students and staff are responsible for their own compliance with these policies and you should therefore take the time to read and understand them. Misconduct, harassment and victimisation conducted online are addressed in these policies. Any form of online bullying, verbal abuse, defamation, slander and/or name-calling, among others, falls into the same category as face-to-face communication and written communication.

Allegations of online misconduct, harassment and victimisation are regarded just as seriously as similar actions through traditional verbal and written communication. An aggrieved party may report such behaviour (e.g. misconduct, harassment or victimisation through any of the social media channels) to the Equality Unit, which may refer matters to Student Discipline (for students) or Human Resources (for staff) as necessary.

Should you experience harassment or victimisation, you can contact the Equality Unit via unfair@sun.ac.za, at 021 808 3136, or visit them at their office at 39 Victoria Street in Stellenbosch.

INSURANCE: STUDENTS AND THEIR PROPERTY

A safe campus for all

These words give expression to a core aspiration of Stellenbosch University (SU).

Not only do we conduct a continuous campaign to make staff, students and visitors aware of potential risks that may threaten their safety and/or health, but where necessary, Risk Management and Campus Security is made use of, as well as the South African Police Service, to continually enforce and monitor security measures on our campuses.

Students participate in academic trips, laboratory experiments, sports and other voluntary activities where they can be exposed to risks. The University therefore takes all reasonable measures to protect students and their property

when they participate in these activities and during their daily campus life.

It is however impossible to eliminate all risks. Since it is not possible for the University to protect students and their property against all risks, students must note that they participate in all University-related activities at their own risk.

The University has insurance coverage against injuries you might sustain while you engage in activities related to your studies.

This cover includes activities on campus, in our laboratories, and on field trips. If you have a claim, you must inform the University immediately. You must also complete the insurance claim form as soon as possible. The University is not liable for any claims that are not covered by this insurance.



We therefore want to draw your attention to the fact that each student is responsible for his/her own insurance and we therefore recommend that you take out sufficient comprehensive insurance for your personal possessions.

Centre for Student Leadership, Experiential Education and Citizenship

CSLEEC

The aim of the Centre for Student Leadership, Experiential Education and Citizenship (CSLEEC) is to ensure that Stellenbosch University (SU) provides comprehensive and coherent leadership experiences for students through the development of graduate attributes.

CSLEEC consists of the following portfolios:

CO-CURRICULUM OFFICE

If you want to learn about experiential learning for social justice, then visit the Co-Curriculum Office and sign up for its *Shared Humanity: Lessons in Critical Thinking* course. This Office is also responsible for ensuring that you get recognition for co-curricular activities on your academic transcript; provides training in the principles of designing for transformative experiential learning; and compiles the Experiential Education Prospectus (<https://bit.ly/3VTbNRv>) which you can look at to get a better idea of everything the Office has to offer. Through collaborative partnerships, research, monitoring and evaluation, the Office ensures that its work is aligned with SU's Vision 2040.



FREDERIK VAN ZYL SLABBERT INSTITUTE FOR STUDENT LEADERSHIP DEVELOPMENT (FVZSI)

The leadership offerings at the Frederik van Zyl Slabbert Institute - from semester short courses to masterclasses and the annual Leadership Summit for Aspiring Leaders (LSAL), are presented through the lens of democracy, human rights, and social justice, in honour of a great SA thought leader. These leadership offerings are all recognised on the academic transcript towards an integrated citizenship engagement portfolio and will empower you to take up the role of an active citizen in the broader global context.

ONLINE PROGRAMMING

The CSLEEC Online Programming team advises the Co-Curriculum and Student Governance teams on experiential learning and leadership development programmes, as well as short courses offered by the FVZSI Institute, thereby enhancing, enabling, and extending access through online platforms, as well as facilitating transformative student experiences across the institution, the continent, and the world. The team also provides online advice and support to other units within the Division Student Affairs as well as online projects for the Division itself, such as the online Onboarding Programme for prospective students.



NOTE: If anything is not clear or you need more information that you cannot find in this booklet, please visit our dedicated Welcoming page to find what you need.

STUDENT GOVERNANCE

Student Governance at Stellenbosch University (SU) promotes ethical student governance principles throughout our student governance structures. This is particularly important in the face of governance challenges in South Africa, Africa and around the globe.

Guided by the SU Co-Curriculum Competency Framework and graduate attributes, Matie student leaders in Student Governance are provided with leadership development opportunities empowering them to formulate solutions to some of the complexities and challenges student leaders are confronted with today.

You can visit our Student Governance office at 9 Bosman Street, Stellenbosch, mail the team at csleec@sun.ac.za or contact them at 021 808 9798.

Students' Representative Council

SRC



The Students' Representative Council (SRC) is the highest student representative and decision-making body at SU as per the SU Statute.

The core functions of the SRC are to act in the best interest of students and to actively promote students' rights.

The body focuses on creating a progressive and thriving community with student success at its core. It ensures that all students are well informed and supported throughout the Welcoming Programme and their years of study. The SRC also assists students who are academically excluded and those who are awaiting their appeal outcome during January.

You are welcome to visit the SRC office for any support during this time and later in your study career to ensure that your academic success and well-being are protected. The SRC also supports all students who are unable to either pay the initial residence fee at the beginning of the academic year or who have historical debt and cannot afford to register for the academic year. Additionally, the SRC supports students who have not been placed in residences and are struggling to find accommodation by providing them with temporary accommodation during the Welcoming period. If you have any enquiries, you can mail the SRC at sr@sun.ac.za.

During the Welcoming and registration period the SRC team assists students in the following manners:

- They facilitate and provide transport for newcomers to our campuses where needed.
- They assist students with various problems they may face during registration by being accessible on our campuses and in our office. This includes providing assistance during the registration process.
- With the cooperation of the Academic Affairs Council, they assist students who are academically excluded with appeals for readmissions.
- They support students who are unable to either pay the initial registration fee or who have study debt so that they can register at the beginning of the year through the #Access4All initiative.
- With the assistance of societies, they assist students who have not been placed in residences and are struggling to find accommodation with temporary accommodation during the Welcoming period through the Right2Learn and Sizofunda Ngenkani initiative.

The team for 2022/2023 is excited to meet all of you during the welcoming!

Please contact the SRC at any time with concerns or problems you might face during this period:

E-mail:	sr@sun.ac.za
Telephone:	021 808 2757
Office:	Third Floor, Neelsie Student Centre
Instagram:	@stellenbosch_src
Twitter:	@stelliesSRC

THE SOCIETIES COUNCIL

The Societies Council is a student-driven organisation representing all registered and new societies on the Stellenbosch campus.

The Societies Council provides numerous opportunities for students to focus on aspects of their personal development such as leadership experience, teamwork, or to further their own interests, like research and community development. Contact Kim Stoffels at kimstoffels@sun.ac.za if you have any questions.



PRIM COMMITTEE

The Prim Committee (PC) is an SRC ex-officio student body that serves as a central body for all house committees and is composed of the Primarii (basically like the chairs of a committee) of the 42 student communities on campus; which includes residences and commuter student communities. This committee functions as a leadership collaboration committee where Prims from the various communities discuss events and topics relevant to the residences and commuter student communities.

You are represented on the PC through the Prim in your student community, so make sure that you take any questions, issues, and concerns that you may have to the leadership within the residence or commuter student community you are a part of. If there is anything that your community leadership cannot solve, you are welcome to contact the PC Chair, Margra Wevell at marge@sun.ac.za, or PC Vice-Chair, Rudi Claassen at rklaassen@sun.ac.za.

Academic Affairs Council (AAC)

The Academic Affairs Council's (AAC) primary responsibility is to actively promote the rights of students, as contained in Chapter 2 of the Student Constitution, to quality education, academic support, and transparent and justifiable assessment procedures.

In a nutshell, they'll represent and protect your academic affairs and development as a student.

This includes assisting you with academic complaints, Language Policy grievances, Higher Education Management Information System (HEMIS), test or timetable clashes, plagiarism issues, problems with lecturers, mentors, tutors or tut classes and co-curricular development.

So, remember, if you have any problems affecting your academics, they are the ones you want to talk to.

Your faculty Student Committee and AAC leaders will protect and further the academic interests of all students, which includes you, by promoting a transformative teaching and learning experience, enabling academic success, and developing graduate attributes, with the aim to create a thriving academic environment which facilitates student retention.

You can contact them directly by sending an e-mail to the Chairperson, Ms Emma Bowers Swart, at swartemma@sun.ac.za.



THE MILITARY STUDENT COUNCIL

The Military Student Council (Saldanha campus) is an SRC ex-officio body consisting of students elected from different year groups by the student body. This Council is elected to create an environment that is conducive to learning and best supports the students to succeed in their academics as well as the development of professional military standards. For enquiries, you can contact Tshepo Modise at modise@sun.ac.za.

DIE MATIE

Die Matie is the independent, student-run newspaper for the Stellenbosch University (SU) community and has been reporting on the University since 1941.

It is published every second Wednesday of the academic term. The editorial content includes sections on news, student life, current affairs, arts and entertainment, and sport.

Die Matie's main editorial team functions like any professional and industry-standardised newsroom would and the team is bound by the Press Code of South Africa. The newspaper is committed to the student and staff community of SU and honest, fair, and independent journalism.

You are welcome to connect with the Editor-in-Chief of 2022/2023, Aurelia Mouton, at 21801886@sun.ac.za.



STUDENT COURT

Student Court is a **judiciary student body** that is responsible for the resolution of student disputes, intersociety disputes and SRC Constitutional matters. For more information, you can contact studentehof@sun.ac.za.

STUDENT PARLIAMENT

Student Parliament, which consists of the **Student Imbizo** and **Student Assembly**, is an oversight student body that **seeks to strengthen constitutional democracy** within student leadership by actively promoting accountability, transparency and consultative governance within the SU student community. You can connect with the body via studpar@sun.ac.za.



Senior Prim Committee

Senior Prim Committee actually has a team that consists of SRC ex-officio student body that serves as a central body for senior residences. You can connect with Sabrina Ditsela at sabrinaditsela@sun.ac.za for more information.

ELECTION CONVENOR

The **Election Convenor** is an independent student body enshrined in the Student Constitution and facilitates and conducts free and fair elections. For more info, contact srcelection@sun.ac.za.

You will find the following Student Governance structures at the Tygerberg campus:

Tygerberg Societies Council (TSC)

The Tygerberg Societies Council (TSC) is a student-driven organisation representing all registered societies. They can be contacted at tsccchair@sun.ac.za.

Tygerberg Postgraduate Student Council (TPSC)

The Tygerberg Postgraduate Student Council (TPSC) represents and addresses the needs of postgraduate students.

Kabelo Maloka, Chairperson
E-mail: Tpscchair@sun.ac.za

Calien Rust, PhD Representative

Shamsuddeen Yusuf, Vice Chairperson

Enrico Binneman, Secretary

Tumelo Maila, Finance Officer

Gugulethu Mahlakwana, Media Officer

Tapiwa Muhamba, Student Development Officer

Leah Mwendwa, International Students' Representative

Tygerberg Students' Representative Council (TSRC)



The Tygerberg Students' Representative Council (TSRC) is the highest form of representation and governance for the student body at the Faculty of Medicine and Health Sciences. The members of this team tackle every aspect of student life unique to this environment and make it their mission to ensure the well-being of students through portfolio-based management. For more info, you can e-mail tsrchair@sun.ac.za.

TYGERBERG PRIM COMMITTEE

The Tygerberg Prim Committee (TPC) functions parallel to the Stellenbosch Prim Committee.

It is comprised of all the Prims of the student communities at the Tygerberg campus as well as the TPC Chairperson and a Secretary. The role of the TPC is to encourage collaboration between different student bodies, identify common challenges and collectively find solutions. One of the points within the vision of the PC constitution is to continuously take the needs of students into regard.

During Welcoming, the PC works together with the SRC and student communities to try and ensure that newcomers find accommodation while also having a fulfilling Welcoming experience.

Some of the other goals of these Prim Committees, are for each committee to serve as a representative of their various residences and commuter student communities on the PC, and indirectly on the SRC and other SU bodies, and strive towards its vision of enriching student life experiences on campus.

Tygerberg Academic Affairs Council (TAAC)

Like the Stellenbosch campus-based AAC, the Tygerberg Academic Affairs Council (TAAC) at Tygerberg Campus is made up of elected class representatives from all six Health Sciences degree programmes.

The TAAC represents the academic interests of the Tygerberg Student Union in the relevant faculty structures and committees. The Council is made up of an executive committee which includes the Chair, Vice-Chair and Student Programme Coordinators, a committee of class representatives and five ex-officio members. The Chairperson and Vice-Chairperson are on the AAC at the Stellenbosch campus and the Chairperson also serves on the Tygerberg Student Representative's Council (TSR) on the Tygerberg campus. Your academic interests are represented by your elected class representative, who sits on the TAAC Committee. If you have any academic-related queries, you are welcome to contact the Chair, Kay Vanwolleghem at tabrchair@sun.ac.za or kayv@sun.ac.za.

These are the student leaders on our campuses here to serve your needs as a student:

SRC PORTFOLIO LIST

Masilo Silokazi, SRC Chairperson
E-mail: masilo@sun.ac.za

William Sezoe, SRC Vice-Chairperson
E-mail: sezoe@sun.ac.za

Phiwokuhle Qabaka,
SRC Secretary General
E-mail: qabakap@sun.ac.za

Queen Majikijela, SRC Treasurer
E-mail: queenmaj@sun.ac.za

Banzi Bottoman, SRC Policy Officer
E-mail: banzi@sun.ac.za

Tebogo Radebe,
SRC Communications Manager
E-mail: 23748419@sun.ac.za

Aphiwe Sithole,
SRC Sustainability and Social Impact
E-mail: aphiwesithole@sun.ac.za

Dylan Schmidt,
SRC Sport and International
E-mail: schimdt@sun.ac.za

Prince Qengqa,
SRC Student Wellness and Student
Leadership Development
E-mail: prince@sun.ac.za

Simonet Kapp, SRC: Innovation
E-mail: simonet@sun.ac.za

Tayo Allerton,
SRC Safety and Security Manager
E-mail: 22803521@sun.ac.za

James Hansen,
SRC Research and Data Manager
E-mail: 20079737@sun.ac.za

Daniël Terblanche,
SRC Special Needs Manager
E-mail: 25966170@sun.ac.za

Elouise van Wyk,
SRC Visibility Manager
E-mail: 21868921@sun.ac.za

Victor Mouton, SRC KuKo Manager
E-mail: 23037342@sun.ac.za

Abongile Quthu,
SRC Transformation Manager
E-mail: 23587091@sun.ac.za

Yaadein Padiachy,
SRC WAQE Manager
E-mail: 23657995@sun.ac.za

Emma Bowers Swart, Academic
Affairs Council Chairperson
E-mail: swartemma@sun.ac.za

Margra Wevell,
Prim Committee Chairperson
E-mail: marge@sun.ac.za

Rudi Claassen,
Prim Committee Vice-Chairperson
E-mail: rklaassen@sun.ac.za

Kim Stoffels, Societies Council
Chairperson
E-mail: kimstoffels@sun.ac.za

Sabrina Ditsela, Senior Prim
Committee Chairperson
E-mail: sabrinaditsela@sun.ac.za

Vanessa Annan Dede,
TSRC Chairperson
E-mail: tsrchair@sun.ac.za

Tshepo Modise,
Military Academy Student Captain
E-mail: modise@sun.ac.za

TYGERBERG STUDENTS' REPRESENTATIVE COUNCIL (TSRC)

Vanessa Dede Annan, Chairperson of
the TSRC Executive Committee
E-mail: tsrchair@sun.ac.za

Caitlin Sithole,
Vice-Chairperson of the TSRC
Executive Committee

Saretha Beukes,
Secretary: Executive Committee

Zanele Nxamagale, Financial
Manager: Executive Committee

Mbano Musa Sibande, Policy
Chairperson: Executive Committee

Kabelo Maloka, Chairperson:
Tygerberg Postgraduate Student
Council

Agqama Faku, Student Services

Ester Louwskitt,
Student Financial Access

Amirah Gabru, Tygerberg Prim
Committee Chairperson

Kayla Lourens, Tygerberg Societies
Council Chairperson

Kay Vanwollegghem, Chairperson
of the Tygerberg Academic Affairs
Council

Kim Stoffels,
Transformation Officer

Anna (Anzel) Pansegrouw,
Student Wellness

Mosibudi Matlatse, Sustainability
Portfolio Manager (PM)

Liyema Jacobs, Safety and
Security PM

Nealen John Hangford,
Communication PM

Hendrick Jacobus Du Pisanie,
Sports PM

Anathi Ndzamela, Branding and
Marketing PM

Kgothatso Crutse, Leadership
Development PM

Ruan Viljoen, Culture PM

Timilehin Aderibigbe,
Social Impact PM

Andre Pillay, Tygerberg
International PM

MILITARY ACADEMY STUDENT COUNCIL (MASC)

Tshepo Modise, Student Captain

Sakhile Nyathi, Vice-Student Captain

Nemrod Mokoena,
Regimental Aspect Officer

Jaydee Roya Leonard, Secretary

Warner Koch, Finance

Khutso Mothibi, Logistics

Shelvin Mashao, DSSC

Rose Phashe, Masiza Committee

Thembaletu Masilela, Sports

Siviwe Ntshololo, Social

Karabo Plaatjies, Transport

Ntlhake Poee, Media

Justin Bonokwane, Trans-Enduro

Cwenga Ndabezimbi,
3rd Year Commander

Vuyani Mafu, 2nd Year Commander

Coleen Mabena, Signal

Humbulani Ndou, Faculty

STUDENT ASSEMBLY

Alexa Koen, Convenor: Student Imbizo

Alok More, Accountability Officer

Cole Baker, Deputy Speaker

Linda Lutywantsi, Administration
Officer

Olwam Manqoyi, PR Officer

William Villet, Speaker

STUDENT COURT

Adriaan Lourens, Campus Liaison

JW Beukes, Chief Justice

Rochan Simonis,
Constitutional Compliance

Theodore Pauw,
Secretary and Treasurer

Zeta Braaf, Deputy Chief Justice

STUDENT IMBIZO

Alexa Koen, Convenor

Cole Baker, Ex-officio member

Michelle Cousins, Chief Administrator:
Student Imbizo

Tamara Foyn, Accountability Officer:
Student Imbizo

PRIM COMMITTEE (PC)

Alexa Koen, Equité Prim

Anje Basson, Silene Prim

Courtney de Klerk, Aristea Prim

Ethan Migael Conradie, Executive
Cluster Convenor

Katelyn Wijtenburg, Academia Prim

Kwenzokuhle Khumalo, Irene Prim

Lisa Struwig, Heemstede Prim

Marelle Bester, Serruria Prim

Margra Wevell, Prim Committee
Chairperson

Mark Thompson, Goldfields Prim

Rea Ratune, Capri Prim

Zoë Charles, Harmonie Prim

TYGERBERG PRIM COMMITTEE (TPC)

Amirah Gabru, TPC Chairperson

Ebenay Buys, Hippokrates Prim

Nicola Havenga, Meerhoff Prim

Palesa Ntshwarang, Osler PSO Prim

Zikhona Cengimbo, Huis Francie Van
Zijl Prim

ACADEMIC AFFAIRS COUNCIL

Emma Bowers Swart, Academic Affairs
Council Chairperson

Ila Alberts, Academic Affairs Council
Vice-Chairperson

Stefan Rossouw, Secretary General

Kyle Duvenhage, Media and Marketing
Manager

Rushay Shiba, Treasurer

Elzette van Schalkwyk, AgriScience
Student Association Chairperson

Tshogofatso Matlala, AgriScience
Student Association Vice-Chair

Asanda Mkhize, BA Student
Committee Chairperson

Norshya Sonjani, BA Student
Committee Vice-Chair

Ané Murray, EBSK Chairperson
Siphe Giba, EBSK Vice-Chair

Zoe-Grace Bennet, Education Student
Committee Chairperson

Chloe-Mae Laubscher, Education
Student Committee Vice-Chair

Matt Tate, Engineering Student
Council Chairperson

Celia Britz, Engineering
Student Council Vice-Chair

Ernst Pieterse, Juridical Society
Chairperson

Risuna Risimati, Juridical Society Vice-
Chair

Ndou Humbulani Gilbert, Military
Academy Student Council Faculty
Representative

Siviwe Ntshololo, Military Academy
Student Council Social/Diversity
Member

Libonge Potelwa, Natural Science
Committee Chairperson

Reece Roberts, Natural Science
Committee Vice-Chair

Kayla Ruiters, Theology Student
Committee Chairperson

Lindokuhle Nkume, Theology Student
Committee Vice-Chair

Kay Vanwollegghem, Tygerberg
Academic Affairs Council Chairperson

Valeriia van der Westhuizen,
Tygerberg Academic Affairs Council
Vice-Chair

TYGERBERG ACADEMIC AFFAIRS COUNCIL EXECUTIVE COMMITTEE

Kay Vanwollegghem, Tygerberg
Academic Affairs Council Chairperson
E-mail: tabrchair@sun.ac.za

Valeriia Albertivna van der
Westhuizen, Vice-Chairperson
E-mail: 21567875@sun.ac.za

Aimee Vanwollegghem, Dietetics
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Programme Representative
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Christelle Van Wyk, Occupational
Therapy Programme Representative
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Corné Schreuder, Physiotherapy
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Shamsuddeen Yusuf Maaruf,
Postgraduate Programme
Representative
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Terence Junior van Wyk, SLHT
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Henriette Joubert,
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Aneila Kleynhans,
Co-Curriculum Officer
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Philippus Kitsopoulos,
Financial Manager
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Kian John Ontong,
Projects and Events Officer
E-mail: 23635320@sun.ac.za

Leila Engelbrecht,
Strategic Communications
E-mail: 25902547@sun.ac.za

TYGERBERG STUDENT SOCIETIES COUNCIL

Kayla Lourens, Tygerberg Student
Societies Council Chairperson,
Executive Committee Member
E-mail: tscchair@sun.ac.za

Marc Nathanson, Tygerberg Student
Societies Council Vice-Chairperson,
Executive Committee Member
E-mail: 22548521@sun.ac.za

Gogontle Sape, Secretary,
Executive Committee Member
E-mail: 22696156@sun.ac.za

Leon Coetzee, Registrar,
Executive Committee Member
E-mail: 17589959@sun.ac.za

Nealen Hangford, Treasurer,
Executive Committee Member
E-mail: 24738956@sun.ac.za

Lienke Pretorius, Strategic
Communications, Ex-Officio Member
E-mail: 23597267@sun.ac.za

THE SOCIETIES COUNCIL EXECUTIVE (STELLENBOSCH)

Kim Stoffels, Chairperson

Leo May, Vice-Chairperson

Thandile Noxikwe, Chief Admin Officer

Ayanda Ndadlana, Secretary

Amahle Sityata, Registrar

DIE MATIE

Aurelia Mouton, Editor-in-Chief

Tiaan Booyens, Managing Editor

Lesedi Mnisi, Content Editor

Anakin Curtis, Head Reporter

Jaime Watkins, Layout Editor

Amber April, News Editor

Jani Roux, Student Life

Kobus Erasmus, Dag & Nag

Kezia Daniels, Sport

Karmen Wiid, English Sub-editor

Rentia Meyer, Afrikaans Sub-editor

Emma-Jane Metcalf, Photo Editor

Emma Hamman, Online Editor

Emma Cochrane, Treasurer

Centre for Student Counselling and Development **CSCD**

Our Centre for Student Counselling and Development (CSCD) is committed to providing the Stellenbosch University (SU) community with psychological, developmental and support services in our quest to be partners for success.

Our vision is to be a centre that is approachable, inclusive and client centred, with values that are based on a shared humanity. You will find counselling and educational psychologists, counsellors, social workers, psychology interns, student assistants, project/portfolio coordinators, a psychometrist, support officers and administrative staff at our offices. The CSCD consists of four units that endeavour to promote citizenship by facilitating wellness

and personal agency through their core functions. The CSCD has offices on the Stellenbosch and Tygerberg campuses.

Stellenbosch

37 Victoria Street, Stellenbosch
Telephone: 021 808 4707 /
021 808 4994 (office hours)

Tygerberg

When standing in front of the main entrance of the Education Building, turn left to the side entrance for disabled persons. The CSCD office (no. 0073) is on the right, before you get to the glass doors for disabled persons.

Telephone: 021 927 7020 (office hours)
Website: www.sun.ac.za/cscd

IMPORTANT to note

The CSCD runs a 24-hour emergency service in collaboration with ER24 (dial 010 205 3032 after hours and over weekends).

In case of an emergency during office hours, please contact the CSCD office at 021 808 4994 or e-mail them at supportus@sun.ac.za.

The following CSCD units are accommodated in five centrally located buildings in Victoria Street, Stellenbosch:

UNIT FOR ACADEMIC COUNSELLING AND DEVELOPMENT (UACD)

The Unit for Academic Counselling and Development (UACD) focuses on the academic challenges that you may experience in order to help you develop certain skills.

The team consists of educational psychologists, a psychometrist, a registered counsellor and intern psychologists. Support is provided to students on study methods, coping with test and examination stress, time management, and the optimisation of your potential through individual consultations, work sessions and self-help material.



Career counselling for registered students is also available.

You can send the UACD an e-mail at studysuccess@sun.ac.za to book an individual appointment or to enquire about its work sessions.

DISABILITY UNIT (DU)



The Disability Unit (DU) offers a range of services to students with disabilities, from advice on appropriate academic support solutions, to accessible tailored study materials. The Disability Access Policy of Stellenbosch University (<http://bit.ly/3VUG8Ps>) informs the Unit's activities.

The Unit advises prospective students with disabilities about any available support when they arrive at SU. We also discuss appropriate academic support solutions and ensure that academic material is accessible for study, test and exam purposes.

The DU also offers students and staff various training opportunities. These include a Lead with Disability programme for students and arrangements for staff training through the Siyakhula training sessions. You can go and chat with the DU about any disability-related uncertainties you may have or contact them at disability@sun.ac.za. You can also follow the Unit on the Division Student Affairs' Facebook and Instagram pages (@SUStudentAffairs) and the DU's Facebook and Instagram pages (@sudisabilityunit) for updates and information. You are also welcome to visit their office at 39 Victoria Street, Simon Nkoli House, Stellenbosch.

Unit for Psychotherapeutic and Support Services (UPSS)

The Unit for Psychotherapeutic and Support Services (UPSS) offers individual and group therapy and work sessions to our students. Confidential and professional services are provided by psychologists and registered counsellors. The UPSS offers psychotherapy for a broad spectrum of problems experienced by students, for instance depression, high stress levels, adjustment problems, substance abuse, and relationship or family problems.

When you approach the Unit, you will first undergo a screening session as part of the evaluation process for students who experience psychological challenges. The aim of the screening session is to determine the nature and urgency of your problem and to make a decision about your next level of care. The Unit also offers an after-hours psychological emergency service through the ER24 crisis line to registered students from 16:00 to 08:00, including weekends. **The ER24 crisis line number is 010 205 3032.**

We also have social workers in this Unit who see to our students' welfare. During the academic year, these workers provide comprehensive professional psychosocial services to students regarding social issues, including support, guidance and counselling. Social workers manage the food security programme and students who apply for assistance are assessed holistically and receive the appropriate support where needed.

If you wish to enquire about any of our services or want to make a booking for a service, you can send an e-mail to supportus@sun.ac.za for an appointment. The appointments for all services are conducted in a hybrid manner, which means they are either face-to-face or online.

Information Session for students with disabilities and their parents

If you are a student with a diagnosed disability who may need support or concessions, for instance extra writing time, academic assistance and accessible texts, you are invited to attend this information session. At this session, staff from the DU will discuss the support available to you during your studies at Stellenbosch University.

This excludes information about the National Benchmarking Tests. Please visit www.nbt.ac.za or contact 021 650 3523 for more info.

STELLENBOSCH STUDENTS AND THEIR PARENTS

Date Thursday, 2 February 2023, 10:00-15:00 (walk-in session)
Venue Room 357, 3rd Floor, Arts and Social Sciences Building, corner of Merriman Avenue and Ryneveld Street

This session is for students with visual and learning impairments who need alternative text formats and have assistive technology enquiries.

Venue Den Bosch in Simon Nkoli House in the Centre for Student Counselling and Development, 39 Victoria Street

This session is for students with disabilities who have general disability-related enquiries.

TEST AND EXAM CONCESSIONS

(STELLENBOSCH CAMPUS AND TYGERBERG CAMPUS)

Due dates

The due dates for applications for concessions such as extra writing time for tests and examinations are:

27 February; 2 May; 14 August; and 2 October 2023

You can expect a response within 10 working days after each due date.

Application forms

Find it at <http://bit.ly/3laOb6X> under exam and test information.

You can send completed Forms 1, 2 and 3 to skrytyd@sun.ac.za.

Enquiries

Stellenbosch Campus: Examination Office, Admin A (Use the interactive campus map at <https://campusmap.sun.ac.za/> to find the address). You can also call the office at 021 808 9111.

Tygerberg Campus: Examination Office, Room 1050, Clinical Building (Download the map at <https://bit.ly/3V2uJfh>). You can also contact Ms Pumeza Soga at 021 938 9309.



Unit for Graduate Career Services (UGCS)

The Unit for Graduate Career Services (UGCS) supports students with the transition from education to employment. This could include individual sessions about your career, group sessions on CV writing, interview skills, your online LinkedIn profile and exposure to network opportunities with

companies via career fairs, and advising on methods to search for jobs. All their core services are offered online.

The UGCS manages an online career services management system called MatiesCareers (bit.ly/MatiesCareers) that will give you easy access to search for and apply for permanent jobs, internships, part-time jobs and volunteer jobs. All SU students are strongly encouraged to register on the system. It is important to start preparing for your transition to the world of work as early as your first year.

MatiesCareers provides information about the Unit's services and interesting activities happening on campus and gives you the opportunity to register online for the Unit's services too. As several employers are registered on the platform, you can also upload your CV for potential employers and search for employer's information and work opportunities. Essentially, MatiesCareers allows students to stay abreast of the Unit's operations and the world of work 24/7. You can contact the UGCS via e-mail at careerservices@sun.ac.za.

RESOURCES, SERVICES AND SUPPORT *ON CAMPUS*

LIBRARY

Library orientation is offered in the Stellenbosch University Library from 6–8 February 2023 to familiarise new students with the following aspects of the library:

- **Librarian: Meet yours**
- **First-years' information on the library website**
- **First-years' assignments: "assignment step by step"**

Orientation programmes are also presented at libraries situated in faculties such as Theology, Music, Engineering, Forestry, and Medicine and Health Sciences as well as departments. The Welcoming orientation is followed up the next week with individual training under the title GetSmart@URLibrary.



We invite all parents of first-year students to visit Stellenbosch University Library during Welcoming to see the facilities and services available to Matie students. We also have the prestigious Africana room, a Learning Commons and the E-classroom in our library. Our E-collection includes all subjects you can think of both national and international.

The Library is dedicated to supporting the academic endeavour of our students, so please make sure to follow your faculty programme which will **indicate the dates and times of library visits**.

Enquiries:	Bruce Lewis
Telephone:	021 808 9277
E-mail:	blewis@sun.ac.za
Website:	https://library.sun.ac.za



THE WRITING LAB:

Free writing advice

Do you need a bit of extra help with your writing assignments? Do you sometimes struggle with particular writing issues?

Then the **Writing Lab** of the University's Language Centre is just the place where you can find the right support. **The lab offers a free one-on-one consultation service to all Stellenbosch University (SU) students and staff.** You are welcome to book face-to-face consultations at the Writing Lab at 44 Banhoek Road in Stellenbosch, or an online consultation via MS Teams, which you will have access to once you are registered.

Friendly, trained writing consultants will assist you by offering advice on or assistance with any writing assignment. If you struggle to get started on assignments or worry that your ideas are not clear and do not flow well, you will get guidance at the Writing Lab. Staff at the Writing Lab will support you as you improve and sharpen your writing skills, which should lead to better marks for you.

A consultation is 50 minutes long, but we'd like to encourage you to come for follow-up consultations until you are satisfied with your writing. It's a great investment in your academic career.

While no editing is offered at the Writing Lab, you will be advised on how to improve your texts. The Writing Lab aims to equip you as a writer with writing skills that you can use in other writing tasks at university and beyond.



You can book your consultation online through the Writing Lab's electronic booking system on the My.SUN (my.sun.ac.za) portal or visit the Writing Lab at the Language Centre at 44 Banhoek Road. Just remember to make an appointment at least 48 hours in advance.

Contact details

You can either contact Anne-Mari Lackay or Vinelene Hartley at 021 808 2989/2161 or via e-mail at amlackay@sun.ac.za or vhartley@sun.ac.za.

You can find the Writing Lab booking system here:



Visit their website for more information on other Language Centre services: <https://bit.ly/3Pj65Wu>

CAMPUS HEALTH SERVICE

The Stellenbosch University Campus Health Service (CHS) offers an integrated and accessible health service for students and staff and has an equipped dispensary too. CHS supports the University's wellness initiative for students and staff and their services are provided at the Stellenbosch and Tygerberg campuses.

The services at CHS include:

- Family medicine (including primary care)
- Health promotion and preventative medicine
- Travel medicine
- Sport and exercise medicine
- Occupational health



Here is a list of questions and answers about CHS

Is this service free?

Services delivered by our medical doctors and physiotherapists are charged at the minimum ethical tariff. All consultations delivered by our professional nurses are free of charge. A fee is charged at medical aid tariffs for medication.

How are services paid for?

CHS is a registered provider of all medical aids in South Africa and Namibia and all accounts are sent electronically. They accept cash, card and electronic payments as well. Medical aid rates apply.

Does CHS cover all medical services (e.g. X-rays and Dentistry)?

CHS has professional medical doctors, physiotherapists and nurse practitioners. All other services are referred.

Must I be immunised?

Being up to date with all vaccinations is an important consideration for all students (especially first years living in residences). The following vaccinations are all optional, but highly recommended:

- Influenza (flu) – annual vaccination
- Meningitis – one injection every three years
- Measles, Mumps and Rubella (German Measles) – if non-immune, series of two vaccines, one year apart
- Hepatitis A and B – **compulsory for Medicine and Health Sciences students**; combination (Twinrix) available, series of three vaccines over six months
- Human Papilloma Virus – series of three vaccines over six months

All vaccines are available at CHS and prices are available upon request. Please also check with your medical aid if they pay for vaccinations.

Does CHS offer counselling?

CHS offers counselling to patients who come for specific screenings/tests e.g. HIV testing and family planning. Other types of counselling are provided by the Centre for Student Counselling and Development (CSCD). Their contact number is 021 808 4707.

Is patient transport available?

CHS offers transport to patients in the confines of the campus. The patient can contact the CHS directly.

How do I make an appointment?

Appointments can be made by contacting CHS on the numbers below or by sending an e-mail to chs@sun.ac.za.

What if I have an emergency?

During office hours you can contact CHS. Alternatively, for emergencies, you can contact:

CHS emergency number:	076 431 0305
ER24 emergency number:	010 205 3032
Stellenbosch Medi-Clinic:	021 886 9999 or 021 861 2000
SU 24-hour crisis line:	082 557 0880
Contraception helpline:	0800 246 432
HIV Helpline:	0860 HIV 911

For more information about CHS, you can e-mail them at chs@sun.ac.za or use the channels below:

Website: www.sun.ac.za/english/CampusHealth

Facebook: @Stellenbosch.University.CHS

Twitter: @CHS_StellUni

PRACTICE OPENING HOURS:

Stellenbosch Campus:

Monday to Friday, 08:00 – 17:00

Tygerberg Campus:

Monday to Friday, 08:00 – 16:00

All practices are closed on public holidays and weekends.

Stellenbosch practice

Tel: 021 808 3496/3494

7 Claassen Street

(Use the interactive campus map at <https://campusmap.sun.ac.za/> to find the address.)

Tygerberg practice

Tel: 021 938 9590

3rd Floor, Tygerberg Student Centre

(Download the map at <https://bit.ly/3V2uJfh> to find the address.)

STELLENBOSCH UNIVERSITY'S CO-CURRICULAR SUPPORT FUND

Stellenbosch University's Co-Curricular Support Fund (SUCSF) is a student travel bursary fund for national and international co-curricular events, such as student leadership conferences and other opportunities that would benefit our students and our community.

AM I ELIGIBLE TO APPLY FOR FUNDING?

- Does the event have a co-curricular theme?
- Will I graduate within the minimum time of my programme, plus one year?
- If this is my first year at SU, have I successfully completed my first semester?

WHAT CAN I USE THE FUND FOR?

- Airfare
- Visa fees
- Conference fees
- Accommodation
- Transfers

Applications are considered at the discretion of the SUCSF committee. Visit www.sun.ac.za/sucsf for more information.



WE ARE COMMITTED TO COMBATTING GENDER-BASED VIOLENCE ON OUR CAMPUSES

As you are aware, gender-based violence is a serious issue in South Africa. What happens in our society spills over onto university campuses, which are microcosms of the world. Stellenbosch University is dedicated to combatting gender-based violence on our campuses and have zero tolerance for any infringement of the rights of individuals.



Is it important for men to be actively involved in the GBV conversation?

Yes, men play an important role in the fight against gender-based violence. GBV affects everyone – directly or indirectly.

#stopGBV
An Equality Unit campaign



Does culture and upbringing play a role in gender-based violence?

It can, and that is why it is important to have open conversations about gender-based violence.

#stopGBV
An Equality Unit campaign



Should more spaces be created for men to talk about gender-based violence?

Yes. It's important to create spaces for everyone to talk about gender-based violence.

#stopGBV
An Equality Unit campaign



Should perpetrators of GBV be named and shamed before due process is completed?

No. The confidentiality of all parties, especially the victim, must be protected.

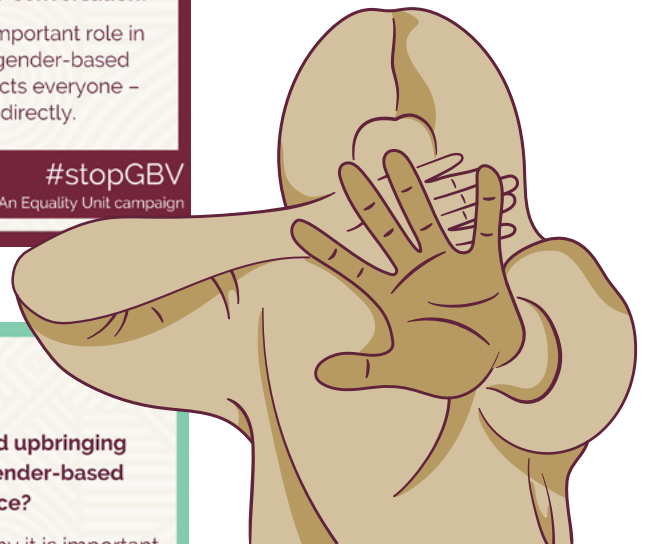
#stopGBV
An Equality Unit campaign



Can men be victims of gender-based violence?

Yes, they can. Gender-based violence does not discriminate.

#stopGBV
An Equality Unit campaign



EQUALITY UNIT

The work of our Equality Unit is informed by the South African Bill of Rights, which states that no person should be unfairly discriminated against.

The core function of this Unit is to assist students and staff who have been victimised, sexually harassed, unfairly discriminated against, and who have been victims of gender-based violence. These cases are handled through a confidential complaint procedure.

The Equality Unit has a dedicated Gender Non-Violence Portfolio to ensure a coordinated and monitored response to gender-based violence and sexual victimisation on campus.

The Unit also provides support services, training and interventions on gender non-violence, free sexual health information including HIV testing and counselling support, as well as free safe sex materials such as internal and external condoms and lube.

Support services are also available for students of the LGBTQIA+ community and anyone who would like support regarding their sexuality or gender identity.



Scan the QR code on the left to report all incidents of unfair discrimination and harassment to the Unit via its online reporting platform.

For all HIV and LGBTQIA+ related matters, you can e-mail hiv@sun.ac.za. You can also e-mail the Unit at equalityunit@sun.ac.za for training and general inquiries.

The Unit's office is based at Simon Nkoli House, 39 Victoria Street, Stellenbosch. The Unit can also be reached at 021 808 3136.



For more information about the Equality Unit, scan QR code on the left.

You can also follow them on Facebook, Twitter and Instagram: @EqualityUnitSU



WHAT TO DO IF YOU ARE HARASSED

If you experience unfair discrimination, harassment or victimisation because of race, gender, health, sexual orientation, ethnic and social origin, age, religion, disability, culture, language or belief, the Equality Unit will be there to support you. Empathy, procedural fairness and confidentiality are the cornerstones of the Unit's work.

You will therefore be able to confidentially report incidents of unfair discrimination or harassment via the University's online reporting platform (scan the QR code on the left) or to one of the Equality Unit's case officers at unfair@sun.ac.za.



HERE'S WHAT YOU CAN EXPECT WHEN YOU REGISTER A COMPLAINT WITH THE EQUALITY UNIT:

1. Make sure to lodge complaints via our online reporting platform (scan the QR code on the left) or unfair@sun.ac.za.
2. An Equality Unit case officer will be alerted and assigned to your complaint.
3. Your case officer will contact you for an in-person or online meeting.
4. Your case officer will assist you with the online form if your complaint was lodged via e-mail.
5. A preliminary assessment is completed at your first meeting.
6. Interviews and information are then gathered from respondents/witnesses.
7. Information gathered is referred to advisors who will provide recommendations.
8. Your case officer will provide you with feedback on the recommendations and a way forward.

All complaints are confidential.

REGISTRATION PROCESS

SOUTH AFRICAN CITIZENS

SELF-REGISTRATION (ONLINE REGISTRATION)

Students are urged to make use of the self-registration (e-registration) process, which can be accessed at www.maties.com. The relevant programme and year of study registration dates are outlined in the registration schedule. Please consult the schedule prior to registration.

GENERAL DATES

- **3 January 2023:** Start of online and on-campus registration for returning undergraduate and postgraduate students of the Faculty of Medicine and Health Sciences
- **16 January 2023:** Start of online registration for senior undergraduate and postgraduate students
- **25 January 2023:** Start of online registration for newcomer first-year students
- **6 – 7 February 2023:** On-campus registration (NARGA) of newcomer first-years on Stellenbosch campus, as per the registration schedule below
- **7 – 9 February 2023:** On-campus registration for senior students on Stellenbosch campus, as per the registration schedule below
- **9 February 2023:** Conclusion of registration for all students (excluding M and D students)
- **13 February 2023:** Start of the academic year
- **24 February 2023:** Final day for late registration of undergraduate and postgraduate students (excluding M and D students)

ASSISTED REGISTRATION SCHEDULE – NEW FIRST-YEAR UNDERGRADUATE STUDENTS

Faculty	Programme	Date	Time
Education	All programmes	6 February	08:00 – 09:00
Engineering	All programmes	6 February	08:30 – 09:30
Law	LLB, BCom (Law), BAccLLB, BA (Law)	6 February	09:00 – 10:30
Theology	All programmes	6 February	10:30 – 11:30
AgriSciences	All programmes	6 February	10:30 – 11:30
Science	All programmes	6 February	13:30 – 15:00
Economic and Management Sciences	BAcc, BCom (all programmes, including Extended Degree Programme (EDP))	6 February	14:30 – 16:00
Arts and Social Sciences	All programmes	7 February	08:30 – 11:00

ASSISTED REGISTRATION SCHEDULE – SENIOR/RETURNING STUDENTS

Faculty	Programme	Date	Time
Economic and Management Sciences	<ul style="list-style-type: none"> • BCom (Law) • BAccLLB 	7 February	14:00 - 15:00
	<ul style="list-style-type: none"> • BAcc • BCom (Management Accounting, Financial Accounting) • The same registration schedule applies to EDP students 	9 February	08:00 - 09:30
	<ul style="list-style-type: none"> • BCom • BCom (Actuarial Science, Economic Sciences, Industrial Psychology, International Business, Management Science, Mathematical Sciences) • The same registration schedule applies to EDP students 	9 February	09:00 - 11:30
	<ul style="list-style-type: none"> • All postgraduate diplomas, honours and master's programmes 	9 February	10:00 - 11:30
Engineering	<ul style="list-style-type: none"> • Students must make use of e-registration • Only students with problems may register in NARGA during this timeslot 	7 February	14:00 - 15:00
Arts and Social Sciences	<ul style="list-style-type: none"> • BA (Law) 	7 February	14:00 - 15:00
	<ul style="list-style-type: none"> • BA (Humanities) • BA (Social Dynamics) • BA (Language and Culture) • BA (Socio-Informatics) • BA (Development and Environment) • BA (Political, Philosophical and Economic Studies) • B in Social Work • BA (International Studies) • BA (Human Resource Management) • BDatSci • All honours and master's programmes • All postgraduate diplomas • The same registration schedule applies to EDP students 	8 February	08:00 - 10:30
	<ul style="list-style-type: none"> • Music • BA (Sports Science) • BA in Visual Arts • BA (Drama and Theatre Studies) 	8 February	08:00 - 11:00 10:30 - 11:00 10:30 - 11:00 10:30 - 11:00
Law	<ul style="list-style-type: none"> • LLB • LLM • LLD • Postgraduate diplomas 	7 February	14:00 - 15:00
Education	<ul style="list-style-type: none"> • PGCE • BEd (General Education) • All other postgraduate programmes 	8 February	14:00 - 15:30
AgriSciences	<ul style="list-style-type: none"> • BScAgric (all programmes and EDP) • BSc in Food Science (all programmes) • BAgriAdmin • All postgraduate diplomas and honours, master's and doctoral programmes in Agriculture • BSc in Forestry (Forestry and Wood Science) and EDP • Honours, master's and doctoral programmes in Forestry • BSc in Conservation Ecology 	8 February	14:30 - 16:00
Science	<ul style="list-style-type: none"> • BSc (all programmes and EDP) • Honours and master's programmes 	9 February	08:30 - 11:00
Theology	<ul style="list-style-type: none"> • BTh (including EDP) • BDiv • MDiv • MTh • MPhil • Doctoral degrees, postgraduate diplomas 	8 February	(Admin A, Rooms 3023, 3024) 08:00 - 15:30

INTERNATIONAL *STUDENTS*

HOW TO FINALISE VERIFICATION OF DOCUMENTATION BEFORE REGISTRATION

If you're an international student who will be studying at Stellenbosch University, it is important to ensure the pre-registration clearance (verification) of international degree-seeking students' documentation before you finalise your academic registration for 2023.

Below is a breakdown of how you should do this.

1. PRE-REGISTRATION CLEARANCE FOR ALL INTERNATIONAL STUDENTS ON STELLENBOSCH CAMPUS (UNDERGRADUATE AND POSTGRADUATE)

- Before you can register for your academic programme of study, you must be cleared by SU International through a process known as pre-registration clearance/verification.
- All international students including permanent residency holders, Zimbabwean Exemption Permit (ZEP) holders, refugees and asylum seeker status students are required to provide copies of supporting documentation for pre-registration clearance/verification before registering for the academic programme.
- Pre-registration clearance will commence from **Monday, 9 January 2023** for all international students, including permanent resident holders, refugees and asylum seeker status students.
- **Please scan the QR code** to upload your documents for pre-registration clearance.



2. PRE-REGISTRATION CLEARANCE FOR ALL INTERNATIONAL STUDENTS ON TYGERBERG CAMPUS (UNDERGRADUATE AND POSTGRADUATE)

If you are an international student who will study at Tygerberg campus, please send an e-mail with the compulsory documentation to the following **e-mail addresses** and use your **SURNAME** and **SU STUDENT NUMBER** as a reference in the subject line:

Tygerberg Campus Undergraduate students: tygselections@sun.ac.za

Tygerberg Campus Postgraduate students: intertyg@sun.ac.za

3. COMPULSORY CERTIFIED DOCUMENTATION REQUIRED

a) Study Visa, Zimbabwean Exemption Permit (ZEP) holders and Lesotho Exemption Permit (LEP) Students [Resident in SA]

- Copy of valid passport.
- Copy of valid study visa issued to study at Stellenbosch University.
- International students with permanent residence in ANY country in Africa can upload **certified** proof of permanent residence in Africa. **This is optional.**
- Proof that you have medical cover with a South African medical provider for the full year (January to December 2023).
- Students are advised to **view the list of student medical cover options** at <http://bit.ly/3VfOYGo>.
- Proof of minimum **compulsory** initial fee payment or scholarship letter as per the **2023 Compulsory Fees Document** (<http://bit.ly/3W17804>).

b) Permanent Resident Holders

- Students with permanent residence must upload a valid proof of permanent residence or a Non-SA Citizen ID document.
- Medical cover is **not** compulsory for permanent resident permit students.
- Proof of minimum **compulsory** initial fee payment or scholarship letter as per the **2023 Compulsory Fees Document** (<http://bit.ly/3W17804>).

c) Refugee and Asylum Seeker Status students

- Students with refugee or asylum seeker status are exempt from the passport but must upload a copy of a valid refugee and/or asylum seeker permit.
- Proof of minimum **compulsory** initial fee payment or scholarship letter as per the **2023 Compulsory Fees Document** (<http://bit.ly/3W17804>).
- Medical cover is **not** compulsory for refugee and asylum seeker status students.

d) Diplomatic Status Students [Resident in SA]

- Copy of valid passport
- Copy of valid diplomatic status permit
- Proof of minimum **compulsory** initial fee payment or scholarship letter as per the **2023 Compulsory Fees Document** (<http://bit.ly/3W17804>).

e) Postgraduate Students for Part-Time studies on a Work Visa

International postgraduate students enrolling for part-time studies, who are residing in SA during the 2023 academic year while completing their degree, need to upload:

- Copy of valid passport
- Copy of valid work visa
- Proof of minimum **compulsory** initial fee payment or scholarship letter as per the **2023 Compulsory Fees Document** (<http://bit.ly/3W17804>).

f) Non-residential Postgraduate Students [Modular/Contact only]

International postgraduate students who are registering for a non-residential/modular programme and who will not be residing in SA during the 2023 academic year while completing their degree, need to upload:

- Copy of a valid passport.
- Medical cover is **not** compulsory for non-residential postgraduate students.
- Proof of minimum **compulsory** initial fee payment or scholarship letter as per the **2023 Compulsory Fees Document** (<http://bit.ly/3W17804>).



Please include your **SURNAME** and **SU STUDENT NUMBER** in the subject line of all e-mail correspondence to the University.

All international degree-seeking undergraduate first-year students need to follow the same Welcoming Programme as South African students. Scan the QR code below for our dedicated Welcoming page.



EXTENDED DEGREE PROGRAMMES

Extended Degree Programmes (EDPs) offer selected students the opportunity to strengthen their study base with a view to ultimate success.

Faculties that offer Extended Degree Programmes are:

- AgriSciences
- Economic and Management Sciences
- Engineering
- Arts and Social Sciences
- Science
- Theology

See the contact details on the right for any questions regarding the Extended Degree Programmes.

All first-years participate in **Early Assessment**. To this end, you will complete a form of assessment in all first-year modules in the first six weeks of the academic year in order to form an early impression of your academic progress. Therefore, it is important that you give your studies your full attention from the outset, so that the Early Assessment offers a true reflection of your progress.

Please note: Students who are following an Extended Degree Programme register in faculty context on either **Monday, 27 or Tuesday, 28 January 2023**. (Please consult the notice about registration that will be sent to you separately by the University Registrar.)



Dr Natasja Brown
nbrown@sun.ac.za
021 808 2015



AgriSciences

Dr Sharon Malan
sbmalan@sun.ac.za
021 808 9427



**Economic and
Management Sciences**

Ms Natalie White
natalies@sun.ac.za
021 808 3614



Engineering

Dr Taryn Bernard
tbernard@sun.ac.za
021 808 2146



**Arts and
Social Sciences**

Ms Aatika Valentyn
aatika@sun.ac.za
021 808 3931



Sciences

Mr Dawid Mouton
dpmouton@sun.ac.za
021 808 9329



Theology

TRANSPORT ON SU CAMPUSES

You can get from point A to point B in and around the campus without using motor vehicles. This will not only help reduce carbon emissions, which are detrimental to the environment, but help us reduce the number of vehicles on campus where the demand for parking always outweighs the number of parking spaces available.

WALK

Along various pedestrian routes.

CYCLE

Use a Matie Bike or your own bicycle. You can register for free to access SU bicycle sheds by sending an e-mail to fiets_bike@sun.ac.za.

JOIN AN EXISTING LIFT CLUB

Or create your own lift club. You will save money and protect the environment and won't have to search for parking on campus.

PARKING

Parking is limited. If you have no other alternative than motor vehicle transport, please apply for access to parking.



TRANSPORT ON STELLENBOSCH CAMPUS

Use the campus shuttle. Various shuttle services are available. Make sure you choose the right one.

DAY SHUTTLE

Operates from Monday to Friday between 07:00 and 17:30. Fixed times and routes, fixed pick-up and drop-off points are indicated on the *website below. Runs between general parking areas on the periphery of campus and central campus.

NIGHT SHUTTLE

For students who study until late at night. Operates from Monday to Sunday on the hour between 18:00 and 02:00. Runs from the main entrance of the Neelsie within a 6km radius to private housing in the broader town.



IMPORTANT TO NOTE

You must book your trip online at my.sun.ac.za and click on Services and then Reservations: Shuttle Service to make use of the service.

TRANSPORT ON TYGERBERG CAMPUS

WALK

Along various pedestrian routes.

JOIN AN EXISTING LIFT CLUB

Or create your own lift club. You will save money and protect the environment and won't have to search for parking on campus. Win-win!

PARKING

Parking is limited. If you have no other alternative than motor vehicle transport, please apply for access to parking.

TYGERBERG SHUTTLE SERVICES

Provides transport to a nearby shopping centre and private housing within a 6km radius at set times.

*Visit www.sun.ac.za/mobility-shuttles for more info on shuttle services on the Stellenbosch and Tygerberg campuses.

MATIES CARE

ABOUT THE ENVIRONMENT

Stellenbosch University (SU) plays a significant role in forging the path to a sustainable future and the University is on a journey to decrease its carbon footprint. Sustainability is a core component of our strategic initiatives and we want to create a community of sustainable change-makers. We believe that together with you we can design a more sustainable future that will reduce our impact on the environment and natural resources.

This is possible through interventions, behavioural change, and engagement. Below you can see 8 elements that are relevant to creating a more environmentally sustainable University and how you can help us do that. For more information, you can visit www.sun.ac.za/sustainability.

WASTE

SU aims to send zero waste to landfills by 2025 and to do so by:

- Diverting all food and organic waste away from landfills.
- Sort all waste into:
 - Recyclables
 - Compost/food waste
 - Landfill/non-recyclables
- Reduce waste generated on campus.

HOW YOU CAN HELP

- **Sort your waste into the three-bin system.**
- **Do not contaminate your waste with food.**
- **Choose materials that can be reused, recycled, or composted.**

WATER

Water is one of our most precious resources. We're committed to using it wisely for years to come. Some of SU's goals are to:

- Reduce the use of potable water.
- Aim to use less than 100 litres per person per day.
- Reduce the use of irrigation water.

HOW YOU CAN HELP

- **Report any leaks on campus to 021 808 4666.**
- **Use a reusable water bottle and coffee mug.**
- **Shower for less than two minutes.**

BIODIVERSITY AND LAND USE

Our campuses are part of a large ecosystem, and we strive to minimise our impact on the environment around us. Some of SU's goals in this regard are:

- The conversion of new landscaping to vegetation that is resilient to environmental changes and improves biodiversity.
- Creating designated green areas and green belts.
- Controlling invasive species.

HOW YOU CAN HELP

- **Respect our natural areas.**
- **No littering.**
- **Use our Eco Walk routes and our recreational facilities.**

ENERGY AND EMISSIONS

SU is committed to reducing our carbon footprint and emissions by decreasing the use of energy generated from fossil fuels. Some of SU's goals in this regard are to:

- Reduce the consumption of municipal electricity.
- Reduce vehicle emissions.
- Increase renewable energy sources.

HOW YOU CAN HELP

- **Switch off the lights when you leave a room.**
- **Use your motor vehicles less frequently.**
- **Use energy-saving light bulbs.**

SUSTAINABLE BUILDINGS

We want to create innovative spaces that have a low impact on the environment and its resources. To do this, we have set the following goals:

- Use the Green Building Council of South Africa's principles for the construction and refurbishment of buildings.
- Design for net zero carbon buildings in future.

HOW YOU CAN HELP

- **Behave mindfully in buildings and save electricity, save water, sort waste at the source and use only what you need.**

GOODS AND SERVICES

We purchase a wide range of essential goods and services to support our teaching and learning and research objectives as well as campus operations. These products must be sustainably sourced. Our goal in this regard entails:

- Using sustainable procurement criteria to procure goods and services.
- Using local suppliers for the supply of goods and services.

HOW YOU CAN HELP

- **Buy energy- and water-efficient appliances.**
- **Avoid buying single-use items.**
- **Use environmentally friendly toiletries.**

TRAVEL AND MOBILITY

We are aiming to cut our carbon emissions by offering alternative transport options on campus. We have set the following goals:

- To measure transport emissions from students and staff who are commuting, and travelling by air and vehicle fleet, with targets to reduce greenhouse gases.
- To develop and incorporate non-materialised transport and end-of-route facilities into urban plans to optimise sustainable transport.

HOW YOU CAN HELP

Cut your carbon emissions, save money, and avoid parking hassles by choosing one of the following transport options:

- **WALK** on the safe, patrolled pedestrian routes.
- **CYCLE** on a Matie Bike (available to rent or bring your own).
- **RIDE** on the campus shuttle bus on certain routes.
- **SHARE** a ride.



ENGAGEMENT

SU's sustainable goals can be achieved through leadership and engagement by staff and students. Our goals therefore focus on:

- Engaging students and staff to participate in environmental sustainability on all campuses.
- Empowering students and staff to collaborate and share knowledge.

HOW YOU CAN HELP

- **Join committees and initiatives to make the campus greener.**
- **Become a champion for sustainability and influence others.**

COMPUTER USER AREAS (CUAs)

Technology on campus

Students may connect their own devices (PCs, laptops, tablets, or smartphones) to the University's campus network, subject to certain conditions.

To avoid long queues, you can register your private device online. More information is available on how to do that at <http://bit.ly/3Pjyo7r>.

IMPORTANT:

Your central point for online information is my.sun.ac.za.

Here you will find access to SUNLearn, your exam results, info on changing your password and various other services.

For all computer and IT-related information, please visit <http://bit.ly/3Pjyo7r> or request a service at <http://bit.ly/3BrBlre>.

There are four computer user areas (CUAs) on the Stellenbosch campus and each serves students from particular faculties. Make a note of the one you can use.

FHARGA

Venue	Van Der Sterr Building, c/o Victoria and Bosman Street and CJ Langenhoven Student Centre, Level 1 (Neelsie)
Faculty	Economic and Management Sciences
Website	https://ebwrga.sun.ac.za/
E-mail	fharga@sun.ac.za
Enquiries	Neelsie Manager: Johan van Rooyen, Room E9.2 Chief Technical Officer: Chris Bosman, Room E8.2 Assistant Technical Officer: Thurlo Muller, Room E7.2 CGW Schumann Building Technical Officer: Remé du Plessis

FIRGA

Venue	Mechanical and Mechatronic Engineering Building Electronic classrooms: M2002, M2004 (2nd Floor) and M3002 (3rd Floor) Computer User Area (Firga): M1002 (1st Floor)
Faculty	Engineering
Website	http://rga.sun.ac.za/firga/
E-mail	firga@sun.ac.za
Enquiries	Manager: Michael Michiel, Room M2001 Technical Officer: Quinton Hendrikse, Room M2003 Junior Technical Officer: Bennie Lindoor, Room M1007

HUMARGA

Venue	Arts and Social Sciences Building, Third floor, Merriman Avenue
Faculty	Arts and Social Sciences, Education, Law and Theology as well as students with special learning needs, blind and partially sighted students of all faculties
Website	https://humarga.sun.ac.za
Enquiries	Manager: Jan Louw, Room 304 Assistant Manager: Petro Newman, Room 301 Helpdesk: Room 308

NARGA

Venue	NARGA A (2093), B (2087) and Open Area (2088): Admin A NARGA D (1005): Geology Building NARGA E (3022), F (3026), G (3019) and H (3011): Natural Sciences Building, Third floor
Faculty	Science and AgriSciences
Website	https://narga.sun.ac.za
E-mail	narga@sun.ac.za
Enquiries	AI Perold Building Manager: Ilse de Kock, Room 2016b Admin A Technical Officers: Johan van Rooyen & Richard Thompson, Room 2091 (Service Desk and User Support) Natural Sciences Building Senior Technical Officer: Brandon April, Room 3009 (Windows Software) Head: IT Services (Sciences): Paul Erasmus, Room 3007 (Linux System Administrator)



You! Yes, you!

Did you do sport at school?
Are you considering
joining a sports club at
Stellenbosch University?
Do it! We even offer an
E-sports league. And if
sport isn't your thing, you
can still be part of the
Maroon Machine. Like and
follow us on Facebook,
Twitter and Instagram and
become part of the bigger
Maties Sport family.

Maties Sport believes sport is a great contributor towards student success – regardless of whether you are a high-performance athlete or someone who just wants to be active and healthy.

Participation in sports teaches self-discipline and time management and offers crucial outlets for stress and tension. Both competitive and recreational sports provide students with opportunities to socialise, develop friendships and maintain a healthy and balanced lifestyle. Maties Sport accepts co-responsibility for the optimal holistic development of student-athletes and the empowerment of high-performance athletes.

That is why Maties Sport invests in its high-performance sports codes as well as its recreation and active lifestyle programme – offering ALL students the opportunity to engage in a healthier and happier lifestyle.



Don't miss the Maties Sports presentation for ALL first-years!

Date: Friday, 24 January 2023
Time: 14:00 – 18:00
Venue: Coetzenburg sports fields

Maties Sport has **32 sports clubs**, making it easy to find a sport that suits your needs and skill level.

Our high-performance sports codes include rugby, hockey, netball, football, athletics, swimming, cricket and basketball. Our competitive sports codes include cycling, e-sport, tennis, table tennis, squash, badminton, golf, gymnastics, rowing, canoeing, sailing, water polo, fencing and chess. Recreation and active lifestyle sports codes we offer include the equestrian club, underwater sports, judo, taekwondo, wall climbing, tug of war, volleyball, surfing, Ultimate (frisbee) and cheerleading. The Maties Parasport Club also offers athletics, swimming and cycling for people with disabilities.

You'll have the opportunity to participate in local as well as regional, national and even international competitions, such as:

- Varsity Cup, Varsity Sports, Intervarsity and USSA
- Regional and local leagues
- Residence leagues and competitions

Only an elite few will be selected for a Varsity Cup, Varsity Sports or USSA teams, but that's no reason to stay at home. The spotlight falls as much on the fans as the players, with Maties Sport launching a drive to encourage fans to support their teams when they play at home.

At the end of the day, you will benefit from:

- **The High-Performance Sport Unit:** The focus falls mainly on three key areas, which are sports medicine, performance enhancement and empowerment.
- **The Recreation and Active Lifestyle Unit (RALU):** Promotes physical wellness for staff and students and creates an environment where non-conventional sports and activities are enjoyed and played.
- **The Centre for Sports Leadership:** The focus is on expanding the academic footprint of sports at the University.

CONTACT DETAILS:

Telephone: 021 808 4642
E-mail: matiesport@sun.ac.za
Web: www.sun.ac.za/sport
Facebook: @SUMatiesSport
Twitter: @MatiesSport
Instagram: @MatiesSport

MATIES GYMNASIUM

Stellenbosch University (SU) also has a gymnasium called Maties Gymnasium which is based at Coetzenburg on Stellenbosch campus.

Here you can ensure that you remain fit and healthy while studying at Maties. You can also enquire about the special discount for students on the gym's normal fees as well as the membership options. If you belong to a Maties Sports Club, you qualify for an additional discount on the already discounted student gym fees.

Your gym membership will include access to:

- indoor and outdoor swimming pools;
- four strength training circuit training areas, including a state-of-the-art Technogym® area, and an all-access area;
- a dedicated cardiovascular training area, including an indoor running track;
- high-performance area powered by Eleiko, Technogym, Life Fitness and Keiser;
- group exercise classes; and
- a dedicated spinning studio.

We hope to meet you in the gym soon!

CONTACT DETAILS:

E-mail: gymsales@sun.ac.za
Telephone: 021 808 9133
Website: www.matiesgym.co.za
Instagram: @matiesgymnasium
Facebook: @MatiesGymnasium



TAKE YOUR SAFETY SERIOUSLY

Students should take the same safety precautions in Stellenbosch as elsewhere in South Africa. There are thousands of mobile phones, computers, and vehicles around to attract criminals.

FOLLOW THESE TIPS TO KEEP SAFE:

- Never walk alone, especially at night. Always plan to walk in groups, use the shuttle service, or request security to escort you.
- Keep your phone and valuables out of sight of other people.
- Carry a whistle and pepper spray at all times to be able to draw attention if needed. Criminals hate attention.
- Choose the safest route, even if it is not the shortest. Victoria Street and Bosman Street need to be the core of your route. At night a security officer is on duty in the mobile security kiosks on these roads.
- Avoid isolated areas, especially when you exercise early in the morning or late in the afternoon.
- Be conscious of your environment as criminals prefer to target someone not aware of his/her surroundings.
- Keep a safe distance if a motorist asks for directions.
- If you suspect that someone might be following you, change direction.
- Be a caring Matie: accompany a friend.
- Property on a car seat is tempting to a thief. Lock it in the boot.



Pedestrian escort service

If you need to move between campus buildings, or from a building to your car after dark (19:00 to 05:00), a security officer from Campus Security will walk with you. When in Stellenbosch, call 021 808 4891 or 021 808 4202 and wait for an officer to join you. You can also WhatsApp the Campus Security office in Stellenbosch at 082 808 2333 to request the service. Please note that voice calls to this number are not possible.

A pedestrian escort service is also available on the Tygerberg campus. WhatsApp the Tygerberg security office on 083 938 1841.

You can save these numbers on your phone for:

STELLENBOSCH CAMPUS

Stellenbosch 24-hour emergency
Toll-free number
WhatsApp pedestrian service
General enquiries

021 808 2333
0800 02 58 27
082 808 2333
021 808 4202

TYGERBERG CAMPUS

Tygerberg 24-hour emergency
Toll-free number
WhatsApp pedestrian service

021 938 9507
0800 00 67 67
083 938 1841

Visit www.sun.ac.za/safety for more information.

Have you saved these numbers *on your cellphone?*

EMERGENCY NUMBERS FOR STUDENTS ON THE STELLENBOSCH CAMPUS

CSCD 24-hour Crisis Service	010 205 3032
Centre for Student Communities (CSC)	021 808 3064

RISK MANAGEMENT AND CAMPUS SECURITY

24-hour emergency line to report danger and serious incidents	021 808 2333
Ops Room for general enquiries and the reporting of risks	021 808 4666
The Ombudsman	082 807 2994
Police Flying Squad	10111
Ambulance	084 124 (ER24)
Medi-Clinic 24-hour emergency unit	021 861 2000

IMPORTANT NUMBERS: STELLENBOSCH CAMPUS

General Enquiries/Client Services	021 808 9111
Academic Affairs Council (AAC)	021 808 2493/2491
Admissions	021 808 9111
Bursaries and Loans	021 808 9111
Campus Health Service	021 808 3494/3496
Centre for Student Communities (CSC)	021 808 3064
Centre for Student Counselling and Development (CSCD)	021 808 4707
Centre for Student Leadership, Experiential Education and Citizenship (CSLEEC)	021 808 9798
Centre for Student Recruitment (CSR)	021 808 4709
Connect Office	021 808 3632
Corporate Communication	021 808 4977
Division Student Affairs	021 808 4585
Elsenburg Agricultural Training Institute	021 808 5453
Facilities Management	021 808 4666
Language Centre	021 808 2167
Library Enquiries	021 808 4883
Maties Sport	021 808 4642
Ombudsman	082 807 2994
Prim Committee	021 808 2493/2491
Risk Management and Campus Security	021 808 4666
Social worker	021 808 4994
Societies Council	021 808 2493/2491
Student Fees	021 808 9111
Students' Representative Council (Stellenbosch)	021 808 2757
SU Gymnasium	021 808 9133

EMERGENCY NUMBERS FOR STUDENTS ON THE TYGERBERG CAMPUS

Maties ER24 (ambulance or counsellor)	010 205 3032
Division Student Affairs	021 938 9461
Risk Management and Campus Security	021 938 9507
The Ombudsman	082 807 2994
Police Flying Squad	10111
Poison Information Centre	086 155 5777
Tygerberg Hospital	021 938 4911

IMPORTANT NUMBERS: TYGERBERG CAMPUS

All Enquiries	021 938 9111
Admissions	021 938 9580/9378
Bursaries and Loans	021 938 9458/9129
Campus Health Service	021 938 9590
Centre for Student Counselling and Development (CSCD)	021 938 9590
Deputy Registrar	021 938 9379
Division Student Affairs	021 938 9789
Library Enquiries	021 938 9368
Marketing Office	021 938 9202
Maties Sport	021 938 9468
Ombudsman	082 807 2994
Prim Committee	021 938 9591
Risk Management and Campus Security	021 938 9507
Student Council (Tygerberg)	021 938 9591
Tygerberg Academic Affairs Council (TAAC)	021 938 9591
Tygerberg Gymnasium	021 932 2888
Tygerberg Hospital	021 938 4911



NOTE: If anything is not clear or you need more information that you cannot find in this booklet, please visit our dedicated Welcoming page to find what you need.

NOTICE BOARD



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saam vorentoe

STAY AT STELLIES WALDENHOF AND CROZIERHOF APARTMENTS

Whether visiting the beautiful, historical university town of Stellenbosch for work or leisure, the fully furnished self-catering Waldenhof and Crozierhof apartments provide a practical and comfortable base from where visitors can explore and experience this gem of the Boland.

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www.stayatstellies.co.za



Reservations

stayatstb@sun.ac.za



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CENTRAL EVENTS AND CONFERENCE OFFICE

About us

CECO is your one-stop-shop for all your meeting, event and conference needs on Stellenbosch University campus.

We facilitate venue bookings for all types of events like meetings, seminars, workshops, conferences, sporting events and film shoots on campus for students, staff, alumnus and corporate clients.

Venues

Our portfolio includes:

Academic Spaces

Two lecture halls that can accommodate 60 people at a time, supported by all the necessary multimedia technology.

Meeting Rooms

We have a wide-selection of academic buildings on campus with boardrooms and lecture halls fitted with state-of-the-art equipment to allow for seamless presentations in person and virtually.

Sport

Our selection of sport venues include Coetzenburg Centre - a multi-sport indoor venue; Coetzenburg Athletics Stadium - with a world class tartan track; and the Danie Craven Stadium.

Outside spaces

The Rooiplein is ideal for outdoor events like brand activations, fairs, advertisements and film shoots.

Unique

The Gallery of the University of Stellenbosch (GUS) is an off-campus extension of the Visual Arts Department. It is an ideal venue to exhibitions, live music events, poetry sessions, open workshops, lectures and discussions.

Auditoriums

Our collection includes the conservatorium which houses the Endler Concert hall; the Adam Small Auditorium, the Fisser Hall; The Jannasch Lecture Hall and the Behrens Foyer.

Why choose us

Our capable team will see your project through from conception to completion. Our passion and excellence when serving customers, are what sets us apart.

Let's chat

We'd love to hear from you!

Email events@sun.ac.za

Phone 021 001 2958 during office hours

Fill out the online form: <https://cecoevents.co.za/contact-us/>



Stellenbosch
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STELLENBOSCH UNIVERSITY
ESPORTS AND GAMING CENTRE

COMING SOON



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FOR ALL YOUR OFFICIAL UNIVERSITY APPAREL

FOLLOW US ON SOCIAL MEDIA



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This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.