



UNIVERSITEIT • IYUNIVESITHI • STELLENBOSCH • UNIVERSITY



UNDERGRADUATE STUDIES 2019: YOUR APPLICATION DOCUMENTS

Please note:

1. Certified copies of the original documents, as specified below, must be provided. Please note that we cannot accept online results obtained from self-service portals.
2. Electronic copies you provide should be clear and legible (not blurred, cropped or obscured). The preferred format for uploading is pdf, jpeg and tiff.
3. Stellenbosch University reserves the right to request original and additional supporting documentation should this be deemed necessary at any point.
4. Your signed contract, your application documents as well as proof of payment should be uploaded online at your Application Status link on www.maties.sun before the closing date.
5. If we do not receive all your documents by the closing date, your application will unfortunately not be considered.
6. It remains your responsibility to make sure that the University receives these documents in time. You can monitor your application on www.maties.com to ensure that your application is complete. Use your student number and SUN-password that you will receive as soon as you complete your application, to sign in.

ACADEMIC DOCUMENTS WE REQUIRE

Currently in final school year:

- **South African school system:** Final grade 11 results according to the guidelines set by the Department of Basic Education
- **International school system:** Grade 11 results as well as final-year school subjects with levels
- **Also note:** Applicants enrolled in a foreign (international) school system, for example International Baccalaureate (IB) or a USA High School Diploma, must apply using grade 11 (pre-final year) results, but also supply a list of subjects taken in the final year of school (grade 12 /13) with levels for the subjects and predicted results (confirmed by the school). Please note, however, that applicants from the Cambridge school system do not need to provide the predicted results for the final year subjects. They still need to provide the list of subjects and indicate the level they are taking them in their final year. For more information about matriculation exemption, visit <http://mb.usaf.ac.za/>.

Completed final school year:

- **South African school system:** National Senior Certificate (NSC) / Statement of symbols of final school leaving results.
- **International school system:** Final school results from International Curriculum (Cambridge, International Baccalaureate, etc.), including School of Tomorrow. Cambridge applicants also to include IGCSE or O Level or GCSE.
- **Also note:** If you complete your schooling in an international school system, you must meet the requirements set by Universities South Africa (USAF) for Matriculation Exemption for that system by the time you come to register. To determine whether you meet/will meet the requirements, please see: <http://mb.usaf.ac.za/> and select the relevant country's information. It is normally only possible to apply for a formal certificate of Matriculation Exemption during your first year of registration so you might not yet have it available when you come to register for the first time. You will, however, be able to register - provided that you do qualify for Matriculation Exemption.
- **Additional subjects or rewrites:** If you have completed additional subjects or rewrote subjects (or are busy rewriting the subjects this year), please include the subjects and grades.

Currently enrolled at a tertiary institution (excluding Stellenbosch University qualifications):

- Final school-leaving results (See “completed final school year”)
- Proof of registration in current year, including list of subjects
- Full academic record / transcript for each academic year completed, including grades
Please note that online results obtained from self-service portals will not be accepted

Tertiary qualifications completed (excluding Stellenbosch University qualifications):

Include with final school-leaving results where applicable

- Relevant certificates PLUS full academic record / transcript for each year, including grades
- Diploma(s) PLUS full academic record / transcript for each year, including grades
- B degree certificate(s) PLUS full academic record / transcript for each year, including grades
- Honours degree certificate(s) PLUS full academic record / transcript for each year, including grades
- Master's degree certificate(s) PLUS full academic record / transcript for each year, including grades (where applicable)
- Doctoral degree certificate(s) PLUS full academic record / transcript for each year, including grades (where applicable)

NON-ACADEMIC DOCUMENTS WE REQUIRE

- Proof of payment (R100 non-refundable application fee). (You do not have to pay the fee if you are an international applicant, or if your school has been identified as financially disadvantaged (quantile 1–3) by the Department of Basic Education.
- Signed contract
- Proof of permanent residence or refugee status (Not applicable to South African citizens)
- Student support form (students with disabilities)
- Additional faculty specific documents (If applicable):
 - BA (Sport Science) and BSc (Sport Science) non-academic form
 - Faculty of Medicine and Health Sciences non-academic form
 - Speech Language and Hearing Therapy, and Dietetics visitation form
 - Portfolio requirements for BA (Visual Arts)
 - Selection form for BA Drama and Theatre Studies