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**2 September 2021**

**ADMINISTRATIVE SERVICES**

**FULL DEGREE-SEEKING INTERNATIONAL STUDENT (STELLENBOSCH CAMPUS)**

To mitigate the risk of virus transmission, all administrative services at the Stellenbosch University International Office (SUI) in the Krotoa Building (*former RW Wilcocks)*, will be conducted **Online on TEAMS** or via email until further notice.

**No walk-in service will be available without an appointment.**

[**CLICK HERE**](https://outlook.office365.com/owa/calendar/SUI2%40stellenbosch.onmicrosoft.com/bookings/) to make an appointment for any of the following services should you wish to speak to an administrator or alternatively send an email:

|  |  |  |
| --- | --- | --- |
| Mr Grant Leukes | Housing | interhouse@sun.ac.za |
| Immigration & Health Cover | immigration@sun.ac.za |
| Mr Omar Isaacs | Finances | suifinance@sun.ac.za |
| Pre-registration Degree-Seeking International Students Sem2-2021 | intpreregistration@sun.ac.za  |
| Ms Carmien Snyman | International Undergraduate Evaluation & Matriculation Exemption  | suiundergrads@sun.ac.za |

1. **HOUSING**

Any information regarding housing can be viewed on this link: [SUI HOUSING](http://www.sun.ac.za/english/SUInternational/international-students/accomodation)

* [**RE-APPLY**](https://www0.sun.ac.za/international/about/accommodation-in-stellenbosch/university-administered-housing/re-application-for-university-accommodation.html) for Housing for semester 1-2022 *(Students currently staying in SUI Administered accommodation)*
* **New** [**APPLICATIONS**](https://www0.sun.ac.za/international/about/accommodation-in-stellenbosch/university-administered-housing/apply-for-accommodation-semester-2.html) for Housing for semester 1-2022
1. **IMMIGRATION & HEALTH COVER**

Any information regarding immigration & health cover can be viewed on this link: [IMMIGRATION](http://www.sun.ac.za/english/SUInternational/international-students/visa-information) & [HEALTH COVER](http://www.sun.ac.za/english/SUInternational/international-students/medical-aid)

To request for a **Letter of Undertaking / Letter of continuation (LOC)** for study visa renewal, please ensure that your student account at Stellenbosch University is settled in full and that you have sufficient funding available to continue with your studies.

* Undergraduate Admission : immigration@sun.ac.za
* Postgraduate Admission : postgraduate@sun.ac.za
1. **STUDENT FINANCES**

Any information regarding fees can be viewed on this link: [INTERNATIONAL STUDENT FINANCES](http://www.sun.ac.za/english/SUInternational/international-students/fees)

* To [**GENERATE**](https://web-apps.sun.ac.za/student-fees-estimate/#/home) a Fee Quotation for 2022 Academic Year
* To [**PAY**](https://web-apps.sun.ac.za/student-fees-pay/#/home) your Student Account *(Quickest option to ensure the funds reflects immediately)*
* To [**REQUEST**](https://www0.sun.ac.za/international/request-bank-letter) for a letter to Open a Bank Account in SA
* To [**REQUEST**](https://www0.sun.ac.za/international/request-electronic-payment-transfer-for-full-degree-students-with-sa-bank-account)for an Electronic transfer of funds / credit available on the student account
* To [**REQUEST**](http://www.sun.ac.za/english/SUInternational/Documents/Student%20fees/SU%20International%20-International%20reimbursement%20form%20-%20IMM.docx) for a refund/reimbursement to an International Bank account
* To [**UPLOAD or CHANGE**](http://www.sun.ac.za/english/SUInternational/Documents/Student%20fees/BANK%20ACCOUNT%20SUNDRY%20PAYMENTS2021.pdf)SA banking details
* To request for a proof of address letter, please send an email to suireception@sun.ac.za
1. **INTERNATIONAL UNDERGRADUATE ENROLMENT & EVALUATION**
* Information regarding matriculation exemption can be found on [**MATRICULATION EXEMPTION**](http://www.sun.ac.za/english/SUInternational/international-students/undergraduate-programmes)

For any other information, visit our website on [STELLENBOSCH UNIVERSITY INTERNATIONAL](http://www.sun.ac.za/english/SUInternational/international-students) *or*

Phone +27 21 808 2565 from Monday-Friday ***between 08h00-16h30.***

Please regularly check the [COVID-19: Stellenbosch University updates and information](http://www.sun.ac.za/english/Pages/COVID-19-Coronavirus-Disease-2019.aspx) for information.