



27 April 2022

ADMINISTRATIVE SERVICES DEGREE-SEEKING INTERNATIONAL STUDENT (STELLENBOSCH CAMPUS)

Stellenbosch University International is open for both in-person (F2F) and virtual services. You may choose to attend to your consultation either in person (in the relevant staff member's office) or virtually (online via MS Teams).

BOOKINGS ARE ESSENTIAL, irrespective of the consultation mode.

Please note the following in terms of making a booking/appointment:

- Make a booking via our online booking system, which can be accessed [here](#).
- Once an appointment has been made, you will receive a confirmation email.
- If you opted for an in-person appointment (F2F), please arrive 5 minutes earlier and stick to your allocated timeslot. If you miss your timeslot, you will have to make a new booking.
- Students arriving for in-person (F2F) consultations must report at reception in the Krotoa Building (former RW Wilcocks), Victoria Street entrance.
- Please **complete the Higher Health self-screening tool** beforehand and keep your screening result ready.

Scan
here



Scan
here



- Wearing a mask is compulsory, you will be denied access without a mask
- On arrival you will be asked for your appointment confirmation and your **screening result**.

1. **HOUSING**

Any information regarding housing can be viewed on this link: [SUI HOUSING](#)

2. **IMMIGRATION & HEALTH COVER**

- Any information regarding immigration & health cover can be viewed on this link: **IMMIGRATION & HEALTH COVER**
- To request for a **Letter of Undertaking / Letter of Continuation (LOC)** for study visa renewal you can send an email to the following colleagues.
 - Undergraduate Students : immigration@sun.ac.za
 - Postgraduate Students : postgraduate@sun.ac.za
- Please ensure that your student account at Stellenbosch University is settled in full for 2022 academic year before requesting a LOC.

3. **APPLICATION FOR MATRICULATION EXEMPTION CERTIFICATE**

- Information regarding matriculation exemption and documents to be submitted is available on this link: **MATRICULATION EXEMPTION**

4. **STUDENT FINANCES**

- Information regarding fees for 2022 can be viewed on this link: **INTERNATIONAL STUDENT FINANCES**

2.1	To request for a proof of address letter, send an email to suireception@sun.ac.za	
2.2	To generate a fee quotation for 2022 Academic Year	<u>CLICK HERE</u>
2.3	To pay your Student Account (<i>Quickest option; the funds will reflect immediately</i>)	<u>CLICK HERE</u>
2.4	To request for a letter to Open a Bank Account in SA	<u>CLICK HERE</u>
2.5	To request for an electronic transfer of funds/credit available on the student account to be paid to your <u>SA bank account</u> .	<u>CLICK HERE</u>
2.6	To request for a refund/reimbursement to an <u>International Bank account</u> .	<u>CLICK HERE</u>
2.7	To upload / change your SA banking details	<u>CLICK HERE</u>

5. **CONTACT DETAILS (STELLENBOSCH CAMPUS)**

You can also send an email should you wish to speak to an administrator or check our website on www.sun.ac.za/international for more information:

Golden Key Society Certificate Collection	reception@sun.ac.za	021-808 2565
Finances: Degree Seeking Students	suifinance@sun.ac.za	021-808 4613
Housing	interhouse@sun.ac.za	021-8084702
Immigration & Health Cover	immigration@sun.ac.za	021-8084628
Matriculation Exemption	suiundergrads@sun.ac.za	021-8083078

Kind regards

Carmien Snyman

Manager : Services Centre | Bestuurder : Dienssentrum

Stellenbosch University International | Universiteit Stellenbosch Internasionaal