

Postgraduate application

For admission to the University for the year

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(FOR OFFICE USE)

Title	Surname	Initials	Date of birth (DD/MM/YYYY)

Proposed programme of study:	
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R100 Application fee (not refundable) must be included with this application.
See checklist on page 5 for methods of payment.

Stellenbosch University

Postgraduate Application Form



This is only an application. Even if you submit a correctly completed form you will not necessarily qualify for admission to a study programme at Stellenbosch University.

If you are admitted to a study programme, this form will be part of your agreement with the University and it is important that you understand all your responsibilities. Once you have signed and submitted the form, your agreement with the University becomes legally binding on you.

The University has drafted this form in plain language, but please do not hesitate to ask for an explanation if you do not understand it. You can contact the client service centre on 021 808 9111 for assistance.

Please complete the checklist on page 5 of this form before returning it to the University.

Postal Address: Admissions, Stellenbosch University, Private Bag X1, Matieland, 7602

Tel: (021) 808 9111 **Fax:** (021) 808 3822 **Homepage:** www.sun.ac.za

FOR OFFICE USE ONLY

RECEIPT NUMBER

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RECEIVED

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PROGRAMME APPROVED

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Write in the shaded blocks only, one letter or punctuation mark per block, always starting in the first block. To choose any option, mark the appropriate block with an X.

A. Programme and personal particulars

1. In which year do you wish to begin your studies at Stellenbosch University?

2. (a) Which programme do you intend to study?

(e.g. BAHons; BScHons)

(b) Subject, e.g. Philosophy, Chemistry

3. Personal information

Title: 10 Mr 19 Ms 31 Mrs 13 Dr Other (specify)

Gender: M Male F Female

First name(s): Initial(s):

Surname:

Maiden name (if married):

Identity number: Date of birth:
(DDMMYYYY)

Have you been registered at this University before? Yes No

If yes, please state your student number: First year of registration (e.g. 2009):

Cell phone number: E-mail address:

May we correspond with you by e-mail? Yes No Language of correspondence: English Afrikaans

Marital status: 1 Unmarried 2 Married Other (specify)

Population group (as required by government): 1 White 2 Coloured 3 Black 4 Indian

Religion: Citizenship: 100 South African Other (specify)

If you are not a South African citizen, please specify the following:

1 Study permit 2 Residence permit Other (specify)

Permit number: Permit expiry date:
(DDMMYYYY)

Home address: Leave commas between address lines e.g. 101 Campus Flats, May Street, Stellenbosch

Postal code:

Postal address (Only fill in if it is different from your home address):

Postal code:

Address where account should be sent: Home address Postal address Other

If "Other", please fill in the address below:

Postal code:

B. Activities since completing high school

Letters	
Only for Office Use	
Accommodation	

Number of times you have previously registered at a university:

<input type="checkbox"/>	None
<input type="checkbox"/>	Once or more

Main involvement during the year preceding your proposed studies at SU:

<input type="checkbox"/>	1	School	<input type="checkbox"/>	4	University	<input type="checkbox"/>	7	University of Technology
<input type="checkbox"/>	2	Defence Force	<input type="checkbox"/>	5	Technicon	<input type="checkbox"/>	8	Other (specify)
<input type="checkbox"/>	3	Work	<input type="checkbox"/>	6	College			

Please provide details of your activities after completing high school for each year before your registration at SU:

Full detail of each year since matric (academic and non-academic)						
Period		Name of University/Technicon/College, etc or non-academic activity, e.g. work, travel abroad, etc.	Name of degree/dipl/cert	Study completed (Yes or No)	Student number	
From Year Mth	To Year Mth					

NB: If you have studied at other universities, please attach full academic records and certificates of conduct from the abovementioned universities to be considered for admission.

If you have studied at another university and you withhold that information, your studies will be terminated immediately when this is discovered.

C. Disabilities

Do you have any of the following disabilities? (We need the information below to provide you with the necessary assistance, wherever possible, should you have a disability.)

<input type="checkbox"/>	A	Blindness	<input type="checkbox"/>	G	Cerebral Palsy	<input type="checkbox"/>	Other (specify)	Do you make use of a wheelchair?	
<input type="checkbox"/>	B	Deafness	<input type="checkbox"/>	D	Speech impairment				<input type="checkbox"/>

D. Additional Information

1. Particulars of employee (if applicant is employed)

Occupation:

Employer:

2. Telephone numbers and electronic details

Office hours:
 Dialling code number

After hours:
 Dialling code number

Fax:
 Dialling code number

E-mail address:

E. Application for accommodation

Please note:

1. There is a selection process for accommodation and you might not be placed in a residence (or in the residence of your choice).
2. The closing date to apply for accommodation in University residences for a specific year is 30 June of the preceding year. The placement procedure will only be completed by 30 October. Please see the official residence placement policy and criteria at www.maties.com.
3. We will let you know by 30 October whether or not you have a place in a residence. Bear in mind that private accommodation is also available in Stellenbosch. You are welcome to ask about private accommodation at tel. 021 808 9111, send an e-mail to info@sun.ac.za or visit www.maties.com.
4. Do you herewith apply for accommodation in a University residence? Yes No

If yes, choose three residences below in order of preference (marking them 1, 2 and 3).

Senior residences:

All senior residences are for women and men and only available to students three years after they have completed their final school year.

<input type="checkbox"/>	16	Concordia	<input type="checkbox"/>	60	Huis de Villiers	<input type="checkbox"/>	49	Huis McDonald	<input type="checkbox"/>	50	Lobelia
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For information about accommodation in Listen, Live & Learn homes, see www.sun.ac.za/lll

F. Your responsibilities

You have to sign this section for your application form to be complete.

1. You must ensure that the information you have given is correct. If the information is incorrect the University is entitled to reject your application, terminate your admission or cancel your registration immediately.
2. During your time as a student you must follow the rules and regulations of the University, which are published in Part 1 (General) of the University Calendar and in the particular Faculty's Calendar each year.
3. You must pay all registration, tuition, class, residence and any other fees set out in Part 3 (Student Fees) of the University Calendar on time. If the University has to take legal action against you, you must also pay all the University's actual legal costs.
4. The University will charge you interest on overdue amounts at the prime rate. The University will start charging interest at the end of the first month after the amounts were due to be paid by you. If you were due to pay the amount on any day after the 1st of the month then you will only pay interest for the remaining part of that month (the amount will be reduced proportionately).
5. The University is entitled to refuse you entry to examinations, withhold your examination results, refuse to register you for any further courses, or withhold your graduation certificate if your account is not paid in full. The University may apply all four measures.
6. You agree to the University's policy regarding the ownership of all intellectual property (for example any essays or papers written by you or any research done by you). The policy can be found on the University's website at www.sun.ac.za/postgrad.
7. If you require emergency medical treatment the University will get medical assistance for you, but you will pay all costs relating to the treatment.
8. The University agrees to keep the information you have given in this form and any information about you that is received from third parties confidential. Your information will only be made available if the University is legally required to do so, if the University must do so in order to fulfil its agreement with you or if you have given your consent.
9. **The following terms are very important, because they limit your ability to claim for any harm to you, your property or the loss of your property while you are on University property. If you do not understand these terms, please ask for an explanation.**
 - 9.1 If you suspect that you have an infectious or contagious disease you must get medical assistance immediately and you must withdraw yourself from all University activities and accommodation and take all other steps to make sure that you do not infect other students. If you fail to take these steps you will be held responsible for any claims that are made against the University (in legal terms you must indemnify the University against these claims). If legal action is taken against the University you must also pay all the actual legal costs.
 - 9.2 The University will not be responsible for any harm to you or your property or the loss of your property, except for claims that fall under 9.3. This means that the University will not be liable to you or your dependants, even while you are:
 - 9.2.1 on University property;
 - 9.2.2 participating in an activity relating to your studies or training;
 - 9.2.3 participating in sport or any other recreational activities;
 - 9.2.4 using any of the University's premises, buildings, equipment or facilities; or
 - 9.2.5 staying in or visiting any University residence or other accommodation.
 - 9.3 You will only be able to bring a claim for harm to you or your property or the loss of your property, if it is caused because you had access to property or equipment that was defective or unsafe, or if you were not given proper instructions or warnings. In other words, you can only bring a claim that falls within Section 61 of the Consumer Protection Act 68 of 2008.

Signature:

Date: (DDMMYYYY)

G. Checklist

Go through the checklist to make sure that you understand what is written in the application form and what you need to do. The checklist will also help you to make sure that your application is complete.

You can contact the University's client service centre at 021 808 9111 or info@sun.ac.za if you have any questions.

Tick when done:

<p>1. Have you made sure of the closing date of the programme for which you are applying? Take note of the closing dates according to the Faculty Calenders.</p>	
<p>2. If you have applied for a residence, have you indicated your three choices according to your preference?</p>	
<p>3. Have you made sure of the address to which the application form must be posted?</p> <p>The postal address is on the front page of this application form. The application form may not be faxed.</p>	
<p>4. Have you included your application fee of R100, cheque or postal order, made out to Stellenbosch University?</p> <p>Take note: If your application is not accepted or if you withdraw your application, the application fee will not be refunded. You may also do an electronic transfer and attach the deposit slip. Use the first 8 digits of your identity number as reference. The University's banking details are: • ABSA Stellenbosch, branch code 632005, account number 0410 204 789</p>	
<p>5. Have you made sure that you have filled in only one application form? Only one application form will be accepted. If you have applied via the internet you must not submit this form.</p>	
<p>6. Do you understand your responsibilities as set out in section F? If you did not understand something, did you ask for an explanation?</p>	
<p>7. Do you understand that you will not be able to claim for any harm to you or your property or the loss of your property, caused while you are on University property, except for claims that fall under section F 9.3?</p>	
<p>8. Have you signed section F?</p>	
<p>9. Did you include the relevant documents? Your application is not complete and cannot be considered without the documents below. We will accept the date of receiving your completed application form as the date of application.</p> <p>Take note:</p> <ul style="list-style-type: none"> • If you are following/have followed or have obtained degrees or diplomas from other universities or colleges, include a certified copy of your academic record (current and historical) and a certificate of conduct. • If you are not a South African citizen, include a copy of your residence or study permit. • Senior Certificate (ONLY Postgraduate Diploma in Nursing and Postgraduate Diploma in Financial Planning applicants). 	