

APPLICATION TERMS AND CONDITIONS FOR POSTGRADUATE PROGRAMMES 2022

1. YOUR APPLICATION IS YOUR RESPONSIBILITY

It is your responsibility to make sure that you complete the application process correctly and on time. Make sure that you:

- familiarise yourself with the University's Admission Policy and programme-specific admissions criteria
- provide all the information and supporting documents before the closing dates as published on www.sun.ac.za/pgstudies;
- apply for the programmes for which you meet the programme-specific admissions criteria.
- Here are [guidelines](#) on how and when to apply for a programme. However, we may adjust the information in the guidelines at any time. The latest information is available on:
 - Stellenbosch and Tygerberg Campus: www.sun/.ac.za/pgstudies,
 - Bellville Campus (USB): www.usb.ac.za
 - or from Client Services at 021 808 9111 or info@sun.ac.za

Important

We only consider fully completed applications that reach us by the closing date. You cannot hold us responsible if we do not consider your application because it is incomplete (e.g. you have not submitted all the required documents), incorrectly completed, or not submitted or corrected before the closing date.

2. YOU MUST COMPLETE YOUR APPLICATION ON TIME

We must receive your application, all supporting documents, and any additional information we may request before the closing dates. The University will not consider applications that are incomplete on the relevant closing dates or made after the closing dates. See www.sun.ac.za/pgstudies on closing dates for applications to postgraduate programmes.

3. CORRECT INFORMATION IS IMPORTANT

Make sure that all the information you provide is correct. If the information is incorrect:

- we can reject your application; or
- your application may be incomplete, and you could miss the closing date if you do not correct the information on time.

We may verify the information you have provided with other organisations and/or other universities. If we receive contradictory information, we will ask you for clarification. This may

delay your application, and you may miss the closing date. If your clarification is not satisfactory, we may reject your application.

The University may also ask you to provide original documents or additional supporting documents.

4. NOTHING IS GUARANTEED

Even if you submit a correctly completed application and meet the minimum admission criteria, your admission to the programme you applied for may be subject to additional selection factors and cannot be guaranteed.

5. COMMUNICATING DURING THE APPLICATION PROCESS

We will use the e-mail address and phone number you provided to communicate with you about your application. These e-mails will also be available on the Applicant Portal.

Keep an eye out for the following messages:

- Confirmation that we received your application;
- Requests for further information;
- Requests for further documents if what you provided was incorrect, incomplete or illegible;
- Your conditional offer(s) and/or final offer(s).

Important

We are not responsible if you do not receive these messages because your contact details you provided to us are incorrect. Please ensure that your contact details are up-to-date.

You can track your application status online by logging into the Applicant Portal. All of these messages will also be there.

6. IF WE MAKE YOU AN OFFER

If you applied for more than one programme, you may receive more than one offer from us. You must accept one of the offers within the cut-off period specified in your offer. Any offers you don't accept by the deadline will expire.

7. YOUR PERSONAL INFORMATION

The University will use the personal information provided during the application process to:

- consider your application,
- communicate with you on the contact details you provided,
- make you an offer if you are selected, and
- conclude a Student Contract with you if you accept an offer.

We will only disclose information relating to your application to other people or organisations if:

- it is necessary to process and consider your application,
- we are required by law to disclose your personal information to them,
- you have permitted us to disclose your personal information.

If you want to know more about privacy at the University go to <http://www.sun.ac.za/english/t-c>

8. WHAT HAPPENS NEXT

Keep an eye out for our e-mails and text messages – we will guide you through the process. If you accept any offer, we will ask you to sign and upload the Student Contract before you may register.

You can read the content of the Student Contract [here](#).