



## CURRENT STUDENT: APPLICATION FOR (RE)ALLOCATION OF ACCOMMODATION ON STELLENBOSCH AND TYGERBERG CAMPUS FOR INTAKE-2025

### 1. Application process

- 1.1 Who should apply?** All current students in residence who require university accommodation in the subsequent academic year should apply electronically on the student portal at [student.sun.ac.za](http://student.sun.ac.za) > services & communities > student accommodation > apply for residence.
- 1.2 Which residence can you re-apply for?** You may only re-apply for your own residence. We will unfortunately not be able to consider any transfer to another residence. **Please keep in mind if you have reached the maximum number of years in a residence, you will NOT be considered for placement in that residence.**
- If you are in a junior residence and have reached the maximum number of years in that residence, you will be able to apply for a senior residence.
- 1.3 Closing date:** The application will be available online from mid-May until midnight on **31 July**. If the University does not receive your application by the deadline, **you will unfortunately not be considered for residence accommodation**. Please make sure that your application is captured.
- 1.4** Please note that an application does not guarantee a placement, as the number of applications far exceeds the number of available places in residences.

### 2. Criteria for (re)allocation of accommodation

#### 2.1 Academic performance:

Please take note of the residence HEMIS requirement for Stellenbosch campus after the completion of the June and/or December examinations:

#### June Examination

Historic years	0,5	1,5	2,5	3,5	4,5	5,5
HEMIS credits required for mainstream	0,3375	1,16	2,0825	2,7	3,6	4,5
HEMIS credits required for extended curriculum programmes (ECP)	0,3375	0,8	1,232	1,8	2,7	3,6

#### December Examination

Historical years	1	2	3	4	5	6
HEMIS credits required for mainstream	0,45	1,45	2,45	3,00	4,00	5,00
HEMIS credits required for extended curriculum programmes (ECP)	0,45	1,00	1,45	2,00	3,00	4,00

## **Please note:**

### **Based on the June Examination:**

Your residence re-application status will be published on the student portal [student.sun.ac.za](http://student.sun.ac.za) at the beginning of **September** and will reflect as either "**Allocated**" or "**Cancelled/Unsuccessful**".

### **Based on the December Examination:**

- If you were provisionally allocated space in residence in September, based on the June residence HEMIS requirement and after that meet the December requirement your residence status will reflect as "**Allocated**" or "**Cancelled/Unsuccessful**" (when the Nov/Dec examinations results are available).
- If your application for (re-)allocation is successful after **both** the June and the Nov/Dec examinations, you will be informed via email by (late) December about the official move-in dates for the new academic year.
- If you did not meet the residence HEMIS requirement in June, but do meet the requirement in December, you will be considered for placement from the waiting list in the new academic year. Place is, however, limited and there are no guarantees that place will become available. Placements will be done in accordance with the diversity criteria of the placement policy.
- If you meet the residence HEMIS requirement in June, but fail to meet the requirement in December, you will, unfortunately, lose your placement in residence. You may then also register your name on the waiting list available in the new academic year. Do take in account that we will only consider you for placement after we have assisted all students who meet the residence placement criteria.
- Please read more on the (re)allocation of residence placement in the residence placement policy as well as the accompanying management guidelines. Both these documents are available on the student portal at [www.maties.com](http://www.maties.com).

## **2.2 Maximum stay in residences:**

**2.2.1 Junior residences:** You can stay for the **minimum duration** of the initial (first) undergraduate programme you enrolled for. If you have exceeded the minimum duration of your programme, you will **NOT** be able to stay in your junior residence, regardless of your academic performance.

**NB!** If you do not apply for a senior residence, you will not be considered for placement in a senior residence.

**2.2.2 Senior residences:** The maximum stay in senior residence is three years.

**2.2.3 Tygerberg Campus:** On the Tygerberg Campus students also move from junior to senior residences during their undergraduate studies. The junior phase for MBChB students is regarded as the first to the third year, while the senior phase is regarded as the fourth to the sixth year. For the allied sciences, the junior phase is regarded as the first to the third year, while the senior phase refers to the fourth year.

**2.3 Programmes in Medicine and Health Sciences (Tygerberg campus), Business School (Bellville Campus), Telematic Education (Distance Learning) and Elsenburg students:** Students who study at Tygerberg, Business School, Elsenburg or students that study via distance learning, may not stay in a Stellenbosch campus residence. This excludes students in programmes B of Occupational Therapy I and B of Speech-Language and Hearing Therapy I and II who spend their initial year(s) on the Stellenbosch campus.

**2.4 Occasional, SciMathUS or short-course students:** Students who register as special students or enrol for any short course in the specific year will not be accommodated in university residences or houses.

**2.5 Students who are employed full-time:** Full-time registered students at the University who, in the same year of study, also serve as full-time paid employees may not make use of university accommodation. This includes post-Doctoral students.

- 2.6 Students with disabilities that necessitate residence placement:** Students with disabilities that necessitate residence placement must please contact the Student Accommodation Office by sending an e-mail to [info@sun.ac.za](mailto:info@sun.ac.za).
- 2.7 Registration at the end of February:** All students living in University residence/housing (including Masters and Doctoral students) **must be registered by the end of February**.
- 2.8 Postgraduate international students:** International students who wish to be placed in senior residences should contact the Stellenbosch University International Office at [interhouse@sun.ac.za](mailto:interhouse@sun.ac.za).
- 2.9 Accommodation in listen, live and learn (LLL) houses:** LLL is a year programme and students need to apply every year. Information on applications for this type of accommodation is available from Mr Enos Lekala, [enos@sun.ac.za](mailto:enos@sun.ac.za) or on [www.sun.ac.za/lll](http://www.sun.ac.za/lll).
- 2.10 Student Leadership:** Students who are selected for an official leadership position in residence will be able to stay longer than the minimum duration of their programme. **Leaders also need to meet the academic requirements for re-placement.** Please keep in mind that there is a limit of 25% of the approved mentors per residence who may exceed the minimum duration of their programme.
- 2.11 Commuter student (students living at home or in private accommodation) applications:** Due to the limited number of spaces, a maximum of 20 spaces (10 male and 10 female) will be allocated to **commuter students** for intake 2025. Please note that students who have cancelled their residence place are also considered commuter students. Commuter students will, however, be able to register on the waiting list that opens when the new academic year commences in 2025.
- 2.12 New placements in senior residences:**
- 2.12.1** Preference will be given to applicants from junior residences.
- 2.12.2** The residence HEMIS requirement is the main criteria used for placement.
- 2.12.3** Financial need based on a student's socio-economic status will also, where possible, be considered.
- 2.12.4** A student who could not be placed in senior residence will be able to register on the waiting list that opens on 1 September 2024 on their student portal [student.sun.ac.za](http://student.sun.ac.za) > services & communities > student accommodation > apply for waiting list.
- 2.13** All students must have moved into their residences by the commencement of class of the new study year. If the student did not move into residence and no prior arrangements were made, the student's placement will be cancelled.

### 3. Cancellation of accommodation

- 3.1** If you have applied for accommodation, but no longer want to make use of it, please cancel your application or allocated place **on/before** 30 September.
- 3.2** If you cancel **after** 30 September, you will be charged the following cancellation fees:

Cancellation date	Cancellation fee
Between 01 October and 31 October	R1 000
Between 01 November and 30 November	R2 000
From 01 December	R3 000
After the commencement of official residential occupation at the beginning of the academic year	See <a href="#">residence placement cancellation rules</a>

- 3.3** Any cancellation of any SU accommodation **before** 31 August should be done on [student.sun.ac.za](http://student.sun.ac.za) > services & communities > student accommodation > cancel application to cancel your residence application. If you cancel **after** 31 August, you need to send an email to [info@sun.ac.za](mailto:info@sun.ac.za) and address it to the student accommodation office.
- 3.4** If you cancel **after the commencement of the academic year** (or if you do not show up on time), you will be liable for a cancellation fee as stated in the [residence placement cancellation rules](#). If a replacement is identified and the cancellation fee is waived, you

will still be responsible for the accommodation fee until the replacement moves into the residence.

- 3.5** The date of receipt of the written notice will be regarded as the official date for calculating any monies owed.

*Student Accommodation Office, April 2024*