



25 July 2022

ADMINISTRATIVE SERVICES

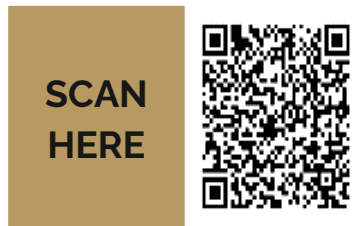
DEGREE-SEEKING INTERNATIONAL STUDENT (STELLENBOSCH CAMPUS)

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 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.

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 the 2022 academic year before requesting a LOC.
- No LOC will be issued to students with outstanding student accounts.

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 pay your Student Account (<i>Quickest option; the funds will reflect immediately</i>)	CLICK HERE
2.3	To request for a letter to Open a Bank Account in SA	CLICK HERE
2.4	To request for an electronic transfer of funds/credit available on the student account to be paid to your <u>SA bank account</u> .	CLICK HERE
2.5	To request for a refund/reimbursement to an <u>International Bank account</u> .	CLICK HERE
2.6	To upload / change your SA banking details	CLICK HERE

5. QUOTAS ON STUDENT ACCOUNTS

- Increasing of Meal-, Printing Credits & Washing machine quota must be done on the system **BEFORE 13 AUGUST 2022**. (*Meal & Washing Quota only applicable to students in University Residences*)
- Online payments after the deadline are possible at www.maties.com or via Snapscan.

6. 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	021-808 4702
Immigration & Health Cover	immigration@sun.ac.za	021-808 4628
Matriculation Exemption	suiundergrads@sun.ac.za	021-808 3078
International Undergraduate Evaluations	suiundergrads@sun.ac.za	021-808 2910

Kind regards

Carmien Snyman

Manager : Services Centre | Bestuurder : Dienssentrum

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