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This document was approved by the Faculty Board: Medicine and Health Sciences on 8 May 2023
Blaai af vir die Afrikaanse wergawe van hierdie dokument

FACULTY OF MEDICINE AND HEALTH SCIENCES

GUIDELINES FOR THE SELECTION OF BSC IN DIETETICS STUDENTS
2023 for the 2024 intake

A. GENERAL INFORMATION

1. For admission to the four-year BSc in Dietetics degree programme an applicant shall hold the National Senior Certificate (NSC), endorsed by Umalusi, or an equivalent qualification with an aggregate of at least 60% (level 5) (excluding Life Orientation) and with at least 50% (level 4) for Mathematics, Life Sciences and Physical Sciences.

2. Applicants completing an international curriculum may be subject to additional requirements. Detailed information on Matriculation Exemption is available on the www.sun.ac.za/international website.

   Because of the outstanding merit of most applicants, meeting the minimum admission requirements is by no means a guarantee for successful selection.

3. Since approximately 25-30% of the selected applicants do not accept the selection offer, more applicants are selected initially and eventually reach the goal of more or less **35** students in total.

4. During the selection process, an effort is made to ensure that the gender profile of the group of selected applicants is an accurate reflection of the gender profile of applicants who satisfy the minimum admission requirements.

5. Approximately 5 additional places are reserved for Namibian candidates nominated by the Namibian government. These candidates need to meet the minimum requirements for the programme to be accepted. Please note this is our only exception to considering foreign nationals for BSc Dietetics.

6. The annual revision of the number of students admitted to the programme depends on:
   - Training capacity in terms of human resources, infrastructure and the clinical training platform
   - Regional and national needs
   - Enrolment planning of the Universit

7. Only applicants who have indicated BSc in Dietetics as a choice on their application, before the relevant application closing date, will be considered for selection into the programme.

8. Preference will be given to South African citizens, applicants with proof of permanent residency status or those with proof of refugee status when applicants are considered for selection.

9. Candidates cannot defer their selection from one year to another. If an applicant is successful, but does not take up their selection offer, such an applicant will normally have to apply anew to be considered for selection in future.

B. GUIDELINES FOR THE SELECTION OF BSC IN DIETETICS APPLICANTS

Applicants are considered in one of the three different categories as set out below:

B1. Current learners (grade 12) and applicants who have completed school (p. 2 – 4);
B2. Registered students (p. 5 – 6);
B3. Applicants with tertiary qualifications and/or work experience (p. 6 – 7).

1. CURRENT LEARNERS (GRADE 12) AND APPLICANTS WHO HAVE COMPLETED SCHOOL

1.1 Selection of this group takes place at the first selection opportunity during the second semester of the preceding year.

1.2 Applicants who matriculated longer than three years ago, cannot be considered within this category and it is recommended that they prepare themselves to be considered within category B2 or B3. Please note that selection within these categories cannot be guaranteed.

1.2.1 Applicants who were registered in another formal higher education programme but discontinued their studies before the application and/or selection period (April – December) and who did not participate in any formal marks/results generating assessments that were loaded onto the academic transcript can be considered in category B1;

1.2.2 Applicants registered for a formal higher education programme during the application and/or selection period must be considered in category B2 "registered university students"; and

1.2.3 Applicants who were previously registered in another higher education programme but who discontinued their studies and participated in any formal marks/results generating assessments that were loaded onto the academic transcript must be considered in category B3 "persons with Tertiary qualifications and/or work experience".

1.3 Applicants within this category (± **30** places) are selected based on Academic merit (Academic performance at school)

1.3.1 In the case of Grade 12 learners, the average academic percentage obtained in the final Grade 11 year-end assessment is used (excluding Life Orientation).

1.3.2 In the case of applicants who have completed school, the average academic percentage obtained in the National Senior Certificate (NSC) Examination or equivalent is used (excluding Life Orientation).

1.4. All applicants are then ranked according to their academic merit, which forms the basis for the selection of these students.

1.5. The **National Benchmark Test (NBT)** will only be used to determine the admission of applicants from the School of Tomorrow. The average percentage obtained in the tests will be used.

1.6. **The selection process takes place as follows:**

1.6.1. The top-ranked **14** applicants who are SA citizens or permanent residents or persons with refugee status are selected in priority sequence according to the **Selection Factor**, irrespective of country of origin, race or any other considerations

1.6.2. Then all Black African, Coloured, Indian and Asian applicants are selected in priority sequence according to the **Academic merit ranking** until all 35 places have been filled

1.6.3. Approximately 10% of the class is filled according to Selection Factor by applicants with a socioeconomic status (SES)-factor of 6 or higher.

1.6.3.1. Socio-economic disadvantage is assessed by calculating a SES-factor which considers the following indicators: educational disadvantage (based on school quintiles and school fees), economic disadvantage (based on social or disability grants) and first-generation status (based on the educational level of the parents). The SES-factor ranges from 10 (most disadvantaged) to 0 (least disadvantaged). The cut-off score for the SES-factor can, however, be adjusted in accordance with the profile of the application pool.

1.6.4. Should two or more applicants with the same Academic merit ranking vie for one position, the applicant/s with a higher SES factor will be prioritized for selection.

1.6.5 If it is still not possible to distinguish between two or more applicants after considering the SES factor, such applicants may be requested to submit a motivational letter and will be interviewed by a selection panel to determine selection or not.

1.6.6 If the programme cannot be filled according to the process mentioned above (in 1.6.1 to 1.6.5), applicants who have not yet been selected, will be considered according to merit and attention to the gender profile, until all the available places have been filled.

1.6.7 Applicants who are conditionally selected for more than one programme must formally confirm their acceptance of one offer.

1.6.8 When all the available places are filled, approximately 30 of the remaining applicants who meet the minimum admission requirements and any other requirement/s outlined in the Selection Guidelines, are placed on a waiting list according to the academic merit, the demographic, SES and gender profile of the conditionally selected first-year intake group. The number of applicants

waitlisted may be increased at the discretion of the selection panel, on condition that the demographic composition of the waiting list is aligned with the demographic composition of the group of selected applicants.

1.6.8.1 The number of applicants placed on the waiting list may be increased at the discretion of the selection panel on condition that the demographic composition of the waiting list is aligned with the demographic composition of the group of selected applicants.

1.6.9 Cancellations are replaced from the waiting list in a further conditional selection round/s in the application year, based on academic merit ranking while maintaining the demographic, SES and gender profile of the conditionally selected first-year intake, provided that places are available in the programme.

1.6.10 In January of the following year or as soon as the final National Senior Certificate marks (or equivalent) become available, the final Grade 12 average, (excluding Life Orientation) is used to determine a new academic merit ranking.

1.6.11 Final offers are made to conditionally selected applicants, based on the new academic merit using the final National Senior Certificate marks (or equivalent) and any other requirement/s outlined in the Selection Guidelines.

1.6.11.1 In this regard, all conditionally selected applicants who have accepted their conditional offer of selection, will receive a final selection offer to the programme if they meet the programme's minimum admission requirements and any other requirement/s outlined in the Selection Guidelines. Such applicants will be required to accept the final selection offer.

1.6.11.2 The selection offers, of applicants who do not accept their final selection offer (by the determined date communicated in the final offer letter), will expire.

1.6.12 Applicants who have applied with their final National Senior Certificate marks (or equivalent) and who have received a conditional offer of selection, will receive a final selection offer to the programme in the application year. Such applicants will be required to accept the final selection offer.

1.6.13 A new waiting list, comprising of all unplaced applicants, will be constructed after the release of the final National Senior Certificate marks (or equivalent). The new waiting list is ranked according to the new academic merit ranking.

1.6.13.1 Only applicants that have submitted a complete application to the programme in the application year, meet the programme's minimum admission requirements and any other requirement/s outlined in the Selection Guidelines are eligible for the new waiting list and for reconsideration.

1.6.14 Programme vacancies are filled from the new waiting list, based on Academic merit ranking while maintaining the demographic, SES and gender profile of the first-year intake, provided that places are available in the programme.

1.6.15 Two weeks after the academic year commences and/or all programme places are filled, the selection process will be concluded for the 2024-intake year. All unplaced applicants will then be considered unsuccessful for the 2024-intake year.

2 REGISTERED UNIVERSITY STUDENTS

2.1 Approximately **15%** of the places are filled from this group **AND** the category of applicants with tertiary qualifications and/or work experience (see B.3 below).

2.2 Places are reserved for **registered university students** with preference given to **SA citizens, permanent residents or refugees** and who pursue relevant fields of study (preferably related to the natural or social sciences).

2.3 The following groupings of registered students are collectively considered in this category:

- Undergraduate Bachelor's students (in a 3- or 4-year Bachelor's degree) (see 2.4 and 2.5 for exceptions)
- Honours students
- Final-year Master's students
- Doctoral students completing their doctoral studies in the year in which they have applied

No pre-determined number exists for any of the above-mentioned groupings.

2.4 Registered students who follow another programme in Health Sciences at the SU will not be considered for selection.

2.5 Registered students who follow another programme in Health Sciences at another university will not be considered for selection

2.6 **Registered students' applications, from other institutions** close on 31 July. The onus resides with the applicant to ensure that the results reach the Undergraduate Selection and Recruitment Office no later than 1 December of the year of application by emailing the results to tygselections@sun.ac.za

2.7 **Registered SU students'** applications close on 31 July and are considered in early December, after the final results have become available. **Students, who do not make use of the first examination opportunity, cannot be considered.**

2.8 A student wanting a transfer from a Dietetics programme at another university to the BSc in Dietetics at this University will be considered by the Selection Panel. Such transfers will only be granted in highly exceptional cases as outlined in the faculty's transfer guidelines available here.

2.9 **The selection process takes place as follows:**
This group is selected on the basis of academic merit, the demographic profile of the first-year intake and also a number of other considerations (see 2.10):

Academic merit

The average academic performance of registered students is determined by calculating the weighted average performance of all the years of study together.

2.10 The following **additional guidelines** also apply to this category of applicants:

2.10.1 Applications from current students who will complete their degree in the relevant year, or other students who pass all their subjects over the specific number of years, will be considered.

2.10.2 In the case of students who complete the degree in the year concerned, preference will be given to students who complete the degree in the prescribed time, and with a weighted average of at least 60% for the duration of the programme. In the case of other students, preference will be given to students who pass all their subjects with a weighted average of at least 60% over the specific number of years.

2.10.3 In the case of post graduate students, undergraduate performance is also considered. Preference will be given to students who had completed previous degrees with a weighted average of at least 60% and who obtain at least 60% for the postgraduate qualification enrolled for at the time of application and who have included a **motivational letter** with their application.

2.11 Undergraduate students are ranked in order of priority based on the preceding considerations (2.10.1-2.10.2), and this serves as point of departure for the selection process.

2.12 Postgraduate applicants within this category are ranked in order of priority on the basis of the preceding considerations in 2.10.3, after which a shortlist of meritorious applicants is compiled. A final selection is made after applicants on the shortlist have been further assessed by means of a personal interview. Invitation to an interview is by no means a guarantee that an applicant will be selected.

2.13 In the case of registered undergraduate students, when all the available places are filled, qualifying applicants are placed on a waiting list according to academic merit. Cancellations are filled from the waiting list according to merit, provided that places are available in the programme.

2.14 Students who are selected for BSc in Dietetics I could be exempted from corresponding modules which they have passed, according to the faculty's Recognition of Prior Learning (RPL) and Credit Accumulation and Transfer (CAT) Guidelines, but all the modules from which they are not exempted must be passed in order for them to be promoted to Dietetics II the following year.

3. APPLICANTS WITH TERTIARY QUALIFICATIONS AND/OR WORK EXPERIENCE

3.1 Approximately **15%** of the places are filled from this group **AND** the category of registered university students (see B.2 above).

3.2 Selection of this group of applicants takes place at the first selection opportunity during the second semester of the preceding year.

3.3 These places will be reserved for persons with tertiary qualifications and/or work experience, and who are not enrolled for a further qualification at the time of application with preference given to SA citizens, permanent residents or refugees. Candidates who are registered for single modules at tertiary level for non-degree purposes at the time of application, may also be considered within this category.

3.4 Preference will be given to applicants who have already obtained a tertiary qualification (NQF level 7 and above) in the normal time with a weighted average of 60% or more and who have included a motivational letter with the application.

3.5 These applicants are selected according to academic merit, the demographic profile of the first- year intake and also a number of other considerations (see 3.4 above). A shortlist of meritorious applicants is then compiled after the consideration of all applications within this category.

3.6 A final selection of applicants on the shortlist will be made after a personal interview.

3.7 Invitation to an interview is by no means a guarantee that an applicant will be selected.

C. SELECTION OF BLACK AFRICAN, COLOURED, INDIAN AND ASIAN APPLICANTS

The Faculty of Medicine and Health Sciences, in consultation with the Vice-Rector (Learning and Teaching), annually determines enrolment targets that are aligned with, inter alia, the guidelines of the National Department of Higher Education and Training for the transformation of the higher education sector and the subsequent institutional enrolment planning, as well as the University's commitment to inclusivity and diversity.

D. APPLICANTS WHO DO NOT HAVE SOUTH AFRICAN CITIZENSHIP, A PERMANENT RESIDENCE PERMIT OR REFUGEE STATUS FOR SOUTH AFRICA

1. Such applicants will be considered on merit.

2. Applicants with official refugee status must be considered according to law. Only SA citizens qualify for institutional bursaries and loans, as well as NSFAS funding. Applicants with refugee status therefore need to keep their financial position in mind when taking up a place in the B in Dietetics programme.

E. TAKING THE NATIONAL BENCHMARK TESTS (NBT)

1. The NBTs do not form part of selection for of category B1 applicants.

2. The exception is for School of Tomorrow (SOT) applicants who in addition to meeting the minimum admission requirements, SOT applicants must meet the below NBT requirements for admission (to obtain university exemption from the South African Matriculation Board):

NBT	AL Academic Literacy	QL Quantitative Literacy	MAT Mathematics
NBT minimum requirement: SOT	65%	66%	34%

3. The tests will be conducted countrywide at various centres.

4. All SOT applicants in category B1 must write the NBT before the end of 2023 by registering (at least 3 weeks before the test date) at **www.nbt.ac.za** to secure a place at the relevant venue.

5. Registered Stellenbosch University students (category B2) and applicants with tertiary qualifications and/or work experience (category B3) are exempt from this requirement.

F. PROCEDURES TO BE FOLLOWED FOR THE SELECTION PROCESS

1. APPLICATION FORMS

1.1 Applicants can apply electronically at www.maties.com

1.2 The closing date for submitting all applications for categories B1, B2 and B3 is **31 July** of the year that precedes registration

2. PROCESSING OF APPLICATIONS

2.1 A complete database of each applicant is compiled based on the information captured by the applicant on the online application form. At the same time, the current learners' or applicants who have completed schools' (B1) marks are processed electronically.

2.2 The school results are captured and processed electronically to determine the academic merit which is used to determine an applicant's position on the merit list.

2.3 The academic records of registered students (B2) as well as those of graduates (B3), are processed manually and an average percentage is calculated. These students are then considered based on academic performance, although other factors may also be taken into consideration in the case of postgraduate students and graduates (see sections B2 and B3 above).

2.4 It is expected of applicants to provide an undertaking that all information provided is accurate. In the event that it should be discovered that a selected applicant has provided false information or has withheld information, intentionally or through negligence, they might forfeit their selection.

3. SELECTION OPPORTUNITIES

3.1 The first selection takes place during the second semester of the preceding year. On this occasion, current learners and applicants who have completed school (B1), as well as applicants with work experience and/or tertiary qualifications (B3) are considered. Selection of the latter applicants (who have been placed on a short list) is only finalised after interviews with members of the Selection Panel have taken place (see B2.12).

3.2 The applications of registered students (B2) are only considered after their final university results have become available in December.

3.3 SciMathUS students are considered in January in the same category of current learners and applicants who have completed school (B1) (on the basis of their new academic merit).

3.4 Further selection of unplaced applicants' takes place continuously, based on the academic merit (B1) and if they were waitlisted (B2 and B3) depending on cancellations received from the various sub-categories and available places in the programme.

3.5 Selection is finalised two weeks after the commencement of the first semester classes for Dietetics I.

4. SENDING OUT SELECTION LETTERS

4.1 After the selection meetings, applicants are informed electronically of the selection results.

4.2 All applicants must accept or decline their selection offer. Failure to respond by the required response date will render the offer as expired. Re-issuing of offers will only be made if there are still places available in the programme. The follow stipulations apply to the relevant selection categories:

4.2.1 Category B1 Applicants selected in the first selection round in September, must respond to their offer by 30 September. Applicants selected thereafter from the waiting list will have 3-days from the issuing of the selection letters, stating whether they accept the offer or not.

4.2.2 Category B2 Applicants selected in the first selection round in December/January or selected from the waiting list thereafter, will have 3-days from the issuing of the selection letters, stating whether they accept the offer or not.

4.2.3 Category B3 Applicants selected in the first selection round in September, must respond to their offer by 30 September. Applicants selected thereafter from the waiting list will have 3-days from the issuing of the selection letters, stating whether they accept the offer or not.

4.2.4 Category B1 Applicants selected in the final selection round in January of the registration year will have 3-days from the issuing of the selection letters, stating whether they accept the offer or not.

4.3 The places of applicants who do not respond to the offer and who cannot be reached administratively, will be cancelled.

5. APPLICANTS WHO NO LONGER MEET THE ADMISSION REQUIREMENTS AFTER THE FINAL NATIONAL SENIOR CERTIFICATE RESULTS HAVE BECOME AVAILABLE

5.1 Applicants who obtained provisional acceptance during the first selection round and who do not meet the minimum requirements with their final matric results, will forfeit their selection.

G. SELECTION COMMITTEE

Selection of prospective students is done by a selection panel, compiled by the Strategic Committee on Recruitment, Selection and Admissions, which is chaired by the Dean of the faculty. All decisions regarding selection are approved by the selection panel prior to communication with the candidates and decisions are final. All enquiries regarding the selection process should be directed to the Undergraduate Selection and Recruitment Office located in the Centre for Student Administration (Tygerberg Campus).

8 May 2023

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Hierdie dokument is 'n vertaalde weergawe van die bostaande Engesle dokument wat op 8 Mei 2023 deur die Fakulteitsraad: Geneeskunde en Gesondheidswetenskappe goedgekeur was
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FAKULTEIT GENEESKUNDE EN GESONDHEIDSWETENSKAPPE

RIGLYNE VIR DIE KEURING VAN BSC IN DIEETKUNDE-STUDENTE
2023 vir 2024-inname

A. ALGEMENE INLIGTING

1. Vir toelating tot die vierjarige BSc in Dieetkunde-graadprogram moet 'n aansoeker in besit wees van die Nasionale Senior Sertifikaat (NSS), soos gesertifiseer deur Umalusi, of 'n gelykwaardige kwalifikasie, met 'n gemiddeld van 60% (vlak 5) (Lewensoriëntering uitgesluit) en met minstens 60% (vlak 4) in Wiskunde, sowel as Fisiese Wetenskappe en Lewenswetenskappe.

2. Aansoekers wat 'n internasionale kurrikulum voltooi, kan onderhewig wees aan addisionele vereistes. Gedetailleerde inligting oor Matrikulasievrystelling is op die www.sun.ac.za/international webwerf beskikbaar.

   Op grond van die hoogstaande meriete van die meeste aansoekers, is voldoening aan die minimum toelatingsvereistes geensins 'n waarborg van suksesvolle keuring nie.

3. Aangesien ongeveer 25-30% van die gekeurde aansoekers nie die keuringsaanbod aanvaar nie, word daar aanvanklik meer aansoekers gekeur ten einde uiteindelik die mikpunt van **35 studente** in totaal te bereik.

4. Gedurende die keuringsproses word dit daarna gestreef dat die geslagsprofiel van die groep gekeurde kandidate 'n weerspieëling sal wees van die geslagsprofiel van aansoekers wat aan die minimum toelatingsvereistes voldoen.

5. Ongeveer 5 addisionele plekke word gereserveer vir Namibiese kandidate wat deur die Namibiese regering benoem word. Hierdie kandidate moet aan die minimum vereistes voldoen om vir die program aanvaar te word. (Let wel: Dit is die enigste uitsondering waar ons Buitelandse aansoekers oorweeg).

6. Die jaarlikse hersiening van die getal studente toegelaat tot die program is op grond van:
   - Opleidingskapasiteit t.o.v. menslike hulpbronne, infrastruktuur en die kliniese opleidingsplatform
   - Streeks- en landsbehoeftes
   - Inskrywingsbeplanning van die Universiteit

7. Aansoeke van aansoekers wat BSc in Dieetkunde as keuse op hul aansoek stel, voor die betrokke sluitingsdatum, sal oorweeg word.

8. Voorkeur sal aan Suid-Afrikaanse burgers, aansoekers met bewys van permanente verblyfstatus of aansoekers met bewys van vlugtelingstatus gegee word wanneer aansoekers vir keuring oorweeg word.

9. Kandidate kan nie hul keuring uitstel van een jaar na ŉ volgende nie. Indien ŉ aansoeker dus suksesvol is en nie hulle keuring aanvaar nie, moet sodanige aansoeker normaalweg weer van vooraf aansoek doen om oorweeg te word vir keuring in die toekoms.

B. RIGLYNE VIR DIE KEURING VAN DIEETKUNDE STUDENTE

Aansoekers word slegs oorweeg in een van die drie verskillende kategorieë, soos hieronder uiteengesit.

B1. Huidige leerders (graad 12) en gematrikuleerdes (bl. 11 – 13);
B2. Ingeskrewe studente (bl. 14 – 15);
B3. Aansoekers met naskoolse kwalifikasies en/of beroepservaring (bl. 15 – 16).

1. HUIDIGE LEERDERS (GRAAD 12) EN GEMATRIKULEERDES

1.1 Keuring van hierdie groep vind plaas tydens die eerste keuringsgeleentheid gedurende die tweede semester van die voorafgaande jaar.

1.2 Aansoekers wat langer as drie jaar gelede gematrikuleer het, kan nie binne hierdie kategorie oorweeg word nie en word aangeraai om eers hulself voor te berei vir oorweging in kategorie B2 of B3. Let egter daarop dat keuring in hierdie kategorie steeds nie gewaarborg kan word nie.

1.2.1 Aansoekers wat in 'n ander formele hoëronderwysprogram geregistreer was, maar hul studies voor die aansoek- en/of keuringstydperk (April – Desember) gestaak het en wat nie deelgeneem het aan enige formele assesserings wat punte/uitslae genereer wat op die akademiese rekord gelaai is nie. kan in kategorie B1 oorweeg word;

1.2.2 Aansoekers wat gedurende die aansoek- en/of keuringstydperk vir 'n formele hoëronderwysprogram geregistreer is, moet in kategorie B2 "geregistreerde universiteitstudente" oorweeg word; en

1.2.3 Aansoekers wat voorheen in 'n ander hoëronderwysprogram geregistreer was, maar wat hul studies gestaak het en deelgeneem het aan enige formele assesserings wat punte/uitslae genereer wat op die akademiese rekord gelaai is, moet in kategorie B3 "persone met Tersiêre kwalifikasies en/of werk ondervinding" oorweeg word.

1.3 Aansoekers binne hierdie kategorie (+ **30** plekke) word gekeur op grond van ' akademiese merieite (akademiese prestasie op skool)

1.3.1 In die geval van graad 12-leerders word die gemiddelde akademiese persentasie wat in die finale graad 11-jaareindassessering behaal is, gebruik (uitgesluit lewensoriëntering).

1.3.2 In die geval van aansoekers wat die skool voltooi het, word die gemiddelde akademiese persentasie behaal in die Nasionale Senior Sertifikaat (NSS) - eksamen of ekwivalent gebruik (uitgesluit lewensoriëntering).

1.4. Alle aansoekers word dan ingedeel volgens hul akademiese meriete ranglysorde, wat die basis vorm vir die keuring van hierdie studente.

1.5. Die **Nasionale Normtoets (NNT)** word slegs gebruik om die toelating van aansoekers van die School of Tomorrow te bepaal. Die gemiddelde persentasie wat in die toetse behaal is, sal gebruik word.

1.6 **Die keuringsproses geskied as volg:**

1.6.1 Die top **14** aansoekers met SA burgerskap, permanente verblyfstatus of vlugtelingstatus word in volgorde volgens die akademiese meriete gekeur, prioriteitscolgorde volgends die ongeag van enige ander oorwegings.

1.6.2 Daarna word swart Afrikaan-, bruin, Indiër- en Asiatiese aansoekers uit al die provinsies gekeur mits hul voldoen aan die minimum toelatingsvereistes en totdat 35 plekke gevul is.

1.6.3 Ongeveer 10% van plekke sal in orde van keuringsfaktor deur aansoekers met ŉ sosio-ekonomiese status (SES)-faktor van 6 of hoër gevul word.

1.6.3.1 Sosio-ekonomiese benadeling word gemeet deur 'n SES-faktor te bereken wat die volgende indikatore in ag neem: onderwysbenadeling (gebaseer op skoolkwintiele en skoolfonds), ekonomiese benadeling (gebaseer op maatskaplike of ongeskiktheidstoelae) en eerste generasie-status (gebaseer op die opvoedkundige vlak van die ouers). Die SES-faktor wissel van 10 (mees benadeel) tot 0 (minste benadeel). Die afsny-telling van die SES-faktor kan wel aangepas word in ooreenstemming met die aansoekpoel.

1.6.4 Sou twee of meer aansoekers met dieselfdeakademiese meriete vir een plek meeding, sal die aansoeker/s met 'n hoër SES-faktor voorkeur geniet vir keuring.

1.6.5 As dit na die oorweging van die SES-faktor nog nie moontlik is om tussen twee of meer aansoekers te onderskei nie, kan sodanige aansoekers 'n motiveringsbrief indien en sal hulle na onderhoudvoering deur 'n keuringspaneel gekeur word of nie.

1.6.6 Indien die program nie op bogenoemde wyse (soos beskryf in 1.6.1 tot 1.6.5) gevul word nie, sal aansoekers wat nog nie gekeur is nie, volgens meriete en met inagneming van die geslagsprofiel oorweeg word totdat alle plekke gevul is.

1.6.7 Aansoekers wat voorwaardelik vir meer as een program gekeur word, moet formeel hul aanvaarding van een aanbod bevestig.

1.6.8 Wanneer al die beskikbare plekke gevul word, word ongeveer 30 van die oorblywende aansoekers wat aan die minimum toelatingsvereistes en enige ander vereiste / s wat in die Keuringsriglyne uiteengesit word, op 'n waglys geplaas volgens die akademiese meriete, die demografiese-, SES- en geslagsprofiel van die voorgeskrewe eerstejaar-innamegroep.

1.6.8.1 Die hoveelheid aansoekers wat op die waglys geplaas word kan verhoog word op die deskresie van die keurings panel, op voorwaarde dat die demografiese samesetelleing van die waglys belyn is met die demografiese samestelling van die groep gekeurde aansoekers.

1.6.9 Kansellasies word in die aansoekjaar in 'n verdere voorwaardelike keuringsrondte van die waglys vervang, gebaseer op die rangorde van die akademiese meriete, terwyl die demografiese-, SES- en geslagsprofiel van die voorwaardelik gekeurde eerstejaarsinname groep behou word, mits die plekke beskikbaar in die program.

1.6.10 In Januarie van die daaropvolgende jaar of sodra die finale Nasionale Senior Sertifikaat-punte (of ekwivalent) beskikbaar is, word die finale graad 12-gemiddelde (uitgesonderd lewensoriëntering) gebruik om 'n nuwe akademiese meriete te bepaal.

1.6.11 Finale aanbiedings word aan voorwaardelik gekeurde aansoekers gedoen, gebaseer op die nuwe akademiese meriete met behulp van die finale Nasionale Senior Sertifikaat- punte (of ekwivalent) en enige ander vereiste wat in die Keuringsriglyne uiteengesit word.

1.6.11.1 In hierdie verband sal alle voorwaardelik gekeurde aansoekers wat hul voorwaardelike keuringsaanbod aanvaar het, 'n finale keuringsaanbod vir die program ontvang indien hulle voldoen aan die minimum toelatingsvereistes van die program en enige ander vereiste wat in die Keuringsriglyne uiteengesit word. Daar sal van sulke aansoekers verwag word om die finale keuringsaanbod te aanvaar.

1.6.11.2 Die keuringsaanbiedinge van aansoekers wat nie hul finale keuringsaanbod aanvaar nie (teen die vasgestelde datum wat in die finale aanbodbrief meegedeel word), sal verval.

1.6.12 Aansoekers wat aansoek gedoen het met hul finale Nasionale Senior Sertifikaat- punte (of ekwivalent) en wat 'n voorwaardelike keuringsaanbod ontvang het, sal gedurende die aansoekjaar 'n finale keuringsaanbod vir die program ontvang. Daar sal van sulke aansoekers verwag word om die finale keuringsaanbod te aanvaar.

1.6.13 'n Nuwe waglys, bestaande uit alle nie-gekeurde aansoekers, sal opgestel word na die vrystelling van die finale Nasionale Senior Sertifikaat-punte (of ekwivalent). Die nuwe waglys word volgens die nuwe akademiese meriete gerangskik.

1.6.13.1 Slegs aansoekers wat in die aansoekjaar 'n volledige aansoek by die program ingedien het, voldoen aan die minimum toelatingsvereistes van die program en enige ander vereiste wat in die Keuringsriglyne uiteengesit word, kom in aanmerking vir die nuwe waglys en vir heroorweging.

1.6.14 Beskikbare plekke in die program word vanaf die nuwe waglys gevul, gebaseer op die rangorde van die keuringsfaktor, terwyl die demografiese-, SES- en geslagsprofiel van die eerstejaar-inname behou word, mits daar plekke in die program beskikbaar is.

1.6.15 Die keuringsproses vir die 2024-innamejaar sal twee weke na die aanvang van die akademiese jaar en/of wanneer alle programplekke gevul is afgehandel word. Alle aansoekers wat nie gekeur s is nie, word dan as onsuksesvol vir die 2024-jaar beskou.

2. INGESKREWE UNIVERSITEIT-STUDENTE

2.1 Ongeveer **15%** van die plekke word gevul vanuit hierdie groep **EN** die kategorie van aansoekers met naskoolse kwalifikasies en / of beroepservaring (sien B.3 hieronder).

2.2 Plekke word gereserveer vir **ingeskrewe universiteit studente** met voorkeur aan aansoekers met SA burgerskap of permanente verblyfstatus of vlugtelingstatus en wat toepaslike studierigtings (by voorkeur natuurwetenskappe-verwant) volg.

2.3 Die volgende groeperings van ingeskrewe studente word gesamentlik in hierdie kategorie oorweeg:

- Voorgraadse Baccalaureus studente (in 'n 3-jaar Baccalaureus graad) (sien uitsondering by 2.4 en 2.5)
- Honneursstudente
- Finalejaar Magisterstudente
- Doktorale studente wat hul doktorale studie voltooi gedurende die jaar waarin hulle aansoek doen

Daar is geen vooraf bepaalde getal vir enige van bogenoemde groeperings nie.

2.4 Ingeskrewe studente wat 'n ander program in die Gesondheidswetenskappe by die US volg, sal nie vir keuring oorweeg word nie.

2.5 Ingeskrewe studente wat 'n ander program in die Gesondheidswetenskappe by 'n ander universiteit volg, sal nie vir keuring oorweeg word nie.

2.6 **Aansoeke van geregistreerde studente** van ander instansies sluit op 31 Julie. Die onus berus op die aansoeker om te verseker dat die akademiese uitslae van die aansoeker die Voorgraadse Keurings- en Toelatingskantoor nie later as 1 Desember bereik nie, deur te e-pos na tygselections@sun.ac.za

2.7 **Ingeskrewe US-studente** se aansoeke sluit op 30 September en word vroeg in Desember, nadat die finale uitslae beskikbaar is, oorweeg. **Studente wat nie van die eerste eksamengeleentheid gebruik maak nie, sal nie oorweeg word nie.**

2.8 Studente wat aansoek doen vir oorplasing van 'n Dieetkunde-program aan 'n ander universiteit na die BSc in Dieetkunde aan die US, sal deur die keuringspaneel oorweeg word. Sodanige oorplasing sal egter slegs by hoë uitsondering op grond van buitengewone oorwegings toegestaan kan word volgens die fakulteit se oorplasingsriglyne wat hier beskikbaar is.

2.9 **Die keuringsproses sal soos volg plaasvind:**
Hierdie groep word gekeur o.g.v. akademiese prestasie, die demografiese profiel van die eerstejaarsinname, asook enkele ander oorwegings (sien 2.11):

Akademiese meriete
Die gemiddelde akademiese prestasie van ingeskrewe studente word deur die geweegde gemiddelde prestasie van al die studiejare gesamentlik bereken.

2.10 Vir hierdie kategorie van aansoekers sal die volgende **bykomende riglyne** ook geld:

2.10.1 Aansoeke van huidige studente wat hul graad in die betrokke jaar voltooi, of ander studente (meestal BSc-studente), wat al hul vakke oor die aantal studiejare slaag, sal oorweeg word.

2.10.2 In die geval van voorgraadse studente wat die graad in die betrokke jaar voltooi, sal voorkeur verleen word aan studente wat die graad in die

voorgeskrewe tyd voltooi, geen sak-opmerking op die rekord verskyn nie, en met 'n geweegde gemiddelde persentasie van minstens 60% oor die duur van die program. In die geval van ander studente sal voorkeur verleen word aan studente wat alle vakke slaag met 'n geweegde gemiddelde van minstens 60% oor die aantal studiejare.

2.10.3 In die geval van nagraadse ingeskrewe studente word voorgraadse prestasie ook in oorweging geneem. Voorkeur sal gegee word aan studente wat vorige grade met 'n gemiddeld van minstens 60% geslaag het, en wat minstens 60% verwerf vir die nagraadse kwalifikasie waarvoor hulle by aansoek geregistreer is en wie 'n **motiveringsbrief** by hul aansoek insluit.

2.11 Voorgraadse studente word in prioriteitsvolgorde o.g.v. voorgaande oorwegings gerangskik en dit dien as vertrekpunt vir die keuringsproses. Spesiale oorweging mag aan swart Afrikaan-, bruin, Indiër- en Asiatiese studente gegee word wat aan die vereistes soos beskryf in (2.10.1- 2.10.2), voldoen.

2.12 Nagraadse aansoekers in kategorie word in prioriteitsvolgorde o.g.v. voorgaande oorwegings in 2.10.3 gerangskik, waarna 'n kortlys van verdienstelike aansoekers saamgestel word. Aansoekers op die kortlys sal na persoonlike onderhoudvoering finaal gekeur word. Uitnodiging na 'n onderhoud dien geensins as waarborg dat 'n aansoeker wel gekeur sal word nie.

2.13 In die geval van ingeskrewe voorgraadse studente, wanneer al die beskikbare plekke gevul is, word aansoekers wat kwalifiseer op die waglys geplaas in volgorde van akademiese meriete. Kansellasies kan in merietevolgorde van die waglys aangevul word, mits daar plek is in die program.

2.14 Studente wat gekeur word vir BSc in Dieetkunde I sou vrygestel kon word van ooreenstemmende modules wat hul geslaag het, volgens die fakulteit se Erkenning van Vorige Leer (EVL) en Kredietakkumulasie en Oordrag (KAO) Riglyne, maar sal al die oorblywende modules vir Dieetkunde I moet slaag, ten einde na Dieetkunde II in die daaropvolgende jaar te kan promoveer.

3. AANSOEKERS MET NASKOOLSE KWALIFIKASIES EN/OF BEROEPSERVARING

3.1 Ongeveer **15%** van die plekke word gevul vanuit hierdie groep **EN** die kategorie van huidige geregistreerde Universiteit studente (sien B.2 hierbo).

3.2 Keuring van hierdie groep aansoekers vind tydens die eerste keuringsgeleentheid gedurende die tweede semester van die voorafgaande jaar plaas.

3.3 Hierdie plekke sal gereserveer word vir persone met naskoolse kwalifikasies en/of beroepservaring, en wat nie by aansoek vir enige verdere kwalifikasies ingeskryf is nie, met voorkeur aan aansoekers met SA burgerskap of permanente verblyfstatus of vlugtelingstatus. Kandidate wat by aansoek geregistreer is vir enkele losstaande modules op tersiêre vlak vir nie-graaddoeleindes, sal ook in hierdie kategorie oorweeg kan word.

3.4 Voorkeur sal gegee word aan aansoekers wat reeds voorheen 'n tersiêre kwalifikasie of kwalifikasie (NQF vlak 7 en hoër) in die normale tyd, en met 'n geweegde gemiddelde van 60% of hoër geslaag het, en 'n **motiveringsbrief** by hul aansoek insluit.

3.5 Hierdie aansoekers word oorweeg op grond van akademiese meriete, die demografiese profiel van die eerstejaarsinname sowel asook enkele ander oorwegings (sien 3.4). 'n Kortlys van verdienstelike aansoekers word na oorweging van

alle aansoeke in hierdie kategorie saamgestel.

3.6 Aansoekers op die kortlys sal na persoonlike onderhoudvoering finaal gekeur word.

3.7 Uitnodiging na 'n onderhoud dien geensins as waarborg dat 'n aansoeker wel gekeur sal word nie.

C. KEURING VAN SWART AFRIKAAN-, BRUIN, INDIËR- EN ASIATIESE AANSOEKERS

Die Fakulteit Geneeskunde en Gesondheidswetenskappe bepaal jaarliks in onderlinge oorleg met die Viserektor (Leer en Onderrig), inskrywingsteikens wat belyn is met, onder andere, die Nasionale Departement van Hoër Onderwys en Opleiding se riglyne vir die transformasie van die hoër onderwyssektor en die institusionele inskrywingsbeplanning wat daaruit voortspruit, sowel as die Universiteit se verbintenis tot inklusiwiteit en diversiteit.

D. AANSOEKERS WAT NIE SUID-AFRIKAANSE BURGERS IS NIE, NIE 'N PERMANENTE VERBLYFPERMIT OF VLUGTELINGSTATUS VIR SUID-AFRIKA HET NIE

1. Sodanige aansoekers sal op meriete oorweeg word.

2. Aansoekers met amptelike vlugtelingstatus moet volgens wetgewing oorweeg word. Slegs SA burgers kwalifiseer egter vir institusionele beurse en lenings, asook vir NSFAS-befondsing. Aansoekers met vlugtelingstatus moet dus hul finansiële posisie in ag neem wanneer 'n plek in die BSc in Dieetkunde program opgeneem word.

E. DIE AFLê VAN DIE NASIONALE NORMTOETSE (NNT) ("NATIONAL BENCHMARK TESTS") (NBT)

1. Die NNT's vorm nie deel van die keuring vir kategorie B1-aansoekers nie.

2. Die uitsondering is vir aansoekers van School of Tomorrow (SOT) wat benewens die voldoening aan die minimum toelatingsvereistes, moet SOT-aansoekers ook aan die onderstaande NNT-vereistes vir toelating voldoen (ten einde universiteitsvrystelling van die Suid-Afrikaanse Matrikulasieraad te verwerf):

NNT	AL Akademiese Geletterdheid	QL Kwantitatiewe Geletterdheid	MAT Wiskunde
NNT minimum-vereiste: SOT	65%	66%	34%

3. Die toetse sal landswyd by verskeie sentra afgeneem word.

4. SOT aansokers in kategorie B1 moét die NNT voor die einde van 2023 aflê en moet betyds (minstens 3 weke voor die toetsdatum) by www.nbt.ac.za vir die toetse registreer ten einde 'n plek in die betrokke toetssentrum te verseker.

5. Ingeskrewe Universiteit Stellenbosch studente (B2) en aansoekers met naskoolse kwalifikasies en/of beroepservaring (B3) word vrygestel van hierdie vereiste.

F. PROSEDURES WAT GEVOLG WORD M.B.T. DIE KEURINGSPROSES

1. AANSOEKVORMS

1.1 Aansoekers kan aanlyn aansoek doen by **www.maties.com**

1.2 Die sluitingsdatum vir die indiening van alle kategorie B1, B2 en B3 is **31 Julie** van die jaar wat registrasie voorafgaan.

1.3 Geregistreerde US studente wat in kategorie B2 aansoek doen, doen voor **31 Julie** aansoek.

2. VERWERKING VAN AANSOEKE

2.1 ŉ Volledige databasis van elke aansoeker word saamgestel uit die inligting wat deur die aansoeker op die aanlyn-aansoekvorm ingevoer is. Die punte van die huidige leerders en gematrikuleerdes (B1) word terselfdertyd rekenaarmatig verwerk.

2.2 Die skoolresultate word elektronies vasgelê en verwerk om die akademiese meriete te bepaal wat gebruik word om 'n aansoeker se posisie op die merietelys te bepaal.

2.3 Die akademiese rekords van ingeskrewe studente (B2) sowel as dié van gegradueerdes (B3), word per hand verwerk en ŉ gemiddelde persentasie word bereken. Hierdie studente word dan op grond van akademiese prestasie oorweeg, alhoewel ander faktore wel in die geval van nagraadse studente en gegradueerdes in berekening gebring mag word (sien afdelings B2 en B3 hierbo).

2.4 Daar word van aansoekers verwag om 'n onderneming te voorsien dat alle inligting wat verskaf word, akkuraat is. In die geval dat dit ontdek word dat 'n gekeurde aansoeker vals inligting verskaf het of opsetlik of deur nalatigheid inligting teruggehou het, kan hulle hul keuring verbeur.

3. KEURINGSGELEENTHEDE

3.1 Die eerste keuring vind in die tweede semester van die voorafgaande jaar plaas. By hierdie geleentheid word hoofsaaklik die huidige leerders en gematrikuleerdes (B1) en aansoekers met naskoolse kwalifikasies en/of beroepservaring (B3) oorweeg. Die keuring van laasgenoemde aansoekers (wat op ŉ kortlys geplaas is) word eers finaal na onderhoudvoering met lede van die Keurkomitee afgehandel (sien B2.12).

3.2 Die aansoeke van ingeskrewe studente (B2) word eers in Desember oorweeg nadat hulle finale universiteitsuitslae beskikbaar is.

3.3 SciMathUS studente word in Januarie in dieselfde kategorie as huidige leerders en gematrikuleerdes (B1) oorweeg (op grond van hul nuwe akademiese meriete).

3.4 Verdere keuring van ongekeurde aansoekers vind voortdurend plaas, gebaseer op die Akademiese meriete (B1) en indien hulle op ŉ waglys (B2 en B3) was, afhangende van kansellasies wat van die verskillende subkategorieë ontvang is en beskikbare plekke in die program.

3.5 Keuring word finaal afgehandel binne 2 weke na aanvang van die eerste semester klasse vir Dieetkunde I.

4. UITSTUUR VAN KEURINGSBRIEWE

4.1 Na afloop van die keuringsvergaderings word aansoekers elektronies van die keuringsuitslag in kennis gestel.

4.2 Alle aansoekers moet hul keuringsaanbod aanvaar of van die hand wys. Indien 'n aansoeker nie teen die responsdatum reageer nie, sal die aanbod vertsryk. Heruitreiking van aanbiedinge sal slegs gemaak word indien daar nog plekke in die program beskikbaar is. Die volgende bepalings is van toepassing op die relevante keuringskategorieë:

4.2.1 Kategorie B1 Aansoekers wat in die eerste keuringsrondte in September gekeur is, moet teen 30 September op hul aanbod reageer. Aansoekers wat daarna vanaf die waglys gekeur word, sal 3 dae hê vanaf die uitreiking van die keuringsbriewe, om aan te dui of hulle die aanbod aanvaar al dan nie.

4.2.2 Kategorie B2 Aansoekers wat in die eerste keuringsrondte in Desember/Januarie gekeur is of daarna vanaf 'n waglys gekeur word, sal 3 dae hê vanaf die uitreiking van die keuringsbriewe, om aan te dui of hulle die aanbod aanvaar al dan nie.

4.2.3 Kategorie B3 Aansoekers wat in die eerste keuringsrondte in September gekeur is, moet teen 30 September op hul aanbod reageer. Aansoekers wat daarna vanaf 'n waglys gekeur word, sal 3 dae hê vanaf die uitreiking van die keuringsbriewe, om aan te dui of hulle die aanbod aanvaar al dan nie.

4.2.4 Kategorie B1 Aansoekers wat in die finale keuringsrondte in Januarie van die registrasiejaar gekeur word, sal 3 dae hê vanaf die uitreiking van die keuringsbriewe, om aan te dui of hulle die aanbod aanvaar al dan nie.

4.3 Die plekke van aansoekers wat nie op die aanbod reageer nie, en wat nie administratief opgespoor kan word nie, word gekanselleer.

5. AANSOEKERS WAT NIE MEER AAN DIE TOELATINGSVEREISTES VOLDOEN NADAT DIE FINALE NASIONALE SENIOR SERTIFIKAATUITSLAE BESKIKBAAR IS NIE

5.1 Aansoekers wat gedurende die eerste keuringsronde voorwaardelik gekeur is, maar wat na hul finale matriekuitslae nie meer voldoen aan die minimum toelatingsvereistes nie, se keuringsaanbod sal verval.

G. KEURKOMITEE

Keuring van voornemende studente word gedoen deur 'n keuringspaneel, saamgestel deur die Strategiese Komitee oor Werwing, Keuring en Toelating, wat deur die Dekaan van die fakulteit voorgesit word. Alle besluite ten opsigte van keuring word deur die keuringspaneel goedgekeur voordat dit met aansoekers gekommunikeer word en besluite is finaal. Alle navrae rakende die keuringsproses moet aan die Voorgraadse Keurings- en Toelatingskantoor in die Sentrum vir Studente Administrasie (Tygerberg-kampus) gerig word.

8 Mei 2023