

CLASS TIMETABLE INFORMATION FOR FIRST YEAR STUDENTS 2025

Kliek [hier](#) vir Afrikaans

How to obtain your first year timetable:

IMPORTANT:

Please ensure that you have indicated your “**Preferred language of Teaching**” (i.e. Afrikaans or English) as part of your Personal Information in SUNStudent. This will ensure that you are allocated to classes which are offered in your preferred language – where applicable.

- a) If you are a **FIRST YEAR STUDENT {EXCEPT the programmes listed under (b)}**, we will divide you into groups at the beginning of the academic year and you will get a personal class timetable on the Friday before classes start. If you change your course, a module or your preferred language of teaching, your updated class timetable will be on the web the NEXT morning.

Your personal class timetable can be found on the web as follows:

My.SUN

Undergraduate

Studies

Class Timetable (all modules) – see *timetable example* [below](#)

NB! The personal class timetables of first year students are only updated on the web for the 1st 2 weeks of semester 1. After the 1st 2 weeks, first year students can find the class timetables of new modules they register for as described in one of the **FAQ** below.

- b) The **exceptions** mentioned in (a) can obtain their class timetables and groupings as follows:

Programme	Timetable information
Engineering Gr1: Gr2: Gr3: Gr4: Enquires: Mr. A Engelbrecht (General Engrg A213)	My.SUN: Undergraduate Studies Class Timetable (all modules) – look for your programme under: “ Student Sets ”.
BSc Forestry (Wood and Wood product Sciences) Enquiries: Mrs. Gretchen Dube (PO Sauer 1002)	Refer to the “Help” page in the application, if necessary.
BA with Music	Ms Christon Southgate; Conservatory A119 Ms Danell Herbst-Müller, Conservatory
Occupational Therapy Speech-, Language- and Hearing Therapy	Department will supply. Enquiries: Ms. Jabu Zim (Admin A3021)
BSc ECP	Enquiries: Mrs. Maudrie Claasen (Admin A3016)

FAQ for all first year students - EXCLUDING the exceptions in the table above:

1. [When will the timetables be available?](#)
2. [How can I access My Timetable?](#)
3. [How will I know if I have a timetable clash?](#)
4. [I made changes to my registration, but it does not reflect on My Timetable?](#)
5. [How do I obtain a timetable if I made changes to my registration after the first 2 weeks of semester 1?](#)
6. [How do I obtain the timetable of a module that I am not registered for?](#)

1. **When will the timetables be available?**

You will get a personal class timetable on the Friday before classes start. If you change your course, a module or your Preferred language of teaching, your updated class timetable will be on the web the NEXT morning.

NB!! Your personal class timetable will only be updated for the first 2 weeks of semester 1. After the first 2 weeks, you can find the class timetables of new modules that you register for as described in no. (5).

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2. **How do I access My Timetable?**

(a) Use the link, “Class Timetables (all modules)” and log in with your SU e-mail address and password.

(b) By default, you will land on the “My Timetable” page.

(c) Select the relevant week (e.g. start of semester 1) from the Calendar drop down at the top of the page.

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3. **How will I know if I have a timetable clash?**

No activities will be displayed on “My Timetable”. Contact Maudrie Claasen (Admin A 3016, maudriel@sun.ac.za) to enquire about the clash and how it can be resolved.

Should the clash be resolved; a personal timetable will be available as stipulated in no. (2) above.

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4. **I made changes to my registration, but it does not reflect on My Timetable**

Personal class timetables are updated on the application for the first 2 weeks of semester 1. If you (a) changed/added a module or (b) changed your degree programme or (c) changed your Preferred language of teaching on a day during the first 2 weeks of semester 1, your updated class timetable will display the NEXT morning.

NOTE: In the event of you making any change to your degree programme after these 2 weeks, students can find the class timetables of the new modules they registered for as described in no (5) below.

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5. **How do I obtain a timetable if I made changes to my registration after the first 2 weeks of semester 1?**

Use “Find Timetable”: Select the Module and then the lecture/tutorial/practical group of the added/changed module(s). The changes can be viewed before it is permanently applied by selecting the “COMBINED” view type in the “Preview Timetable” window. To permanently apply the change, you can save the version you want to accept.

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6. How do I obtain the timetable of a module that I am not registered for?

Use “Find Timetable”: Select the Module and then the lecture/tutorial/practical group. The changes can be viewed before it is permanently applied by selecting the “**COMBINED**” view type in the “Preview Timetable” window. To permanently apply the change, you can save the version you want to accept.

Consult the “**Help**” page in the *My Timetable* application for further helpful tips.
For any further queries, please contact Maudrie Claasen: maudriel@sun.ac.za

Hoe om jou eerstejaar klasrooster te verkry

BELANGRIK:

Maak asseblief seker dat jy jou “**Preferred language of teaching**” (nl. Afrikaans of Engels) aangedui het as deel van jou Persoonlike Inligting in SUNStudent. Dit sal verseker dat jy in klasse ingedeel word wat in jou voorkeurtaal aangebied word – waar van toepassing.

- a) As jy ‘n **EERSTEJAAR STUDENT** is {**UITGESONDER die programme gelys onder (b)**}, word jy aan die begin van die akademiese jaar in groepe ingedeel deur ons en jy kry ‘n persoonlike klasrooster op die Vrydag voor die klasse begin. As jy van kursus, module, of voorkeurtaal van onderrig (“Preferred language of teaching”) op die SUNStudent portaal verander, sal jou nuwe klasrooster op die web wees die **VOLGENDE** oggend.

Jou persoonlike klasrooster is op die web beskikbaar as volg:

My.SUN

Voorgraads

Studies

Klasrooster (alle modules) – *sien rooster voorbeeld [onder](#)*

LW: Die klasrooster slegs in Engels beskikbaar –

- Weens bogenomede, verwys asseblief na die “**FAQ**” in die Engelse gedeelte hierbo in die dokument vir verdere wenke.
- [Kliek hier](#) vir die lys van modulename in Afrikaans en Engels.

NB! Eerstejaar studente se persoonlike klasroosters word slegs vir die 1ste 2 weke van semester 1 opdateer op die web. Na die 1ste 2 weke kan eerstejaar studente nuwe modules waarvoor hulle registreer se klasroosters op die web verkry soos beskryf in die **FAQ**.

- b) Die **uitsonderings** genoem in (a) kan hul klasroosters met groeipindel as volg verkry:

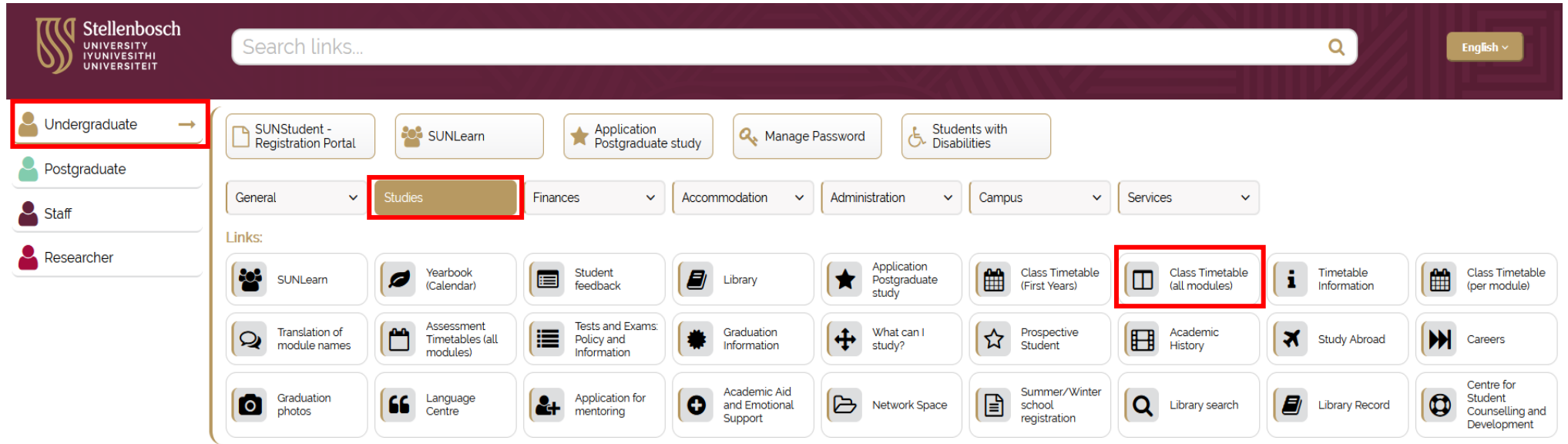
Program	Klasrooster inligting
Ingenieurswese Gr1: Gr2: Gr3: Gr4: Navrae: Mnr A Engelbrecht (Algemene Ing A213)	My.SUN Voorgraads Studies Klasrooster (alle modules) – soek jou program onder “ Student Sets ”.
BSc Bosbou (Hout en Houtprodukkunde) Navrae: Mev Gretchen Dube (PO Sauer 1002)	Verwys na die “Help” bladsy in die toepassing, indien nodig.
BA met Musiek	Mej Christon Southgate; Konservatorium A119 Me Danell Herbst-Müller, Konservatorium
Arbeidsterapie Spraak-, Taal- en Gehoorterapie	Departement sal verskaf. Navrae: Mej Jabu Zim (Admin A3021)
BSc VKP	Navrae: Mev Maudrie Claasen (Admin A3016)

Raadpleeg die “**Help**” skakel in die *My Timetable* toepassing vir verdere nuttige wenke.

Vir enige verdere navra, kontak asseblief vir Maudrie Claasen: maudriel@sun.ac.za

HOW TO ACCESS YOUR TIMETABLE

On the My.SUN menu, navigate to “Class timetable (all modules)”:



The screenshot displays the My.SUN portal interface for Stellenbosch University. The header includes the university logo, a search bar, and a language selector set to English. On the left, a vertical menu lists user roles: Undergraduate, Postgraduate, Staff, and Researcher. The 'Undergraduate' option is highlighted with a red box and an arrow. The main content area features a row of category tabs: General, Studies, Finances, Accommodation, Administration, Campus, and Services. The 'Studies' tab is highlighted with a red box. Below these tabs, a grid of links is presented. The link 'Class Timetable (all modules)' is highlighted with a red box. Other visible links include SUNStudent - Registration Portal, SUNLearn, Application Postgraduate study, Manage Password, Students with Disabilities, Yearbook (Calendar), Student feedback, Library, Application Postgraduate study, Class Timetable (First Years), Timetable Information, Class Timetable (per module), Translation of module names, Assessment Timetables (all modules), Tests and Exams: Policy and Information, Graduation Information, What can I study?, Prospective Student, Academic History, Study Abroad, Careers, Graduation photos, Language Centre, Application for mentoring, Academic Aid and Emotional Support, Network Space, Summer/Winter school registration, Library search, Library Record, and Centre for Student Counselling and Development.



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MAUDRIE
Stellenbosch

LOGOUT

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MY TIMETABLE

4

SUBSCRIBE

MONTH

WEEK

DAY

3

10 FEB - 16 FEB 2025

◀

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TODAY

	Mon 10 Feb	Tue 11 Feb	Wed 12 Feb	Thu 13 Feb	Fri 14 Feb	Sat 15 Feb	Sun 16 Feb
7:00							
8:00	8:00 - 9:00 MarketMan_214 L/Gr1.1/1 (CG)		8:00 - 9:00 ManAcc_288 L/2 (JSMarais_100)				
9:00			9:00 - 10:00 MarketMan_214 L/Gr1.1/3 (CG)	9:00 - 10:00 ManAcc_288 L/3 (JSMarais_100)	9:00 - 10:00 Audit_288 L/Gr4/3 (Jan Mouton_)		
10:00		10:00 - 11:00 ManAcc_288 L/1 (JSMarais_100)			10:00 - 11:00 FinAcc_288 L/Gr1/4 (VdSterr_10)		
11:00				11:00 - 12:00 FinAcc_288 L/Gr1/3 (VdSterr_10)			
12:00	12:00 - 13:00 Audit_288 L/Gr4/1 (Jan Mouton_)	12:00 - 13:00 MercLawC_285 L/2 (OldMain_1)		12:00 - 13:00 MarketMan_214 L/Gr1.1/4 (CG)			
13:00	13:00 - 14:00 FinAcc_288 L/Gr1/1 (VdSterr_10)		13:00 - 14:00 FinAcc_288 T/Gr2/1 (Jan Mouto)	13:00 - 14:00 Audit_288 L/Gr4/2 (Jan Mouton_)			
14:00							
15:00	15:00 - 16:00 MercLawC_285 L/1 (Jan Mouton)		15:00 - 16:00 FinAcc_288 L/Gr1/2 (VdSterr_10)	15:00 - 16:00 MercLawC_285 T/1 (Krotoa_101)			
16:00		16:00 - 17:00 MarketMan_214 L/Gr1.1/2 (CG)	16:00 - 17:00 MercLawC_285 L/3 (OldMain_1)				
17:00							
18:00							
19:00							
20:00							
21:00							

- After logging on, you will by default land on the “My timetable” view.
- Make sure that the correct week is selected – ie start of class being 10 February 2025.
- Use the “Subscribe” button to import your timetable into your Outlook calendar.
- Use the “Help” button for the My Timetable FAQ’s.