

FACULTY OF ECONOMIC AND MANAGEMENT SCIENCES

Guidelines for Dean's Concession Assessment (DCA) for 2025 final-year undergraduate students

- To qualify for the DCA, please note that you need to be registered as a final-year undergraduate student in 2025.
- You must be registered at Stellenbosch University and for the relevant module(s) in the year (2025) before the DCA in January 2026.
- Final-year students from other faculties following EMS modules, must verify DCA rules applicable to their specific faculty.
- If a DCA is not permitted in a module, this would have been communicated in the module framework for the year. Please ensure that you familiarise yourself with this procedure as set out in the module framework.
- Only students that have a valid final mark may have access to the DCA's. For a valid final mark, the student must:
 - Complete at least one of A2/A2S2 or A3 and
 - Complete at least two main assessment opportunities for semester modules or at least three main assessment opportunities for year modules (**therefore students do not have to complete all main assessments to get access to DCA**) and
 - Meet any requirements for instance participation percentage and/or level of competency (check the module framework for more information).
- You will be able to identify your final outcome on your academic transcript or SUNStudent in the column next to your final mark as follow:
 - If your final outcome is a "fail" comment it means that you have a valid final mark for this module and you may therefore qualify for a DCA (provided that you meet the other DCA requirements).
 - If your final outcome is "insufficient assessments attempted", you do not have a valid final mark, and you therefore do not qualify for a DCA.

Within the Faculty of Economic & Management Sciences the following rules apply to the DCA:

- A DCA may be granted if:
 - a student are 33 credits or fewer short of a degree, diploma, or certificate (for a maximum of two modules),

or

if a student is short one module of 48 credits or less in a module if it is the only module that the final-year student needs to graduate

- If a final average mark of at least 35% has been achieved in the relevant modules of maximum 48 credits.
- You can only obtain a maximum of 50% in your final mark in the DCA.
- Students registered for programmes within other Faculties must follow the DCA guidelines applicable within that faculty.
- All DCA's will be written during a single assessment sitting **in January 2026**, before the commencement of lectures, and no further assessment papers will be set for this purpose.
- The assessment sitting will take place in the lecture halls of the Van der Sterr and CGW Schumann buildings. The specific venue will be communicated in due time (January 2026) on the webpage of the faculty at www.sun.ac.za/ems. You can also confirm your venue on the day in the foyer of the Schumann building. Please ensure that you are at your venue 30 minutes prior to the assessment on the day.
- Verify your academic results after the November assessments and, should you qualify, remember to register **as soon as possible** for the DCA using the link below.
- Register electronically for the DCA via this registration link (below) by **09 January 2026**.
- Once you have submitted the application form, please wait for communication from the Registrar's Division (which will be forwarded from late December 2025).
- Emails will be sent from late December 2025 to those students who have already registered to confirm that you qualify for, and have received admission to, the DCA.
- The DCA fee of R1 350 will be deducted from your student fees account once you receive confirmation of your eligibility.

The [application link](#) will be open from 03 November 2025 to 09 January 2026.

Please note: Even if you have met the requirements to write the DCA, you must inform us if you do not wish to write the DCA upon receiving the confirmation email in December. If not, we will not be able to effectively prepare for the DCA opportunity prior to the date.

Should you have any further questions, please contact the EMS faculty officers in the Registrar's division at registrarems@sun.ac.za.