

# REGISTRATION ARRANGEMENTS FOR 2026 NEWCOMER FIRST-YEAR UNDERGRADUATE STUDENTS

## FACULTY OF MEDICINE AND HEALTH SCIENCES

The following applies to students registering for the first time in an undergraduate programme at the Faculty of Medicine and Health Sciences (FMHS), including those who have previously completed another degree (e.g., a BSc).

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## 1. Important dates for newcomers:

- **22 January 2026:** Start of assisted registration for FMHS newcomer undergraduate students
- **30 January 2026:** On-campus student card issuing and activation for FMHS newcomer undergraduate students.
- **3 February 2026:** Closing date for undergraduate newcomer first-years registration.
- **5 February 2026:** Conclusion of registration for all students (excluding newcomer M and D students).
- **9 February 2026:** Start of academic year for first-year undergraduate students.
- **20 February 2026:** Final day for late registration of undergraduate and postgraduate students (excluding new M-research and D students) with prior permission.

## 2. Verification of previous tertiary registration with the Department of Higher Education and Training

The Undergraduate Selection Office will submit the details of all selected applicants who did not declare their previous tertiary registration to the Department of Higher Education and Training (DHET) for verification.

Please note that **if it is established that you applied as a matriculant applicant without disclosing previous tertiary studies, your selection and registration will be revoked with immediate effect.**

Should you not have declared your previous studies at the time of application, you are strongly encouraged to do so proactively by contacting **tygselections@sun.ac.za**.

## 3. Registration for new undergraduate students based on the Tygerberg and Stellenbosch campuses

- 3.1 As a newcomer undergraduate student, and to secure your place in a faculty of Medicine and Health Science programme, you must register within 3 calendar days after 22 January or within 3 calendar days of accepting your final offer (if you accepted an offer after 22 January 2025):

**Please note:** Your final admission may be cancelled if your prospective programme is full as programmes may close once the target number of students has been reached, and registration will therefore take place on a first-come, first-served basis.

- 3.2 The onus rests on every student, to **register every year**.

- 3.3 As a newcomer student, you must ensure that you are eligible to register for the 2026 academic year before attempting to register.

### 3.4 Registration options

There are two (2) options available for you to officially register as an undergraduate student of the Faculty of Medicine and Health Sciences.

## OPTION 1: Assisted email registration

Complete the registration form, which can be found [here](#), and attach that to your registration request by emailing [fmhsregistration@sun.ac.za](mailto:fmhsregistration@sun.ac.za).

## OPTION 2: Assisted on-campus registration

The following staff are available to assist with on-campus registration

| Staff member            | Email  | Telephone  |
|-------------------------|--|--|
| Tygerberg campus        |  |  |
| Mr Bernard Makhotla     | <a href="mailto:fmhsregistration@sun.ac.za">fmhsregistration@sun.ac.za</a> | Room 1058, 1 <sup>st</sup> Floor<br>Clinical Building    |
| Ms Nobukho Njemla-Klaas |  |  |
| Ms Megan Jantjies,      |  | Room 1059, 1 <sup>st</sup> Floor<br>Clinical Building    |
| Stellenbosch campus     |  |  |
| Ms Jamie-Lee Fredericks | <a href="mailto:fmhsregistration@sun.ac.za">fmhsregistration@sun.ac.za</a> | Room 2004, 2nd Floor,<br>Inorganic Chemistry<br>Building |

## 4. Submission of Proof of Admissibility Documents

- 4.1 Newcomer first-year students who have written the **National Senior Certificate (NSC) examination** must submit:
  - 4.1.1 two **certified** photocopies of their original advice of results/senior certificate received from the education department concerned,
  - 4.1.2 as well as two **certified** photocopies of the appropriate identity document (**RSA citizens**: ID or birth certificate [no passports or driver's licences] and **international students**: passport, study permit **and** proof of South African Medical Aid).
- 4.2 Newcomers first-year students who have written an examination other than the NSC (e.g., candidates of the School of Tomorrow) must submit:
  - 4.2.1 two **certified** photocopies of their original advice of results,
  - 4.2.2 as well as two **certified** photocopies of the appropriate identity document (**RSA citizens**: ID or birth certificate [no passports or driver's licences] and **international students**: passport, study permit **and** proof of South African Medical Aid).
  - 4.2.3 an Exemption Certificate for Admission to Bachelor's degree Studies
- 4.3 In addition to the copies of the senior certificate and the appropriate identity documents as mentioned above, students who have studied at other universities must also provide their original academic record/s and certificate/s of good conduct.
- 4.4 The dates, times and places for submission of all admission documents for the different programmes are as follows:
  - 4.4.1 All the documents for the **BSc in Dietetics I** students must be handed in during the welcoming programme on Monday, 2 February 2026, to the Division of Human Nutrition, in Lecture Hall 1, Education Building, Tygerberg campus.

- 4.4.2 All the documents for the **BSc in Physiotherapy I** students should be handed in no later than Monday, 2 February 2026 to the Division of Physiotherapy, Education Building, Tygerberg campus.
- 4.4.3 All the documents for the **MBChB I** students must email their results to [mbchb@sun.ac.za](mailto:mbchb@sun.ac.za) by Wednesday, 4 February 2026.
- 4.4.4 All the documents for the **B of Speech-Language and Hearing Therapy I** students must be handed in during the welcoming programme on Monday, 2 February 2026, Division of Speech-Language and Hearing Therapy, Education Building, Tygerberg campus.
- 4.4.5 All the documents for the **B of Occupational Therapy I** students must be handed in on Tuesday, 3 February 2026, to Mrs Karen Ferreira at the Division of Occupational Therapy, Room 2009, Education Building, Tygerberg campus.
- 4.4.6 **B in Nursing I** students must be handed in during the welcoming programme on Monday 2 February 2026, to the Department of Nursing and Midwifery.

## 5. Pre-Registration Clearance for International Students

- 5.1 All international students - including international students with valid permanent residency in South Africa and international students with refugee or asylum seeker status - must provide a **certified** copy of supporting documentation for pre-registration clearance prior to registering for the academic programme. You must upload the **certified** documentation [here](#).
- 5.2 **The following documentation must be uploaded to obtain pre-registration clearance:**
  - 5.2.1 Proof of valid passport (*certified*);
  - 5.2.2 Proof of valid study visa (*certified, if applicable*);
  - 5.2.3 Proof of South African medical cover (if applicable); and
  - 5.2.4 Proof of payment or scholarship letter (*only applicable to international students who are do not have valid permanent residency or refugee or asylum seeker status in South Africa*).
- 5.3 **An email notification will be sent back to you to confirm that pre-registration has been finalised whereafter, you can commence with the registration process.**

## 6. Steps for student card issuing and activation on Tygerberg campus during the welcoming programme

**STUDENT CARD ACTIVATION FOR BSc IN DIETETICS, BSc IN PHYSIOTHERAPY, B OF NURSING AND MBChB NEWCOMERS  
ON FRIDAY, 30 JANUARY 2026**

| <b>STUDENT CARD ISSUING AND ACTIVATION STEPS:</b> |   |
|---|---|
| <b>Step 1</b>                                     | Take a photo for student card in Lecture Hall 3, Education Building, Tygerberg campus |
| <b>Step 2</b>                                     | Receive your student card, Lecture Hall 6, Education Building, Tygerberg campus       |

**The student card activation process has been completed after the first two (2) steps.**

|               |   |
|---------------|---|
| <b>Step 3</b> | <p><b>OPTIONAL:</b><br/> Assessment Centre, 5<sup>th</sup> Floor, Education Building<br/> A apply for a parking space on campus for your vehicle. The outcome will be communicated by e-mail in due course. If you are allocated a parking space, you will receive a parking disk by e-mail, which you must print, cut out and attach to the front window of your vehicle. Disks may also be obtained from the Vehicle Pool, which is situated right behind the Tygerberg Student Centre (TSC.)</p> |
|---------------|---|

## 7. Student Fees and Account Enquiries

7.1 All Student Fees/student account-related enquiries must be directed to the Student Fees Division.

- Email: Ms Lésanne Matthee ([lm@sun.ac.za](mailto:lm@sun.ac.za)) or access information via the following websites:
- [Student Fees Yearbook](#)
- [Study fees | Stellenbosch University](#)
- [SU Bursaries and Loans](#)

7.2 **South African and international students with valid permanent residency in South Africa and international students with refugee status:**

7.2.1 The first compulsory instalment is equal to the table below and, where applicable, the compulsory first instalment of Residence Fees. And is payable as follows by 28 February:

|   | <b>Undergraduate</b>  | <b>Postgraduate</b>   | <b>Diploma</b>        |
|---|-----------------------|-----------------------|-----------------------|
| <b>First instalment on Tuition Fees</b>   | 20% of all Study Fees | 20% of all Study Fees | 20% of all Study Fees |
| <b>Plus: (Where applicable)</b>           |                       |                       |                       |
| <b>First instalment on Residence Fees</b> | R 5 100               | R 5 100               | R 5 100               |

7.2.2 The fees payable must be made as follows:

| <b>DATE</b> | <b>% OF TOTAL FEES PAYABLE</b> | <b>% PAYABLE FOR DEBIT ORDER</b> |
|-------------|--------------------------------|----------------------------------|
| 28 February | 20                             | 10                               |
| 31 March    | 20                             | 10                               |
| 30 April    | 20                             | 10                               |
| 31 May      | 20                             | 10                               |
| 30 June     | 5                              | 10                               |
| 31 July     | 5                              | 10                               |
| 31 August   | 5                              | 10                               |

| DATE         | % OF TOTAL FEES PAYABLE | % PAYABLE FOR DEBIT ORDER |
|--------------|-------------------------|---------------------------|
| 30 September | 5                       | 10                        |
| 31 October   | -                       | 10                        |
| 30 November  | -                       | 10                        |

### 7.3 International students:

- 7.3.1 The above amounts and payment timelines are not applicable to international students, with the exception of international students with valid permanent residency in South Africa and international students with refugee status - click [here](#) to be redirected to Stellenbosch University International's website.
- 7.3.2 All international students, including Namibians, need to pay their study fees in full by the date of registration.
- 7.3.3 International students making use of the University's residences must pay at least R25 000 of the accommodation fees and at least R15 000 of the meal quota allowed for the year to be placed on the account (if placed in SU catering residence) by date of registration.
- 7.4 All outstanding amounts of a previous year must be settled before you will be allowed to register for the following year.
- 7.5 Click [here](#) for more information regarding undergraduate fees for 2026.

## 8. Financial assistance to students at the Tygerberg campus:

We are acutely aware of the financial pressures under which South African households must provide for Student Fees. We therefore continue to strive to assist financially needy students who are academically deserving, as far as possible. Please familiarise yourself with the various categories and forms of financial assistance available.

### 8.1 Undergraduate financial assistance and bursary enquiries

- 8.1.1 Enquiries can be referred to the Tygerberg campus Undergraduate Bursaries and Loans Office [tygbursaries@sun.ac.za](mailto:tygbursaries@sun.ac.za) if you are an undergraduate student.
- 8.1.2 Appointments to consult staff can be scheduled via Microsoft Teams or telephonically, the contact details of the staff are as follows:
- 8.1.2.1 Ms Rochelle Sylvester, 021 938 9129, [sylvester@sun.ac.za](mailto:sylvester@sun.ac.za).
- 8.1.2.2 Ms Colleen Coetzee, 021 938 9458, [colleenc@sun.ac.za](mailto:colleenc@sun.ac.za).
- 8.1.3 Appointments to consult with staff on campus are also available. Please contact the above staff to make an appointment for an on-campus consultation.

### 8.2 NSFAS Allowances\*

\*The information below is correct at the time of publication, but may change at short notice depending on any change officially communicated by NSFAS

- 8.2.1 The timelines and details of allowance payments for NSFAS students will be communicated as soon as information has been received from NSFAS, The Centre for Undergraduate Bursaries and Loans will send communication to all NSFAS-funded students.
- 8.2.2 For information on NSFAS from the Centre for Undergraduate Bursaries and Loans: [click here](#)

- 8.2.3 All NSFAS NSFAS-related queries must be logged on the Student Finances Service Desk, select the "Undergraduate Bursaries" tab and select the "NSFAS Enquiries Option"

**NOTE:** All allowances will be processed via the Intellimali system.

### 8.3 Allowances for bursaries of private donors & Provincial Departments for undergraduate students

- 8.3.1 Appointments to consult staff can be scheduled via Microsoft Teams, the contact details of the staff are as follows:

8.3.1.1 Ms Rochelle Sylvester, 021 938 9129, [sylvester@sun.ac.za](mailto:sylvester@sun.ac.za)

8.3.1.2 Ms Colleen Coetzee, 021 938 9458, [colleenc@sun.ac.za](mailto:colleenc@sun.ac.za).

- 8.3.2 Appointments to consult with staff on campus are also available, please contact the above staff to make an appointment for an on-campus consultation.

- 8.3.3 Allowances and bursary coding can only occur when we receive a promissory letter (confirmation of funding for 2026) from the sponsor.

8.3.3.1 Students can email their promissory letters to the above-mentioned staff members or to [tygbursaries@sun.ac.za](mailto:tygbursaries@sun.ac.za).

**NOTE:** All allowances will be processed via the Intellimali system.

## 9. Registration Responsibilities and Late Registration

- 9.1 All prospective students wishing to study at Stellenbosch University from 2026 must register for the relevant programme on time, as stipulated in item 1, and in accordance with any other conditions of this registration programme

- 9.2 If for whatever reason, your registration is delayed, it is solely your responsibility to determine if you may and to arrange with the Faculty Administrator, Mrs Megan Jantjies (email: [fmhsregistration@sun.ac.za](mailto:fmhsregistration@sun.ac.za)), to register late. The following provisions apply:

- 9.2.1 A late registration fee of R 1 000 will be charged after 5 February. This fee will be waived for students who have evidence that they face financial constraints or who can provide well-documented and reasonable justifications for their delayed registration that are beyond their control.

- 9.2.2 The decision to allow you to register late will be dependent on your motivation (with supporting evidence) and if the programme can accommodate you late for the 2026 academic year.

- 9.2.3 Your final admission may be cancelled if your prospective programme is full as programmes may close once the target number of students has been reached, and registration will therefore take place on a first-come, first-served basis.

## 10. Residence Placement Enquiries

Enquiries regarding residence placement for undergraduate students at the Tygerberg campus may be referred to Ms Annelie Scholtz on [amscholtz@sun.ac.za](mailto:amscholtz@sun.ac.za) or 021 938 9378, or visit:

- [Residence Information](#)
- Private accommodation:
  - [www.digsconnect.com](http://www.digsconnect.com) / [www.thedigs.co.za](http://www.thedigs.co.za) (email: [info@thedigs.co.za](mailto:info@thedigs.co.za))

For enquiries on residence placement on the Stellenbosch campus, contact [studentaccomm@sun.ac.za](mailto:studentaccomm@sun.ac.za) or 021 808 9111.

## 11. Checking your Proof of Registration

- 11.1 As a registered student, it is your responsibility to verify, immediately upon receiving your proof of registration (which lists your programme and registered modules for the year), that:
- 11.1.1 the correct programme is reflected;
  - 11.1.2 all modules that you are required to take in that year are listed; and
  - 11.1.3 the correct module codes are reflected (for example, ensuring that the module is listed as 112 and not 122, where applicable).
- 11.2 If there are any mistakes, these need to be corrected before or on **Friday, 20 February 2026** at the Faculty Officer,
- 11.2.1 Mr Bernard Makhotla, room 1058, Clinical Building, Tygerberg campus, or
  - 11.2.2 Ms Jamie-Lee Fredericks, room 2004, Inorganic Chemistry Building, Stellenbosch campus

## 12. Satisfaction of Module and Programme Requirements

Before, during and after registration, as well as at the start of the second semester, you must make sure that you satisfy all the pass, prerequisite and co-requisite requirements for the particular modules that you follow, including any additional programme-specific continuation requirements. See the [FMHS Yearbook \(Part 12\)](#) in this regard.

## 13. Immunisations

- 13.1 The following are key recommendations for students in the FMHS

All students should:

- **receive the essential vaccinations**, ideally at enrolment and before clinical exposure.
- have access to guidance and educational materials on **vaccination recommendations**.
- keep an up-to-date record of their personal **vaccination history**.

### VACCINATION PRIORITY MATRIX

| Vaccine     | Priority  | Rationale for recommendation  | Notes   |
|-------------|-----------|---|---|
| Hepatitis B | Essential | Hepatitis B prevalence remains high in Africa (6%). Healthcare workers and students are at elevated risk of contracting this severe, preventable disease.                               | It may be more cost-effective to check antibody status, and vaccinate only if anti-HBs level is <10 IU/L. |
| Hepatitis A | Essential | Hepatitis A exposure risk is high for healthcare workers and laboratory staff. About 20% of adults individuals are non-immune, and at risk of developing severe and protracted illness. | It may be more cost-effective to check antibody status, and vaccinate only if non-immune                  |



| Vaccine   | Priority                    | Rationale for recommendation   | Notes  |
|---|-----------------------------|--|--|
| <b>Measles<br/>Mumps<br/>Rubella</b>                  | <b>Essential</b>            | Health science students are at high risk of contracting these vaccine-preventable diseases. Measles vaccine-induced immunity wanes in adulthood, requiring booster doses during outbreaks.   | Also available as standalone measles vaccine, and measles-rubella vaccine.   |
| <b>Varicella</b>                                      | <b>Essential</b>            | Varicella (chickenpox) is an extremely contagious airborne-transmitted infection. All students should receive varicella vaccine, unless they have definitive confirmation of having had natural disease previously.  | It may be more cost-effective to check antibody status, and vaccinate only if non-immune   |
| <b>Tdap (Tetanus diphtheria, acellular pertussis)</b> | <b>Essential</b>            | South Africa is experiencing recurrent outbreaks of diphtheria and pertussis, resulting in increased risk of healthcare worker exposure and illness.   | Also available as a 4-in-1 vaccine covering tetanus, diphtheria, pertussis and polio.  |
| <b>Influenza</b>                                      | <b>Strongly recommended</b> | Healthcare workers should get the influenza vaccine annually to protect themselves, their patients, and their colleagues from the flu. Vaccination reduces viral transmission, prevents serious complications in vulnerable patients, protects hospital staffing levels and fulfils a professional "duty of care" to prevent harm.   | This vaccine is required annually and is best administered as soon as it becomes available – usually between March-April.  |
| <b>Meningococcus</b>                                  | <b>Strongly recommended</b> | Health science students in South Africa are at increased risk of meningococcus exposure and transmission owing to young age, close-contact living in university residences and exposure in clinical settings. Although the disease incidence is low, the consequences are devastating with rapid progression to meningitis, septicaemia and death. Survivors may suffer long-term disabilities such as deafness, brain damage, or limb loss. | A quadrivalent vaccine (MCV4) provides protection against +- 60-70% of disease-causing serogroups, while the MenB vaccine targets serogroup B, which causes 30-40% of cases in adolescents and young adults. |

13.2 All students who have been selected for MBChB I, BSc in Dietetics, B of Speech-Language and Hearing Therapy I, BSc in Physiotherapy I, B of Nursing I and B of Occupational Therapy I must be tested for Hepatitis B by their medical practitioner or by the Campus Health Services (CHS) at the Tygerberg campus. Students whose results are negative must be immunised against Hepatitis B in good time, before they report to the University as students.

13.3 All first-year students must submit formal proof of vaccination administered by a registered nurse or medical doctor. Kindly note that the Road to Health card will not be accepted for this purpose.

13.3.1 **BSc in Physiotherapy I** students are not required to submit proof of

- vaccination to the Division of Physiotherapy.
- 13.3.2 **BSc in Dietetics I** students should hand them in during their academic orientation programme, but at the latest before the end of January 2026, at the Division of Human Nutrition, Education Building, Tygerberg campus
  - 13.3.3 **B of Nursing I** students should hand them in during their academic orientation programme, but at the latest before the end of the academic year in 2026, to Ms R Petersen in the Department of Nursing and Midwifery.
  - 13.3.4 **MBChB I** students must email their results to [mbchb@sun.ac.za](mailto:mbchb@sun.ac.za) by Wednesday, 4 February 2026.
  - 13.3.5 **B of Occupational Therapy I** students are not required to submit proof of vaccination to the Division of Occupational Therapy.
  - 13.3.6 **B of Speech-Language and Hearing Therapy I** students must hand them in no later than the last day of the first term, 2026 to Mrs H Kruger in the Division of Speech-Language and Hearing Therapy.

## 14. Safety Guidelines

The Faculty of Medicine and Health Sciences places a high premium on the safety of students. This includes the safety of students where training occurs at distributed training facilities. A comprehensive set of safety guidelines has been prepared for this purpose and will be made available to students at the start of the first year.

## 15. Teaching/Clinical Training on the Distributed Platform

Teaching and clinical training across the distributed healthcare platform forms an integral component of our curriculum. All Teaching and clinical training shall, from the first year of study, be presented at the Tygerberg and/or Stellenbosch campus, as well as in Tygerberg Hospital, as well as in various accredited local and distributed hospitals and clinics in the Western Cape including Tygerberg Hospital depending on the specific programme.

For the final year of the MBChB programme (year 6) there is a 36-week compulsory Distributed Clinical Apprenticeship that places the entire final year class outside of Tygerberg Hospital.

Although MBChB training during year 4 and year 5 takes place in an urban environment, at least half of the final year class will be trained for the entire year at rural training complexes while the remainder of the 6th year class will train at urban training complexes. All of the training complexes are within the Western Cape Province.

**PLEASE NOTE:** The placement of students at distributed facilities is compulsory and they do not have a choice as to where or not they include this in their training or where they are placed for training.

**-END-**