

Approval of the Amended Residence Rules

In accordance with the procedure set out in **Rule 17** of the Disciplinary Code for Students of Stellenbosch University, and pursuant to the specific authority conferred by **Rule 17.2** upon the Deputy Vice-Chancellor: Learning and Teaching to approve Residence Rules, and further to the lawful delegation of that authority to the Dean of Students, the **Dean of Students** hereby approves the amended **Residence Rules (Parts 1 to 4)**.

These rules shall take effect on **1 April 2026**.

Signed on the 5 day of March 2026.

A handwritten signature in black ink, appearing to read 'L. van Rooi', with a stylized flourish at the end.

Dr Leslie van Rooi

Acting: Dean of Students

The Signed copy will be kept in the Office for Student Discipline

Residence Rules as defined in the Disciplinary Code for Students of Stellenbosch University

Residence Rules – Part 4: Accommodation Rules

1. Status, Scope and Authority

1.1 Scope.

These Accommodation Rules apply to all SU-owned or SU-managed student accommodation (including traditional residences, houses, senior residences, apartments and hubs). They must be read together with the Residence Rules (Part 1-3) and the Disciplinary Code for Students of SU. Where there is any conflict, the Disciplinary Code and Residence Rules Part 1 -3 prevail.

1.2 Maintaining order

All residents of university student accommodation must adhere to these rules. The appointed staff and student leadership for the respective university student accommodation has the power to enforce the rules.

2. Allocation, Placement and Occupation of Accommodation

- 2.1 Only students placed by the Student Accommodation Office may reside in university student accommodation.
- 2.2 Residents may stay only in the residence to which they have been allocated to.
- 2.3 The accommodation offering Accommodation in a University residence is allocated for a full academic year, subject to the provisions for vacating residence rooms during certain holidays and second-assessment periods.
- 2.4 A student may only occupy the allocated room, as determined by the University from time to time during the year.
- 2.5 Accommodation fees exclude the June/July and December/January recess periods.
- 2.6 SU reserves the right to use allocated rooms to accommodate visitors and other students during certain holidays.
- 2.7 Students may stay only in the residence that they have been allocated to.

2.8 Accommodation during holidays

Residents who remain in Stellenbosch during holidays and who are required to vacate their rooms according to the rules for University residences for certain periods may apply for accommodation in a residence that the University makes available for this purpose. A fee will be levied for such stays (see SU Yearbook, Part 3: Student Fees) and the applicable conditions will be communicated from time to time. All students – including those doing teaching practica – must comply with the closing and opening dates of University residences. If they need

housing outside those periods, they must stay at the designated stay-in residence until their respective residences become available.

3. Order, Access and Use of University Residences

3.1 Access to rooms

- 3.1.1 Residents must ensure that authorised residence staff have access to rooms for inspections.
- 3.1.2 Residents must ensure that rooms are accessible for maintenance and repairs.
- 3.1.3 Residents must allow cleaning staff access to their rooms at least twice per week or as otherwise required.

3.2 Use of rooms

- 3.2.1 No resident may operate any business, commercial activity or service from a room in a University residence.

3.3 Use of buildings and premises

- 3.3.1 The use of all University residence buildings, rooms and facilities is determined by duly authorised University staff.
- 3.3.2 No resident, group of residents or student body may claim permanent, exclusive or preferential rights to any room, space or facility in a University residence.
- 3.3.3 During official vacation periods or when residences are vacated, the University may use any residence space, including rooms, facilities and common areas, for any purpose determined by the University.
- 3.3.4 Any income generated from the rental or use of University residence facilities during vacation periods accrues to the central housing budget.

4. Property Protection, Damage and Financial Liability

4.1 Damage to facilities and infrastructure

- 4.1.1 Damage and financial liability Residents are financially liable for any damage caused by them or their guests to a University residence.
- 4.1.2 Residents are responsible for the condition of the rooms they occupy, including all furniture and equipment.
- 4.1.3 Residents are liable for any damage caused by themselves, their guests, or any devices or appliances used in their rooms.
- 4.1.4 Costs for damage will be charged to the responsible student's account, either as a lump sum or in instalments, as determined by the University.
- 4.1.5 Where damage cannot be attributed to a specific individual, the cost may be recovered from the relevant house fund.

4.2 Personal property and insurance

- 4.2.1 Stellenbosch University is not liable for the loss of or damage to any personal property in a University residence.
- 4.2.2 Residents are responsible for insuring their personal property against all risks, including fire, water damage and theft.

5. Alterations, Installations and Structural Restrictions

5.1 Prohibited Alterations and Damage to Surfaces

- 5.1.1 Installing or attaching any items in living spaces or common areas of University residences is prohibited.
- 5.1.2 Drilling, hammering, or making holes in any surface is strictly prohibited.
- 5.1.3 The insertion of nails, screws, hooks, or similar fixtures into any surface is prohibited.
- 5.1.4 The installation of electrical, television, internet, or satellite cables in living spaces or common areas is prohibited without written authorisation.
- 5.1.5 No graffiti, artwork, drawings, markings, or defacement of any kind is permitted on walls, ceilings, floors, furniture, or any other surface.
- 5.1.6 Items already installed in a room may not be removed and must be recorded on the official moving-in form.
- 5.1.7 Residents may not use Prestik, double-sided tape, sticky tape, adhesives, or similar products on any surface.

5.2 Maintenance and alterations

- 5.2.1 Residents may not perform any maintenance, repairs or paintwork in University residences.
- 5.2.2 Structural alterations and furniture installations Residents may not make any structural changes to University property or furniture.
- 5.2.3 Altered, adapted, elevated or self-built beds or bunk beds are strictly prohibited.
- 5.2.4 No freestanding or fixed furniture structures constructed or installed by residents are permitted.
- 5.2.5 The installation of any furniture structures by residents, including bookshelves, is prohibited.
- 5.2.6 The University may dismantle and remove any prohibited installations.
- 5.2.7 All costs relating to removal and any resulting damage will be charged to the responsible student's account.

6. Rooms, Furniture and Approved Items

6.1 Rooms and furniture

- 6.1.1 Room inventories

- a. Before taking occupation of a room, a resident must inspect the room and sign the official moving-in inventory form confirming the condition of the room, furniture and equipment.
- b. Upon vacating a room, a resident must sign a moving-out inventory form.
- c. The residence head, CSC coordinator, RSC and/or authorised student leadership may inspect rooms during the year, at ad hoc times, and/or when a resident vacates a room.
- d. Any discrepancies between the moving-in and moving-out inventories, or damage identified during inspections, will be charged to the resident's student account.

6.1.2 Fridges

- a. Only one fridge per resident is permitted in a room.
- b. A fridge may not exceed a maximum capacity of 150 litres.
- c. Any fridge left behind after termination of residency may be confiscated.

6.1.3 Prohibited items and removal of furniture

- a. The possession or storage of non-residence property such as traffic signs, information signage, shopping trolleys, flower boxes and waste bins is prohibited anywhere in a University residence or on its premises.
- b. No furniture, equipment or curtains may be removed from any room or residence area without prior written permission from the residence head or CSC coordinator and the RSC.
- c. Fixed furniture, including but not limited to bedframes, cupboards, wardrobes, noticeboards, desks and bookshelves, may not be removed under any circumstances.
- d. The removal or replacement of fixed furniture without authorisation constitutes damage and may result in cost recovery and disciplinary action.
- e. If curtains are removed with permission, the resident must immediately install their own curtains and hand the original to the Residence Service Coordinator.

6.2 Beds, mattresses and private furniture

- 6.2.1 Beds or mattresses may be removed and replaced only upon submission of a valid medical certificate and written approval by the residence head or CSC coordinator.
- 6.2.2 Residents may apply in writing to use their own bed or mattress without medical grounds, subject to written approval and an undertaking to return the original items when vacating the room.
- 6.2.3 Residents must return all rooms to their original condition before vacating.

- 6.2.4 Residents may not bring personal furniture into a residence without prior written approval from the residence head or CSC coordinator and the RSC.
- 6.2.5 Approved private furniture must be safe, functional and visually acceptable in accordance with University standards.
- 6.2.6 The same standards apply to donated furniture and to any furniture placed in section areas or on balconies.

7. Electrical, Fire and Safety Regulations

7.1 Electrical infrastructure

Residents may not tamper with switchboards, trip switches or any permanent electrical wiring.

7.1.1 Electrical usage

- a. Residents must switch off all electrical plugs and lights when leaving their rooms.

7.1.2 Fire-risk equipment and appliances

- a. No appliance or equipment that poses a fire, electrical or safety risk may be kept or used in residence rooms or section areas.

7.1.3 Heaters

- a. Open-element heaters are prohibited in all University residences.
- b. Gas heaters are prohibited in all University residences.

7.1.4 Air fryers

- a. Air fryers are prohibited in residence rooms.
- b. Air fryers may be used only in designated kitchens. (The residence head and RSC may limit the number of air fryers per kitchenette.)

7.1.5 Toasters

- a. Toasters are prohibited in residence rooms.
- b. Toasters may be used only in designated kitchens.

7.1.6 Deep fryers

- a. Deep fryers are prohibited in residence rooms.
- b. Deep fryers may be used only in designated kitchens.

7.1.7 Hot plates and portable cookers

- a. Gas or gel burners are prohibited in all University residences.
- b. Two-plate stoves with spiral elements are prohibited in all University residences.
- c. Electric hot plates and portable cookers are prohibited in residence rooms.

- d. Electric hot plates and portable cookers may be used only in designated kitchens.
- 7.1.8 Portable air conditioners
- a. Portable air conditioners are prohibited in residence rooms.
- 7.1.9 Electric kettles
- a. Electric kettles are prohibited in residence rooms.
 - b. Electric kettles may be used only in designated kitchens.
- 7.1.10 Microwave ovens
- a. Microwave ovens may be kept in residence rooms only for heating food.
 - b. Food preparation using microwave ovens in residence rooms is prohibited.
- 7.1.11 Irons
- a. Irons may be used in residence rooms only if in good condition.
 - b. Irons with exposed wiring are prohibited.
- 7.1.12 Candles and incense
- a. Open-flame candles are prohibited in all University residences.
 - b. Incense is prohibited in all University residences.
- 7.1.13 Extension cords and power distribution
- a. Only SABS-approved extension cords may be used.
 - b. Only SABS-approved multi-plug adapters with trip switches may be used.
 - c. Dual plugs, temporary wiring and non-approved power distributors are prohibited.
 - d. Only one appliance with a three-wire cord may be connected per socket in a multi-plug.
 - e. Overloading of extension cords and multi-plugs is prohibited.
 - f. No more than one high-wattage appliance may be used at the same time per outlet.
- 7.1.14 Electric blankets
- a. Only SABS-approved electric blankets may be used.
 - b. Electric blankets with exposed or damaged wiring are prohibited.
 - c. Electric blankets may not be used if they overload electrical circuits.
- 7.1.15 Confiscation of prohibited items
- a. Prohibited items may be confiscated by authorised residence staff.
 - b. Confiscated items will be stored under controlled access.

- c. Confiscated items will be returned only after disciplinary processes have been finalised.

7.2 Fire safety, emergency equipment and building safety

7.2.1 Fire extinguishers and emergency equipment

- a. Fire extinguishers may not be removed from their designated positions, except in the event of an actual fire.
- b. The misuse of, tampering with, or removal of fire extinguishers is strictly prohibited.
- c. Residents must immediately report any missing, damaged or discharged fire extinguishers to residence management.
- d. Fire hydrants, emergency signage and emergency equipment may not be tampered with, obstructed or misused.
- e. Any interference with emergency equipment constitutes a serious disciplinary offence.

7.2.2 Fire and smoke detectors

- a. Fire and smoke detectors may not be covered, obstructed, disabled or interfered with in any way.
- b. Residents must immediately report any damaged, missing or malfunctioning detectors to residence management.
- c. Any interference with fire or smoke detection equipment constitutes a disciplinary offence.

7.2.3 Corridors, exits and fire hazards

- a. Corridors, stairways, thoroughfares and emergency exits must be kept clear at all times.
- b. No object may be placed or stored in any passageway, including bicycles, scooters or personal belongings.
- c. The storage of wastepaper, cardboard or any flammable material in residences outside designated areas is prohibited.
- d. Residents must use only designated recycling and storage areas.

7.2.4 Fire and safety equipment

- a. Tampering with fire and safety equipment is a criminal offence and will have serious consequences.
- b. Smoke and heat detectors are not to be tampered with; this includes covering, removing or deactivating them in any manner.
- c. Firefighting equipment is to be used only in emergencies and for its intended purpose. It must be kept in the location where it has been installed, except when in use in an emergency.
- d. Emergency doors may be used only in emergencies.
- e. Emergency exit routes must always be kept clear of obstructions.
- f. Access to firefighting equipment must always be kept clear.

8. Food Preparation, Meals and Catering

8.1 Food preparation and hygiene

- 8.1.1 Food may be prepared only in designated kitchens or kitchenettes.
- 8.1.2 Food preparation in residence rooms is prohibited.
- 8.1.3 Dirty dishes may not be kept in residence rooms.
- 8.1.4 Waste bins may not be kept in residence rooms.
- 8.1.5 Kitchen areas must be kept clean at all times.
- 8.1.6 Costs arising from pest infestation or special cleaning caused by non-compliance may be charged to the responsible student.

8.2 Meals and food preparation

- 8.2.1 Where applicable, catered meals are provided during academic terms in accordance with conditions determined by the University.
- 8.2.2 The availability, scope, pricing and operation of meal services are determined by the University and may be amended from time to time.

8.3 Food preparation

- 8.3.1 Food preparation is prohibited in residence rooms.
- 8.3.2 Food may be prepared only in designated kitchens or food preparation areas.
- 8.3.3 Residents must comply with all appliance and equipment rules as set out in clause 3.5.

8.4 Meals and bookings

- 8.4.1 Meals are provided only to students who have successfully pre-booked meals on the official student portal.
- 8.4.2 Residents are responsible for ensuring that their meal bookings are made and confirmed.
- 8.4.3 The catering service provider may supply meals without a booking at additional cost.
- 8.4.4 Mealtimes are determined by the residence head in collaboration with SUNCOM and the service provider.

8.5 Catering at residence functions

- 8.5.1 The contracted or University-approved catering service provider must be given first right of refusal to provide catering services at any function held in a University residence.
- 8.5.2 Alternative catering providers may be used only if the contracted or approved providers are unable to accommodate the event.
- 8.5.3 External catering companies may not access or use residence kitchens, equipment or facilities under any circumstances.
- 8.5.4 External catering companies must be fully self-sufficient and operate independently of residence kitchen resources.

8.6 Halaal meals

- 8.6.1 Students requiring halaal meals must apply for access to designated halaal dining facilities.
- 8.6.2 Applications may be submitted during registration, via the My.SUN portal, or through the official University meal services contact channel.

9. Gardens, Grounds and External Areas

9.1 Gardens and grounds

- 9.1.1 Residents may not interfere with irrigation by opening valve boxes or irrigation valves.
- 9.1.2 Changes to existing gardens, planting of new plants and adjustment to existing garden infrastructure are prohibited unless discussed and planned with, and authorised by, the various roleplayers.
- 9.1.3 Waste from braai or fire pits may not be left in the gardens of University residences. Residents are obliged to clean up all litter and rubble after events held in the gardens, especially after smaller events like a braai party.
- 9.1.4 Hammering in tent pegs or cricket posts, removing bollards, setting up structures, et cetera for sports and other events must be discussed and arranged with Facilities Management via the RSC and residence head.
- 9.1.5 Residents may not park cars on the lawns without permission. Any resulting damage to irrigation will be charged to their account.

10. Recess Periods, Storage and Pest Control

10.1 Recess periods and storage

- 10.1.1 Before vacating for the June/July or December/January recess, or any other period determined by the University, residents must remove all personal belongings from their rooms and leave all cupboards open.
- 10.1.2 Where storage is provided, only properly packaged and clearly labelled items may be stored.
- 10.1.3 Storage areas are under the control of residence management and student leadership.
- 10.1.4 Residents may not occupy storage space with items from previous years.
- 10.1.5 Student leadership must ensure storage areas are cleared before recess cleaning and pest control.
- 10.1.6 The University is not liable for loss of or damage to any items placed in storage.

10.2 Laundry and bedding – pest control provisions

- 10.2.1 Residents must immediately report any presence or suspicion of pests, including bed bugs, to the RSC or residence management.
- 10.2.2 Residents must comply immediately with any instruction to vacate a room for inspection, cleaning or pest control treatment.
- 10.2.3 Residents must wash, clean and treat all personal bedding, clothing and fabrics as instructed as part of any pest prevention or eradication process.
- 10.2.4 Residents must secure, cover or remove food and personal items as instructed to support pest control measures.

11. Weapons, Dangerous Items and Animals

11.1 Prohibited Items,

11.1.1 Firearms and Dangerous Weapons

- a. The possession, storage, or handling of any firearm, ammunition, replica firearm, or other dangerous weapon in a University residence or on residence premises is strictly prohibited.
- b. Any resident found to be in possession of a firearm or dangerous weapon may be immediately suspended from University accommodation, without prejudice to further disciplinary or legal action.

11.1.2 Animals

- a. The keeping, harbouring, or allowing of any animal in a University residence is strictly prohibited.
- b. Any animal found on the premises will be removed and handed over to the local Society for the Prevention of Cruelty to Animals (SPCA) or another appropriate authority.
- c. An exception applies only to registered service animals, subject to prior approval and verification in consultation with the University's Disability Unit, and provided that the specific residence, building, and facilities are deemed suitable to accommodate such an animal.

12. Laundry and Bedding

- 12.1 Residents are responsible for providing their own bed linen and bath linen. Residents are responsible for providing and using a personal mattress protector.
- 12.2 Paid-access washing machines and tumble dryers are provided for resident use.
- 12.3 A laundry quota is levied against the student account of every resident.
- 12.4 Funds allocated to a student card for laundry purposes are non-refundable and may not be carried over, reclaimed or credited.
- 12.5 Residents must use laundry facilities in accordance with residence procedures and operational rules.

13. Construction, Upgrading and Service Limitations

- 13.1 Construction and maintenance Students acknowledge and accept that the University will upgrade built structures in and around residences from time to time and conduct necessary maintenance work, which may impact negatively on their living conditions, sometimes even necessitating moving temporarily to different facilities.
- 13.2 The University cannot guarantee an uninterrupted supply of water, warm water, electricity or network connectivity.
- 13.3 Reasonable measures will be taken to minimise any inconvenience as much as possible.

14. Taking Possession of and Vacating Accommodation

14.1 Taking Possession of and Vacating University Accommodation

- 14.1.1 Furnishings and University Property Upon taking occupation of a room, residents must familiarise themselves with all University-provided furniture, fittings, and equipment listed on the official inventory or moving-in form.
- 14.1.2 All University-provided furniture, fittings, and equipment must remain in the room at all times and must not be removed from the room or residence.
- 14.1.3 Where a resident removes University furniture for personal use, the resident does so at their own risk and remains fully responsible for the safe storage, care, and return of such items before vacating the room.
- 14.1.4 Failure to return University furniture, fittings, or equipment, or any damage thereto, may result in penalties and/or disciplinary action, and any associated costs will be recovered from the resident's student account.

14.2 Vacating of Rooms

- 14.2.1 Upon vacating a room, whether temporarily or permanently, residents must comply with the following requirements:
- 14.2.2 All personal belongings must be removed from the room and all residence facilities.
- 14.2.3 All cupboards, shelves, desks, and drawers must be emptied.
- 14.2.4 All personal belongings must be removed from University-issued fridges, microwaves, ovens, and any other shared or allocated appliances.
- 14.2.5 All personal appliances intended for storage must be emptied and cleaned.
- 14.2.6 All cupboard doors must be left unlocked.
- 14.2.7 All room doors must be left unlocked.
- 14.2.8 All safes must be opened and left unlocked.

14.2.9 All personal locks must be removed from doors, cupboards, safes, or any other fittings.

15. General and Institutional Provisions

To fill all available rooms and to keep pace with circumstances (such as economic considerations and actual enrolment figures), the University reserves the right to amend, cancel or add any provisions, procedures and rules (see chapters 1 and 2 of the Disciplinary Code for Students).

Compiled by SUNCOM August 2025