

# What prospective students need to know about student accommodation at Stellenbosch University

## Student Intake 2027

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### 1. What must I know before applying for a residence at Stellenbosch University?

- a. Please refer to the [Residence Placement Policy](#) and [Guidelines](#) for the detailed set of rules and guidelines for student accommodation at Stellenbosch University.
- b. **Accommodation is not included in your academic offer.** It is important to remember that it is your responsibility to secure your own accommodation, at your own cost, before you arrive on campus and register. Visit [www.maties.com](http://www.maties.com) for more information on residence and private accredited accommodation.
- c. As places in student accommodation are limited, placement cannot be guaranteed. All allocations remain subject to the provisions of the University's placement policy. It is therefore **not a given** that any applicant will be placed in a residence, or a residence of their choice.
- d. After you are admitted for your programme you will become a student and the following students are **not eligible for placement**:
  - i. Students who are employed full-time and earn a fixed income.
  - ii. Students who are registered at the University for subjects or modules that do not lead to an SU qualification, for example those registered as occasional (special) students. In this regard, short course students, as well as students who gain admission to the SciMathUS (or similar) programme, are not accommodated in a university residence. Students who are admitted to the following programmes: BAgric (Elsenburg), any programme at the Business School (Bellville Park Campus), School of Public Leadership or any distance learning programme (Hybrid).
  - iii. Students who study a full-time programme but only attend short lecture series, e.g. who only need to be on campus a certain number of block weeks in a year.
  - iv. These rules apply to students who hold leadership positions in residence as well.

- v. If the system indicates that a student is not eligible for placement and the student has been allocated and/or checked into a residence, the students' placement will be cancelled. The student will be required to vacate the residence within two days (48 hours) of being notified.
- e. As a rule, **no transfers** between residences are accommodated.
- f. Should you wish to cancel your residence allocation please email: [rescancellations@sun.ac.za](mailto:rescancellations@sun.ac.za)

## 2. How and when do I apply for a residence?

- a. Residence applications form part of the general programme application for admission to SU. Applicants can apply online at <https://student.sun.ac.za/applicant-portal/#/auth/login>.
- b. Residence applications close on the 31st of July of the year of application. Late applications will not be considered.

## 3. What if I am studying on the Tygerberg campus?

- a. Please note that MBChB, Dietetics, Nursing, as well as Physiotherapy students (including late selections at the beginning of the academic year), are not allowed to use University accommodation on the Stellenbosch Campus, as these programmes are offered at the Tygerberg Campus from the first year of study.
- b. If you were granted a residence placement on the Stellenbosch Campus based on selection to another programme, a place in a residence on the Tygerberg Campus is not guaranteed.
- c. Selected Occupational Therapy (in their first year) and Speech-Language and Hearing Therapy students (in their first and second year) will not be accommodated at the Tygerberg Campus. They can apply for residence placement on the Stellenbosch Campus, as these programmes are offered at the Stellenbosch Campus in the first year and first and second years, respectively.
- d. It is the responsibility of the applicant to find private accommodation if they have not received a residence placement on the Tygerberg Campus.

## 4. What criteria must I meet to be eligible for a residence placement?

- a. **Admission status:** Students must have received a conditional admission or a final admission offer for a SU programme.
- b. **Age:** Students 21 years and younger of age (in the year of residence) are considered for placement in a junior residence.
- c. **Academic performance:** Academic ranking is used throughout the process.
- d. **Race:** To redress past inequalities and build social cohesion, race (coloured, black African, Indian, or Asian) is considered in this category.
- e. **Socio-economic status (SES):** In this category, priority is given to:

- i. applicants with a high SES score as determined upon application<sup>1</sup>, as well as
  - ii. applicants who receive a bursary based on financial need, such as the National Student Financial Aid Scheme (NSFAS).<sup>2</sup>
- Other considerations that may be considered in this category include:
- iii. selection to an extended curriculum programme based on deficits in the school system; and
  - iv. distance from campus, where such distance creates a barrier to access.<sup>3</sup>
- f. **Nationality:** International applicants are considered to ensure diversity.
- g. **Disability:** Students with disabilities, where appropriate, will be considered for placement in student housing in consultation with the Disability Unit.
- h. **Special placements:** Special placements form part of the total number of placements per year. Special placements do not constitute an additional group for whom additional provision is made. The following special placements apply and may be amended by SU management as deemed necessary:
- i. Bloemhof Bursary Trust ("the Trust") placement, as agreed with the University: In terms of the agreement between the Trust and SU, 45 residence placements (as a rule, 40 female and 5 male) are currently reserved for first-year students nominated by the Trust. The names of the nominated candidates must reach the Student Accommodation Office by the agreed dates.
  - ii. Sport placements: The agreed number of places, 70 spaces (as a rule 35 female and 35 males), are reserved for top athletes. Nominations for placements are made by Maties Sport by an agreed date. Placements are made in accordance with Maties Sport's Recruitment and Retention Plan as well as their Transformation Plan.
  - iii. Military students: Officers selected by the South African National Defence Force (SANDF) who are enrolled for full-time programmes on Stellenbosch campus may be placed in suitable University accommodation.
  - iv. Discretionary placements: Provision is made for discretionary placements based on strategic considerations or exceptional circumstances. Please see Addendum A in the Residence Placement Guidelines

## 5. How does the residence placement process work?

### Step 1: Setting the targets

- a. To ensure that the purpose and objectives of the Policy (as articulated in paragraphs 2 and 5 respectively) are achieved, and in line with the stated policy principles (paragraph 6), the Rectorate considers the demographic profile of the eligible residence applicant pool each

<sup>1</sup> Refer to the [Admission Policy](#) for more detailed information on the calculation of the SES score.

<sup>2</sup> At the stage of application and residence placement, an applicant's bursary status is not yet known. Therefore, bursary status can only be considered once the information becomes available.

<sup>3</sup> Distance in itself does not constitute a barrier to access if the means to travel and secure accommodation are available. In this regard, distance is viewed in the context of the applicant's socio-economic status. It is also important to note that SU is situated in an area with limited accessible public transport. Therefore, applicants who reside within a radius of 30 km of the University (criteria used by NSFAS) may also experience distance as a barrier.

year and sets targets for the percentage of newcomer first-year students in the following categories:

- i. Applicants who achieve above a specified academic level
  - ii. Applicants who are coloured, black African, Indian or Asian
  - iii. Applicants with a SES score above a certain level and/or who receive a bursary based on financial need, such as NSFAS
  - iv. International applicants
- b. As the targets are only approved towards the end of the application cycle once the demographic profile of the qualifying pool can be determined, the initial process of offering a place in residence is based on the previous year's targets and qualifying applicant pool. As soon as the new targets have been established, the final offers are made to ensure that the targets are reached. Targets are also applicable when offers are made from the waiting list.
- c. The targets are reported to the relevant governance structures and published in the Management Guidelines once determined.

### **Step 2: Offering a place in residence**

- a. Places in residence can only be offered for applicants who have applied for allocation to a residence and have received an academic offer.
- b. An acceptance amount is required if the applicant wishes to accept the offer and secure the place in residence. Please see Step 3 below.
- c. The following criteria are considered simultaneously according to the set targets:
  - i. Academic performance
  - ii. SES and/or bursary received based on financial need
  - iii. Race (coloured, black African, Indian, Asian or white)
  - iv. Nationality (South African citizen or international student)
- d. As places are limited, academic performance is used to rank applicants in the various categories.
- e. Places are also offered to applicants who are eligible for allocations based on disability or who qualify for a special placement.

### **Step 3: Payment of the acceptance amount:**

- a. Applicants will receive an offer letter, requesting them to pay an acceptance amount of R5 100 by a certain date. The amount will be credited to the applicants' student account.
- b. The payment of the acceptance amount confirms that the applicant has accepted the place in the residence, the terms of the placement policy, the management guidelines, as well as the terms and conditions that are sent to the applicant along with the offer letter (and are published on [www.maties.com](http://www.maties.com)).
- c. Should the acceptance amount not be received by the deadline, the applicant's application for residence placement will be cancelled.

d. International Applicants:

- i. Stellenbosch University International regards the residence acceptance amount of R5 100 as part of the compulsory 1<sup>st</sup> instalment for residence fees. The full first instalment for residence fees of R25 000 and meal quota of R15 000 is payable on or prior to registration.
- ii. Once the compulsory acceptance amount for residence reflects on the applicants account and the applicants has been allocated to a specific residence, the applicant may request a letter of confirmation for accommodation for visa application purposes from [interhouse@sun.ac.za](mailto:interhouse@sun.ac.za)
- iii. For more information regarding fees for international applicants please visit [www.sun.ac.za/international](http://www.sun.ac.za/international) > international students > fees.

e. Financial need:

- i. Based on the socio-economic information the applicant provided with their programme application to Stellenbosch University, the acceptance amount could be waived, or they could be requested to pay a reduced acceptance amount of R500 within 30 calendar days (5 calendar days for Tygerberg campus residences), to secure a place in residence.
- f. To be considered for an exemption from the acceptance amount based on financial need, applicants can submit a motivation with supporting documentation by sending an email to [studentaccomm@sun.ac.za](mailto:studentaccomm@sun.ac.za). Details for payment of the acceptance amount are as follows:
  - i. Please use your Application ID or SU student number (first eight digits) as a reference and email proof of payment to [studentaccounts@sun.ac.za](mailto:studentaccounts@sun.ac.za). Please add the following subject heading to your email: Residence acceptance amount paid.
  - ii. Stellenbosch University (SU) is migrating to a cashless environment for payments. Kindly make use of the following payment details for the payment of the acceptance fee:  
Option 1: Pay directly via the SUNSTUDENT portal when accepting the residence offer, or  
Option 2: Make an online payment (EFT or credit card) via the SU website ([www.maties.com](http://www.maties.com)). To make payment online, please follow these guidelines:
    - In the navigation bar, type in [www.maties.com](http://www.maties.com)
    - Click on 'Fees'
    - Select 'Student Fees online payments'
    - Follow the instructions and pay by credit card or EFT (electronic transfer)
  - iii. For more information on payments, please contact the Student Finance Office at [studentaccounts@sun.ac.za](mailto:studentaccounts@sun.ac.za) or call 021 808 4521/4913.

#### Step 4: Allocation to specific residences

- a. As soon as the first round of offers have been concluded and applicants have accepted their programme and residence offers, allocation in specific residences commences.
- b. This usually happens at the **beginning of October**. The residence in which the applicant is placed will appear on the applicant portal at <https://student.sun.ac.za/> and will also be confirmed in an allocation letter.

- c. In line with the purpose of the Policy, allocations are made to provide opportunities for strengthening social cohesion through diversity. The diversity profile in residences will be distributed based on:
  - i. academic performance;
  - ii. SES and/or bursary received based on financial need;
  - iii. race (coloured, black African, Indian, Asian or white); and
  - iv. nationality (South African citizen or international student).
- d. **Applicants with disabilities** who qualify for placement will, as far as reasonably possible, be allocated to a residence that could cater to their specific needs.
- e. **SU considers gender identity**, as indicated on the student's application when allocating students who qualify for residence placement. Please note that co-ed residences provide an all-gender space as an option for non-binary students.
- f. Throughout the final allocation process, the approved targets are used to guide allocation decisions, including allocating from the waiting list.
- g. The following points need to be noted regarding allocation to a university residence:
  - i. Place in residence is limited; therefore, the University cannot guarantee an allocation to a residence or an allocation to a residence of the applicant's choice.
  - ii. Following the principles of the residence placement policy aimed at ensuring an even spread of students from diverse backgrounds from all residences, no transfers between residences will be permitted.
  - iii. If an applicant has received an allocation to a specific residence, but wants to be considered for an alternative residence, they need to cancel their allocated residence place and register on the November waiting list. Please note, that there are **no guarantees** that a place in the residence of their choice will become available, as all diversity categories will still receive preference (see par 3.1.2 and 3.2.4.3).
  - iv. The University treats all applicants alike, irrespective of whether their parents also studied at Stellenbosch University and does not give preferential treatment based on alumni status.
  - v. As we use various placement categories, it is possible for an applicant with lower marks to be placed before those with higher marks.
  - vi. There are NO single rooms available for first years, except in Majuba, Metanoia and Khayaletu.
  - vii. All residence allocations are conditional. A residence allocation does not guarantee admission to the University. If, for example, an applicant does not meet the University's admission requirements at the end of grade 12, any residence allocation offered to the applicant will immediately fall away.
- h. Also take note of the following important dates:
  - i. Move-in dates: If you do not arrive on the set date communicated to you by the Student Accommodation Office, your allocation to the residence will be cancelled.

- ii. Registration deadlines: If you are not registered by the end of February, your allocation to the residence will be cancelled. Please contact the Student Accommodation Office at [studentaccomm@sun.ac.za](mailto:studentaccomm@sun.ac.za) to inform them of any deviations that should be considered.

## 6. When will I know when I have a placement in residence?

- a. The allocation process on both the Stellenbosch- and Tygerberg Campus will be completed by **31 October**. If the applicant has not received an offer or a confirmed place in a residence by 31 October, it means the applicants' application for residence was unsuccessful.
- b. The University will confirm the status with the applicant in early November. If the applicant still wishes to be considered for a place in a residence on the Stellenbosch Campus, they may register on the electronic residence waiting list at <https://student.sun.ac.za/> from **1 November**, or visit [www.maties.com](http://www.maties.com) ('Private accommodation') to secure private accommodation.
- c. If, at any stage, an applicant is no longer interested in receiving a place in residence, the place should be cancelled by sending an email to [rescancellations@sun.ac.za](mailto:rescancellations@sun.ac.za).

## 7. What are my options if I am not placed in a residence?

- a. All students who are not allocated to a university residence are divided into CSCs. CSC is short for Commuter Student Communities – the community caters to students who do not live in residences and allow them a similar social structure to that enjoyed by residence students.
- b. CSCs **DO NOT** provide accommodation - it is the students' responsibility to find suitable private accommodation.
- c. Students who live in accredited private accommodation still form part of the relevant CSC.
- d. The CSC consists of 11 communities, namely Oude Molen, Pieke and Vesta (Single sex male communities); Aristeia, Equité, Silene and Venustia (Single sex female communities); and Aurora, Capri, Olympus and Osler (co-ed communities, with Osler on Tygerberg Campus).
- e. These communities are managed by the CSC Coordinators within the CSC.
- f. All private students are subject to the rules and regulations of Stellenbosch University and the private community to which they belong.
- g. In terms of a Council resolution, all private students are compelled to join the Commuter Student Community (CSC) and to pay CSC membership fees.
- h. To enable diversity and enhance social cohesion, allocation to commuter student communities and clusters is based on the same criteria as those applied to first-year placement in student housing.
- i. If a CSC student secures a place in residence during the junior years, the student will be re-allocated to the applicable new cluster.
- j. Students who move from residence to commuter student communities are included in the commuter student community of their former residence's cluster.

## 8. How can I secure private accommodation?

- a. To ensure that students residing in privately owned accommodation have access to housing of an acceptable standard, Stellenbosch University ("SU") provides for the accreditation of off-campus privately owned student housing.
- b. Accreditation refers to the regulation and approval of off-campus privately owned student housing ("off-campus private housing") at South African universities in accordance with the Policy on Minimum Norms and Standards for Student Housing at Public Universities (the "Policy").
- c. In addition, the eligibility criteria of the National Student Financial Aid Scheme (NSFAS) stipulate that students residing in private accommodation may only qualify for an accommodation allowance if they are accommodated in university-accredited accommodation. The Minimum Norms and Standards Policy, together with the annual NSFAS Eligibility Criteria and Conditions for Financial Aid, therefore, serve as guiding principles for the accreditation of private accommodation at SU. A proposed Student Accommodation Protocol is currently under development and will be incorporated into these guidelines once finalised.
- d. Accreditation is administered by SU's Private Accommodation Office ("PAO"), which forms part of the Centre for Applications, Student Accommodation, and Client Services within the Registrar's Division.
- e. The list of private accredited accommodation is published on the University's website: <https://www.su.ac.za/en/apply/undergrad/accommodation/private-accommodation>
- f. Students who choose to reside in private accommodation remain responsible for ensuring that they fully understand the terms and conditions of the lease agreement, the cost of accommodation, and their obligations as lessees. Lease agreements are concluded directly between the student and the landlord, and SU is not a party to these agreements. Accordingly, the University does not intervene in contractual matters between landlords and students.
- g. The Private Accommodation Office does not allocate students to private accommodation. It remains the responsibility of the student to identify and secure suitable off-campus housing.
- h. Applications for accreditation open annually on 1 September for the following academic year. The detailed Stellenbosch University Guidelines for Off-campus Private Student Housing Accreditation are available on the University [website](#).

## 9. How does the waiting list work?

### November waiting list for applicants

- a. Any applicant who is still in need of a place in a residence after the completion of allocations at the end of October, may register on the electronic residence waiting list at <https://student.sun.ac.za> from 1 November. This waiting list will be active until the end of December.

b. Please note the following:

- i. The same placement categories are used for other allocations. It is, therefore, possible that an applicant who is lower down on the waiting list can be allocated before another applicant who is higher on the list, based on one of these placement categories.
- ii. In accordance with the residence placement policy, preference will be given to applicants on the waiting list who are funded based on financial need. Distance and exceptional personal circumstances will also be considered when financially needy applicants are prioritised on the waiting list.
- iii. The applicant waiting list will change constantly as more candidates register.
- iv. As far as academic performance is concerned, the matric results will be used as soon as the University has received and verified these results.
- v. Please keep in mind that a place in residence or in the residence of your choice is, at this late stage, limited. Considering private accommodation options are strongly recommended. Visit [www.maties.com](http://www.maties.com) ('Private accommodation') for more information on private accommodation.

### **January waiting list for registered first-year students**

- a. A waiting list for all registered students will open **mid-January** when online registration for first years open. As soon as you have registered for your academic programme, you may register on this waiting list for registered students, available on <https://student.sun.ac.za/> > services and communities > student accommodation > apply for waiting list.
- b. Unfortunately, at this late stage there is no guarantee that a student will be offered an allocation in residence or be offered an allocation in the residence of their choice.
- c. As far as academic performance is concerned, the University will take the student's final examination marks (grade 12) into consideration.
- d. Students' positions on the waiting list will continue to change as further candidates, register and others cancel.
- e. **The placement criteria will still apply:**
  - i. In accordance with the residence placement policy, preference will be given to students on the waiting list who are funded based on financial need.
  - ii. Distance and exceptional personal circumstances will also be considered when financially needy students are prioritized on the waiting list. This means that a student with a lower grade 12 average or who, at a later stage, registered on the waiting list, may be placed above a student with a higher academic average. Also keep in mind that a students' positions on the waiting list will continuously change as more candidates register.
  - iii. The Student Accommodation Office will contact students with a residence offer via telephone and/or email. If a student fails to respond within the requested turnaround time, the student will be prioritized for the next available space should they still wish to take up space and will therefore retain their position on the waiting list according to their academic performance.

## 10. What should I do to cancel my residence allocation?

- a. The University will only accept a residence placement cancellation if you submit it in writing. Therefore, please send any cancellations to [rescancellations@sun.ac.za](mailto:rescancellations@sun.ac.za), and remember to include your application or student number and the reason for your cancellation.
- b. Without having submitted such a notice, you will unfortunately not qualify for any reimbursement of the acceptance amount.
- c. The University will use the date of receipt of your written notice as the official date for calculating any monies owed.
- d. In respect of cancellations of residence placement, the acceptance amount will be dealt with as follows:
  - i. If you cancel on or before 31 October, the University will reimburse you the full acceptance amount.
  - ii. If you cancel after 31 October, the University will charge a cancellation fee of R900.
  - iii. If you cancel later than a week after the release of the NSC results at the beginning of the registration year, you will unfortunately forfeit the full acceptance amount.
  - iv. If you have not arrived by the time the welcoming programme starts, the University will cancel your residence placement and you will forfeit the full acceptance amount
  - v. If you are not admitted to your study programme or, due to circumstances beyond your control, are unable to take up the residence placement for which you have already paid the required acceptance amount, you may apply for reimbursement in writing. Address a fully motivated Letter to the Student Accommodation Office and send it to [rescancellations@sun.ac.za](mailto:rescancellations@sun.ac.za).
  - vi. However, keep in mind that the decision to reimburse any monies ultimately rests with the University.
  - vii. If you cancel after the commencement of the academic year (or if you do not show up on time), you will be liable for a cancellation fee as stated in the [residence placement cancellation rules](#). If a replacement is identified and the cancellation fee is waived, you will still be responsible for the accommodation fee until the replacement moves into the residence.

## 11. Where can I find more information?

- a. For the full policy and management guidelines on placement in student housing and allocation to commuter student communities and clusters, click on the "Accommodation" link on the website for prospective students, [www.maties.com](http://www.maties.com).

STUDENT ACCOMMODATION OFFICE  
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