



## POSTGRADUATE DIPLOMA (SUSTAINABLE DEVELOPMENT)

### **HOW TO APPLY\***

(\*This document replaces the information on pages 10 and 11 in the prospectus)

Before you start: Read the instructions at <http://www.sun.ac.za/english/pgstudies/Pages/How-to-apply.aspx>

#### **Current enrolled SU students:**

Applications for current student will open in July. You will follow the process outlined below.

#### **New applicants (external):**

Applications open on 11 April.

#### **Step 1: Select the programme**

- On the SUNStudent application portal, the PGDip (Sustainable Development) programme is listed under the Faculty of Economic and Management Sciences: Lynedoch.

#### **Step 2: Meet the admission and selection criteria**

- Consult the Faculty of Economic and Management Sciences [calendar](#) for admission and selection criteria.

#### **Step 3: Apply online**

- Apply at [www.sun.ac.za/pgstudies](http://www.sun.ac.za/pgstudies) .
- Submit your application by 31 August.
- Correspondence will be sent to the email address which you provide so please check that it is correct.
- Some servers/mailboxes wrongly identify emails from Stellenbosch University as spam, especially those sent from the SUNStudent platform ([noreply@sun.ac.za](mailto:noreply@sun.ac.za) ). . Please check your spam/junk folder regularly so that you don't miss important communication regarding your application.

#### **Step 4: Track your application status**

- All submitted SUNStudent applications will be checked by the University's central admissions office.
- If your application is complete, your application status will change to 'Reviewed'.
  - \* Within 7 working days after your application status has changed to 'Reviewed', our programme administrator will email you our departmental form.

- \* You will be required to email your completed departmental form, a 1000 word motivation and your CV to our programme administrator within a set period of time (usually ten days).
- \* If we do not receive your departmental form, motivation and CV, your application for PGDip (Sustainable Development) studies will be incomplete and it will not be considered for selection.
- \* Completed applications will be considered for selection during October.
- \* Our programme administrator will inform you of the outcome of your application by 15 November.
- \* You will also receive a notification from the SUNStudent platform.
- \* Your application status will change accordingly.

## Step 5: Upload your signed contract and accept our offer

- Firstly, you must sign the postgraduate student contract (NB. no digital signature allowed) and upload it to your application.
- Secondly, you must accept the offer within the timeframe as indicated in your official SUNStudent notification email.
- Thirdly, you must pay a R2000 deposit to secure your place on the programme. Information on the deposit will be communicated to you by our programme administrator.

## Enquiries

- **Enquiries on your online application:** SU Helpdesk, tel. 021 8089111, [info@sun.ac.za](mailto:info@sun.ac.za).
- **Enquiries on the Programme or your departmental application:** Centre for Sustainability Transitions, tel. 021 8813952, [cstenuquiries@sun.ac.za](mailto:cstenuquiries@sun.ac.za) .