
2025

NAS ACADEMICALLY
EXCLUSION APPEALS
PROCESS



NATURAL AND
AGRICULTURAL SCIENCES

UFS

www.ufs.ac.za

 UFSUV |  UFSweb |  UFSweb |  ufsuv

*Inspiring excellence.
Transforming lives.*

UNIVERSITY OF THE
FREE STATE
UNIVERSITEIT VAN DIE
VRYSTAAT
YUNIVESITHI YA
FREISTATA



UFS
NATURAL AND
AGRICULTURAL SCIENCES

Introduction

The Faculty's Appeal process is in place to provide students who have been academically excluded for breaking the progression rules with the opportunity to appeal against the decision. This is done by providing the committee with the necessary reasons and proof of why you, as a student, could not adhere to the progression rules.

Please use the following [link](#) to accustom yourself to the faculty's progression rules. If you feel that you are at risk for breaking one or more of these rules, please keep to the following process:

STEP 1: Check your ufs4life e-mail address regularly for **ANY** UFS communication on your exclusion or appeal.

STEP 2: Ensure you read the exclusion letter thoroughly to see what is expected of you. Take special note of the date by which the appeal must be submitted.

STEP 3: Gather all relevant information and evidence. Ensure that the information and evidence are aligned with your motivation.

STEP 4: Submit the appeal application with evidence to the email address stated in the letter. This is a live link and will take you to the correct email address.

STEP 5: Wait for the outcome.

STEP 6: Depending on your outcome, you will proceed as follows:

Approved: You may continue with your academic programme, given some conditions. Contact your programme director for assistance and provide them with the outcome letter as proof.

Denied: You may not continue with your academic programme in the Faculty. You may request the URRT to review the decision. The information on how to go about submitting to URRT will be in the letter. Please read the letter carefully.

IMPORTANT: You may only appeal if you have been academically excluded. Do not attempt the appeal process just because you feel at risk. Wait until you receive the communication on your ufs4life email.

If you have been excluded and failed to submit your appeal application, or if your appeal was denied by both the RAC and the URRT, you will remain academically excluded. You can then only reapply to UFS for admission after a period of 12 months, but not more than 24 months. Example: If you were excluded on the results of 2022 and did not appeal or were denied, you will not be able to study in 2023. You can then reapply in 2023 to study in 2024.

No late appeals or URRT reviews are accepted. Please keep to the deadlines stated in the letters.