

# INTERNATIONAL STUDENT GUIDE

OFFICE FOR INTERNATIONAL AFFAIRS



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*Inspiring excellence. Transforming lives.  
Inspireer uitnemendheid. Verander lewens.*

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





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## *Dear International Students,*

Welcome to the University of the Free State. I am excited about your choice to study at the University of the Free State (UFS), and trust that you will have an academically fulfilling experience at our university. The UFS is a research-led, regionally engaged, globally competitive university, which embraces diversity, inclusivity, and academic excellence. Internationalisation is very important to our university. In 2018, we adopted a new Internationalisation Strategy. In recent years, we have been able to significantly improve international student services and social integration programmes.

The UFS provides an excellent experience to international students. Dedicated support is provided by the Office for International Affairs, which serves as the first port of call for all international students at the UFS. We have developed a range of Internationalisation-at-home activities, including our Umoja Buddy Programme, which integrates local and international students. We value the contribution that our international students make to intellectual diversity at our university, and we actively promote opportunities to engage with local students from the UFS. The intellectual cross-fertilisation between students from different backgrounds provides opportunities for the acquisition of international and intercultural competencies by all students, and results in the enhanced employability of our graduates.

This International Student Guide has been designed to assist you in settling into our university. I trust that you will find the information helpful, and that you will have an intellectually and socially fulfilling experience as a Kowsie. To a great extent, the quality of your experience will depend on your personal choices; I encourage you to use the opportunity to engage and mix with Kowsies hailing from diverse national and cultural backgrounds. The Office for International Affairs, together with the SRC and the various international student organisations at the UFS, will try to assist you in settling into the UFS and structure activities which will make it easier for you to meet fellow Kowsies and getting to know your new environment!

**Cornelius Hagenmeier**  
Director: Office for International Affairs



# ABOUT SOUTH AFRICA

## Location

South Africa lies at the southern tip of the African continent between latitudes 22° and 35° south. It is flanked in the west by the Atlantic Ocean, in the south and the east by the Indian Ocean, in the north by Namibia, Botswana, and Zimbabwe, and in the north-east by Mozambique and Swaziland.

## Language

The predominant languages in the city – depending on ethnicity – are Afrikaans, English, and Sesotho. However, the vast majority of citizens do understand all of these languages, even if it's not their first language.

## Weather

Typical of inland South Africa, Bloemfontein is known for soaring temperatures during the summer months, reaching highs of 30 degrees Celsius (86 degrees Fahrenheit). Although the winter days are clear and sunny with temperatures in the mid-teens (approximately 15 degrees Celsius or 59 degrees Fahrenheit), the night and early-morning temperatures can plummet to below freezing (approximately -2 degrees Celsius or 28 degrees Fahrenheit), and frost is common. It is good to keep in mind that central heating is not standard in South African guesthouses or homes. It is therefore wise to make sure that you pack enough warm clothing if your visit to Bloemfontein takes place during the middle of winter. QwaQwa winters are bitterly cold, with icy mountain winds, frost, and snow.

## Currency

The South African currency unit is the Rand, denoted by the symbol R (R1, 00 = 100 cents). There is no limit on the amount of foreign currency you may bring into the country, but it must be declared at Customs and Excise when you arrive.

## Credit Cards & Travel Cards

Most international credit cards such as American Express, Diners Club, MasterCard and Visa are accepted, as well as travel cards. Foreign currency is accepted in South Africa, and it can be converted into local currency.

**Please note:** A commission fee is charged every time you exchange currency.

## Electricity

Electricity supply is constant throughout Bloemfontein. However, it is good to be aware that electricity supply is sometimes under pressure, with the whole country undergoing load shedding, which may result in daily power outages. Therefore, it might be a good idea to keep a torch, battery-powered lights or a couple of candles in your room at night, just in case.

### A few pointers regarding electricity in South Africa:

- The South African electricity supply is 220/230 volts AC 50 HZ.
- Most plugs are 15 amp 3-prong or 5 amp 2-prong, with round pins. If an adaptor is called for, consider bringing one with you, although it can be purchased locally.
- US-made appliances may need a transformer.
- Most hotel rooms have 110-volt outlets for electric shavers and appliances.

## Taxation

The Value Added Tax (VAT) rate is 14% and is included in the price you see on products. It is levied on most products except staple foods. Students should obtain proof of payment for all capital items purchased during their stay to claim refunds at the port of exit, provided the value of the items exceeds R250. Information leaflets on the procedure to be followed are available from the VAT Refund Administration offices at the Beit Bridge border post and the OR Tambo International Airport (Johannesburg).

## Cellphones

### Buying a cellphone/starter kit

It is advisable to shop around when buying a cellphone, as good deals can be found. The Thakaneng Bridge has cellphone shops as well as other shops selling cellphones. This would be the best place to shop around for a reasonably priced cellphone. Starter kits (pay-as-you-go packages with SIM cards and airtime) can be purchased at most shops.

**NOTE:** You need a letter from the Office for International Affairs, your passport, and proof of residential address to purchase a cellphone or SIM card.

## South African Cellular Networks



## Banking facilities

The University of the Free State deals with ABSA Bank, Nelson Mandela Drive, Brandwag. There is also a small branch on campus. In South Africa, most major credit cards are accepted, e.g. Master Card, Visa Card, Diners Club, and American Express. All the major banks are situated within walking distance of the campus and there are also automated teller machines (ATMs) on campus.

### Please take note of the following safety hints when using an ATM:

- If possible, use ATMs that you are familiar with or choose well-lit, well-situated ATMs.
- Scan the area before you approach the ATM and avoid using an ATM if there are suspicious-looking people in the vicinity or if it is isolated or appears unsafe.
- To open a bank account, take the following along:
  - Two photocopies of your passport and your original passport document.
  - Two copies of a letter stating that you are a student at the UFS (obtainable from the Office for International Affairs), as well as proof of registration.
  - Proof of accommodation.
  - A letter from your sponsor, if applicable.
- You will need to have your passport with you when you exchange traveller's cheques or foreign currency.
- You cannot exchange foreign currency and traveller's cheques at the campus branch, only at the Main Branch in Nelson Mandela Drive, opposite Mimosa Mall.



## UNIVERSITY OF THE FREE STATE

### OUR THREE CAMPUSES

#### How to access our campuses

The Visitors Centre on the Bloemfontein Campus is a great place to start. Located on DF Malherbe Drive, visitors require a daily access card and parking disc, which can be obtained from the reception desk at the centre. Campus maps are available for easy access to any destination.

The South Campus is located on Church Street in Bloemfontein and can be accessed from the N1 highway and from all major roads in the city. Our friendly staff members at the entry points are available to assist visitors on arrival.

The Qwaqwa Campus is located in Phuthaditjhaba in the Eastern Free State. Staff members at the main entrance to the campus are available to assist visitors with information and access. Our campuses are also equipped with disabled-friendly walkways, and buildings and facilities that will make your stay safe and comfortable.

#### Access permits

- All vehicles using the roads of the university must obtain an access permit annually before 28 February.
- The access permit must be displayed in a clearly visible spot on the windshield of a vehicle.
- Motorcycles, etc., must display the permit on a visible spot on the motorcycle.
- Permits can be purchased from Protection Services and are not transferable.

#### Temporary use of vehicle

The temporary use of a vehicle that does not have an access permit must be reported to Protection Services. The concession is only valid for periods shorter than two weeks.

## ACCESS GATES

### THE FOLLOWING GATES ARE USED ON CAMPUS:

#### Main gate (Nelson Mandela Drive)

Open 24 hours for incoming and outward-bound traffic. Seven days a week.

#### Wynand Mouton gate

Open 24 hours for incoming and outward-bound traffic. Seven days a week.

#### DF Malherbe gate (Agriculture)

Open 24 hours for incoming and outward-bound traffic. Seven days a week.

#### Roosmaryn gate

Open Monday to Friday from 06:00 to 18:00 • Closed on weekends and holidays.

#### Furstenburg Road gate

Open Monday to Friday from 06:00 to 18:00 • Closed on weekends and holidays.

## BLOEMFONTEIN CAMPUS

The University of the Free State (UFS) is one of the oldest institutions of higher education in South Africa. It opened its doors in 1904 on the Bloemfontein Campus with a mere six students in the Humanities. Since then, the institution has grown to approximately 41 900 students (November 2019) spread across seven faculties over three campuses. The UFS offers a range of high-quality and internationally accepted degrees, diplomas, and certificate courses in the following faculties: Economic and Management Sciences • Education • Health Sciences • The Humanities • Law • Natural and Agricultural Sciences • Theology and Religion.

The UFS boasts three campuses in the Free State – one of the nine provinces in South Africa. The university has been established in Bloemfontein and was expanded with the addition of the Qwaqwa Campus (in the Eastern Free State) in 2003, and the South Campus – in Bloemfontein – in 2004.

The South Campus provides alternative access to higher education for promising students who have not obtained the required marks in their final school examinations. Our vibrant Qwaqwa Campus serves a rapidly growing number of rural students from the immediate area and surrounding provinces.

## BLOEMFONTEIN

Bloemfontein is a modern city with approximately 850 000 residents. It is situated in the central region of South Africa. The name, when translated directly into English, means 'fountain of flowers', and the city is also affectionately known as the 'City of Roses'. It offers residents and visitors a full range of recreational, commercial, and educational facilities. Although classified as a city, Bloemfontein still has the feel of a small country town and is regarded as one of the best places to live in South Africa.

Bloemfontein was originally a farm owned by Johannes Nicolaas Brits; after buying it from Brits, Major Henry Douglas Warden founded it as a British army fort in 1846. Due to its long history, the city is rich in historical artefacts, including remnants of the central role it played in the Second Boer War. Despite being one of the coldest places in South Africa during the heart of winter, Bloemfontein is known as a warm-hearted and friendly city.

The city has a relaxed atmosphere that reflects its agricultural beginnings, but it boasts a vibrant nightlife and an abundance of clubs, pubs, restaurants, and coffee bars, as well as nationally and internationally recognised sporting facilities. The Free State province enjoys pleasant weather for most of the year. Summer, from October to April, is sunny and hot, with temperatures in excess of 32 °C from December until February.

Hot afternoons are often cooled by brief thunderstorms. The winter months of May to August are dry, crisp, and cold, though daytime temperatures are pleasant at around 15°C.

Bloemfontein is well connected to other major cities and tourist attractions by means of road and air transport. South African standard time is two hours ahead of Greenwich Mean Time. There is no zone or seasonal variations.

### Bloemfontein Campus Facilities

Apart from being close to shopping centres and supermarkets, a number of convenient shops and services are also situated on the campus itself. Thakaneng Bridge, the student centre on the Bloemfontein Campus, is the hub of student life located in the centre of campus, with a number of fast-food outlets and delis, some of which are listed below:

- Die Deli
- King Pie
- Sandwich Shop
- Vetkoek Factory
- Chick-a-Leecious
- Surf & Turf
- Treats
- Debonair Pizza
- Steers
- Fatima's Kitchen (halaal)

Other convenient utilities and outlets found on Thakaneng Bridge include a number of banks, ATMs for drawing money, the Van Schaik book store for textbooks and stationery, Xerox copying services, and a 7-Eleven grocery store.

**IN ADDITION, A NUMBER OF DEDICATED DOCTORS, PSYCHOLOGISTS AND SOCIAL WORKERS HAVE OFFICES ON CAMPUS. CONTACT THE FOLLOWING SHOULD YOU NEED ASSISTANCE IN THIS REGARD:**

**UFS MEDICAL PRACTICE**  
**+2751 401 2603**

**SOCIAL WORK SERVICES**  
**+2751 401 9117**

**STUDENT COUNSELLING AND DEVELOPMENT**  
**+27 51 401 2853**

With crime being an issue throughout South Africa, a number of measures have been introduced on the Bloemfontein Campus to ensure the safety of students and staff. This includes Protection Services personnel who are available 24 hours a day, patrolling the campus in vehicles and on foot, panic buttons throughout campus that students and staff can push if they feel threatened, and access control at all the gates to the campus. Still, it is advisable to always keep an eye on your belongings and not to walk alone, especially at night.

**CALL THE FOLLOWING EMERGENCY NUMBERS SHOULD YOU FIND YOURSELF IN AN EMERGENCY:**

**UFS Protection Services: +27 51 401 2911/2634**

**Mediclinic casualties: +27 51 444 6666/6225**

**ER 24 Ambulance Service.: 0800 051 051**

**SA Police Service: 10111**

### Panic-button Poles

Thirty-five red poles have been installed across campus. Each of these red poles is fitted with a panic button that can be activated to summon help. Should you feel unsafe, locate your nearest pole and press the button. Cameras installed in the vicinity will alert Protection Services that assistance is needed.

## SOUTH CAMPUS

Nestled in the hills overlooking the vibrant city of Bloemfontein, lies the South Campus of the University of the Free State (UFS). The facilities can accommodate up to 4 000 students and include lecture rooms, an auditorium, a library, and an impressive administration building.

Originally established in the 1980s as a satellite campus for Vista University, it was incorporated into the UFS in 2004. Ever since its incorporation, the UFS tailored the South Campus to play a significant role in the economy of the region, the enhancement of its people, as well as being the hub for distance-learning programmes offered by the institution.

This campus is the hub of distance learning. It provides distance-education programmes to more than 5 500 students at locations in six provinces. It also offers the Advanced Certificate in Teaching (ACT), a complete online programme and the first of its kind in South Africa; the University Access Programme (UAP); and the ICT Innovation in School Education (ICTISE) – an award-winning programme that supports secondary school teachers across the Free State with teaching aids, using the Internet Broadcast Project. It also offers a Family Maths and Family Science programme, and the extended degree programme.

One of the main roles of the campus is to draw new students from lower levels of education who would previously not have been able to attain higher education. The South Campus offers programmes for students to gain access to further education and training (FET) and higher education (HE) levels. These programmes enable learners to ultimately enter the mainstream curriculum after completing the preparation courses. By offering this opportunity, the UFS ensures that students who might otherwise have fallen by the wayside, get to develop to their full potential and realise their dreams.

In addition, the South Campus also serves as the pivotal centre for more than 6 000 long-distance learners. These students are not able to study on campus due to a variety of factors, such as their geographical location, financial constraints, or having to complete their degrees on a part-time basis as a result of job commitments. The influx of long-distance learners account for the South Campus being the fastest growing of the UFS campuses. On-campus students receive intensive small-group instruction, which has been proven to be a highly successful method of tuition. Distance education is accomplished through online technology and broadcasting mediums.



## QWAQWA CAMPUS

At the foot of the majestic Drakensberg Mountains – tucked away at Phuthaditjhaba in the beautiful Eastern Free State – lies the Qwaqwa Campus of the University of the Free State.

The campus has a fascinating history – fraught with hardship and struggle, but also with beauty and progress. Since its incorporation in 2003, this former branch of the University of the North has been playing an important role in bringing higher education to this underprivileged rural community.

In line with the common vision of the university to develop niche areas for all its campuses, the Qwaqwa Campus specifically addresses socio-economic development, informed by a rural context. Stimulating growth, job creation, and entrepreneurship in the region is the main focus in creating demand-driven academic, skills-, and community-development programmes on the campus. These programmes are underpinned by a strong research agenda focusing on identifying the best possible strategies for creating jobs in impoverished rural areas and understanding how best to stimulate economic growth in these contexts.

The campus offers programmes in the faculties of the Humanities, Education, Economic and Management Sciences, as well as Natural and Agricultural Sciences, with postgraduate teaching in various centres of excellence. The approximately 3 800 students on campus ensure a lively atmosphere, with 230 dedicated staff members from diverse backgrounds who guide, support, and drive the Qwaqwa Campus to excellence.

The Qwaqwa Campus plays an important role in providing higher education, research, and community engagement to this important region.

### Qwaqwa (Phuthaditjhaba)

Qwaqwa is an urban conglomeration located in the Eastern Free State which encompasses a small region of 655 square kilometres (253 sq mi), bordering Lesotho. It was classified as a 'Bantustan' or 'homeland', designated for more than 180 000 Basotho people. The capital is Phuthaditjhaba. The frequent snow on the Drakensberg Mountain peaks led the KhoiSan people to call the region 'Qwa-Qwa' (whiter than white). In Afrikaans it was known as 'Witsieshoek', named after Chief Wetsi of the Makgokwe clan of the Basotho.

As a homeland, Qwaqwa was granted self-governance on 1 November 1974. It again became part of South Africa in 1994, along with the other nine homelands. After the fall of the apartheid government on 27 April 1994, the homeland government was dissolved. Following the first South African democratic elections, it was re-integrated into the national government, together with the nine other homelands.

Qwaqwa was an educational hub, with at least 80% of schools in the present Free State province having teachers who were educated there. The university campus – formerly known as UNIQWA – which is a central part of the small town, has since been incorporated into the University of the Free State and renamed the 'UFS Qwaqwa Campus'.

### Interesting facts about the surrounding areas

#### The following can be found in the Golden Gate Highlands National Park:

- The site where the oldest fossilised dinosaur eggs in the world were discovered. The park and its immediate surroundings are now recognised as one of the top-three dinosaur nesting grounds on the planet and a world-class interpretive centre for the study of dinosaurs is forthcoming.
- Remains and evidence of glacier movements from a few million years back in the park.
- The caves where women and children hid during the Anglo-Boer War and managed to survive for many months until the end of the war. The evidence of a battlefield where Boer forces had to surrender to the English during the Anglo-Boer War. Thousands of cartridges are still lying around, and after more than 100 years the ground is still barren as a result of the ammunition wagons that were set alight by the Boer forces to prevent their ammunition and rifles from falling into the hands of the enemy.

## DIGITAL CAMPUS MAP WILL GET YOU WHERE YOU NEED TO GO

If you are prone to getting lost, the University of the Free State's digital campus map is just the tool for you. Directions will no longer be a problem with our new interactive digital map. Search for locations on any one of our three campuses. Digital campus maps are available for all our campuses: the Bloemfontein, Qwaqwa, and South Campuses.

<https://www.ufs.ac.za/about-the-ufs/visit-the-ufs/maps-of-our-campuses>

## OFFICE FOR INTERNATIONAL AFFAIRS

The Office for International Affairs (OIA) serves as the first port of call for all international staff and students at the UFS, providing assistance and specialised administrative support.

The principal purpose of the OIA is to enable internationalisation at the UFS. It renders strategic advice on internationalisation and supports the international activities of internal UFS stakeholders. It supports international partnerships, research internationalisation, internationalisation-at-home activities, and student exchanges.

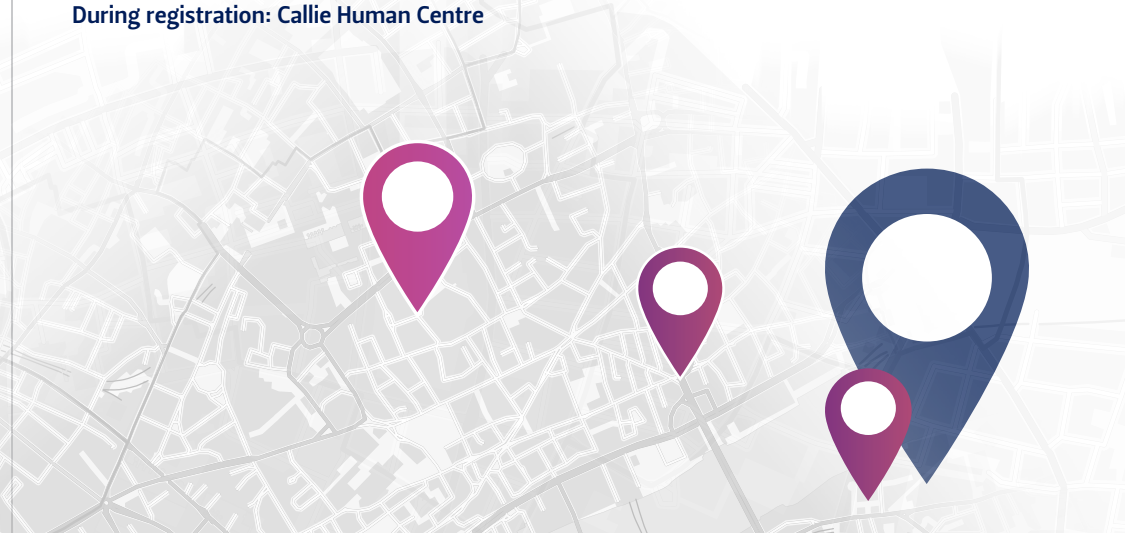
### The services include, but are not limited to:

- Facilitation of international partnerships and advice to internal stakeholders on partnership processes;
- Specialised services for international students, and ensuring their compliance with relevant legislation;
- Provision of practical and emotional support for international students;
- Structuring co-curricular internationalisation-at-home activities, such as cultural diversity celebrations and activities supporting the social integration of international students;
- Institutional reporting on internationalisation and creating an institutional narrative of internationalisation;
- Liaison with various external stakeholders, i.e. government, embassies in South Africa, science councils, and funding agencies;
- Coordination of international projects.

## WHERE CAN YOU FIND THE OFFICE FOR INTERNATIONAL AFFAIRS?

Our offices are located in the Mabaleng A Building, directly behind the Winkie Direko Building. Office numbers B13 and B24.

**During registration: Callie Human Centre**



## ORIENTATION

All international students must report to the OIA soon after arrival on campus, before beginning the registration process.

This will ensure that your UFS registration and orientation as a new student is a positive and efficient experience. All international students must also attend the orientation sessions as indicated in the Gateway programme and in the OIA communiqué. Advising students on their immediate academic and social environment is of paramount importance to us. Through the orientation programme, we hope to ensure that your social and local integration into the UFS community and Bloemfontein will be a positive experience enriched by the cultural diversity. Further details on this are available in the Gateway Orientation programme.

### Some of the main objectives of orientation are:

- to create a climate that is welcoming, promoting positive adjustment to the faculty and to the institution, and minimising anxiety;
- to promote positive relationships between faculty and students, and between students and students;
- to orientate students to the university environment, including all student support services and resources;
- to develop skills that promote academic success;
- to enhance the understanding of diversity and respect for all;
- to set clear career goals.

### Student Integration – Umoja Buddy Programme

While academic excellence is important to the UFS, meaningful friendships and intercultural learning are of equal importance to ensure a holistic student-life experience.

Adjusting to the South African context can sometimes be a little overwhelming, which is why the Umoja Buddy Programme (UBP) is of the utmost importance to first-entry students at the UFS.

The UBP is designed to help with the adjustment process by pairing newly admitted international students with current senior students at the UFS. Students who request an Umoja ambassador have a chance to start their time here at the UFS with a friend they can hang out with, and who can help them acclimatise to campus life. The UBP is a fun and easy way to learn about the South African culture and it is a great way to share about your own country and culture.

The UBP provides both international and local students at the University of the Free State the opportunity for an enriching cultural exchange and allows both participants to gain a broadened perspective on the world.

The OIA would also like to reiterate that you are a valued student of the UFS and that you deserve quality service inside and outside of the classroom.

Should you have any queries, please visit our offices in the Mabaleng A Building (Room B13), situated behind the Winkie Direko Building.

## Pre-arrival checks

It is recommended that you book all flights and any other form of transport from your home country well in advance.

### Before you leave your own country, you need to be sure that:

- all admissions at the UFS are in order;
- you have a valid PASSPORT for your period of study;
- you have a valid STUDY VISA for your period of study;
- you have copies of your passport and student visa in case of theft;
- you have proof of medical aid cover recognised in South Africa;
- you have booked and confirmed your accommodation;
- you have packed an extra pair of clothing in your hand luggage in case your suitcase gets lost;
- all your valuables and important documents are in your hand luggage;
- you will have enough money for the first week after your arrival, and for the duration of your stay;
- you have informed your bank that you will be travelling abroad; you have made arrangements with your bank so that you can pay all your fees upfront prior to registration and that you will not be delayed by bank limits; and
- you have a copy of your sponsorship letter if you receive funding.

## CONTACT DETAILS – OFFICE FOR INTERNATIONAL AFFAIRS

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## APPLICATION TO STUDY AT THE UNIVERSITY OF THE FREE STATE

### Application Opening Dates

DATE	PROGRAMMES FOR WHICH APPLICATIONS OPEN
1 April 2020	Applications to study any undergraduate programme offered on the Bloemfontein and Qwaqwa Campuses in 2021
1 September 2020	Applications to study any University Access Programme (UAP) offered on the South Campus and the sub-regions in 2021

### Application Closing Dates

**IMPORTANT NOTICE:** If your application is received after the following closing dates, it will not be considered.

DATE	SELECTION AND NON-SELECTION PROGRAMME/S FOR WHICH APPLICATIONS CLOSE
31 May 2020	MB ChB Radiation Sciences Optometry Physiotherapy Occupational Therapy Dietetics Biokinetics
31 July 2020	Architecture Quantity Surveying Construction Management Nursing
31 August 2020	International undergraduate applications
30 September 2020	Geology Forensic Sciences Music Social Work Community Development (QQ only) All non-selection programmes Applications from students transferring from other tertiary institutions
1 November 2020	Fine Arts
30 November 2020	All University Access Programmes on the South Campus and the sub-regions

**Online application: Go to [www.ufs.ac.za](http://www.ufs.ac.za).**

Follow the link <https://apply.ufs.ac.za/> – online application. Proceed through all eight easy steps and submit your electronic application.

**NB:** You need an active email address and cellphone to successfully complete an online application.

## UNDERGRADUATE

**Upload copies of the following in PDF or JPEG format when you apply for undergraduate studies:**

- Your passport
- Your final Grade 11 results with the school's stamp
- Study record (academic transcript) with certificate of conduct and/or qualification certificate if you have obtained your degree
- Grade 12 June results with the school's stamp must be emailed to [studentadmin@ufs.ac.za](mailto:studentadmin@ufs.ac.za) as soon as it becomes available, especially if you have applied for a selection programme
- USAf letter for applicants who wrote or will be writing exams other than NSC/IEB
- To apply for the USAf letter, visit the following website: [mb.usaf.ac.za](http://mb.usaf.ac.za) – for assistance, contact +27 51 401 9666 or [studentadmin@ufs.ac.za](mailto:studentadmin@ufs.ac.za)

## POSTGRADUATE

**Upload copies of the following in PDF or JPEG format when you apply for postgraduate studies:**

- Your passport
- Your study record (academic transcript) with certificate of conduct and/or qualification certificate if you have obtained your degree
- SAQA certificate

The Postgraduate School provides a hub of postgraduate capacity building and a source of valuable information and support for postgraduate students. The university believes that postgraduate education ought to focus on the holistic development of the postgraduate student as researcher and that research education should include more than disciplinary training. Within this broad framework of postgraduate research education, the school's particular niche includes research methodology and approach, as well as research practice.

## ABOUT THE APPLICATION PROCESS

### Free application

- Students have the option of downloading the app on Android or iPhone. Search for 'UFS Campus Navigator' in your phone store. It is a free application.
- The map, designed and produced by AfriGIS Web Map Services, has functionality that won't leave you behind.
- Although the default setup for the map is walking, you can change the setting to 'drive'.
- For more information on what the University of the Free State offers, please visit [www.ufs.ac.za](http://www.ufs.ac.za)

### Language Proficiency

Tuition at the UFS is offered in English. The university therefore requires that students are proficient in English before they register. An applicant, whether at undergraduate or postgraduate level, must have demonstrated a certain level of proficiency in English or Afrikaans by taking the IELTS test (see below). This test is offered by the British Council; either the application or the full report must accompany the application for admission. No student will be admitted without proof thereof.

## MINIMUM ADMISSION REQUIREMENTS

### Undergraduate

Undergraduate students must obtain four (or more) out of ten on each of the IELTS subjects. Students with a score of four or less out of ten on any of the IELTS subtests will be required to conduct a language proficiency test at our counselling offices. Based on this evaluation, it may be recommended that the prospective student completes a six-month English course in the Department of English before starting with studies. Once successfully completed, students can proceed with the intended course of study, or proceed with both English and the intended course of study.

Students registering in terms of any exchange agreement are exempted from these requirements, provided that the Memorandum of Understanding (MoU) stipulates their proficiency in English.

### Postgraduate

Postgraduate students must obtain seven or more out of ten on each of the IELTS subtests. Students with a score of six out of ten on any of the IELTS subtests will be required to conduct a language proficiency test at our counselling offices.

Based on this evaluation, it may be recommended that the prospective student completes a six-month English course in the Department of English before starting with studies. Once successfully completed, students can proceed with the intended course of study, or proceed with both English and the intended course of study.

## VERIFICATION OF QUALIFICATIONS

### South African Qualifications Authority (SAQA)

All foreign qualifications must be verified by SAQA if you apply for postgraduate studies. The application process remains the responsibility of the applicant. This verification must be done BEFORE applying to the University of the Free State. Please consult the following link for further information: <http://www.saqa.org.za>

### Universities South Africa (USAf)

Foreign undergraduate applicants who did not write the NSC examination must apply for matriculation exemption through Universities South Africa. The application process is the responsibility of the applicant. Once students have completed secondary schooling, they need to apply for foreign conditional or full exemption from USAf. The letter of exemption from USAf must be submitted prior to final admission. Please follow this link for further information and to apply: <http://mb.usaf.ac.za>

### Postgraduate School

The Postgraduate School provides a hub of postgraduate capacity-building and a source of valuable information and support for postgraduate students.

### General Enquiries

T: +27 51 401 7161

E: [postgrad@ufs.ac.za](mailto:postgrad@ufs.ac.za)

## IMMIGRATION

### Study Visas

The university is not permitted to register an international student without producing a VALID study visa. The university has to report regularly to the South African Department of Home Affairs on the immigration status of international students. Please note that it can take between six and eight weeks for your study visa application to be processed.

## FUTURE SCHOLARS MENTORSHIP PROGRAMME

The Future Scholars Mentorship Programme, presented by the UFS Postgraduate School, aims to fast-track the personal and professional development of scholars, improve research output, and promote the confidence of postgraduate students to continue with master's and doctoral studies.

Topics including career planning, science communication, teamwork and communication skills, leadership and innovation, academic networking, and resource building will be covered over seven weekends. Honours students from all faculties are invited to apply.

**For more information, please contact: Ms Eleanor Nel at [nelep@ufs.ac.za](mailto:nelep@ufs.ac.za)**

### Postgraduate Student Council

The Postgraduate Student Council has a programme of academic and social activities aimed at promoting the interests of postgraduate students on campus.

<https://www.ufs.ac.za/postgraduate/postgraduate-school-home>





## APPLICATION PROCESS – FIRST-TIME APPLICANTS (NEW STUDENTS)

It is your responsibility to obtain a study visa before arriving in South Africa to commence your studies. Please note that your study visa is issued for study at one institution and you would have to apply for a change of conditions should you wish to change institutions.

You are required to apply for a study visa at the South African high commission, embassy, consulate or trade mission in your country of residence. If there is no South African representative in that country, you must apply at the nearest South African high commission, embassy, consulate or trade mission.

The following are the current requirements to be submitted to the South African embassy/consulate in your country to obtain your study visa:

<http://www.dha.gov.za/index.php/types-of-temp-res-permits>

- A passport valid for no less than 30 days after intended studies
- Payment of the prescribed administrative fee
- Confirmation and proof of payment for a South African medical aid through a medical scheme registered with the SA Council for Medical Schemes. Cover must remain valid for the duration of the calendar year.
- Letter of offer from the university stating the duration of degree
- Undertaking from the university – this letter is issued by the Office for International Affairs
- Medical and radiological reports (less than six months old)
- Yellow fever vaccination certificate, if relevant
- Relevant certificates if married, widowed, divorced or separated
- Details regarding arranged accommodation while in South Africa
- Proof of sufficient funds to cover tuition fees and maintenance
- A police clearance certificate for the past 12 months or longer since the age of 18

You are advised to submit the documentation as soon as possible to the South African high commission, embassy, consulate or trade mission – DO NOT send the documentation to the university. You should keep a copy of your submission and all receipts safely. Please note that it can take longer than one month to obtain a study visa.

### PLEASE NOTE

The holder of a study visa for studies at a higher-education institution may conduct part-time work for a period not exceeding 20 hours per week.

<http://www.vfsglobal.com/dha/southafrica/study-visa-content.html>

## EXTENSION/RENEWAL OF VISAS

NB: Application must be submitted 60 days before expiry of current visa.

**Go to the VFS website [www.vfsglobal.com/dha/southafrica/](http://www.vfsglobal.com/dha/southafrica/)**

- Click on 'Online Application Form'
- Click on 'Apply Now'
- It will take you to the next page titled 'Schedule an appointment'
- At the bottom of the list, click on the 'please click here' link
- It will take you to the next page where you will be required to select the following options:
- Application type: Select 'Temporary Residence Visa'
- Application sub-type: Select 'TRV – Renewal Visa'
- Application sub-type category: Select 'Study Visa Section 13'. This sub-category is dependent on the type of visa renewal
- Location: Select the office of VFS where you intend to submit your application
- Payment mode: Select the method of payment
- Previous Corporate visa no.: type the reference number of the current visa sticker
- Click 'Submit' to complete the transaction.

**Create a 'User Profile' for new users. If you have an existing account, login**

- Click on 'New Application'
- Complete form
- Schedule an appointment with VFS
- When the date is confirmed, the checklist, completed form, and payment details will be accessible. Download and print all the documents
- Prepare all supporting documents as per the checklist and make payment
- Sign the completed form
- For the appointment, take along:
- The completed signed application form
- All supporting documents as per the checklist [www.vfsglobal.com/dha/southafrica/](http://www.vfsglobal.com/dha/southafrica/)
- Proof of payment (bank details on website)
- Copy of passport
- Copy of current visa

### Endorsement of relative's visa

Please be informed that with effect from 1 May 2015, a holder of a valid temporary residence visa issued for the categories mentioned below, will be allowed to register and undertake part-time studies with institutions of higher learning, as defined by the regulations of the Immigration Act, 2002 (Act No. 13 of 2002) during the validity period of their respective visas.

- General work visa
- Critical skills work visa
- Intra-company transfer work visa
- Business visa

The holder of a Relative's Visa is still required to get their visa endorsed for part-time studies. The requirements are listed below:

**BI1739 – Application for the endorsement of a Relative's Visa**

- There is no cost for the endorsement
- Letter of acceptance/firm offer letter from the university
- Original passport and work permit
- Proof of medical aid
- Proof of finance
- Confirmation of employment letter or contract



### Changing conditions of a study visa

A change of conditions usually applies to learners and students studying at South African high schools, colleges, and other academic institutions; their visas would therefore be endorsed with a condition to study at institutions in any of the categories above. In order to register at the University of the Free State, the visa will need to be issued in the name of the university.

Application for change of the conditions of a study visa constitutes a new application for a study visa. Though the applicant will need to complete a separate form, the requirements are the same as for the initial application for a study visa.

Refer to the following website: <http://www.vfsglobal.com/dha/southafrica/>

## NEW LESOTHO EXEMPTION PERMIT (LEP)

### Published 18 November 2019

The Department of Home Affairs has opened online applications and is taking appointments for the new Lesotho Exemption Permit (LEP) from today. The cut-off date for submitting online applications is 31 March 2020.

This follows the Cabinet's approval of a new dispensation for Lesotho nationals. The LEP replaces the Lesotho Special Permit (LSP) which expires on 31 December 2019. The new dispensation is only applicable to existing holders of the LSP. The total number of LSP permits issued is 90 314. This is the expected number of Lesotho nationals who will apply for the new LEP.

Cabinet had previously approved the implementation of a special dispensation for Lesotho nationals on 4 November 2015. The objective of this dispensation was to document Lesotho nationals who were in South Africa illegally as a result of the socio-economic crisis in Lesotho. It allowed Lesotho nationals to sojourn in the Republic with relaxed conditions; provided them with work, study or business permits and suspended their deportation.

Given the expiry of the LSP, and the need to ensure that all persons in South Africa are here on a lawful basis, with correct documentation, a new four-year special dispensation for Lesotho nationals has been approved.

The new LEP will help to regularise the stay of Lesotho nationals who are already in South Africa.

### Conditions of the new Lesotho Exemption Permit dispensation (LEP)

- Entitles the holder to work/study and/or conduct business.
- Does not entitle the holder the right to apply for permanent residence irrespective of the period of stay in the Republic of South Africa.
- Will not be automatically renewable/extendable.
- Does not allow a holder to change the conditions of his/her permit while in South Africa.
- LSP permit holders who wish to convert their status to a mainstream visa should timeously apply for such a visa from Lesotho.
- A LEP applicant will be allowed to travel using the LEP receipt and the expired LSP permit until such time as the new LEP permit is issued, without being declared undesirable.

### Implementation of the LEP is as follows:

- The new Lesotho Exemption Permit (LEP) project will begin on 18 November 2019 for online applications and appointments.
- The LEP is open for valid LSP permit holders only.
- We advise prospective applicants to submit applications online, from 18 November 2019, through the VFS website: [www.vfsglobal.com/LEP/SouthAfrica/com](http://www.vfsglobal.com/LEP/SouthAfrica/com)
- Cut-off date for submission of applications is 31 March 2020.
- An administrative fee of R1 090 will be charged.
- LEP permits will be issued for a maximum period of four (4) years, effective from 1 January 2020 and expiring on 31 December 2023, notwithstanding the date of application.
- After the online application, applicants will be allocated appointments for the required submission of fingerprints and supporting documents to VFS, from 25 November 2019. The relevant VFS offices are listed at the end of the statement.
- An applicant will be required to submit the following:
  - Lesotho passport valid for more than six months at time of application
  - Lesotho ID card
  - Copy of the LSP permit
  - Evidence of employment – in the case of an application for work rights
  - Evidence of business – in the case of an application for business rights
  - Evidence of an admission letter from a recognised learning institution – in the case of an application for study rights.

### Below is a list of VFS offices where LSP holders may apply for the new LEP permit

LOCATION	ADDRESS
Durban	4 Linden Road, Essenwood, Berea, Durban
Cape Town	2 Long Street, 7th Floor, Cape Town
Port Elizabeth	Office 7C, 1st Floor Moffet and Main, Cnr 17th Ave and Main Road, Walmer, PE
Gauteng	Mount Royal Building, 657 James Crescent, Halfway House, Midrand
Rustenburg	89 Ridder Street
Kimberley	Unit 3, Building 2, Agri Office Park, N12, Kimberley
Polokwane	Shop 13, Thornhill Shopping Centre, Veldspaat and Munnik Avenue, Bendor Park, Polokwane
Nelspruit	Office 5F, Nedbank Building, 30 Brown Street, Nelspruit
Bloemfontein	282 Oliver Tambo Road, Hamilton
George	Unit 5, Eagle View, Progress Street, George



## REFUGEES/ASYLUM SEEKERS

Refugees and asylum seekers do not require study visas but need to submit proof from the medical aid (i.e. confirmation letter) that the medical aid is paid for the full year.

## PASSPORT RENEWALS

Passport renewals can be done at the embassy, high commission or consulate of your home country in South Africa.

## LOST/STOLEN PASSPORTS

If a passport is stolen or lost, the incident must be reported to the police in order to get an affidavit, and also to Campus Control if the passport was lost/stolen on campus. The OIA will then issue the student with a copy of the passport (the page containing your personal details and passport number) and a copy of the study visa. The student should then proceed to his/her embassy to apply for a new passport. As soon as the passport is available, the student should go to: <http://www.vfsglobal.com/dha/southafrica/> to apply for a replacement study visa.

## DOCUMENTS REQUIRED ARE:

- New passport
- Affidavit
- Copy of stolen passport
- Copy of study visa, and
- Confirmation of registration from faculty

## MEDICAL AID

In terms of the Immigration Act 13 of 2002 as amended and its regulations, any prospective student in the Republic of South Africa has to provide proof of medical cover with a medical scheme registered in terms of the Medical Schemes Act 131 of 1998.

Although you might be able to secure a study visa with other types of medical products, whether South African or otherwise, the University of the Free State only accepts South African medical-aid products. To comply with the regulations, the university requires a membership certificate as proof of full medical-aid cover with a South African-registered medical-aid scheme for the full calendar year, until 31 December of that year. (<https://www.medicalschemes.com/medicalschemes.aspx>)

To avoid unnecessary complications, please make the necessary financial arrangements with the medical-aid provider prior to your entry into South Africa. Should you rely on sponsorship, please ensure that you advise your sponsor of this requirement as soon as you get sponsorship or acceptance. The required medical-aid cover fee must be paid directly to the medical-aid company, separate from the tuition fees.

Students will not receive a clearance certificate unless they can show a membership certificate as proof of a valid and comprehensive medical-aid cover for the duration of the academic year (until 31 December); without a clearance certificate, students cannot register at the institution.

Students who are members or dependents of a South African-based parent/guardian/spousal/work medical aid, are required to present a recent membership certificate for the annual registration. The membership certificate must reflect active membership for the current year.

## COMPCARE WELLNESS MEDICAL SCHEME

<http://www.studentplan.co.za> • 0860 112 4636

## MOMENTUM HEALTH

<http://www.ingwehealth.co.za> • 0860 10 24 39 / +27 12 671 8511

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\*income of less than R120 per month

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2020

The above medical-aid service providers have confirmed that cancellation of coverage will not be refunded without written communication from the OIA, confirming the student's deregistration/completion status. If you wish to use another SA medical-aid product, please ensure that the certificate/letter confirming membership is for the current academic year.

For more information about medical-aid providers in South Africa, please contact:

**Joseph Brown** (Key Accounts Consultant ACA Healthcare • Sanlam)

T +27 51 400 3801 | C +27 82 453 7939 | [Joseph.Brown@aca.sanlam.co.za](mailto:Joseph.Brown@aca.sanlam.co.za)

## STUDENT HEALTH AND WELLNESS

### Bloemfontein Campus

#### THE HEALTH AND WELLNESS CENTRE COMPRISES THE FOLLOWING DIVISIONS:

Health  
Medical Practice  
Sports and Exercise Medicine Clinic  
HIV/AIDS

The Health and Wellness Centre provides for your medical needs.

A strict ethical code of confidentiality is maintained.

Services are available to UFS students and staff, as well as to the public.

#### Consultation

Consultation is available on an appointment basis and medical-aid tariffs apply.

#### Primary healthcare

Primary healthcare services are rendered by professional nurses for students without medical aid.

Consultation is available on an appointment basis and an admin fee applies.

#### Preventative care

We are also involved in preventative care programmes, such as:

- Student wellness workshops (e.g. healthy behaviour)
- Awareness campaigns (breast cancer)
- Vaccinations (e.g. hepatitis, flu)
- Travel Medicine Clinic (e.g. yellow fever)

#### Office hours

08:00–16:30 (Mondays to Fridays)

## STUDENT HEALTH AND WELLNESS

### Qwaqwa Campus Clinic

#### STUDENTS AND STAFF CAN MAKE USE OF THE FOLLOWING SERVICES AVAILABLE ON CAMPUS:

#### Minor ailments

Respiratory conditions, e.g. flu  
Ear, nose, and throat conditions  
Eye conditions  
Skin conditions  
Sexually transmitted infections

#### Chronic medication

Antiretroviral (ART) medication  
Pre-exposure prophylaxis (PrEP)

#### Screenings

Blood pressure  
Weight & Body mass index  
Blood glucose  
Blood cholesterol

#### Women's health: contraceptives

Oral  
Emergency pill (morning after)  
Injection  
Female condoms

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Keep an eye out for our regular health campaigns that will provide you with the necessary information to keep you in good shape.

#### Contact

Sister Mathapelo Moloi | T: +27 58 718 5210/5228 | E: moloiMA@ufs.ac.za

#### Clinic Staff

Moloi MA (Chief Officer)  
Modise NL (Senior Officer)  
Mokheithi TF (Assistant Officer)  
DR Mohlala (Sessional Doctor)





## ACCOMMODATION

A variety of accommodation options are offered by the university, i.e. on-campus and off-campus accommodation situated in the surrounding residential areas. On-campus accommodation is not guaranteed when an applicant is accepted as a student. The application form for campus accommodation is attached to the application form for admission. Please ensure that the form is completed correctly to avoid delays.

**For more information, please consult the UFS website and navigate as follows:**

- In your browser, enter [www.ufs.ac.za](http://www.ufs.ac.za)
- Click on the Admin and Services tab
- Click on Housing and Residence Affairs
- On the left-hand side of the home page under General, click on Application Forms and Policies
- Complete applicable form and submit

### On Campus

On-campus accommodation is difficult to come by unless students reserve rooms well in advance. Single-sex residences cater for senior and junior students and offer single or double rooms with shared bathrooms, or apartments (senior students only). Rooms in residences are furnished with a bed, desk, chair, curtains, and linen.

**All residences have access control.**

Visit <http://residences.ufs.ac.za> for more information.

**Some residences have communal kitchens, although students could also make use of two dining halls offering three meals per day on a meal-account payment system, or a variety of cafeterias.**

### Advantages of living on campus

- No travel expenses / you do not need to have a car or commute by bus or taxi to campus.
- You do not have to buy furniture.
- There are always other people around, so you can interact with different students.
- You are within walking distance of shopping malls.

### Fees

You will be required to pay a pre-registration fee BEFORE you can register as a UFS student. Communication on the amount expected to be paid and the deadline for payment will be sent to all new students by the Department of Tuition Fees. For further details, please visit the tuition fees website on: [www.ufs.ac.za/tuition](http://www.ufs.ac.za/tuition)

Students with scholarships must ensure that their sponsors are aware of the UFS regulation pertaining to registration fees and the payment of tuition fees. If you are unsure, please visit the tuition fees website as stated above.

### Registration Process

<https://www.ufs.ac.za/supportservices/departments/student-academic-services-university-of-the-free-state-ufs-home/registration-information/registration-landing-page>

Students have to report for first-semester registration in January and at the beginning of July for the second semester.

### Checklist for registration

- Students must be in possession of a valid study visa issued for the UFS. A study visa issued for a different university is not acceptable. No international student will be allowed to register without a valid study visa issued for the UFS.

**To cancel the block on your student account, please bring the following documents with you when you register:**

- Passport
- Study visa – only the actual visa will be accepted – no receipts will be accepted for registration purposes
- Confirmation letter for the FULL year from the medical aid registered in South Africa (no travel insurance, hospital plans or policies will be accepted)
- Proof of payment of registration deposit (for more information on finances, please consult [www.ufs.ac.za](http://www.ufs.ac.za), then click on fees calendar for more detailed information)
- Original documentation as submitted with your application
- SAQA/USAf verification document (SAQA – POSTGRADUATE, USAf – UNDERGRADUATE)

## 2020 ACADEMIC CALENDAR

FIRST SEMESTER	
Lectures begin and end	3 February – 15 May 2020
8 CREDIT MODULES	
Quarter 1	3 February – 20 March 2020
Quarter 2	30 March – 15 May 2020
Holiday	23 – 27 March 2020
Examinations	
Main mid-year examinations	18 May – 6 June 2020
Additional mid-year examinations	11 June – 25 June 2020
End of First semester	25 June 2020
Holiday	26 June – 10 July 2020
SECOND SEMESTER	
Lectures begin and end	13 July – 23 October 2020
8 CREDIT MODULES	
Quarter 3	13 July – 28 August 2020
Quarter 4	31 August – 23 October 2020
Holiday	21 – 25 September 2020
Examinations	
Main end-year examinations	26 October – 14 November 2020
Additional end-year examinations	23 November – 5 December 2020
End of Second semester	18 December 2020

**UFS vacation: 25 September 2020 | UFS recess from: 21 December 2020**

## PROTECTION SERVICES

### RENDERING OF SERVICE:

Service is rendered on a 24-hour basis. All incidents or requests can be reported to the duty room.

### INVESTIGATION OF CRIME

All incidents of crime, whether it concerns private or university property, must be reported. Cases are investigated internally and are reported to the SA Police Service on behalf of the plaintiff.

### CERTIFICATION OF DOCUMENTS

Copies of documents can be certified at the duty room. This service is available 24/7 from Monday to Monday. The original documents must be available.

### AFFIDAVITS

This service is available from Monday to Friday between 10:00 and 10:30.

### TRAFFIC RULES

The normal traffic rules also apply on the university grounds and offenders will be fined.





## IMPORTANT CONTACT DETAILS

### BLOEMFONTEIN CAMPUS

PROTECTION SERVICES DUTY ROOM:  
+27 51 401 2634 or +27 51 401 2911

EMERGENCY SERVICES:  
+ 27 51 401 2603 (office hours)/0800 051 051 (ER 24)

CALL CENTRE:  
+27 51 401 9111

VISITORS CENTRE FRONT DESK:  
+27 51 401 7766 visitorscentre@ufs.ac.za

STUDENT INFORMATION DESK:  
+27 51 401 9666 studentadmin@ufs.ac.za

### OFFICE FOR INTERNATIONAL AFFAIRS

MRS JEANNE NIEMANN  
T: +27 51 401 3219 | E: niemannaja@ufs.ac.za

MR L TSHABALALA  
E: tshabalalal@ufs.ac.za

## FACULTIES

### FACULTY OF ECONOMIC AND MANAGEMENT SCIENCES

MRS L PRETORIUS  
T: +27 51 401 2173 | E: Lpretorius@ufs.ac.za

UFS BUSINESS SCHOOL  
T: +27 51 401 2883 | E: BusRegistration@ufs.ac.za

### FACULTY OF THE HUMANITIES

MRS M CLOETE  
T: +27 51 401 2592 | E: CloeteM@ufs.ac.za

MR NL HLONGWANE  
T: +27 51 401 3519 | E: HlongwaneNL@ufs.ac.za

MS K MABULANA  
T: +27 51 401 2459E: MabulanaK@ufs.ac.za

MRS JK HLONGWANE  
T: +27 51 401 3296 | E: HlonhwaneJK@ufs.ac.za

## FACULTIES (CONTINUED)

### FACULTY OF EDUCATION

MS C CARDOSO  
T: +27 51 401 9264 | E: eduINFO@ufs.ac.za

#### EDUCATION UNDERGRADUATE:

FOUNDATION PHASE  
Ms A Loots | T: +27 51 401 3059 | E: LootsA1@ufs.ac.za

INTERMEDIATE PHASE  
Ms R Tshehisi | T: +27 51 401 9920 | E: TshehisiRMN@ufs.ac.za

FURTHER EDUCATION AND TRAINING PHASE  
Mr E Jacquire | T: +27 51 401 9685 | E: JacquireEH@ufs.ac.za

#### EDUCATION POSTGRADUATE:

POSTGRADUATE CERTIFICATE IN EDUCATION  
Mr EH Jacquire | T: +27 51 401 9685 | E: eduINFO@ufs.ac.za

POSTGRADUATE STUDIES AND RESEARCH  
Mrs CS Duvenhage | T: +27 51 401 3651 | E: eduINFO@ufs.ac.za

### FACULTY OF THEOLOGY AND RELIGION

MRS S DLWATI  
T: +27 51 401 2786 | E: DlwatiS@ufs.ac.za

REV M OOSTHUIZEN  
T: +27 51 401 2617 | E: MOosthuize@ufs.ac.za

### FACULTY OF HEALTH SCIENCES

UNDERGRADUATE PROGRAMMES  
Mrs L du Toit | T: +27 51 405 2815 | E: dutoitL@ufs.ac.za

#### SCHOOL OF NURSING

UNDERGRADUATE PROGRAMMES  
Mrs J Kloppe | T: +27 51 401 2361 | E: Kloppe1@ufs.ac.za

POST-BASIC PROGRAMMES  
Ms C Vermeulen | T: +27 51 401 2967 | E: VermeuCD@ufs.ac.za

POSTGRADUATE PROGRAMMES  
Ms R Delpert | T: +27 51 401 2813 | E: DelpertR@ufs.ac.za

## FACULTY OF LAW

MR COURTLEY PHARAOH

T: +27 51 401 2735 | E: PharaohCD@ufs.ac.za

MRS H GROBLER

T: +27 51 401 9777 | E: GroblerH@ufs.ac.za

### E-LEARNING STUDENTS: BIUR/LLB

MRS C NEL

T: +27 51 401 2433 | E: NelC1@ufs.ac.za

MR RV VAN DER ROSS

T: +27 51 401 3532 | E: VanderrossRV@ufs.ac.za

POSTGRADUATE DIPLOMA IN FINANCIAL PLANNING:

Mrs E MacHeu | T: +27 51 401 2823 | E: MacHeuEM@ufs.ac.za

## FACULTY OF NATURAL AND AGRICULTURAL SCIENCES

MRS L FRAZENBURG

T: +27 51 401 3199 | E: DamonsLE@ufs.ac.za

MS E LOTTER

T: +27 51 401 2531 | E: LotterE@ufs.ac.za

MS E OOSTHUIZEN

T: +27 51 401 2934 | E: Oosthuizenem@ufs.ac.za

OPEN LEARNING PROGRAMMES

Ms MNG Sephaka | T: +27 51 401 3414 | E: SephakaM@ufs.ac.za

## FOR FACULTY-SPECIFIC INFORMATION, PLEASE CONTACT

### ECONOMIC AND MANAGEMENT SCIENCES AND NATURAL AND AGRICULTURAL SCIENCES

Moipone Motaung | T: +27 58 718 5012 | E: motaungme@ufs.ac.za

### THE HUMANITIES AND EDUCATION

Nthabiseng Mokoena | T: +27 58 718 5022 | E: mokoenanj1@ufs.ac.za

### REGISTRATION AND STUDENT RECORDS

Lindiwe Mphatsoe | T: +27 58 718 5011 | E: mphatsoelm@ufs.ac.za

### EXAMINATIONS/ASSESSMENT

Moeti Tsotetsi | T: +27 58 718 5073 | E: tsotetsimf@ufs.ac.za

Mahlomalo Tau | T: +27 58 718 5187 | E: taumr@ufs.ac.za

### FINANCES/FINANCIAL AID

Moipona Nchapi | T: +27 58 718 5024 / 5119 / 5061 / 5062 | E: nchapiem@ufs.ac.za

HUMAN RESOURCES | T: +27 58 718 5097

ACCOMMODATION ENQUIRIES | T: +27 58 718 5030/5016

ALUMNI ENQUIRIES | T: +27 58 718 5021/5020 or | <https://www.ufs.ac.za/alumni>

## How to apply for University Access Programmes (UAP)

Visit <https://www.ufs.ac.za/southcampus/access/how-do-i-apply> for step-by step instructions on how to apply

Please note that you have to pay for your own studies; the National Student Financial Aid Scheme (NSFAS) does NOT fund UAP.

### FOR MORE INFORMATION, CONTACT

Lydia Moolwa | T: +27 51 505 1201 | E: [accessinfo@ufs.ac.za](mailto:accessinfo@ufs.ac.za)

### DISTANCE EDUCATION PROGRAMMES, CONTACT

Lebohang Seseane | T: +27 51 505 1452 | E: [Tsekeletsal@ufs.ac.za](mailto:Tsekeletsal@ufs.ac.za) or

Dries van Tonder | T: +27 51 505 1243 | E: [vtondeaj@ufs.ac.za](mailto:vtondeaj@ufs.ac.za)

### HOW TO APPLY FOR THE ONLINE ADVANCED CERTIFICATE IN TEACHING (ACT), CONTACT

Tosca Reid | W: <https://onlinelearning.ufs.ac.za/> | T: +27 51 505 1342 | E: [ReadILC@ufs.ac.za](mailto:ReadILC@ufs.ac.za)

### HOW TO APPLY FOR THE BLENDED (LIMITED CONTACT) DELIVERY OF THE ADVANCED CERTIFICATE IN TEACHING (ACT), CONTACT:

Lourette Wilson | W: <https://apply.ufs.ac.za/> | T: +27 51 505 1378 | E: [WilsonLA@ufs.ac.za](mailto:WilsonLA@ufs.ac.za)

### WHO TO CONTACT FOR SOUTH CAMPUS SHORT LEARNING PROGRAMMES (SLPS)

Charlene Afrika | T: +27 51 505 1474 | E: [AfrikaCM@ufs.ac.za](mailto:AfrikaCM@ufs.ac.za)

## QWAQWA CAMPUS | T: +27 58 718 5001

### FOR ENQUIRIES REGARDING APPLICATIONS

T: +27 58 718 5021/5022 | F: +27 58 718 5347

E: [mokoenaNJ1@ufs.ac.za](mailto:mokoenaNJ1@ufs.ac.za)

### FOR MORE INFORMATION, PLEASE CONTACT

Eunice Lebona, Student Academic Services | T: +27 51 718 5010

E: [lebonaGE@ufs.ac.za](mailto:lebonaGE@ufs.ac.za)



## ADDITIONAL INFORMATION ON THE BLOEMFONTEIN CAMPUS

### Sport and recreational facilities

<https://www.ufs.ac.za/kovsiesport/kovsiesport/department/divisions>

The Bloemfontein Campus is equipped with indoor and outdoor sporting facilities and a fully equipped gym.

### KovsieFit Gym

Located in the Callie Human Centre on the Bloemfontein Campus, KovsieFit firstly welcomes students and staff, and then the public. Shape the body you have always wanted with various training classes, supported by a large range of apparatus. Why choose KovsieFit? Because it is conveniently situated on campus, and it has a team of experts to support your fitness and health!

### Other

There are two sports stadiums, Shimla Park and Pellies Park, where rugby and soccer tournaments are held. There are also two astro hockey fields, tennis and squash courts, an outdoor gym, and a walking and bicycle trail. Visitors require permission to use some of the facilities on campus.

### Art and Leisure

The Bloemfontein Campus has a friendly environment with an impressive collection of outdoor artworks created by local and international artists. These are sculptures, statues, and murals dotted around the campus, between the interesting architectural spaces on campus, which are made up of a mix of historic and modern buildings.

The impressive Wynand Mouton Theatre was constructed in the early 1970s and was recently upgraded. It is used for presentations, public lectures, ceremonies, and performances by the Department of Drama and Theatre Arts.

**For more information on performances, please contact the department secretary on +27 51 401 2759/2610.**

### Johannes Stegmann Gallery

The Johannes Stegmann Gallery is located in the UFS Sasol Library and holds 150 works of art by various South African artists. Over the past three decades, it has hosted numerous national and international art exhibitions, student exhibitions, and social-justice art programmes. To attend an exhibition, you may contact the gallery Monday to Friday from 08:30 to 16:30.

**Contact | Angela de Jesus: [dejesusav@ufs.ac.za](mailto:dejesusav@ufs.ac.za) | +27 51 401 2706**

### Odeion School of Music

The Odeion School of Music is located on the Bloemfontein Campus, and offers a variety of musical concerts through the Sinfonia, the award-winning String Quartet, choir, and Camerata.

**For information on music concerts and theatre performances, contact the Odeion School of Music. Visit: <http://arts.ufs.ac.za/>**

The Chief Albert Luthuli Amphitheatre on the Qwaqwa Campus is a place for gatherings, discussions, and promotions.

## KOVSIE GEAR

### Bloemfontein Campus

**Thakaneng Bridge, across from Absa Bank | +27 501 3415**

**Qwaqwa Campus, Student Media Building | +27 58 718 5044).**

From stylish shirts to hoodies with attitude, from corporate gifts to nifty gadgets – KovsieGear on the Bloemfontein and Qwaqwa Campuses provides an exhilarating shopping experience to all. Students, staff, alumni, and visitors are sure to find that perfect fit or the ideal souvenir. Now, not only can you wear your Kovsie heart on your sleeve, but also on your T-shirt, your cap, and even on your sports gear.

**Go on: get into the brand, put on the logo and step into the world as part of the Kovsie family.**





## TOURIST ATTRACTIONS

### BLOEMFONTEIN

#### Naval Hill Planetarium

The Naval Hill Planetarium is located at the Centre for Earth and Space on Naval Hill, Bloemfontein. It is the first digital planetarium in sub-Saharan Africa. The public shows offer a digital experience – from the smallest atomic particles to the largest cosmological scales – and are suitable for young and old, school groups, and families.

**Tickets can be purchased at Computicket | <https://online.computicket.com/web/>**  
For more information, contact Yolandi Loots: +27 51 401 9751 | [Ficky@ufs.ac.za](mailto:Ficky@ufs.ac.za)

#### Oliewenhuis Art Museum

Oliewenhuis – a Neo-Dutch style mansion – located on Grant's Hill, served as residence for the Governor General of the Union of South Africa from 1942. In 1947, King George VI, his wife and two daughters used Oliewenhuis as residence during their three-day visit to Bloemfontein. After the establishment of the Republic of South Africa in 1961, Oliewenhuis became the official residence for the State Presidents of South Africa during official visits to Bloemfontein. In 1972, the building was officially named Oliewenhuis, the name being derived from the abundance of wild olive trees growing on the surrounding hills. The museum is located in one of the most magnificent gardens in the city, the perfect location for a picnic. The Terrace Restaurant and Coffee Shop is also the ideal place to have a bite to eat when visiting Oliewenhuis.

#### VISITING HOURS

**Monday to Friday:** 08:00–17:00 • **Saturday:** 09:00–16:00 • **Sunday and public holidays:** 09:00–16:00

**Search the following link for contact details and directions to Oliewenhuis:**

<http://www.southafrica.net/za/en/articles/entry/article-southafrica-net-oliewenhuis-art-museum-Bloemfontein>.

#### Free State National Botanical Garden

The Free State National Botanical Garden covers 70 hectares and is home to about 400 species of plants. Some 124 species of birds and 54 species of reptiles inhabit the garden. Take a leisurely hike on the Botanical Garden Tree Route. It is a self-guided 1 km walk, which features 43 indigenous trees. It comes with an information booklet (at a small cost) and there are numbered markers.

#### VISITING HOURS

**Monday–Friday:** 08:00–16:30 • **Saturday, Sunday, and public holidays:** 08:00–17:00

**Entrance fee:** Adults and students: R20.

**Search the following link for directions and contact details:** <http://www.sanbi.org/gardens/free-state>

#### National Museum Bloemfontein

The National Museum in Bloemfontein has been in existence since 1877, when it began collecting and displaying rarities from around the world. Today, the museum focuses on natural history and cultural history sciences, as well as art, and it has established some important collections.

#### VISITING HOURS

**Monday – Friday:** 08:00–17:00 **Saturday:** 10:00–17:00 • **Sunday and public holidays:** 12:00–17:00

**Entrance fee:** Adults: R5

**Search the following link for entrance fees, contact details, and the location of the National Museum:**

<http://www.nasmus.co.za/visiting/admission-and-opening-hours>

#### Restaurants and places to eat

If you wish to venture out of campus for a meal or a shopping excursion, consider the restaurants and shopping centres within walking distance of the campus.

**Mimosa Mall**  
**Loch Logan Waterfront**  
**Brandwag Centre**



# NAVAL HILL PLANETARIUM

## PUBLIC TRANSPORT

Public transport systems in Bloemfontein are not as well developed as in other parts of the world. However, there are also a number of shuttle services available, of which some telephone numbers are provided below:

### WINONA SHUTTLES AND TOURS

#### CONTACT DETAILS

+27 73 178 1800  
+27 71 892 8999  
+27 51 446 0468

[winona1trans@gmail.com](mailto:winona1trans@gmail.com)

### THABILE TOURS

#### CONTACT DETAILS:

+27 51 522 4399  
+27 84 412 0845

[sattymdhuli@gmail.com](mailto:sattymdhuli@gmail.com)  
[satty@thabletours.co.za](mailto:satty@thabletours.co.za)

### EXECUTIVE SHUTTLES

Cobus Schieke

#### CONTACT DETAILS:

082 568 6288

[cschieke@lantic.net](mailto:cschieke@lantic.net)

## TRAVEL BY BUS

If you wish to venture outside Bloemfontein, you can make use of the following transport:

### GREYHOUND

#### CONTACT DETAILS

+27 51 447 1558  
24-hour customer service:  
+27 83 915 9000

[enquiries@greyhound.co.za](mailto:enquiries@greyhound.co.za)  
[www.greyhound.co.za](http://www.greyhound.co.za)

### INTERCAPE

#### CONTACT DETAILS

toll-free number  
+27 86 128 7287

[info@intercape.co.za](mailto:info@intercape.co.za)  
[www.intercape.co.za](http://www.intercape.co.za)

### TRANSLUX

#### CONTACT DETAILS

+27 51 444 4000 toll-free  
number  
+27 86 158 9282

[info@intercape.co.za](mailto:info@intercape.co.za) |  
[www.intercape.co.za](http://www.intercape.co.za)

## TRAVEL BY AIR

SA EXPRESS  
SA AIRLINK  
MANGO AIRLINES

[www.flysaa.com](http://www.flysaa.com)  
[www.flyairlink.com](http://www.flyairlink.com)  
[www.flymango.com](http://www.flymango.com)



## HOW FAR IS BLOEMFONTEIN FROM?

Cape Town	1024 km
Durban	640 km
George	779 km
Grahamstown	557 km
Pretoria	482 km
Johannesburg	426 km
Kimberley	175 km
Maseru	141 km
Port Elizabeth	649 km
Upington	549 km















T: +27 51 401 9111 | E: [info@ufs.ac.za](mailto:info@ufs.ac.za) | [www.ufs.ac.za](http://www.ufs.ac.za)

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