

QUALITY. IMPACT. CARE.

HOW TO
ACCEPT/DECLINE STUDY OFFER

T: +27 51 401 9111 | E: studentadmin@ufs.ac.za | www.ufs.ac.za

 UFSUV |  UFSweb |  UFSweb |  ufsuv

*Inspiring excellence, transforming lives
through quality, impact, and care.*

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



STEP 1

Click on <https://www.ufs.ac.za/studyoffer>



STEP 2

Enter your student number and corresponding password.

STEP 3

Click on 'Accept/Decline Study Offer'.



STEP 4

All available offers are displayed. The applicant can decline all offers or accept one offer. If the applicant has more than one offer, the others will be automatically declined upon accepting an offer.

UFS Student Homepage Accept/Decline Study Offer

Student/Reference Number

Instructions

Please read carefully before continuing

Use this facility to accept or decline your study offer(s).

Your choice is final: once you have accepted or declined an offer it cannot be changed. Please make sure that you are certain about your choices. If you need advice on choosing the correct study choice, please contact +27 51 401 9666 or studentadmin@ufs.ac.za

You can only accept one study offer: if you have more than one study offer, you can only accept one. Your other applications will be withdrawn.

You must read the Terms and Conditions before you can submit your choice(s). This page uses browser pop-ups to display the Terms and Conditions.

Ensure that you click the Submit button to complete the process.

If you require assistance using this facility please contact +27 51 401 9666 or studentadmin@ufs.ac.za

Academic Year

Year: 2021

Decline All: No

Campus	Location	Academic Plan	Plan Title	Status	Accept
Bloemfontein Campus		BC256000	Postgraduate Diploma in Estate Planning		<input type="button" value="Accept"/>
Bloemfontein Campus		BD320300	Advanced Diploma in Estate and Trust Administration		<input type="button" value="Accept"/>

Confirmation

Please read the terms and conditions before confirming your decision.

[Terms & Conditions](#)

I understand and accept the terms and conditions: No

If you require assistance please contact the Admissions Office on +27 51 401 9666

STEP 5

Decline all offers

- Click the 'Decline All' button.
- Select 'Decline Reason'.
- The status of the offer changes to 'Declined'.

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Student/Reference Number

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Academic Year

Year: 2021

Decline All: Yes No

Decline Reason: Declined Offer

Campus	Location	Academic Plan	Plan Title	Status
Bloemfontein Campus		BC256000	Postgraduate Diploma in Estate Planning	Declined
Bloemfontein Campus		BD320300	Advanced Diploma in Estate and Trust Administration	Declined

Confirmation

Please read the terms and conditions before confirming your decision.

[Terms & Conditions](#)

I understand and accept the terms and conditions: No

STEP 6

Accept an offer by clicking the 'Accept' button.

A Click 'Accept' button

UFS Student Homepage Accept/Decline Study Offer

Student/Reference Number

Instructions

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Ensure that you click the Submit button to complete the process.

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Academic Year

Year: 2021

Decline All: No

Campus	Location	Academic Plan	Plan Title	Status	Accept
Bloemfontein Campus		BC256000	Postgraduate Diploma in Estate Planning		Accept
Bloemfontein Campus		BD320300	Advanced Diploma in Estate and Trust Administration		Accept

Confirmation

Please read the terms and conditions before confirming your decision.

Terms & Conditions

I understand and accept the terms and conditions: No

Submit View Applications

For any assistance please contact the Admissions Office on +27 (0)51 401 9666

Once the 'Accept' button is clicked, the offer status changes to 'Accepted' and the 'Accept' button disappears. Whether the applicant accepts or declines a study offer, three steps must be followed to submit their decision:

- A** Click the Terms and Conditions link (the Terms and Conditions page will open up in a new tab).
- B** Click the 'I understand and accept the terms and conditions' button.
- C** Click the 'Submit' button.

UFS Student Homepage Accept/Decline Study Offer

Student/Reference Number

Instructions

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Ensure that you click the Submit button to complete the process.

If you require assistance using this facility please contact +27 51 401 9666 or studentadmin@ufs.ac.za

Academic Year

Year: 2021

Decline All: No

Campus	Location	Academic Plan	Plan Title	Status	Accept
Bloemfontein Campus		BC256000	Postgraduate Diploma in Estate Planning	Accepted	
Bloemfontein Campus		BD320300	Advanced Diploma in Estate and Trust Administration	Declined	Accept

Confirmation

Please read the terms and conditions before confirming your decision.

Terms & Conditions

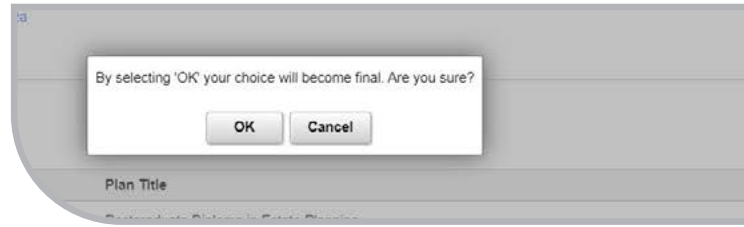
I understand and accept the terms and conditions: No

Submit View Applications

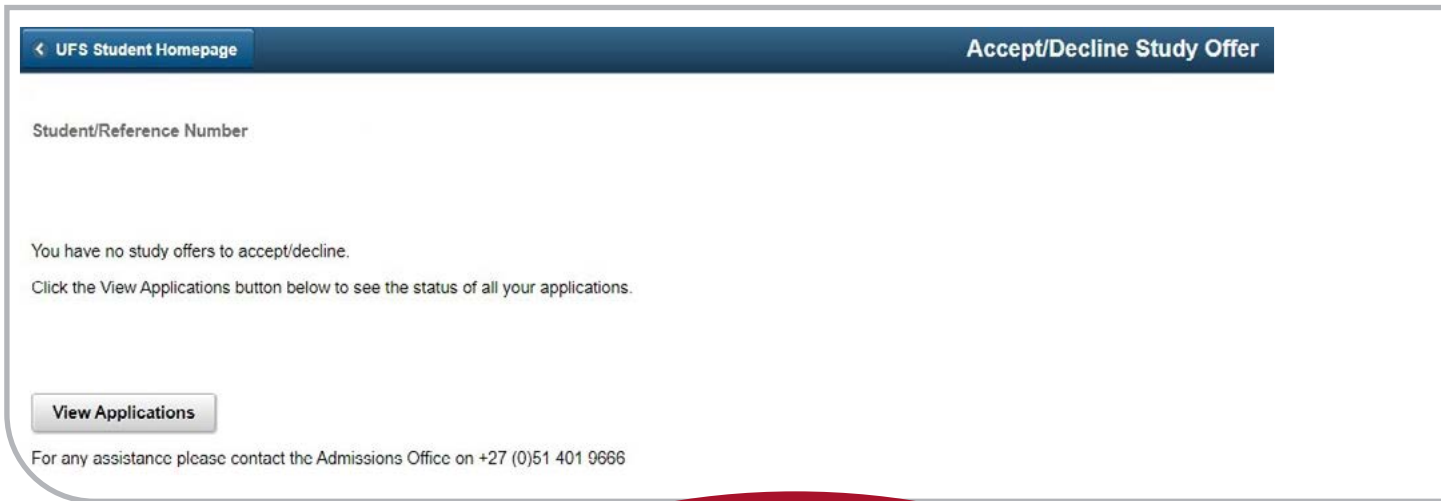
For any assistance please contact the Admissions Office on +27 (0)51 401 9666

STEP 7

Finalise choice by clicking OK



Confirmation page for a successful submission of the applicant's decision. The applicant may click on 'View Applications' to view application statuses.



Terms and conditions page

HOW TO ACCEPT OR DECLINE AN OFFER FROM THE UNIVERSITY OF THE FREE STATE (hereinafter referred to as the "UFS")

Carefully read through these terms and conditions on how to accept or decline an offer from the UFS and click 'accept' to proceed with the acceptance of your offer to study at the UFS. Kindly note that clicking 'accept' constitutes your acceptance and consent to be bound by these terms and conditions.

I, _____, student number: _____, hereby:

1. acknowledge that these terms and conditions represent an agreement between the UFS and myself, a prospective student, regarding the standard terms and conditions for accepting or declining an offer from the UFS (hereinafter referred to as the "**Agreement**");
2. wish to accept or decline the UFS's offer by means of electronic communication, subject to the terms and conditions set herein and which shall regulate such process of acceptance or rejection;



For further assistance contact Student Service Centre **051 401 9111** or **studentadmin@ufs.ac.za**