

# Missed the normal SU funding application window? Late applications are now open.

## SUFO application guide

### Quick, important notes first:

Each student is personally responsible for their Student Fees account.

All SU funding applications must be submitted through the Stellenbosch University Funding Opportunities (SUFO) online portal.

Only fully completed applications will be considered. To ensure your application is complete, all required support documents must be accurate and uploaded successfully.

SU funding is partial cost and funding resources are limited; this means an application is not in any way a guarantee that funding will be allocated.

We encourage you to also explore other funding options from government and other private companies, to help cover your University expenses.

#### 2026 SUFO application dates

For all current undergraduate students who did not apply during the normal application period:  
**1 February – 31 March 2026**

**Only complete applications will be considered.**



## Prepare your info and support documents

Refer to the table on the next page to find out what information and support documents you will need to submit to complete your online application.

Remember to download and complete the **Consent form**. This form is important as it grants us permission to have your proof of income documents verified by an authorised third-party service provider.

The form must be signed by all relevant parties. Without this signed consent, your application cannot be considered and will be declined.



Please ensure that all copies of ID documents are clear and easily readable. Blurry or dark images will not be accepted. Please note that only the student's ID copy needs to be certified.



### Quick tip #1

Did you know? The earlier you start, the less stressful it gets. You have already taken the first big step - keep going!

**NO  
INCOMPLETE  
APPLICATIONS  
WILL BE  
CONSIDERED.**

# Support documents checklist



## Section 1: THE STUDENT

Full name, cell phone number, email address, ID number, SU student number

- Certified copy of ID
- Certificate/testimonial from school confirming leadership or sport achievement, if applicable
- CV (one-pager)
- Proof of disability, if applicable

## Section 3: THE STUDENT's FIRST PARENT or LEGAL GUARDIAN/ GUARDIAN

- Full name, cell phone number, email address, ID number
- Copy of ID
- Proof of guardianship, if applicable (this can be a letter from the social worker or an affidavit)
- Proof of income\*
- Divorce settlement page that indicates divorced and spousal support, if applicable
- Maintenance agreement that confirms monthly amount received, if applicable
- Proof of government grant, if applicable
- Proof of monthly pension, if applicable
- Death certificate, if applicable

## Section 5: FAMILY INFORMATION

- Proof of registration or letter of acceptance for each sibling who will be at University in 2026, if applicable

## Section 2: THE STUDENT's SPOUSE

- Full name, cell phone number, email address, ID number
- Copy of ID
- Copy of death certificate, if applicable

## Section 4: THE STUDENT's SECOND PARENT or LEGAL GUARDIAN/ GUARDIAN

- Full name, cell phone number, email address, ID number
- Copy of ID
- Proof of guardianship, if applicable (this can be a letter from the social worker or an affidavit)
- Proof of income\*
- Divorce settlement page that indicates divorced and spousal support, if applicable
- Maintenance agreement that confirms monthly amount received, if applicable
- Proof of government grant, if applicable
- Proof of monthly pension, if applicable
- Death certificate, if applicable

plus, the FORM  
SUFO CONSENT  
signed by all  
parties



## \*Proof of income (POI) documents

### *Valid POI documents.*

Please make sure you submit valid proof of income documents for your parent(s)/legal guardian(s) or spouse.

**Formally employed** latest salary slip (not older than 3 months) or ITA34.

**Informally employed** affidavit that states the monthly income and includes the source of income (for example, vegetable seller, domestic worker).

**Self-employed** bank statements clearly showing monthly income (not older than 3 months) or ITA34.

**Unemployed** affidavit that states date since unemployed or retrenchment letter or UIF slip.

#### Quick tip #2

Proof of income (POI) documents are super important. Not sure about your POI documents? Do not stress - give Client Services a call on 021 808 9111, they are there to help you get it right the first time.



# Review eligibility criteria



## Review the SU external donor bursary criteria

**Please note: Only the DW Ackermann external donor bursary is open for late applications.**

To determine if you qualify to apply for the SU external donor bursary, review the edibility criteria on the SU Bursaries and Loans website on the *Types of Funding* page and navigate to SU external donor funding section.

If you are eligible to apply, download and complete the relevant, unique application form and attach it when uploading your support documents.

Remember to also prepare any additional paperwork if requested by the bursar, for example, a motivation letter.



### Quick tip

# #3

Use clear file names and always include your SU student number - future you will thank you.



# How to apply – 3 Easy steps



## STEP 1

### Access the SU funding online application portal and complete your information (Sections 1-6)

*Complete the first section of your application, which is the data or information section (1 – 6). Once you have completed Section 6, continue to the next section to upload your support documents (Section 7).*

If you exit the site before completing Section 6, your information will not be saved and you will need to start the application from the beginning when you return.

#### Quick tip

#4

Do not lose your progress. Complete up to Section 6 so your information is saved.

Online Form - English





## STEP 2

### Section 7: Upload your support documents

The online form will now prompt you to upload your support documents – as per the guidelines provided on pages 2 - 4.

For example, if your second parent is deceased, you will be prompted to upload the death certificate; if your legal guardian is self-employed, you will be prompted to upload the valid POI document (salary slip or ITA34).

- Please note that If you indicate interest in applying for the DW Ackermann bursary in Section 6 but do not upload the unique application form and/or the required supporting documents, you will not be able to proceed with or complete your application.

#### Quick tip #5

Have your documents ready and triple-checked before uploading - neat, named, and in the right format. Smooth sailing!





## STEP 3

### Submit your application

- If you complete your application (sections 1 – 7) well before the deadline.

You will receive a confirmation email to your studentnumber@sun.ac.za mailbox.

- Please check your mailbox regularly for any SUFO emails – we may request you to submit additional information or documents to further process your application.

### Any queries?

Contact SU Client Services on 021 808 9111 or *log a ticket* on our Service desk portal.

For more detailed information visit the *SU Bursaries and Loans* website.



#### Quick tip #6

You're almost there! Take a deep breath, double-check everything, and hit submit with confidence.