

ATTACHMENT ONE: to be titled: International students of Rhodes University

INTERNATIONAL STUDENTS OF RHODES UNIVERSITY

1. PERMIT:

International Students accepted at Rhodes University must obtain a permit to study at the University prior to commencement of studies.

Study permits can be obtained from the SA representative in the international student's home country if the student is residing in their country of origin **OR** from the Department of Home Affairs, provided that the student is residing in the RSA legally.

The holder of a study permit may also apply for permission to conduct work in the form of practical training as part of the studies to obtain a diploma or degree.

PERSONAL DOCUMENTS REQUIRED TO ACCOMPANY ALL APPLICATIONS:

1.1 Passport - copies of all pages of the passport.

1.2 Medical Certificate

- The medical certificate is valid for a period of **six months only**;
- This certificate must be completed by a **medical doctor**;
Examination can be done abroad or in the Republic.

1.3 Radiological report

- The report is valid for a period of **six months only**;
- This report must be completed by a **radiologist**;
- The certificate is for all persons over the age of 12 but excludes pregnant women provided that a letter in support is provided;
- Examination can be done abroad and in the Republic.

1.4 Birth certificate

- Copies of the certificate are required - the applicant might be requested to present the original on the day of submission.
- All certificates not in English are to be translated by a certified translator and the translation is to accompany the copy of the original certificate.

1.5 Documentation pertaining to marital status:

- Copy of the marriage certificate - presentation of the original on the day of submission might be required;

AND/OR:

- Where applicable, a divorce decree (to be accompanied by all relevant court orders pertaining to maintenance and child support);
- Where applicable, life partner and cohabitation affidavit;
- Where applicable, death certificate in respect of a deceased spouse;
- Where applicable, legal separation orders.

Note: Certificates not in English are to be translated by a certified translator and the translation is to accompany the copy of the original certificate.

1.6 Police clearance certificate

- Police clearance certificates are required for all persons over the age of 18;
- A police clearance certificate is valid for a period of **six months only**;
- Police clearance certificates of all the countries the applicant has resided in for a period longer than 12 months are required;
- If the applicant has resided in the Republic for a period longer than 12 months, a police clearance certificate is required from the Republic;
- Copies of the certificates are required - presentation of the originals on the day of submission might be required;
- All certificates not in English are to be translated by a certified translator and the translation is to accompany the copy of the original certificate.

1.7 Qualification certificates

- Copies of the certificates are required – presentation of the originals on the day of submission might be required;
- All certificates not in English are to be translated by a certified translator and the translation is to accompany the copy of the original certificate.

2. STUDY PERMITS

FIRST STUDY PERMIT: Section 13(1)(a)

All personal requirements as per above

CATEGORICAL REQUIREMENTS

- 2.1 A vaccination certificate – all African countries.
- 2.2 Proof of financial means in the form of
 - bank statements;
 - bursaries;
 - cash available or travellers' cheques: to cover envisaged living expenses during the sojourn in the Republic and to pay tuition fees;
- 2.3 A cash deposit of a value equivalent to a return ticket;

- 2.4 In the case of African students an undertaking from the relevant government taking full responsibility for the student and guaranteeing all costs should it become necessary to deport the student;
- 2.5 An official letter of provisional enrolment from the University;
- 2.6 An official letter from the University confirming provisional acceptance and duration of the course;
- 2.7 Proof of medical cover in terms of a South African medical scheme.

3. RESTRICTIONS:

Based on the principle that international students residing on valid study permits are here for the primary purpose of study, no international student may conduct any employment without prior permission from the Department of Home Affairs.

Permission to conduct work *in the form of practical training as part of the studies to obtain a degree* must be applied for at the Regional Representative of the Department of Home Affairs. This permission must be obtained **PRIOR** to commencement of employment. There are restrictions in terms of the number of hours that students may work in the academic term.

The student ***may not work for more than 20 hours in total in any academic week***. In some cases, a student performs work in various departments.

Every section/department within the University which allows an international student to conduct work in that department is required to, as far as is reasonably possible, ensure that the combined working hours of the student do not exceed the limit of 20 hours per week. During the vacation, this restriction falls away. **Please note that this applies to all international students, irrespective of the course they are studying.**

1. STUDY PERMIT TO CONDUCT WORK IN THE FORM OF PRACTICAL TRAINING

Requirements:

- 1.1 An offer to do practical training;
- 1.2 Consent from the University;
- 1.3 Confirmation from the University that the hours to be worked by the student will not exceed 20 hours per week;
- 1.4 Confirmation from the University that the work to be conducted is in the form of practical training as part of the studies to obtain degree;
- 1.5 Proof that the applicant is still a registered student of the University.

2. EXTENSION OF STUDY PERMITS AND TO CONDUCT WORK FOR A SHORT PERIOD

All personal requirements as per 1 above.

Additional requirements:

- 5.1 A vaccination certificate – all African Countries;

- 5.2 Proof of financial means in the form of-
- bank statements;
 - bursaries;
 - cash available or travellers' cheques:
to cover envisaged living expenses during the sojourn in the Republic and to pay tuition fees;
- 5.3 A cash deposit of a value equivalent to a return ticket;
- 5.4 In the case of African students an undertaking from the relevant government taking full responsibility for the student and guaranteeing all costs should it become necessary to deport the student;
- 5.5 An official letter of provisional enrolment from the University;
- 5.6 An official letter from the University confirming provisional acceptance and duration of the course;
- 5.7 Proof of medical cover in terms of a South African medical scheme.

6 TAXATION:

Please refer to the SARS website www.sars.gov.za for assistance. As a guideline, students working within the 20-hour limit per week are not taxed but work in excess of this is usually taxed at the rate of 25%. The student is advised to make contact with the nearest SARS office to register to obtain an annual tax refund if this is due to them.

