

Application procedures for prospective elective/internship students at the University of Pretoria

An elective (short stay) student is one who comes to UP for purposes of research and or observations, does not register course/modules and does not take credits back to home institution.

Elective students wishing to apply at the University Of Pretoria (UP) will be required to submit the following documents:

- A signed and completed application form.
- A letter of consent to participate in the elective programme from home institution. The letter should also indicate the duration and purpose of the elective/internship programme.
- The letter of invitation from the University of Pretoria.
- Copy of valid passport/ID

On receipt of the above-mentioned documents, the application will then be processed and student advised of the outcome.

Please note: There is no closing date for applications for elective students.

Upon arrival at UP, students are required to report directly to the International Cooperation Division (ICD), Graduate Centre, at the Hatfield Campus. This is in order to complete the immigration clearance process.

Please bring with the following

- Copy of valid passport/ID
- Copy of entry/visitor's visa
- Medical insurance (provided 90 days or less)

Students who come to UP for a period of (90 days or less on a visitor's visa may submit international medical insurance. However, students who come on a visitor's visa for more than 90 days will required to apply for a South African medical aid registered with the Council of Medical Aid Schemes.

<https://www.medicalschemes.com/MedicalSchemes.aspx?flt=L>

The administration fee for elective programme for 2018 is R2 440, 00

Kindly note that the administration fee is payable whether or not there is an agreement between UP and home institution.

Contact details:

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