

ACADEMIC EXCHANGE FLOW CHART

Exchange Agreement
for three months and
more

Forms

Complete form
BI1738 Application
for a temporary
Residence Visa

Complete Parts A
and B only

Always make a copy
and keep the
originals of the
supporting
documents with
you

Academic Compliance

Timeline: 1 month

Placement and Learning agreement signed
Exchange visa letter and acceptance letter issued

Original Valid Passport

- Passport must be valid for three months and longer

Valid Study Exchange Visa

Timeline: 4-6 weeks

- Apply for an **Exchange Visa** in your home country
- Exchange Visa must be valid for the period of exchange
- The Exchange Visa must be made out to the Central University of Technology Free State

Mandatory South African based Medical Aid

Timeline: 2-4 weeks

- Proof of a South African Medical Aid
- Medical Aid to be paid for the duration of studies

Accommodation confirmation and payment

Timeline: 1 day

- Accommodation leases signed and discussed
- Accommodation rent paid at Campus Cashiers

Registration Clearance

Timeline: 1 day

- The International Office will provide you clearance; you will accompanied by your buddy to complete the registration process.

Orientation and integration

Timeline: 1-3 days

- Campus tours are arranged by the International Office, each student is allocated a buddy to assist in making the exchange pleasant and informative