

# UNIVERSITY OF CAPE TOWN

## FACULTY OF HUMANITIES POSTGRADUATE REGISTRATION 2024

### OVERVIEW

Registration/enrolment for the 2024 academic term will be completed online via PeopleSoft. Different modes of registration have been assigned to specific programmes. It is therefore important to familiarise yourself with the mode of registration applicable to your programme.

### KEY DATES

Registration will formally commence on the 22 January 2024. The detailed schedule may be reviewed via:

[HUMANITIES PG REGISTRATION SCHEDULE 2024](#)

### CURRICULUM ADVICE

You must review the Humanities Postgraduate Handbook to determine your curriculum structure and course requirements prior to reaching out to your programme convenor for curriculum advice. This may be accessed via:

[Humanities Postgraduate Handbook 2024](#)

Postgraduate curriculum advice can generally be sought via email, telephonically via online meetings, or in person. It is best to contact your programme convenor/ department via email first to establish their availability and preferred mode of communication. The email address of your programme convenor and departmental administrator is hyperlinked in the registration guideline. You may start to liaise with your department about this from the 17 January 2024 onwards.

\*Unless specified otherwise in the registration schedule.



## IMPORTANT NOTICES

- **Masters by research (100% dissertation) and PhD students – new and returning:** Master's and PhD students registering for a dissertation/thesis must complete their MoU/Progress and Planned Activity report prior to registering. Returning Students registering for research degrees must register no later than **28<sup>th</sup> February 2024.**
- **International and SADC students:** All new and returning international and SADC students must report to the International Academic Programmes Office (IAPO) via [prereg@uct.ac.za](mailto:prereg@uct.ac.za) and obtain pre-registration clearance by presenting their proof of payment of fees, passport, study visa and proof of medical insurance prior to registering.
- **Outstanding Fees:** Students with fee debts must produce a fee clearance letter prior to registration. These are obtainable from the Fees Office ([fnd-feeenq@uct.ac.za](mailto:fnd-feeenq@uct.ac.za))
- **New and returning PG Diploma, Honours and Coursework Masters students registering for coursework degrees** must do so by the dates stipulated in in the registration schedule.
- **Late registration:** A late registration fee of R2000 will automatically be charged to your fee account if you register after the dates specified. Only the Dean can waive the late registration penalty which is done only in exceptional circumstances that are motivated for in writing.
- **General queries:** You may direct general registration related queries to [hum-postgrad@uct.ac.za](mailto:hum-postgrad@uct.ac.za)

\*Unless specified otherwise in the registration schedule.



## MODE OF REGISTRATION

The mode of registration for your specific programme is indicated in the registration schedule.

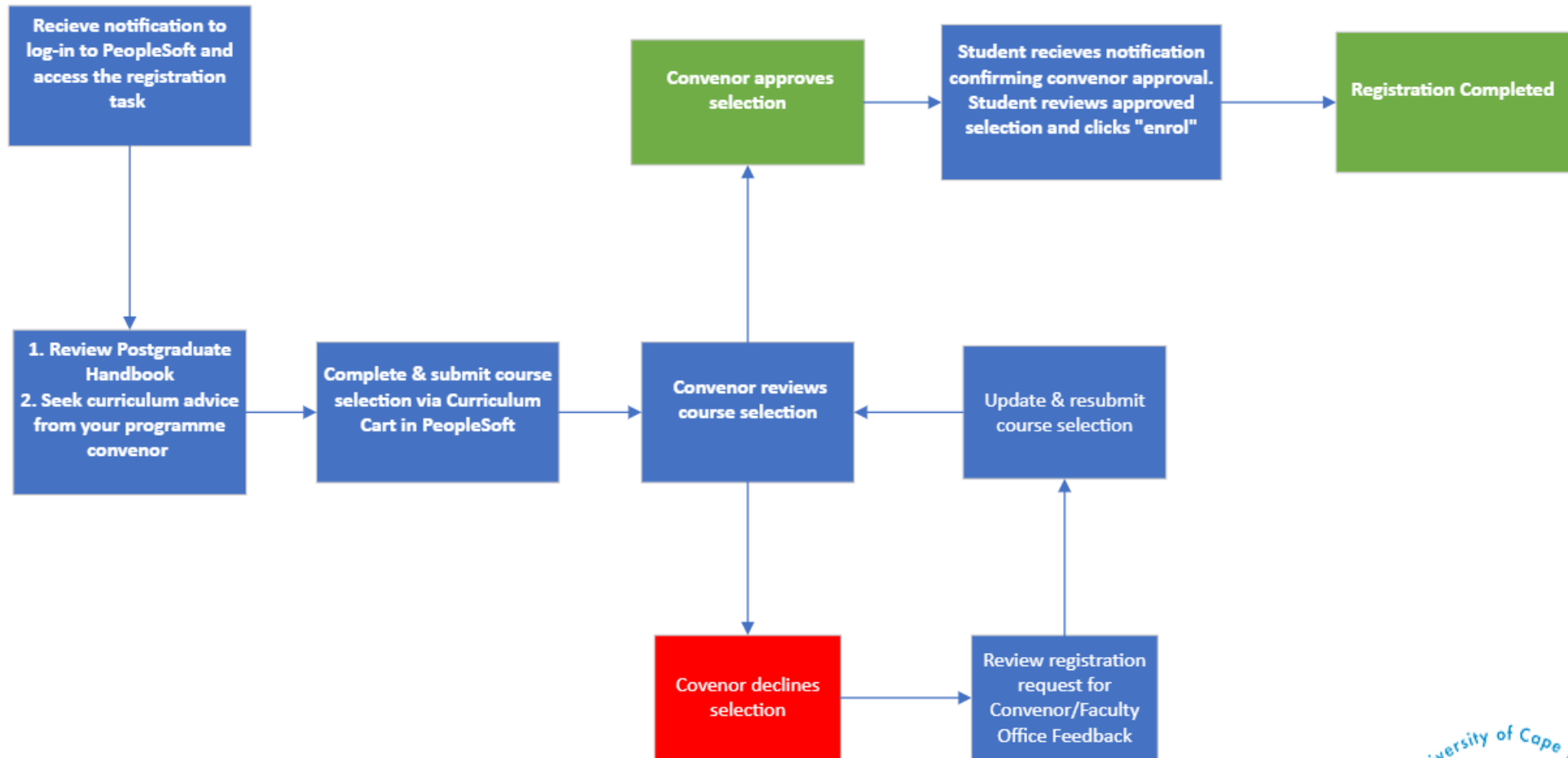
- **Blank Curriculum Cart:** You will receive a system generated activity guide which replaces the need for a registration form. Once the activity guide is complete it will be possible for you to complete your course selection via your registration task (in consultation with your convenor) and submit it via Peoplesoft. Your curriculum selection will be routed to the relevant approver and redirected to you to confirm your enrolment.
- **Programme Enrolment (PE):** These functions are assigned to all PhD, MA by dissertation only, and structured Masters, Honours, and PGDip programmes. Given that the course selections are strictly defined for these programmes; the specific courses you required to register for are automatically configured into your registration task.

\*Unless specified otherwise in the registration schedule.



# THE REGISTRATION PROCESS

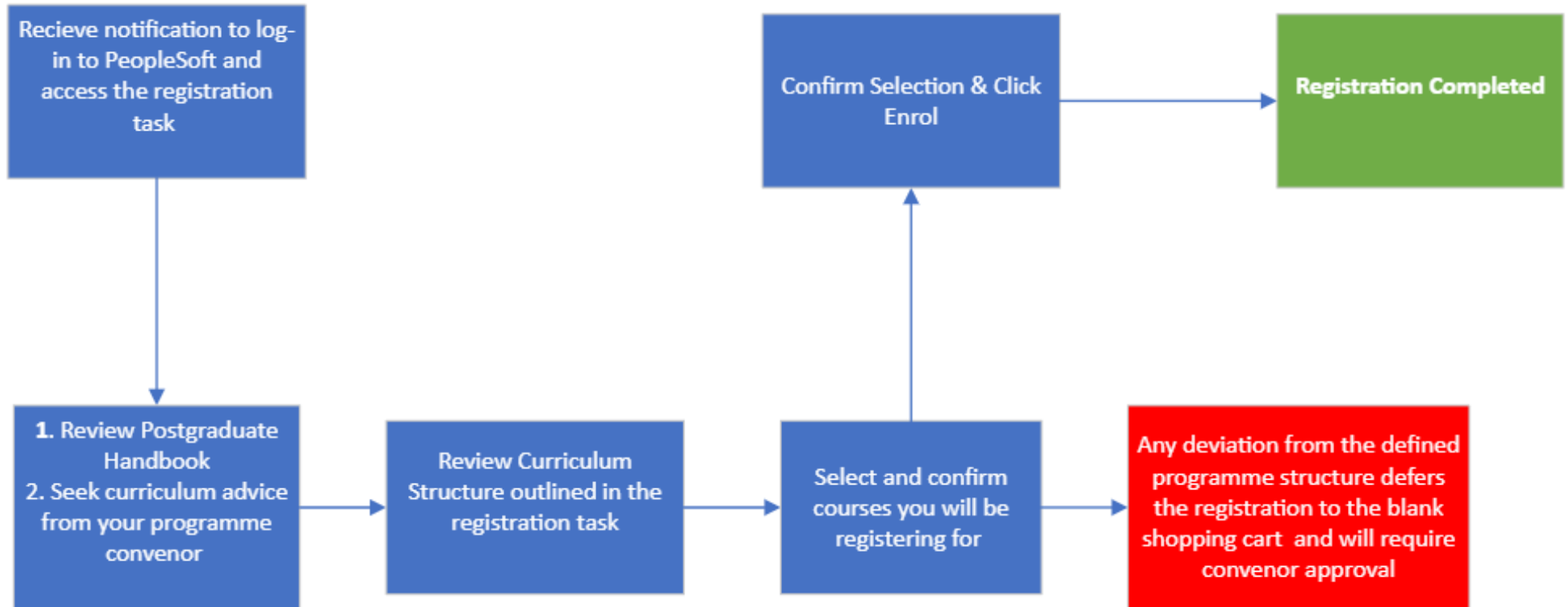
The below process will apply if you are registering using the **Blank Curriculum Cart**:



\*Unless specified otherwise in the registration schedule.



The below process will apply if you are registering using the **Programme Enrolment**:

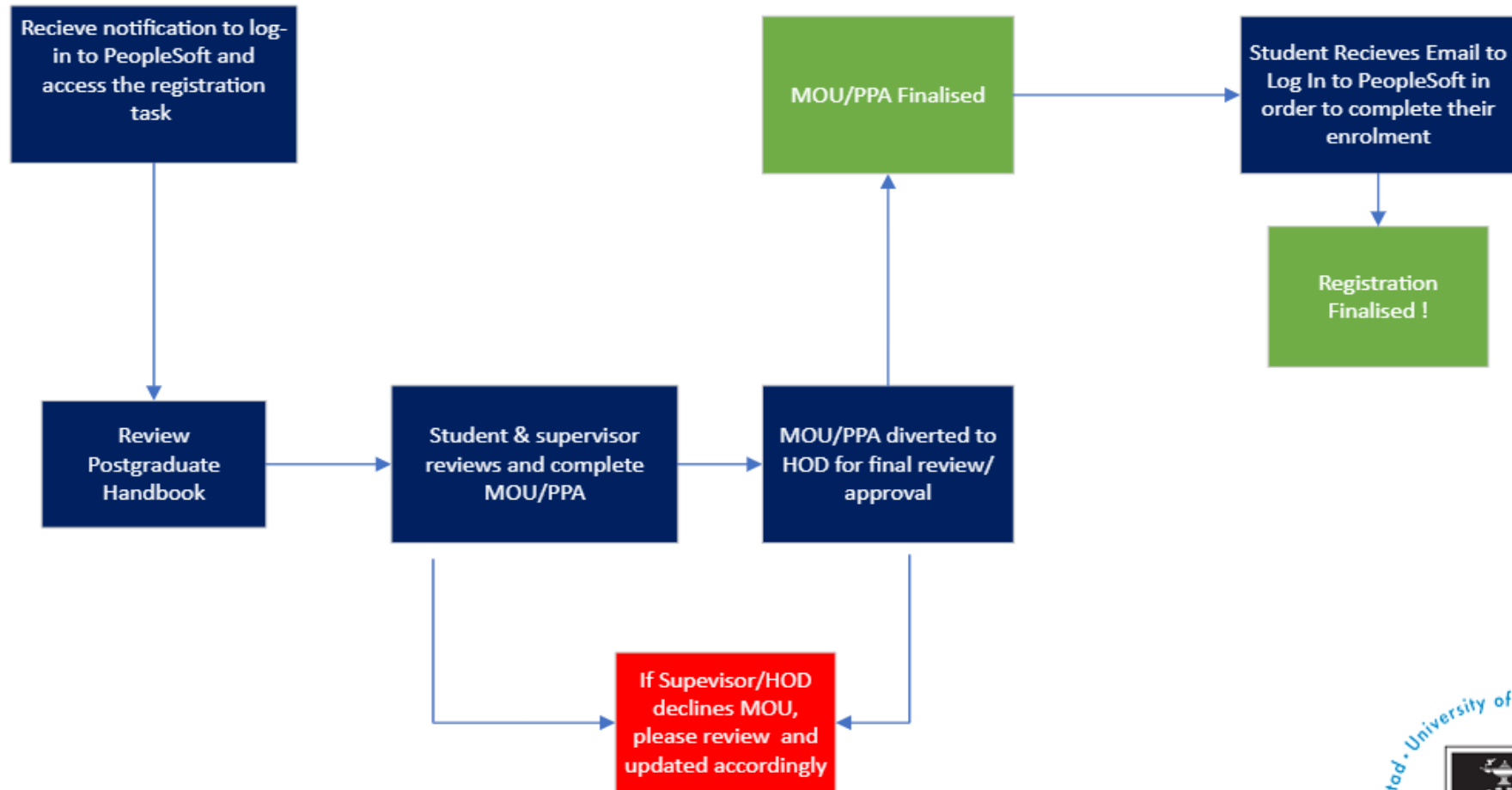


\*Unless specified otherwise in the registration schedule.



## PhD and Masters Students Registering for the Dissertation

All returning PhD and Masters students registering for the dissertation are required to complete their Memorandum of Understanding (MOU) or Planned Progress & Activity (PPA) with their supervisor and obtain HOD approval prior to completing their enrolment.



\*Unless specified otherwise in the registration schedule.

