



# University of Pretoria Yearbook 2025

## Faculty of Humanities

### Faculty regulations and information

*The regulations for the degrees published here are subject to change and may be amended after the publication of this information.*

*The General Academic Regulations and General Student Rules apply to all faculties and registered students of the University, as well as all prospective students who have accepted an offer of a place at the University of Pretoria. On registering for a programme, the student bears the responsibility of ensuring that they familiarise themselves with the General Academic Regulations applicable to their registration, as well as the relevant faculty-specific and programme-specific regulations and information as stipulated in the relevant yearbook. Ignorance concerning these regulations will not be accepted as an excuse for any transgression, or basis for an exception to any of the aforementioned regulations.*

#### **1. Requirements for admission**

Refer to General Academic Regulation G1 for admission to undergraduate programmes as well as specific admission requirements published with the relevant programmes in the Yearbook. Please note: Compliance with the minimum requirements set out below will not guarantee admission to a bachelor's (undergraduate) degree at the University. Applicants must refer to the applicable Senate-approved general regulations, Institutional Admission Policy and faculty admissions for a particular programme.

#### **2. Transfer to the Faculty of Humanities**

The closing date for application to be transferred to the Faculty of Humanities is 30 September. Students applying for selection degree programmes must follow the closing dates as outlined in the faculty brochure.

##### **a. Internal application to transfer (from another Faculty to the Faculty of Humanities or from one Faculty of Humanities degree to another)**

- Students who apply to transfer to the Faculty of Humanities must submit an application to transfer, as well as a letter of motivation, in order to be considered for admission in the following year.
- For a student applying to transfer, the Committee considers the Admission Point score (APS) according to the Faculty requirements, as well as the student's academic performance during the preceding year (as stipulated in Faculty Regulation (i) below).
- Students must apply online.
- No mid-year applications or admission will be considered.
- Applications requiring discretionary admissions must be considered by the Faculty Admission Committee.
- If a degree programme has reached its maximum number of admissions, the Faculty may decline to consider an application for a transfer.

##### **b. Application to be readmitted (after academic exclusion/dismissal)**

Also refer to General Academic Regulations G4 and G19.

Students who apply to be readmitted after academic exclusion/dismissal must submit an online application for admission in the following year. The following documents must be submitted together with the online application for the student to be considered for readmission:



- an academic transcript if they are registered in other recognised institutions after exclusion/dismissal,
- a certificate of conduct,
- their own letter of motivation.
- other supporting documents.

The Faculty Admissions Committee will consider the student's application based on overall academic performance, the student's letter of motivation and other supporting documents.

Students are required to follow the closing dates as outlined in the faculty brochure. No application will be considered after the closing date.

In the absence of complete supporting documentation, the Committee will not be able to take a decision, and the application will be rejected. It is the student's responsibility to provide all the required and relevant information. The Faculty is entitled to verify the documents or proof submitted, if necessary.

### c. **Application to transfer from another university to UP**

Also refer to General Academic Regulations G1, G7 and G9.

In the case where the credit system differs from the one used by UP, students will be considered on the following criteria:

- Students must have passed 60% of the modules/subjects equivalent to 72 credits or more if they were first year students and 60% of the modules/subjects in their prior year at the other university equivalent to at least 100 credits or more if they are senior students.
- The Faculty Admissions Committee will consider the application based on the Admission Point score according to the Faculty requirements, the student's academic performance during the preceding year (as stipulated in Faculty Regulation (i) below) as well as the certificate of conduct.
- No application will be considered after the closing date.
- If a degree programme is already full, the Faculty may decline to consider an application for a transfer.
- Subject to faculty regulations, core and elective modules completed more than five years previously will not be recognised and such modules will have to be repeated.

## **3. Cancellation and deregistration of modules**

### a. **Cancellation of modules**

Also refer to General Academic Regulation G2.5.

Closing dates for students to make changes or cancellation of modules (year, semester and quarter modules) are published annually in the University's calendar and the cut-off date will be four weeks after the commencement of lectures. If the change or cancellation is done before or on the relevant closing dates, the module will not appear on the student's academic record. Any module cancelled after the closing date will be reflected on the student's full academic record.

### b. **Deregistration of modules -**

Also refer to General Academic Regulation G4.2.

In the event that a student registers for second-semester modules at the beginning of a year of study, and it becomes evident at the end of the first semester that he or she no longer complies with the prerequisites for the second-semester modules, the registration of such second-semester modules will be cancelled and the student's account will be credited accordingly. It is the student's responsibility to ensure that all affected modules have been deregistered at the beginning of the second semester.

## **4. Community engagement**



The Faculty of Humanities creates opportunities for community engagement in which students may actively participate in order to promote social responsibility, through modules designed for this purpose. Students register for community engagement modules that have been approved by Senate as part of a study programme.

### **5. Deviations from the prescribed programme combination**

Any deviation from a prescribed programme or programme combination (e.g. recognition of credits already obtained, admission to further modules, deviations from the prescribed module structure, etc.) may only be made subject to the approval of the Dean, after consultation with the programme manager and coordinator concerned.

### **6. Specific requirements for undergraduate programmes**

Prospective students must check which requirements apply to particular programmes and modules offered in the Faculty of Humanities and other faculties. The details of the particular requirements for programmes are set out in the section on curricula.

Should a student wish to take a module offered by another faculty, he or she must determine the admission requirements for that module, as well as the subminimum required for examination papers, supplementary examinations, and the number of credits allocated by the faculty concerned.

Furthermore, at the end of a semester or a year of study, a student may be restricted in the number of credits he/she is allowed to register for in the subsequent semester/year(s) of study, or the student may be transferred to the BA – Extended programme, depending on the student’s previous academic achievements. Please refer to Regulation 6.a. below.

#### **a. Maximum number of credits**

Any student who wishes to undertake additional credits above the 120 credits specified for the degree must seek the advice of programme coordinators and obtain their permission before being allowed to register. If permission is granted:

- Students at first year level may take no more than 12 credits (ONE first year module) per semester (48 hours per week).
- Students at second year level may take no more than 20 credits (ONE additional 20 credit module or ONE additional 12 credit module) per semester (max. 53.3 hours per week).
- Students at third year level may take no more than 30 credits (ONE third year module or ONE second year module) per semester (max 60 hours per week).
- Students who are granted permission to take additional credits must pass all courses in a semester before being given permission to take additional credits in the subsequent semester.

#### **b. Class attendance**

Since the Faculty places a high premium on the development of thinking skills and specific academic competencies, class attendance in all modules and for the full duration of a programme is compulsory for all students enrolled in degree programmes of the Faculty of Humanities.

Where the electronic media (such as clickUP) predominate in a module, it may be that class attendance is not a requirement. In these modules students are obliged to comply with all requirements as prescribed for the specific module.

Students may be refused admission to the examination in a particular module if they have failed to fulfil the published attendance requirements in that module.

At the beginning of a module, the study guide for that module will inform students about the requirements and monitoring of class attendance in that particular module.

#### **c. Recognition of modules passed**



Also refer to General Academic Regulations G8 and G23.

The maximum duration for the retention of credits after an interruption in studies is five (5) years. If a student wishes to continue with a degree at a higher (second, third or fourth) year level after an interruption, he or she will have to repeat all previous modules within that programme passed more than five years prior to the year in which they plan to re-register.

#### d. **Assessment**

The regulations set out below apply to the assessment of modules in the Faculty of Humanities, but departments may, in exceptional cases and in consultation with the Dean, make alternative arrangements for specific modules.

At the beginning of a module, the study guide for that module will inform students about all arrangements regarding assessment in that particular module.

##### **d.1. Examinations**

Also refer to General Academic Regulation G12.

- i. Unless otherwise stipulated, a minimum year/semester mark of at least 40% in a module is required for admission to the examination for that module.
- ii. Unless otherwise stipulated, in the calculation of the final mark for a module in which an examination is written, the year/semester mark will carry a weight of 50% and the examination mark a weight of 50%. The year/semester mark is calculated on the basis of at least two assessments in semester modules and four assessments in year modules.
- iii. In order to pass a module, a final mark of at least 50% as well as a minimum examination mark of 40% must be obtained, except when a module is completed without a scheduled examination. Students will pass a module with distinction if a final mark of at least 75% is achieved.
- iv. As intended in G10.3.1, a student may be exempted from sitting for an examination if he or she has obtained a year, semester or quarter mark of at least 65% in the particular module. For this arrangement to apply to a module, prior authorisation is required from the Dean.
- v. The final results for all modules will only be published by Student Administration after approval thereof by the external examiner/ examiners/examination commission.

##### **d.2. Supplementary and special examinations**

- i. Both supplementary examinations and special examinations are written in the supplementary examination period. Special examinations have the same duration and format as the main examination for the module. The supplementary examination may differ in duration and format from the main examination.
- ii. Students who have been admitted to a special examination will not be given the opportunity to write a supplementary examination in the module.
- iii. Students may be admitted to a supplementary examination in a module in the following cases:
  - a. if a final mark of between 40% and 49% was obtained; or
  - b. if a final mark of 50% was obtained, but not the required examination subminimum of 40%.
- iv. In the calculation of the final mark for the supplementary examination, the year/semester mark carries a weight of 50% and the supplementary examination mark a weight of 50% (ie the same as for the main examination in the module). The highest final mark that may be awarded following the supplementary examination is 50%. Students must obtain a subminimum of at least 40% in the supplementary examination to pass the module.
- v. In the calculation of the final mark for a special examination, the same principle applies as for the main examination in the module (ie the year/semester mark carries a weight of 50% and the examination mark a weight of 50%).



- vi. No special supplementary examination will be granted to students who could not write the scheduled supplementary examination.

Students who did not write the main examination on the scheduled day may apply for special examination at the Student Administration office. Lecturers are not allowed to grant students access to such examinations. Applications for these must be handed in together with a valid medical certificate and/or supporting documentation/affidavits not later than three working days after writing the main examination. A medical certificate will not be accepted where it states that students appeared ill or declared themselves unfit to write the examination. The medical practitioner must be consulted on or before the date on which the examination was scheduled.

A medical certificate will not be accepted if it does not contain the physical address and telephone number of the doctor/medical practice as well as the practice number. In cases where a reason other than sickness is given, students must submit an affidavit that reflects the reason for their absence from the examination. An affidavit will not be accepted unless it is accompanied by the relevant substantiating documentation. It is the responsibility of students to ascertain whether their requests have been successful or not.

Students who have been granted permission to write a special examination and who then fail to write the examination will not qualify for any further special examinations.

### **d.3. Chancellor's examination in the Faculty of Humanities**

Also refer to General Academic Regulation G12.5.

Students who complied with all the requirements of a degree with the exception of at most a year module, or the equivalent thereof, in which they obtained a final mark of at least 40%, may with the approval of the Dean, on recommendation of the head(s) of department, be admitted to a Chancellor's examination at the beginning of January. Students who obtained a final mark of less than 40% in any of the applicable modules will not be considered. The maximum final mark that may be awarded is 50%. Students only qualify for a Chancellor's examination if they have completed the prescribed examination in their final year of study.

### **e. Perusal of examination answer scripts**

Also refer to General Academic Regulation G14.1.

After the main examination, departments will give students the opportunity to peruse their examination answer scripts and give feedback about the criteria used by examiners. The date/time of the perusal and the manner in which feedback is given shall be determined by the department concerned and notices will be posted in departments about when perusal will take place. Students who are unable to attend the official perusal session may apply to the department for an opportunity to see the examination answer script. No lecturer is under any obligation to grant any student such a perusal opportunity more than two weeks after the commencement of the following semester.

### **f. Marking of examination answer scripts**

Also refer to General Academic Regulation G14.2.

Students may apply for remarking of an examination answer script after perusal of such a script, but within 14 calendar days after commencement of lectures in the next semester. Students who wish to have their scripts remarked must pay the prescribed fee and submit their request to the Dean of Humanities (Student Administration office), who will inform the department concerned if a remark is granted. The answer script will then be remarked by an examiner appointed by the relevant head of department. Marks will be adjusted according to the remarking, but no supplementary examination will be granted.

### **g. Release of examination marks**



Final marks will be released by the Student Administration office after which students may access results via student portal.

Lecturers may destroy examination answer scripts once a period of one year has passed from the date on which the examination was written.

#### **h. Departmental test policy**

Departmental test policy will be communicated to students by means of study guides and/or departmental guidelines.

Students who do not comply with the relevant requirements, may be penalised.

#### **i. Progression requirements**

Also refer to General Academic Regulation A8 and G3

A student must be able to complete the programme for which he or she is re-registering, within the prescribed minimum period (years = N) plus one year (N+1).

#### **j. Exclusion**

Exclusion after the first-semester examination:

- a. First-year students (in a three-year programme) who do not perform well in the first semester will be issued with a warning letter e.g if they do not pass the 60% of the 60 credits in the first semester.
- b. First-year students (in a four-year programme) who do not perform well in the first semester will be issued with a warning letter e.g if they do not pass the 66% of the 60 credits in the first semester.
- c. Senior students (in a three-year programme) who do not perform well in the first semester will be issued with a warning letter e.g if they do not pass the 60% of the 80 credits in the first semester.
- d. Senior students (in a four-year programme) who do not perform well in the first semester will be issued with a warning letter e.g if they do not pass the 66% of the 80 credits in the first semester.
- e. Senior students will be dismissed from the Faculty if they were registered at the beginning of the academic year under specific conditions after being excluded at the end of the previous year (ie registered only for the first semester, with the condition of passing all registered modules), and not fulfilling the set conditions.
- f. In the case of (a,b,c and d) students may be excluded/dismissed at the end of the year if they did not comply with the progression requirements as outlined in regulation (i) above, refer to General Academic Regulation A8 and G3. They may appeal against the decision with the Faculty Appeals Committee, and should the appeal be denied, the student may request a review of the Faculty's decision by the Senate Review Committee.

#### **k. Termination of registration**

The Dean may, on the recommendation of an appropriate Faculty Admission Committee, cancel the registration of a student or the registration for a module during an academic year if the student fails to comply with the minimum requirements determined by the Faculty Board with regard to tests, examinations or any other work, with the proviso that a student may request that the Dean reconsider the decision in terms of the set procedures.

#### **l. Humanities Special**

This programme is designed for students who have completed an undergraduate degree wanting to register modules for non-degree purposes.

The maximum study period for a module is one year.

Students may only be allowed to register a limited number of modules.

No application will be allowed after the closing date.



All registration for modules requires approval from the Departments.

**m. Awarding of credits obtained by exchange students**

If there is a formal exchange agreement between the department in the faculty and the department in the faculty of an overseas higher education institution, the mark obtained by our exchange student from the other overseas institution can be recognised if there is an agreed equivalence in the modules and assessment standards of the two institutions for the relevant modules. These matters must be agreed upon before student/s commence any exchange programme.

**n. Degree with distinction**

Except where otherwise indicated for individual programmes, in order to be awarded a degree/qualification with distinction, a student has to obtain a weighted average of at least 75% (not rounded) across 4 semester modules (or the equivalent thereof) at the highest year level of a programme and within the minimum period prescribed for the degree programme.

**Specific regulations applicable to postgraduate qualifications**

**1. Academic literacy**

It could be required from new postgraduate students to provide proof of their academic literacy.

**2. Credit for modules**

No credit will be given for modules which form part of another degree programme where the student has already complied with the requirements of such a degree. The rule is also applicable in instances where the student is currently registered for more than one degree programme.

**3. Recognition of modules passed**

The maximum duration for the retention of credits after an interruption in studies is three (3) years. If a student wishes to continue his or her postgraduate studies after an interruption, he or she will have to repeat all modules passed more than three years previously.

**4. Awarding of credits obtained at other institutions**

If there is an exchange agreement between the faculty and international institution, the mark obtained by an exchange student at the overseas institution can be recognised if there is agreed equivalence in the modules and assessment standards of the two institutions for the relevant modules.

**5. Renewal of registration**

**a. Honours degree**

Also refer to General Academic Regulation G18.

Subject to exceptions approved by the Dean, on the recommendation of the relevant head of the department, a student may not sit for an examination for the honours degree more than twice in the same module.

A student who is registered for an honours degree must complete his or her study, in the case of full-time students, within one year of registering for the degree and, in the case of part-time students, within two years of first registering for the degree. Under special circumstances, the Dean, on the recommendation of the relevant head of the department, may give approval for a limited extension of this period.

**b. Master's degree**

Also refer to General Academic Regulation G32.

i. Students at the University are registered for one year of study. Upon expiry of that year, students wishing to



- continue their studies at the University must renew their registration and pay such fees for renewal of registration as are prescribed by Council from time to time.
- ii. Subject to exceptions approved by the Dean, on the recommendation of the relevant head of department, a student may not enrol for the same module for a master's degree more than once. This applies to both modules and the dissertation.
  - iii. Students who are given permission by the Dean, on the recommendation of the relevant head of department, to present themselves more than once for an examination in the same department, must pay the full fees for this examination.
  - iv. Students enrolled for a master's degree must complete their studies within two years after first registering for the degree, except for programmes in the applied social sciences, which include but are not limited to the following disciplines: alternative communication, audiology, criminology, psychology, social work, and, speech language pathology, which require a longer period to comply with the requirements of their professions, as regulated.
  - v. Renewal of registration after the two-year period is permitted only under special circumstances where the Dean, in consultation with the relevant department or the Postgraduate Committee, may give approval for a limited fixed extension of this period in terms of the set procedures.
  - vi. A student who has been registered for a master's degree programme and who has failed to renew their registration for such a degree programme in the ensuing calendar year, or who has not complied with the prescribed requirements for progress in accordance with faculty regulations, is deemed to have interrupted their study and forfeits the right to continue studies under the old regulations.

### c. **Doctorate**

Also refer to General Academic Regulation G44.

- i. Students at the University are registered for one year of study, or for a shorter period determined in general or in specific cases by Council. After a year or period of study has expired, students wishing to continue their studies at the University must renew their registration and pay such fees for renewal of registration as are prescribed by Council from time to time.
- ii. Subject to other faculty regulations, a student for a doctorate must complete his or her studies within three years after first registering for the degree. Under special circumstances, the Dean, on the recommendation of the relevant head of department or the Postgraduate Committee, may give approval for a limited fixed extension of this period.

## 6. **Minimum study periods and requirements for degrees**

### a. **Honours degree**

- i. An honours degree is only conferred on a student, if the student has complied with the following minimum periods of study:
  - a. One academic year after the qualification has been obtained by virtue of which admission to the study has been granted;
  - b. Where an honours degree is followed concurrently with a bachelor's degree, one academic year in addition to the minimum period prescribed for the bachelor's degree in question – with the proviso that in cases of exceptional merit, the University may, in agreement with the Joint Statute, shorten the minimum period of attendance.
- ii. In addition to the stipulations of G22.1, an honours degree is only conferred on a student if the student has complied with all the requirements laid down in these faculty regulations.

### b. **Master's degree**





Also refer to General Academic Regulation G34.

- i. The master's degree is conferred on a student only if at least one year has expired after the qualifications by virtue of which admission to master's study has been obtained – with the proviso that the student is registered for at least 12 months for a master's degree at the University, although the Dean may approve a shorter period.
- ii. A master's degree is conferred on a student only if he or she complies with all the requirements laid down in these faculty regulations.

**c. Master's degree by coursework and mini-dissertation**

- i. A coursework master's degree is conferred on a student by virtue of examinations (per module) and a mini-dissertation or other research relevant output.
- ii. Mini-dissertations or other relevant forms of research are prepared and examined according to the instructions that are laid down in the faculty regulations.

**d. Doctorate**

The doctorate is conferred on a student only if one of the following periods has expired:

- i. At least four years after complying with all the requirements for a three-year bachelor's degree.
- ii. At least three years after complying with all the requirements for a four-year bachelor's degree.
- iii. At least two years after complying with all the requirements for a bachelor's degree of five years or more.
- iv. At least two years after complying with all the requirements for a master's degree.
- v. With the exception of a shorter period that may be approved by the Dean, at least 12 months since registration for the doctorate at this University have expired.

In addition to the stipulations of the applicable General Academic Regulation G48 a doctorate is conferred on a student only if he or she has complied with all the requirements laid down in faculty regulations.

**7. Procedures with regard to registration for master's and doctoral degree programmes (by research)**

Also refer to A12, G17, G32 and G43.

Postgraduate students, who fail to renew their registration annually, are regarded as having had an interruption in their studies.

**a. Students for the master's degree (by research only) must:**

Submit an approved research proposal after registration of a specific degree programme and in consultations with their supervisors or study leaders. The research proposal for the dissertation must be approved by relevant departmental research committees, after which it must be submitted to the Research Ethics Committee of the Faculty of Humanities for final approval before data collection may commence.

**b. Students for the PhD degrees must:**

- i. Submit an approved research proposal upon registration of a specific degree programme. The research proposal for the thesis must be approved by the departmental research committee in consultation with the study leaders/supervisors, after which it must be submitted to the Research Ethics Committee of the Faculty of Humanities for final approval before data collection may commence.
- ii. Submit a thesis on the approved topic for examination;
- iii. Undergo oral doctoral examination or equivalent before the degree can be conferred. This examination, which can be in the format of defence or a performance or a seminar is done before a panel of examiners appointed by the Dean, in consultation with the Postgraduate Committee and the relevant head of department, and supervisor/study leader. Where appropriate, the Dean may also grant an exemption from

such examination. Also refer to General Academic Regulation G49.

**c. Students enrolling for a coursework master's degree programme must:**

In the case of ethical implications, submit a research proposal for a mini-dissertation beforehand to the Research Ethics Committee of the Faculty of Humanities for approval before commencing data collection. Also refer to General Academic Regulation G39.5.

## **8. Assessment**

Also refer to General Academic Regulation G26.

The regulations given below apply to the assessment of postgraduate modules for honours and master's degree programmes with coursework offered by departments and schools in the Faculty of Humanities.

Departments/Schools may, in exceptional cases and in consultation with the Dean, make alternative arrangements with regard to specific modules.

At the beginning of a module, students must be informed in the study guide about the arrangements regarding assessment in that particular module.

### **8.1. Examinations**

- i. A minimum progress mark of 40% is required for admission to the examination.
- ii. In the calculation of the final mark for the module in which an examination is written, the progress mark will carry a weight of a minimum of 50% and the examination a weight of a minimum of 50%. The progress mark is calculated on the basis of two assessments done during the period that the module is presented.
- iii. In order to pass a module, a final mark of at least 50% and a minimum examination mark of 40% must be obtained, except when a module can be completed without a scheduled examination. A student will pass a module with distinction if a final mark of at least 75% is achieved within the minimum period prescribed for the degree.
- iv. A module may be completed without a scheduled examination\* provided that:
  - a. all the outcomes of the module have been evaluated by means of formative assessment;
  - b. the final mark is based on the student's performance in at least three assessment opportunities;
  - c. a final mark of at least 50% is obtained; and
  - d. students are not provided with an additional opportunity for assessment, such as a supplementary examination or a retest.

\*NB The Dean's permission must be obtained beforehand in such cases.

- v. The research component of the honours degree does not qualify for an additional assessment opportunity.
- vi. The final results for all modules will only be published after condonation of the results by the examination commission of the Faculty of Humanities. No results will be released beforehand.

### **8.2. Supplementary and special examinations**

Supplementary and special examinations are normally not granted at honours level. In exceptional cases, these examinations may be granted in consultation with the Postgraduate Committee and with permission from the Dean.

### **8.3. Assessment of master's mini-dissertations and dissertations**

Two examiners are required to evaluate a dissertation or a mini-dissertation. At least one of these examiners must be from outside the University of Pretoria from a recognised academic institution or must carry sufficient academic recognition in terms of specialisation and experience in the field to warrant such an appointment. Supervisors may not act as internal examiners for mini-dissertations or dissertations.

Upon receipt of examination reports, the Head of the relevant department, through the non-examining



chairperson nominated by him/her or the Chair of the Postgraduate Committee must assess the reports and provide a motivation whether the dissertation or mini-dissertation passes, passes with distinction or fails. Where examiners require revisions of the dissertation or mini-dissertation, the non-examining chair should also recommend these as well to the Chair of the Postgraduate Committee.

The recommended final mark of the dissertation or mini-dissertation should be based on the qualitative review of the examination reports. As such, averaging of the examiners mark is only recommended when the difference between the examiners is not more than 10 marks. Where there is a divergence of views on the part of examiners, and marks awarded reflect such, the final mark should be decided on the quality of the reports available. Where both reports are of poor quality, or one of them is adjudicated as such, the reports must be referred to the Postgraduate Committee for further recommendation. Normally a third, and preferably internal reviewer, must be nominated to finalise the assessment of the dissertation.

#### **8.4. Assessment of doctoral examinations**

Refer to General Academic Regulation G49.

#### **8.5. Oral examination**

An oral examination is a requirement for doctoral degrees in the Faculty of Humanities unless the Dean of the Faculty gives exemption. Exemption is granted to programmes with a practical or creative component such as fine arts, visual arts, literary arts, music, theatre, performance, dance, design and television. Refer to General Academic Regulation G49.2.

Please note: A candidate may not fail a dissertation or thesis twice. In such an event, the relevant examination reports as well as the dissertation or thesis will be referred to another examiner, approved by the Postgraduate Committee, for arbitration.

If there is no consensus between the examiners, the non-examining chairperson must indicate this in his or her report and recommend a result for consideration by the Dean or the Chair of the Postgraduate Committee. When there are considerable differences of views, and no other result is agreed upon, an arbitrator may be appointed by the Chair of the Postgraduate Committee. The arbitrator will be sent a copy of the thesis as well as copies of the reports of the original examiners to consider these and recommend a decision. Such a decision is final.

During arbitration, the identity of the original examiners will may not be revealed to either the arbitrator or the candidate.

The final decision based on the arbitration report will be communicated to the department at this stage. If the outcome of this process is a recommendation of resubmission after extensive revision, the original panel of examiners should be appointed to re-examine the thesis. If these are not available to do so, or there are sufficient grounds for not appointing the same panel of examiners, another examiner or other examiners may be appointed.

#### **9. Degree with distinction**

Except where otherwise indicated for individual programmes, a student has to obtain a weighted average of at least 75% (not rounded) in order to pass the degree with distinction and within the minimum period prescribed for the degree programme. The doctoral degree cannot be conferred with distinction.

A distinction for a mini-dissertation or dissertation should be awarded when there is unanimous recommendation by all the examiners. Where one examiner is not in favour of awarding a distinction, the non-examining chairperson should make a recommendation to Chair of the Postgraduate Committee on what the final mark is or whether to consult the examiner not in favour to finalise the matter. A distinction awarded for a mini-dissertation does not imply that the degree will be awarded with distinction.

#### **10. Draft article for publication**

Also refer to General Academic Regulations G39.13 and G51.



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The draft article should be based on the research that the student has conducted for the dissertation and be approved by the supervisor concerned. The supervisor should then have the opportunity to take the paper through all the processes of revision and resubmission as may be necessary and/or appropriate in order to achieve publication.

A student, before or on submission of a thesis, must submit proof of submission of an article issued by an accredited journal, to the Head: Student Administration. The submitted article should be based on the research that the student has conducted for the thesis and be approved by the supervisor. The supervisor shall be responsible for ensuring that the paper is taken through all the processes of revision and resubmission, as may be necessary.

Doctoral degrees with a practical or creative component may submit evidence of such practical or creative output as required for the fulfilment of the requirements for the degree. These include, and are not limited to programmes such as fine arts, visual arts, literary arts, music, theatre, performance, dance, design and television.

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### **General Academic Regulations and Student Rules**

The [General Academic Regulations \(G Regulations\)](#) and [General Student Rules](#) apply to all faculties and registered students of the University, as well as all prospective students who have accepted an offer of a place at the University of Pretoria. On registering for a programme, the student bears the responsibility of ensuring that they familiarise themselves with the General Academic Regulations applicable to their registration, as well as the relevant faculty-specific and programme-specific regulations and information as stipulated in the relevant yearbook. Ignorance concerning these regulations will not be accepted as an excuse for any transgression, or basis for an exception to any of the aforementioned regulations. The G Regulations are updated annually and may be amended after the publication of this information.

### **Regulations, degree requirements and information**

The faculty regulations, information on and requirements for the degrees published here are subject to change and may be amended after the publication of this information.

### **University of Pretoria Programme Qualification Mix (PQM) verification project**

The higher education sector has undergone an extensive alignment to the Higher Education Qualification Sub-Framework (HEQSF) across all institutions in South Africa. In order to comply with the HEQSF, all institutions are legally required to participate in a national initiative led by regulatory bodies such as the Department of Higher Education and Training (DHET), the Council on Higher Education (CHE), and the South African Qualifications Authority (SAQA). The University of Pretoria is presently engaged in an ongoing effort to align its qualifications and programmes with the HEQSF criteria. Current and prospective students should take note that changes to UP qualification and programme names, may occur as a result of the HEQSF initiative. Students are advised to contact their faculties if they have any questions.