



Dear 2017 Postgraduate Student,

*Welcome to the Faculty of Commerce.*

Registration takes place from mid-January 2017 until mid-March 2017; students must ensure that they attend registration on the scheduled date as stipulated below or as advised by the department.

If you have any queries regarding the registration process, please email [com-faculty@uct.ac.za](mailto:com-faculty@uct.ac.za)

All international students (including SADC countries) must report to the International Academic Programmes Office (IAPO) for pre-registration clearance. This will include fee clearance, presenting your study permit and your health insurance information. Your registration at the Faculty will not be processed if you have not been cleared by IAPO. If you have any queries regarding the pre-registration process, please contact IAPO at [int-iaapo@uct.ac.za](mailto:int-iaapo@uct.ac.za) or alternatively at +27 21 650 2822 / 3740

South African students need to present their Identity Document (ID) at registration.

Registration dates are as follows (subject to change, please check websites/emails for any updates:

Description	Date	Time
<b><u>AIFMRM:</u></b> MPhil in Mathematical Finance	16 <sup>th</sup> February 2017	10:00 – 11:00
MCom in Risk Management of Financial Markets	9 <sup>th</sup> March 2017	10:00 – 11:00
<b><u>Actuarial Science :</u></b> PGDIP in ActSci	20 <sup>th</sup> January 2017	
Master's by coursework and minor dissertation (ActSci)	20 <sup>th</sup> January 2017	
Research Degrees (master's and PhDs)	13 <sup>th</sup> March 2017	
<b>College of Accounting:</b> Postgraduate Diploma in Accounting (PGDA) <b>and</b> Honours in Accounting	Remote registration from 13 <sup>th</sup> February 2017 – 22 <sup>nd</sup> February 2017. All students not processed must report to campus for the face to face registration.	All applicants will be emailed by the Faculty Office.
Postgraduate Diploma in Accounting (PGDA) <b>and</b> Honours in Accounting	27 <sup>th</sup> February 2017	<i>TBC</i>
Postgraduate Diploma in Public Sector Accounting	27 <sup>th</sup> February 2017	13:00 – 14:00
<b>Finance (new &amp; returning):</b> Honours, Master's & PhDs Degrees	18 <sup>th</sup> January 2017 and at first lecture, 4 <sup>th</sup> February 2017	13:00 -16:00
<b>Taxation:</b> Honours Degrees SA Tax Master's	18 <sup>th</sup> January 2017	



Int Tax Master's	23 <sup>rd</sup> January 2017	
<b>Economics:</b> PGDIP in Survey Data Analysis for Development	6 <sup>th</sup> February 2017	11:00 – 13:00
FAPM	18 <sup>th</sup> January 2017 (Firm offers & returners)	09:00
	1 March 2017 (students with conditional offers/ deferred and returners who didn't submit essay by 15 <sup>th</sup> February 2017)	09:00
Honours (CH001ECO01)	20 <sup>th</sup> February 2017	14:00
Masters & PhDs	20 <sup>th</sup> February 2017	10:00
<b>MPhil in Development Policy &amp; Practice</b> New students (registering for the first time)	13 <sup>th</sup> February 2017	10:00
Returning students	23 January 2017	10:00
<b>Postgraduate Diplomas in Management in:</b> Marketing, Sport Management	27 <sup>th</sup> February 2017	09:00
Entrepreneurship, Business Communication	27 <sup>th</sup> February 2017	11:00
Honours in Organisational Psychology	6 <sup>th</sup> March 2017	10:00 – 12:30
Master's in Organisational Psychology	30 <sup>th</sup> January 2017	17:00
MPhil specialising in Programme Evaluation	31 <sup>st</sup> January 2017	16:00 – 16:30
MPhil in People Management <ul style="list-style-type: none"> <li>• BUS5004W &amp; BUS5006W</li> <li>• BUS5003W</li> </ul>	30 <sup>th</sup> January 2017 20 <sup>th</sup> March 2017 (provisional)	10:00 TBC
<b>Marketing (new &amp; returning):</b> Master's and PhD's	27 <sup>th</sup> February 2017	
<b>Statistics:</b> Honors	21 <sup>st</sup> February 2017	12:00
<b>Information Systems( new and returning):</b> PGDips <ul style="list-style-type: none"> <li>• INF4012W, INF4015W</li> <li>• INF4016W, INF4018W</li> </ul>	30 <sup>th</sup> January 2017 30 <sup>th</sup> January 2017	13:00 – 15:00 15:00 - 17:00
Part time Honours	2 <sup>nd</sup> March 2017	11:00 – 13:00
Full time Honours	2 <sup>nd</sup> March 2017	12:00 – 14:00
Master's (new & returning)	2 <sup>nd</sup> March 2017	11:00 – 13:00
PhD's (new & returning)	6 <sup>th</sup> March 2017	10:00 – 11:00



<p><b>PhD</b> (where there are no departmental dates)</p>	<p>A candidate registering for the first time for the degree may register at any time.</p> <p>Forms will be available as from the 13<sup>th</sup> February 2017</p>	<p>Please email <a href="mailto:com-faculty@uct.ac.za">com-faculty@uct.ac.za</a></p> <p>Please provide your applicant number, name and surname in all correspondence with the University.</p>
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NB: The registration venues and other logistics will be made available on the website please monitor the website for updates.

**Registration dates for Returning Students where there is no specified date identified above:**

Comments	DATE	TIME
Research Master's and PHD students can download the 2017 MOU from the Commerce website. Please liaise with your supervisor to complete and sign the form. These dates and times will strictly be adhered to. If you have any queries, please contact <a href="mailto:com-faculty@uct.ac.za">com-faculty@uct.ac.za</a>	31 <sup>st</sup> January 2017	10:00-13:30
	14 <sup>th</sup> February 2017	10:00- 14:00
	28 <sup>th</sup> February 2017	14:00-16:00
	7-8 <sup>th</sup> February 2017	10:00 – 13:00
<b>All returning Master's and PhD students <u>must be</u> registered by the 10<sup>th</sup> March 2017</b>		

A **late registration fee of R2000** will automatically be charged to the account of any student who registers late. Each student must make a first payment of academic fees **by 3<sup>rd</sup> March 2017, subject to a late payment fee of 10%**. Please check the Fees website for additional information <https://www.uct.ac.za/apply/fees/> This includes students (postgraduate) who intends registering after the payment date. International students with fee queries should refer to the Fees office [fnd-feeenq@uct.ac.za](mailto:fnd-feeenq@uct.ac.za)

The following registration forms will be required:

Form	Description	Comments
Registration	Pink Form with biographical information	Must be signed by the student and the course convener and Dean signatory
Curriculum	White form with course information, declaration and signatories.	Student must liaise with course convener to approve curriculum. Form must be completed and signed by student and course convener and Dean signatory
Abridged Memorandum of Understanding (MOU): For Research students only	Two page document identifying the roles and responsibilities between the student and the supervisor. Any information not being provisioned in the MOU can be attached as an addendum.	To be completed and signed by the student, supervisor and the HOD.  <b>No MOU, No registration</b>

**Check your registration via the self-service function on PeopleSoft within 48 hours**, and report any problems to administrator at the Faculty Office. Failure to check your registration record could have fee implications.



UNIVERSITY OF CAPE TOWN  
**FACULTY OF COMMERCE**

Igniting Knowledge and Opportunity



Overall processing time: 2-4 hours (depending on volume)

Again, congratulations on your admission to the University of Cape Town. We believe that you have much to contribute to the University, and we look forward to welcoming you to the UCT community.

Queries: [com-faculty@uct.ac.za](mailto:com-faculty@uct.ac.za)

Yours sincerely,  
The Faculty of Commerce: Postgraduate Team  
For the Dean of the Faculty of Commerce



## 2017 FEES AND PAYMENT DATES

Please note that fees and payment requirements differ for local and international students. A further distinction is made between international students from the SADC region, international students from elsewhere in Africa, and international students from outside Africa.

The following information does not apply to students registering at the Graduate School of Business (GSB) in 2017. The GSB initial payments and deadlines will be published in the 2017 Student Fees Handbook which will be available towards the end of 2016.

### South African citizens and South African permanent residents

An initial payment of fees (for tuition and residence) is due by **Friday 03 March 2017**. If payment is not received on or before the due date, a one-off late payment fee of 10% of the unpaid amount will be charged. You will be allowed to register if the initial payment has not been received by the due date.

The amounts due are:

- Tuition cost initial payment **R21,500** (or the full fee where this is lower than the initial payment), **plus** if applicable;
- Residence (catering) initial payment **R25,500**, or
- Residence (self-catering) initial payment **R16,500**

**This is not the full cost.** Final payment is due **31 July 2017**.

### International students from the SADC region

An initial payment of fees (tuition and residence and the administrative service fee) is due before registration or by **Friday 03 March 2017**, whichever date is earlier. If payment is not received on or before the due date, a one-off late payment fee of 10% of the unpaid amount will be charged. Allow a minimum of 14 working days for the payment to reflect in UCT's bank account.

The amounts due are:

- Tuition cost initial payment **R21,500** (or the full fee where this is lower than the initial payment), **plus**
  - Non-refundable administrative service fee **R3,500**
- plus** if applicable
- Residence (catering) initial payment **R25,500**, or
  - Residence (self-catering) initial payment **R16,500**

**This is not the full cost.** Final payment is due **31 July 2017**.

### International Students

International students must make a minimum initial payment towards the tuition fees, international term fees and residence fees (where applicable), prior to registration or before **Friday 03 March 2017**, whichever date is earlier. If payment is not received on or before the due date, a one-off late payment fee of 10% of the unpaid amount will be charged. Allow a minimum of 14 working days for the payment to reflect in UCT's bank account.

Payment due prior to registration for:

- UCT full-time international fee-paying students (except Master's & PhD students): **R83,000**
- Master's full-time international students (Coursework & Dissertation): **R53,800**
- Master's full-time international students (Dissertation only): **Full fees + R3,500** non-refundable international service fee
- PhD full-time international students: **Full fees + R3,500** non-refundable international service fee

**This is not the full cost.** Final payment is due **31 July 2017**.

**plus** if applicable:

- Residence (catering) initial payment **R25,500**, or
- Residence (self-catering) initial payment **R16,500**

**This is not the full residence cost.** Final payment is due **31 July 2017**.

Click here to go to the [UCT International](#) website or to view the Student fees handbook, go back to [Fees website](#), and click on the link to the appropriate handbook.