



ERRATUM TO THE STUDENT FEES HANDBOOK 2020

The following amendment corrects an error in the initial publication of the 2020 Student Fees Handbook. The correction reflects the decision taken by the University's Council for the 2020. (Amendments struck-through or underlined as appropriate.)

Section 5 International Fees

5.1 Semester Study Abroad (SSA) Programmes

Any student (regardless of nationality) taking courses for one or two semesters only, that will not count towards obtaining a South African degree (but could count towards a degree in another country). Package tuition fee:

Per semester cost.....~~US\$7 000~~

Per semester cost.....US\$7 140

Section 1.51

Students who have outstanding fees, fines, interest, current registration of occasional non-degree studies or dues will not be awarded degrees or diplomas in:

- (i) ~~April, if any amount is unpaid by 28 February 2020~~
- (ii) March, if any amount is unpaid by 20 February 2020

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- (iii) June, if any amount is unpaid by 30 April 2020
 - (iv) December, if any amount is unpaid by 31 October 2020

Revised cancellation dates and submission dates in the next page

The academic calendar has been adjusted due to the COVID pandemic. The following dates have been adjusted to align to the academic calendar.

2.2 Notice to Leave: Withdrawal of Registration

A registered student (or legal guardian) is personally liable for all tuition fees notwithstanding any pledges of support or bursary that they may have received.

Students or their legal guardians must give notice of intention to discontinue studies in writing by completing the Cancellation of Registration Form and submitting this together with their student card to their Faculty Office in person or by registered mail.

A R500 Administration Fee will be charged on all cancellations / withdrawals. International students, including those from SADC countries, refer to Section 5.9

A reduction on the academic fees may be considered in special circumstances, depending on when the notice of intention to discontinue studies is received by the Faculty Office. If notice is received before:

- (a) **Whole Year Courses starting in February:**
 14 February 2020..... 100% adjustment
 07 August 2020..... 50% adjustment
- (b) **First Semester Courses starting in February:**
 14 February 2020..... 100% adjustment
 28 February 2020..... 50% adjustment
- (c) **Second Semester Courses starting in July:**
 07 August 2020 100% adjustment
 21 August 2020 50% adjustment
- (d) **Full year programme starting in second semester**
 07 August 2020 100% adjustment
 05 March 2021 50% adjustment

No reduction will be granted if the notice of intention to discontinue studies is received after the above deadlines.

Note: These dates will be strictly adhered to. *Any fees owing are due immediately on cancellation of studies.*

2.3 Drop an Individual Course

When students withdraw from individual courses of a minimum duration of one semester, any fee reduction is dependent upon the date of withdrawal. If the course duration is less than one semester, there is no fee reduction if a student withdraws from the course after it begins.

Course	Last date to add a course	Last date to drop a course		
		Get 100% fee adjustment	Get 50% fee adjustment	Cancel transcript entry
Whole year courses	14 February	14 February	07 August	14 August
First semester courses	14 February	14 February	28 February	29 May
Second semester courses	07 August	07 August	21 August	11 September
Other courses:	Friday of the first week of the course. (Day 5)	Friday of the first week of the course. (Day 5)	Friday of week three of the course. (Day 15)	Monday after which two thirds of the course has been presented/run.

Block Release		1 week or less: Before 12 noon of day 1 2 Weeks: Before 12 noon of day 2 3 weeks: Before 12 noon of day 3 Longer than 3 weeks: Friday of the week the course begins. (Day 5)	Not applicable	
Summer Term		Friday of the week the course begins. (Day 5)	Not applicable	Monday after which two thirds of the course has been presented/run.
Winter Term		Friday of the week the course begins. (Day 5)	Not applicable	Monday after which two thirds of the course has been presented/run.

No reduction will be granted if the notice to withdraw is received after the above deadlines.

After the last date to withdraw from a course but before the tenth last teaching day of a semester or year course, a student may notify the faculty office that he or she does not intend to complete the course. In this case the course remains on the record with a result of INC. During the last ten days of a semester or year course such notifications will no longer be accepted and a result of DPR or AB will be awarded by the department.

No withdrawal is possible after the 'cancel transcript' entry date.

2.7 Leave of Absence

A student who is granted a prospective academic concession for Leave of Absence will be entitled to a fee rebate depending on the date and period for which the Leave of Absence is granted. Refer Rule G.16.

If Leave of Absence is granted before the following date for the remainder of the academic year:

- (a) Whole Year Courses starting in February
 - 14 February 2020.....100% adjustment
 - 04 May 2020.....75% adjustment
 - 07 August 2020.....50% adjustment
 - 09 October 202025% adjustment
- (b) First Semester Courses starting in February
 - 14 February 2020100% adjustment
 - 04 May 202050% adjustment
- (c) Second Semester Courses starting in July
 - 07 August 2020.....100% adjustment
 - 09 October 202050% adjustment
- (e) Block Course refer to section 2.3

These dates will be strictly adhered to. No further concessions will be granted if Leave of Absence is granted after the above deadlines.

Students are required to pay the minimum prescribed academic fees prior to graduation.

8. SUBMISSION OF DOCTORAL THESES AND MASTER'S DISSERTATION

8.1 A rebate on the annual academic fee for a doctoral thesis or master's dissertation is granted according to the following schedule:

In the case of a master's dissertation, this applies in the second or subsequent year in which the dissertation is being completed;

In the case of a doctoral thesis, this applies in the third or subsequent year in which the thesis is being completed;

- (a) submission before 12 noon on Monday, 30 March 2020, the beginning of the second quarter;.....75% adjustment
- (b) submission before 12 noon on Monday, 7 September 2020, the beginning of the third quarter;50% adjustment
- (c) submission by 12 noon on Monday, 26 October 2020, the beginning of the fourth quarter;.....25% adjustment
- (d) submission after 12 noon on Monday, 26 October 2020nil