



UNIVERSITY OF CAPE TOWN RESEARCH OFFICE

Dr Linda Mtwisha
Executive Director

Allan Cormack House, 2 Rhodes Avenue, Mowbray, Cape Town, 7701
Tel: +27 (0) 21 650- 3122
E-mail: linda.mtwisha@uct.ac.za Website: www.uct.ac.za/main/research/

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To: Heads of Departments, Directors of Schools and Creative Outputs Administrators

Creative Research Outputs: 2025 call for submissions

The Research Office invites research staff to submit their **2022; 2023 and 2024** creative research outputs for submission to the Department of Higher Education and Training (DHET). This process results in the DHET awarding subsidy to UCT for creative research outputs in the following subfields:

- Fine and Visual Arts
- Music
- Theatre, Performance and Dance
- Design
- Film and Television
- Literary Arts

Researchers are urged to particularly submit all qualifying **2022** creative research outputs during this submission round, **as this is the final submission year these outputs will be considered for recognition.**

Reporting of Creative Research Outputs

We would like to alert you to the following processes and deadlines for the reporting of creative outputs. Detailed guidelines and resources are available online at

<https://uct.ac.za/research-support-hub/outputs/creative-outputs-and-innovations>

1. UCT Internal and external reporting processes

All qualifying creative research output and relevant information **must be submitted electronically** on the eRA system (<https://eraonline.uct.ac.za>). Submissions include the following:

- Evidence of the creative outputs, which should be accessible online.
- Annotation/commentary (500-700 words) which contextualises the work as a creative **research** output.
- Proof of any awards received.
- Relevant declarations and disclosures.
- Proof of author affiliation.

UCT's internal evaluation committee will screen and verify submissions to ensure DHET policy compliance. The verified submissions are submitted by the Research Office to DHET via an external online *Research Output Submission System (ROSS)* platform, for further processing by DHET and its advisory panels.

2. Deadline

All submissions must be submitted online on the eRA System by **Wednesday, 30 April 2025**.

The Research Office looks forward to working with researchers and administrators during the 2025 creative research outputs submissions. Please do not hesitate to contact Mrs Ronel de Swardt at ronel.deswardt@uct.ac.za with queries relating to the above process.

Sincerely,

A handwritten signature in blue ink, appearing to be 'Linda Mtwisha', with a stylized, looping design.

Dr Linda Mtwisha
Executive Director: Research