

2015

Master's and doctoral

Information



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of south africa



The administrative and qualification information for 2015 will be available on the Unisa website in August 2014.

For MBA, MBL and DBL qualifications, please contact Unisa's Graduate School of Business Leadership: sbl@unisa.ac.za

The information contained in this booklet was correct at the time of publication (21 July 2014). For updates, please go to the Unisa website <http://www.unisa.ac.za>

Embarking on master's and doctoral studies is a life-changing experience, both for your career and personal growth. Approached correctly it will be extremely rewarding. By registering for a master's or doctoral degree through Unisa, you will enjoy the support of experienced academic and administrative staff. You will also have the opportunity to conduct focused and meaningful research in one or more exciting fields, enabling you to make a difference to your community and career.

The guidelines below will ensure a problem-free online application and registration experience:

- You need access to the internet if you want to study towards a master's or doctoral qualification, as everything happens online.
- There are no counters or self-help stations at any of the regional offices for master's and doctoral students. This means that you must apply and register online using your own computer or a computer at an internet café.
- All administration is handled in Pretoria. You can contact us on +27 12 441 5702 or via e-mail at mandd@unisa.ac.za if you need assistance.

Please note: All master's and doctoral qualification applications/registrations must be completed online. No fax, postal or self-help applications will be accepted.

New applicants: Visit our website (www.unisa.ac.za/study) and follow the steps from 15 September 2014.

Re-registering students: If you are re-registering for the same qualification, you may proceed directly to Step 4.

Step 1: Choose a qualification

Visit the Unisa website for the qualification information for 2015, as well as the admission requirements and selection criteria for each qualification.

Students intending to apply for admission must also visit the relevant departmental website for the available research focus areas, selection criteria and information on the spaces available for that particular focus area/department.



Step 2: Apply for a student number

Who must apply for a Unisa student number?

- You must obtain a Unisa student number if you have never before studied towards a formal qualification at Unisa. Student numbers issued for Unisa's short learning programmes are not valid for formal qualifications. No application or registration will be processed without a valid student number.
- If you previously applied for admission and did not register (for whatever reason), you must re-apply for admission to the qualification.
- You need not re-apply for a student number if you already have a student number for a formal qualification. You may proceed to Step 3.
- If you took a break in your studies without applying for deferment of your studies, you must re-apply for admission.

How to apply for a Unisa student number

- Apply online for a student number: <http://applications.unisa.ac.za/> and pay the non-refundable application fee of R100. Your application for a student number will only be finalised upon receipt of the non-refundable application fee.
- Upload your identity document/passport or birth certificate.

Step 3: Apply for admission

Application for admission dates*

Applications open	Applications close
15 September 2014	14 November 2014

*Students applying for qualifications within the College of Science, Engineering and Technology - excluding Computing students - may apply for admission outside of the prescribed application dates. Please contact the Master's and Doctoral Administration Section (+27 12 441 5702; mandd@unisa.ac.za) for assistance.

*Students applying for the MEd in Education Management by coursework must note the earlier closing date of 15 October 2014. Please note that all applications must be submitted online.

- All applications for admission to master's or doctoral qualifications must be completed and submitted online: <http://applications.unisa.ac.za/MD/>
- Submit all the supporting documents during the online application process. Please note that these documents should be uploaded separately and not as one file.
 - Certified copies of your official academic records indicating the completion of your qualification for ALL previous academic qualifications.
 - Certified copies of your identity/passport document or birth certificate.
 - Any additional documents as indicated in the admission requirements for the specific degree or on the relevant departmental website. In most cases, a 2 to 5 page research outline and a CV must be submitted in accordance with the relevant department's requirements. Please visit the relevant departmental website to ensure that you submit a complete application.
- Academic departments have different dates on which selection for master's and doctoral qualifications will take place.
- No late applications will be considered. If you submit an incomplete application (ie without the necessary supporting documents), you will be given 10 working days to upload the outstanding documentation. Please note that no documentation will be accepted after the closing date for applications.
- No documents submitted via e-mail will be accepted.

Exceptions: selection degrees

Should you wish to apply for any of the following degrees, please note the following:

- Apply for a student number during the prescribed application period.
- Submit your application to the relevant department before the closing date specified for the particular degree. Selection degrees follow a different application process to Unisa's other master's and doctoral qualifications.

Degree	Closing date for the following academic year	Contact person	Contact information
Doctoral degree in Consulting Psychology	14 September	Mrs LM Campher	camphm@unisa.ac.za +27 12 429 8003
Master of Arts in Clinical Psychology	30 June	Mrs MD Lekgoathi	lekgomd@unisa.ac.za
Master's degree in Psychology Research Consultation	31 July	Mr NJ Nyamande	mandDpsych@unisa.ac.za +27 12 429 2088
Master's degree in Industrial Psychology (dissertation of limited scope)	1 September	Mrs LM Campher	camphm@unisa.ac.za +27 12 429 8003

Need assistance with applying for admission?

Please contact the Master's and Doctoral Administration Section (+27 12 441 5702; mandd@unisa.ac.za).

Step 4: Register for 2015

Only students whose application for admission was approved in Step 3 or re-registering students (who made sufficient progress during the current academic year) will be allowed to register online within the approved registration period for 2015. No printed registration forms will be accepted.

Registration dates

Registrations open	Registrations close
24 November 2014	27 March 2015

- Visit <https://www.unisa.ac.za/study> to register within the prescribed dates.
- If you receive an error message during the registration process, click on the “submit to advisor” button. We will resolve the problem and contact you. Your registration will only be finalised upon receipt of your study fees. The fees must be received before the closing date for registration.

- Once you are registered, a contact person/supervisor in the relevant department will be assigned to you. You will find guidelines on how to plan and proceed with the Research Proposal on myUnisa: <https://my.unisa.ac.za/portal>. myUnisa is Unisa’s online student portal that connects you to Unisa.



Master's & doctoral online roadmap



Have a question? Send an e-mail to: mandd@unisa.ac.za
Information: <http://www.unisa.ac.za/study>

www.unisa.ac.za
E-mail: mandd@unisa.ac.za

