

## UNIVERSITY OF CAPE TOWN

### GENERAL RULES FOR THE DEGREE OF DOCTOR OF PHILOSOPHY (PhD)

The degree of Doctor of Philosophy is a research degree. A candidate may proceed through any of the faculties of the University in accordance with these rules and those of the faculty concerned. It is not essential for a candidate to proceed through the faculty in which he or she obtained his/her bachelor's degree.

When considering an application for registration for the degree of PhD, Senate will be guided by the following as being appropriate admission requirements:

- (a) a recognised master's degree;  
or
- (b) a recognised honours bachelor's degree, or a recognised four-year bachelor's degree, plus at least one year's registration for an approved master's degree;  
or
- (c) a recognised three year bachelor's degree plus at least two years registration for an approved master's degree;  
or
- (d) a recognised MBChB, LLB, Bproc or BArch degree or any qualification recognised by the Senate as being equivalent;  
or
- (e) in special circumstances an approved bachelor's degree or qualification recognised by the Senate as equivalent.

#### **Admission requirements**

**GP1.1** A person shall not be admitted as a candidate for the degree unless he or she:

- (a) is a graduate of the University or of any other university recognised by the Senate for the purpose;  
or
- (b) has passed at any university or at any institution recognised by the Senate for the purpose, such examinations as are, in the opinion of Senate, equivalent to the examinations prescribed for a degree at the University;  
or
- (c) has in any other manner attained a level of competence which in the opinion of the Senate, on the recommendation of the faculty concerned, is adequate for the purpose of admission as a candidate for the degree.

**GP1.2** Senate may admit to the PhD degree any candidate who has been admitted at least three years previously to a degree of bachelor, or any candidate who has been admitted at least two years previously to a bachelor's degree where the minimum period of study prescribed for such bachelor's degree was not less than four years.

#### **Registration and residential requirement**

**GP2.1** During his/her period of registration a candidate will normally be required to attend at the University for a period of at least one year. By "attend at the University" the Senate understands that the candidate shall, within reason, be readily available for discussion at the University.

**GP3.1** A candidate must be registered for at least two years. Senate may permit a candidate registered for a master's degree, by virtue of the quality and development of his/her work, to change his/her candidature to that for a PhD degree but retrospective registration for the PhD degree will not be allowed, except by special permission of the Senate.

- GP3.2** Senate may accept, as part of the period of registration required, a period of registration not exceeding one year at another university or institution.
- GP3.3** A candidate must maintain unbroken registration between admission and graduation unless granted leave of absence by the Senate.
- GP3.4** Senate may refuse to permit a candidate whose progress is unsatisfactory to renew his/her registration.

### **Application for admission**

- GP4** Before a candidate may be registered for the degree, his/her candidature must be approved by the Senate on the recommendation of the board of the faculty and the head of department concerned. An applicant must give such evidence of his/her qualifications and attainments and complete such preliminary work as the Senate may require, and must satisfy the Senate as to the suitability of his/her subject and programme of research and as to the conditions under which the work will be carried out.

### **Obtaining the degree**

- GP 5.1** A candidate shall undertake research, and such advanced study as may be required, under the guidance of a supervisor or supervisors appointed by the Senate.
- GP5.2** At the conclusion of his/her research a candidate shall submit a thesis for examination. Before doing so he or she must inform the Doctoral Degrees Board Office in writing to this effect and submit a signed statement from his supervisor indicating whether or not he or she supports the submission of a thesis for examination. A candidate will not, however, be debarred from submitting his thesis for examination if his/her supervisor does not support submission of the thesis.
- GP5.3** Where a candidate intends to submit his/her thesis for examination in the hope of the award of the degree at either the June or December graduation ceremonies, he or she must inform the Doctoral Degrees Board Office in writing of his/her intention to do so by not later than 10 January or 20th June respectively; the final dates for receipt of theses by the Doctoral Degrees Board office are 15 February or 15th August. The University does not, however, undertake to reach a decision on the award of the degree by any specific date.

### **The thesis**

- GP6.1** A thesis must be submitted in:
- (a) the English language; or
  - (b) in a language and literature department, in English or in the language of the department concerned; or
  - (c) if the approval of Senate has been obtained by the candidate at the time of his/her original admission as a candidate, in another language.

**Note:** Senate, while recognising that circumstances will differ, urges candidates to use a language that will readily permit wide access to their findings.

- GP6.2** A candidate shall submit:
- (a) three copies of the thesis in temporary binding for submission to examiners;
  - (b) two unbound copies of the thesis for the Library; and
  - (c) one copy in temporary binding for each of the candidate's supervisors, unless the candidate indicates that the supervisors have copies of the thesis.

- GP6.3** The thesis must constitute a substantial contribution to knowledge in the chosen subject and may embody only the original work of the candidate with such acknowledged extracts from the work of others as may be pertinent. It must on presentation be accompanied by a declaration on the part of the candidate regarding the extent to which it represents his/her own work, both in concept and execution.
- GP6.4** The text of the thesis must be prefaced by an abstract thereof, prepared in accordance with the guidelines approved by Senate and indicating in what way the thesis constitutes a contribution to knowledge.
- GP6.5** The literary presentation of the contents and the statistical presentation, if statistical argument or material is included, must be satisfactory.
- GP6.6** A candidate shall not be given credit for any work that has been accepted for a degree.

#### **Inclusion of previously published material**

- GP6.7** A PhD thesis may include published papers provided that -
- (i) where published papers are included, the thesis must nonetheless show acceptable academic style, scholarly content and coherence as a connected account with a satisfactory introduction, statement of thesis and conclusion;
  - (ii) where multi-authored papers are included, the contribution of the candidate is clearly stated, and
  - (iii) the candidate's plan (to include published papers) has had the written support of the Faculty's Higher Degrees Committee (or equivalent) and the written approval of the Doctoral Degrees Board prior to submission.

*PhD candidates are invited, when renewing registration each year, to submit a proposed plan should they contemplate including published papers for consideration by the Faculty's Higher Degrees Committee, or equivalent.*

- GP6.8** A PhD thesis may not be more than 80 000 words in length, unless the Dean (acting after consultation with the supervisor) approves a request by the candidate to exceed this limit. Where a Dean allows a longer thesis he or she may stipulate a maximum number of words for the thesis. Where a Dean allows a longer thesis, he or she must inform the Doctoral Degrees Board of the fact and of the stipulation made.
- GP6.9** After the examination of the thesis, a student requiring to make corrections to the thesis before being allowed to graduate, or revisions to the thesis for re-submission and re-examination, must, except with permission from Senate, submit these changes within one year from the date of notification from the Doctoral Degrees Board. A student who fails to do so will not be permitted to renew his/her registration for the degree.

#### **Publication**

- GP7** A candidate may, subject to the prior written approval of his/her supervisor and subject to the provisions of Rule GP9, publish a part or the whole of the work done by him/her under supervision for the degree before presenting his/her thesis for examination.
- GP8** When presenting a thesis, the candidate shall be deemed by so doing to grant free licence to the University to publish it in whole or in part in any format that the University deems fit.
- GP9** No publication may, without prior permission of Senate, contain a statement that the published material was or is to be submitted in part or in full for the degree.

For more comprehensive information, refer to the leaflet "Publications, Copyright and your Thesis" - available from the DDB office.

A copy of the procedures of the Doctoral Degrees Board is available on request from the Doctoral Degrees Board Office, Bremner Building.

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