

# 2018



# HUMANITIES

*YOUR ADMISSIONS  
STEP BY STEP*



**UNIVERSITY OF CAPE TOWN**  
IYUNIVESITHI YASEKAPA • UNIVERSITEIT VAN KAAPSTAD



We hope that you will find this booklet helpful and that your questions about the Faculty of Humanities admission process will be answered. If you need additional information or assistance with any aspect of your application to study with us, please consult our FAQ's listed on the back pages of this booklet. Please also visit our website [www.humanities.uct.ac.za](http://www.humanities.uct.ac.za)

We look forward to welcoming you into the Faculty and wish you the best of luck with your studies!

**UCT FACULTY OF HUMANITIES**  
*Our graduates make a difference in the world*

[www.humanities.uct.ac.za](http://www.humanities.uct.ac.za)

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# YOUR ADMISSION PROCESS STEP BY STEP



Think of your admission process at the University of Cape Town as a journey that starts with your application and ends (hopefully) with registration for the degree programme of your choice. This booklet is designed to take you through the six steps in this journey and to answer some of the questions you may have along the way. The six steps are colour-coded to indicate both the processes involved and the relevant action required from you:

**ORANGE:** the action required from you

**BLUE:** the corresponding action from our side

**GREEN:** the final steps that we will take together only once you have received a firm offer from us





## SO LET'S START WITH SOME BASIC EXPLANATIONS OF STEPS 1 TO 6



### STEP 1: Submitting your application

The simplest way is to submit your application form online by following the quick and easy steps. Alternatively, your application can be submitted in person or posted to the UCT Admissions Office. We will only consider your application once all of the required documents have been received. Please be advised that we require certified hard copies of all the supporting documents.



### STEP 2: Receiving a Firm or Conditional Offer



Most of you have reached this stage, which means that the Faculty of Humanities has already made you an offer, either conditional or firm, to study the degree programme of your choice:

**A firm offer** is made to a candidate who has fulfilled all of the stipulated admission criteria for the selected degree programme. Generally, this applies to those applicants who have already completed NSC and NBT and who are not currently completing a qualification.

**A conditional offer** is made to a candidate who has fulfilled the admission criteria, on the basis of their interim results and NBT score, for a selected degree programme. A conditional offer is **not** final and is in no way binding. It is subject to receipt of any/all outstanding documentation and/or additional academic marks as well as to meeting the requirements for admission into the Faculty.



## STEP 3: Accepting your offer

This is an important step in the process. We need to know whether you will be accepting the offer made to you, particularly in the case where you have been made an offer from more than one faculty.

### How to accept/decline the offer:

There are two routes to either accepting or declining the offer to study the selected academic programme:

1. If you are under the age of 18, login to UCT self-service, then follow the links to either accept/decline the offer, you must also complete and sign the declaration form which will be sent to you by the UCT Admissions Office via email.
2. If you are older than 18 years, you must utilise the login password contained in your acknowledgement email. To do this, login to UCT self-service, then follow the links to either accept/decline the offer. Once you have accepted our offer it is very important that you **visit the Humanities Orientation web page** and sign up immediately for an Orientation session. Refer to **page 5** and **pages 16-18** in this booklet for information on the Faculty's Orientation programme.



## STEP 4: Confirming that you have met the conditions of the offer

You will have received a conditional offer from us based on the highest level of school results received to date. It is your responsibility to ensure that you verify that you have met the conditions of the offer made to you when your final NSC results are released in January.

- In order for your **conditional offer** to be confirmed/remain valid, it is your responsibility to maintain the level of performance on which the offer was based.
- The Faculty of Humanities will update your admissions status so please make sure that you monitor your status on **UCT self-service site** on a regular basis. To view your application status online you will need your **unique application number**. Go to: <http://www.students.uct.ac.za/students/applications/apply/undergraduates>. Should you require assistance with the UCT self-service site, please e-mail the UCT Admissions Office at: [admissions@uct.ac.za](mailto:admissions@uct.ac.za)
- In mid-January, you will receive an SMS notification asking you to confirm your choice of programme on the UCT website. If you received two offers, your first choice will apply and your second choice will be cancelled automatically. This selection will be considered final. You will need to attend the Registration of the programme you have selected.



## STEP 5: Orientation

The Orientation programme will introduce you to the Faculty of Humanities, the campus, the structure of your degree, UCT's student services as well as all the additional information which will make your first-year experience easier.

Orientation takes place before you register. Once you have received your offer letter and you have **accepted the offer** to study with us, it is very important that you visit the Orientation web pages and sign up immediately for the 2018 Faculty Orientation Programme.

Visit: <http://www.humanities.uct.ac.za/hum/apply/undergraduate/orientation>

Another important reason to attend the Orientation sessions is that they will help you in choosing your courses for your first year of study. Please wait until the Orientation programme commences for this assistance with your curriculum. Do not contact the Faculty Office for advice about your course/programme choices **prior** to Orientation as we will not have Curriculum Advisors available for applicants.



## STEP 6: Registration

Registration is a process that involves selecting and signing up for your academic courses (full year as well as semester courses). Registration occurs once at the beginning of the academic year, approximately one to two weeks before lectures commence. Please refer to **page 17** in this booklet for a comprehensive guide on the Registration process. During Orientation you will be equipped with all of the information you need to make your academic programme choices.



1



2



3



4



5



6

# FACULTY POINTS SCORING TABLES

## South African NSC Schooling

Faculty Points Scoring table	
FPS points table for NSC holders	
% ACHIEVED	FPS*
100	100
90	90
80	80
70	70
60	60
50	50
40	40
0 - 39	0

\* FPS will use the actual percentage mark you achieve.

**Note:** Add English plus next 5 best subjects, excluding Life Orientation.

Faculty Points Scoring table for SC, AL, AS, GCSE/OL, HIGCSE, IGCSE and IB diplomas								
FPS	SC SG	SC HG	O LEVEL/GCSE/IGCSE	HIGCSE/NSSC HL	AS LEVEL	A LEVEL	IB SL	IB HL
10						A		7
9						B		6
8		A		1	A	C	7	5
7		B		2	B	D	6	4
6	A	C	A	3	C	E	5	3
5	B	D	B		D		4	
4	C	E	C		E			
3	D	F						
2	E							
1	F							

## Glossary

NSC	National Senior Certificate	OL	Ordinary Level
SC	Senior Certificate	IGCSE	International General Certificate of Secondary Education
AL	Advanced Level	HIGCSE	Higher International General Certificate of Secondary Education
AS	Advanced Subsidiary Level	IB SL	International Baccalaureate Standard Level
GCSE	General Certificate of Secondary Education	IB HL	International Baccalaureate Higher Level



## Candidates with international school leaving qualifications:

To be considered for admission, applicants with international school leaving qualifications must qualify for a matriculation exemption certificate from the Matriculation Board and meet the Faculty entry requirements as stipulated below. Points are calculated to the applicant's advantage, for example a combination of A levels, AS levels and O levels can be used for calculating points. Please note that the subjects and points score where specified below are the minimum entrance requirements and do not guarantee admission. Each applicant will be assessed individually. Applicants with school leaving qualifications other than those listed below will be considered individually, on merit.

- To calculate your points please refer to the table on page 6
- To view faculty offer levels please refer to pages 8-13

## Examples of FPS Calculations (NSC schooling):

In these faculties the FPS is a score out of 600. The six best subjects, including compulsory subjects count.

• English Home Language	75%	=	75 pts
• Afrikaans/isiXhosa First Additional Language	70%	=	70 pts
• Mathematics	84%	=	84 pts
• Life Sciences	86%	=	86 pts
• Geography	79%	=	79 pts
• Accounting	69%	=	69 pts
• Life Orientation	80%	=	0 pts
	<b>Total</b>	=	<b>463/600</b>
	<b>FPS</b>	=	<b>463</b>

Use the disadvantage factor to derive the weighted score.

Disadvantage factor	=	10% (46)
WPS	=	509 (463+46)



# ADMISSIONS REQUIREMENTS BY QUALIFICATION

## Bachelor of Arts (BA) and Bachelor of Social Science (BSocSc)

### Minimum requirements:

NSC endorsed for degree study/ matric exemption. FPS 380 with Academic Literacy NBT score at Intermediate Level. 50% for English Home Language or 60% for English First Additional Language.

Eligible	Applicants Considered	Admission requirements
All applicants	Band A FPS	<b>Guaranteed admission</b> FPS 450 or above NBT AL: Proficient
	Band B WPS	<b>Likely admission</b> WPS 450 or above NBT AL: Upper Intermediate or above <i>WPS: FPS will be weighted by a disadvantage factor for all applicants according to school and/or home circumstances, to ensure redress (likely to equate to FPS 409 or above)</i> <i>An applicant with a maximum disadvantage score of 10% and an FPS of 409 will meet the WPS 450 requirement (409+41 = 450)</i>
Only SA applicants in targeted redress categories	Band C FPS	<b>Possible admission</b> FPS 380 or above NBT AL: Intermediate or above

## Bachelor of Social Science in Philosophy, Politics and Economics (BSocSc(PPE))

### Minimum requirements:

NSC endorsed for degree study/ matric exemption. FPS 450 with Academic Literacy NBT score Proficient and Quantitative Literacy NBT score Upper Intermediate. NSC Mathematics 60%. 50% for English Home Language or 60% for English First Additional Language.

Eligible	Applicants Considered	Admission requirements
All applicants	Band A FPS	<b>Guaranteed admission</b> FPS 450 or above NBT AL: Proficient NBT QL: Upper Intermediate Subject requirements: Mathematics 60% or above

## Bachelor of Social Work (BSW)

### Minimum requirements:

NSC endorsed for degree study/ matric exemption. FPS 380 with Academic Literacy NBT score at Intermediate Level. 50% for English Home Language or 60% for English First Additional Language. Applicants may be required to attend an admissions interview and demonstrate successfully that they will meet the professional requirements of the South African Council for Social Service Professionals.

Eligible	Applicants Considered	Admission requirements
All applicants	Band A FPS	<b>Guaranteed admission</b> FPS 450 or above NBT AL: Proficient
	Band B WPS	<b>Likely admission</b> WPS 450 or above NBT AL: Upper Intermediate or above  <i>WPS: FPS will be weighted by a disadvantage factor for all applicants according to school and/ or home circumstances, to ensure redress (likely to equate to FPS 409 or above)</i>  <i>An applicant with a maximum disadvantage score of 10% and an FPS of 409 will meet the WPS 450 requirement (409+41 = 450)</i>
Only SA applicants in targeted redress categories	Band C FPS	<b>Possible admission</b> FPS 380 or above NBT AL: Intermediate or above



## Bachelor of Arts in Fine Arts (BA(FA))

### Minimum requirements:

NSC endorsed for degree study/ matric exemption. FPS 380 with Academic Literacy NBT score at Intermediate Level. 50% for English Home Language or 60% for English First Additional Language. Satisfactory performance in a portfolio evaluation.

*Note: The leading indicator for admission is performance in the portfolio submission, and places are awarded on merit.*

Applicants considered	Admission requirements
All applicants	<b>Possible admission</b> FPS 380 or above NBT AL: Intermediate Satisfactory performance in a portfolio evaluation
Only SA applicants in targeted redress categories	<b>Possible admission</b> Applicants below the minimum requirements who excel in the portfolio evaluation may be considered for admission to the extended BA(FA).

## Bachelor of Arts in Theatre & Performance (BA(T&P))

### Minimum requirements:

NSC endorsed for degree study/ matric exemption. FPS 380 with Academic Literacy NBT score at Intermediate Level. 50% for English Home Language or 60% for English First Additional Language. Satisfactory performance in an audition.

*Note: The leading indicator for admission is performance in the audition, and places are awarded on merit.*

Applicants considered	Admission requirements
All applicants	<b>Possible admission</b> FPS 380 or above NBT AL: Intermediate Satisfactory performance in a portfolio evaluation
Only SA applicants in targeted redress categories	<b>Possible admission</b> Applicants below the minimum requirements who excel in the portfolio evaluation may be considered for admission to the extended BA(FA).

## Bachelor of Music (BMus)

### Minimum requirements:

NSC endorsed for degree study/ matric exemption. FPS 380 with Academic Literacy NBT score at Intermediate Level. 50% for English Home Language or 60% for English First Additional Language. Satisfactory performance in an audition.

*Note: The leading indicator for admission is performance in the audition, and places are awarded on merit.*

Applicants considered	Admission requirements
All applicants	<p><b>Possible admission</b> FPS 380 or above NBT AL: Intermediate Satisfactory performance in an audition Subject requirements: NSC Music 60% or above, Unisa Music Theory Grade V or above, Unisa Music Practical Grade VII or above</p>
Only SA applicants in targeted redress categories	<p><b>Possible admission</b> Applicants below the minimum requirements who excel in the audition evaluation may be considered for admission to the extended programme of study or the Diploma in Music Performance.</p>

## Bachelor of Music in Dance (BMus(Dance))

### Minimum requirements:

NSC endorsed for degree study/ matric exemption. FPS 380 with Academic Literacy NBT score at Intermediate Level. 50% for English Home Language or 60% for English First Additional Language. Satisfactory performance in an audition.

*Note: The leading indicator for admission is performance in the audition, and places are awarded on merit.*

### Additional minimum requirements:

Classical ballet applicants must provide a Royal Academy of Dance or Cacchetti Society Intermediate Certificate, or a certified statement from a registered professional, accredited dance academy or school of at least three years of formal training in African Dance or Contemporary Dance or an equivalent qualification.

Applicants considered	Admission requirements
All applicants	<p><b>Possible admission</b> FPS 380 or above NBT AL: Intermediate Satisfactory performance in an audition</p>
Only SA applicants in targeted redress categories	<p><b>Possible admission</b> Applicants below the minimum requirements who excel in the audition evaluation may be considered for admission to the Diploma in Dance Education.</p>

## Advanced Diploma in Music (AdvDip(Music))

### Minimum requirements:

NSC endorsed for diploma study. Academic Literacy NBT score at Intermediate Level. 50% for English Home Language or 60% for English First Additional Language. Successful completion of the Diploma in Music Performance. Satisfactory performance in an audition and music theory test.

*Note: The leading indicator for admission is performance in the audition, and places are awarded on merit.*

Applicants considered	Admission requirements
All applicants	<b>Possible admission</b> NSC endorsed for diploma studies. NBT AL: Intermediate Diploma in Music Performance or equivalent qualification with an average of 65% or above. Satisfactory performance in an audition and music theory test or a first class pass in the performance course(s) which forms part of the Diploma in Music Performance.

## Advanced Diploma in Opera (AdvDip(Opera))

### Minimum requirements:

NSC endorsed for diploma study. Academic Literacy NBT score at Intermediate Level. 50% for English Home Language or 60% for English First Additional Language. Successful completion of the Diploma in Music Performance specialising in Opera. Satisfactory performance in an audition and music theory test.

*Note: The leading indicator for admission is performance in the audition, and places are awarded on merit.*

Applicants considered	Admission requirements
All applicants	<b>Possible admission</b> NSC endorsed for diploma studies. NBT AL: Intermediate Diploma in Music Performance or equivalent qualification with an average of 65% or above. Satisfactory performance in an audition and music theory test or a first class pass in the performance course(s) which forms part of the Diploma in Music Performance.



## Diploma in Dance Education (DDE)

### Minimum requirements:

NSC endorsed for diploma study. Academic Literacy NBT score at Intermediate Level. 50% for English Home Language or 60% for English First Additional Language. Satisfactory performance in an audition.

*Note: The leading indicator for admission is performance in the audition, and places are awarded on merit.*

### Additional minimum requirements:

Classical ballet applicants must provide a Royal Academy of Dance or Cacchetti Society Intermediate Certificate, or a certified statement from a registered professional, accredited dance academy or school of at least three years of formal training in African Dance or Contemporary Dance or an equivalent qualification.

Applicants considered	Admission requirements
All applicants	<p><b>Possible admission</b> NSC endorsed for diploma studies NBT AL: Intermediate Satisfactory performance in an audition</p>

## Diploma in Music Performance (DMP)

### Minimum requirements:

NSC endorsed for diploma study. Academic Literacy NBT score at Intermediate Level. 50% for English Home Language or 60% for English First Additional

*Note: The leading indicator for admission is performance in the audition, and places are awarded on merit.*

Applicants considered	Admission requirements
All applicants	<p><b>Possible admission</b> NSC endorsed for diploma studies. NBT AL: Intermediate Satisfactory performance in an audition and Music theory test</p>

## Diploma in Theatre & Performance (DTP)

### Minimum requirements:

NSC endorsed for diploma study. Academic Literacy NBT score at Intermediate Level and 50% for English Home Language or 60% for English First Additional Language. Successful audition.

*Note: The leading indicator for admission is performance in the audition, and places are awarded on merit.*

Applicants considered	Admission requirements
All applicants	<p><b>Possible admission</b> NSC endorsed for diploma studies. NBT AL: Intermediate Satisfactory performance in an audition</p>

## PROGRAMME AND COURSE REQUIREMENTS

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While you have been offered a place in the programme listed in your offer letter, **this does not** automatically give you access to all courses or majors. Below are some of the programme and course specific admission requirements:

### **Programme-specific admission requirements:**

**Bachelor of Arts, in Film and Media Production:** students wanting to apply for this programme will be admitted to the BA Degree in the first instance. Final selection for this stream of study only occurs in the second semester of the second year. Admission to senior production courses requires a successful academic record, with all required courses successfully completed, a 65% grade average across all courses completed in the first 18 months of registration and an acceptable portfolio. Selection criteria are explained fully in the first year of study.

**Bachelor of Social Science, in Philosophy, Politics and Economics:** this classic combination of Philosophy, Politics and Economics (PPE) involves an academically rigorous grounding in all of these closely connected subjects, as well as the opportunity to specialise in at least one of them. Students not only follow a curriculum designed in consultation with all three participating academic disciplines, but also have the opportunity to participate in an annual PPE Humanities Colloquium and essay competition.

All PPE courses are available to students in the General Degrees. Applicants must achieve 60% NSC Mathematics as well as no less than 50% for English HL. Please consult the Humanities admission tables on **pages 8-13** of this booklet.

**Performing and Creative Arts:** in addition to the standard selection process as well as the admission points requirements, the selection process for Performing and Creative Arts applicants includes the assessment of a portfolio or audition as described in the Humanities admission tables on **pages 8-13** of this booklet. Applicants are encouraged to contact the department concerned for assistance in preparing for such auditions or portfolio submissions.

For additional information on the specific admission requirements for: Fine Art, Theatre and Performance, Dance and Music, visit the following admissions pages on the Humanities website:

[www.humanities.uct.ac.za/hum/apply/undergraduate/requirements/overview](http://www.humanities.uct.ac.za/hum/apply/undergraduate/requirements/overview)

## Major-specific admission requirements:

**Economics:** FPS 450, Mathematics NSC 60%. Applicants from schools which did not offer NSC Mathematics may be considered if they have at least NSC Mathematics  $\geq 80\%$  for NSC Maths Literacy.

**Law:** the Law major commences in the second year of study. Applicants intending to take Law as a major should indicate this when registering in their first year. Admission to Law in the second year is subject to attaining an overall average of 65% in the first year, calculated on a full course load of 8 semester courses. Admission is not guaranteed. Once students have completed their Humanities degree with Law subjects, they must apply to the Faculty of Law for admission to postgraduate LLB study. Applicants who complete their first degree will be considered on a competitive basis, taking into account the University's admissions policy. Applicants who complete their first degree at UCT will be given preference over students who complete their first degree at another institution.

**Music and Dance:** admission to the South African College of Music and to the UCT School of Dance is highly competitive. As long as the FPS is above the minimum for admission (please consult the admission tables on [pages 8-13](#)), the leading indicator is the audition performance and places are awarded on merit.

**Psychology:** admission into Psychology is dependant on school leaving points and the NBT QL test score and/or school leaving Mathematics symbol. The latter is used to determine whether students proceed directly into Psychology or whether they must take UCT Mathematics courses in their first year in addition to Psychology or, whether they must take UCT Mathematics courses BEFORE being admitted into Psychology in the second year. Exposure to NSC Mathematics or Maths Literacy is required for admission into UCT Mathematics courses. Please consult the admission tables on [pages 8-13](#) for the Faculty Point Scores required for admission into this course.

**Science majors:** Humanities students may take Science majors however, these are subject to specific requirements. Specific NSC subjects required, include Mathematics. Please refer to the relevant entries under the Faculty of Science information section in the 2018 UCT Undergraduate Prospectus.

### Programme choices / changes:

If you change your mind about your choice of study, and meet the requirements for another programme in the Faculty, you may be permitted to register in that programme provided that there is still capacity. It is your responsibility to ensure that you meet the requirements for admission into degree programmes and academic courses. For assistance, contact the Humanities Undergraduate Office on: 021 650 2717.

# ORIENTATION & REGISTRATION



## The Orientation programme

Even though you have secured a place in the Faculty of Humanities, you may find yourself slightly alarmed by the huge, confusing space of the institution. Don't panic! This is why your first academic year begins with Orientation. **Orientation is compulsory for all students** coming into the Faculty. It is the lifeline that will introduce you to campus life and it will guide you through your course selection and the Registration process.

The Faculty of Humanities runs two, four-day Orientation programmes in the weeks before Registration and you are expected to attend one in full. The programme will include general sessions on:

- Choosing your courses and structuring your degree
- The Registration process
- Computer lab orientation
- Safety
- The many services and societies available to students

You will be assigned to a small group of fellow students led by an Orientation Leader (OL) a senior student who will provide a campus and library tour and guide you through the full Orientation process.

### When does Orientation take place?

The main part of Orientation takes place in the week before you register, a couple of weeks before the start of lectures. You are required to sign up for a specific Orientation programme. Usually your choice of programme will depend on whether you are a local student or live outside of Cape Town.

#### Programme 1

##### **Cape Town residents**

**Usually takes place during the last week in January. Monitor the Humanities website for specific 2018 dates.**

#### Programme 2

##### **Non-Cape Town students in residence or digs**

**Usually takes place during the first week in February. Monitor the Humanities website for specific 2018 dates.**

<http://www.humanities.uct.ac.za/hum/apply/undergraduate/orientation>

Orientation starts at 09h00 sharp and usually ends at 16h30. Please arrive at Jameson Hall Plaza on time and look for the Orientation Leaders in blue shirts making a lot of noise! Programme information will be available on the Humanities website in January.

## Who attends Orientation?

Orientation is compulsory for all first-year students who are entering UCT for the first time.

- You do NOT need to attend Orientation if you are moving into the Faculty of Humanities from another faculty at UCT.
- If you are transferring to UCT after a year or more at another university, you will probably have attended Orientation at your previous institution. You will find some aspects of Orientation in Humanities at UCT useful, especially the campus tours and the curriculum advice sessions.


## How do you sign up?

Please go to: <http://www.humanities.uct.ac.za/hum/apply/undergraduate/orientation/> and click on the 'sign up' for 2018 Orientation link to fill in your details. Do not submit more than one reply!

### Performing and Creative Arts Orientation: (Music, Dance, Fine Art and Drama):

Performing and Creative Arts students please note that you will be have additional Orientation programmes to introduce you to the School of Music or Hiddingh Hall campus. These are likely to start during the same week as Registration. Please monitor the Humanities website for updates.

## Registration for first-year students



Registration is the process that involves selecting and signing up for your academic courses (full year as well as semester courses). **Registration occurs once** at the beginning of the academic year, approximately one to two weeks before lectures commence. You must make sure that you have selected courses that meet your degree programme requirements and do not create a programme clash – please check course timetables carefully. Course timetables are available in the back of the Faculty of Humanities Undergraduate Studies handbook.

### Registration in 2018

Registration will take place **during the first week of February, in 2018**. You will be informed of your specific registration date during Orientation. All undergraduate classes will meet for the first time on the Friday of the second week of February 2018. Please note that you **must have attended Orientation and Registration before lectures start**. You must make the necessary arrangements to accommodate this (work, travel, holiday etc.) No late arrivals and/or late registrations will be permitted for any first year student who has not attended Orientation. Failure to register timeously will incur a penalty of R2,000.00. For more information on Registration visit: [www.humanities.uct.ac.za](http://www.humanities.uct.ac.za)

## Orientation for parents

This is an event organised for parents of first-year students who have been accepted (a firm offer) to study at the university. It is an opportunity for parents to be introduced to UCT as well as to the relevant faculties. The session provides information on how the university is structured to offer the best possible learning environment and explains what students can expect in their first year of study. There are typically two session dates to choose from.

1. Dates for Parent Orientation will be made available on the UCT website. Please visit: [www.uct.ac.za/students/orientation/parent/](http://www.uct.ac.za/students/orientation/parent/)
2. Parents of applicants (who have received a firm offer to study at UCT) will receive an email notification inviting them to one of two Parent Orientation sessions.

Activities include a formal welcome by the Vice-Chancellor in the Jameson Hall; library tours and meeting the Faculty deans. Talks are organised on topics such as:

- Facilities and support services;
- Residence life;
- Student orientation
- As well as safety and security on campus.

For more information on Parent Orientation, please visit: [www.uct.ac.za/students/orientation/parent/](http://www.uct.ac.za/students/orientation/parent/) or contact the UCT Communication & Marketing Office on: 021 650 4436.





## PAYMENT OF FEES

For detailed information on the University of Cape Town's fee structures, policies and payment options, please consult the latest **UCT Fees Handbook** which is available online at [www.uct.ac.za/apply/fees/](http://www.uct.ac.za/apply/fees/). Alternatively, you can contact the Fees Office on 021 650 1704. The information below represents a summary of what you need to know.

### Local students

#### Initial Fees payment

You will need to pay an **initial instalment** of fees (for tuition and residence) **before** Registration. This initial payment is due by the Friday week prior to the start of the academic year unless you provide the Student Fees Office with proof that you have financial assistance from UCT's Undergraduate Funding Office, or have a firm written commitment of a scholarship or bursary from a sponsor. The initial fee payments for 2018 for South African Students are **due by 9 February 2018.**

Tuition fees	R23 500 or full amount of fees if less than this amount
Self-catering Residences	R18 000; or
Catering Residences	R28 000

**Please note:** **The initial fee is NOT the full tuition.** The full tuition amount will depend on the amount of courses selected or the academic programme chosen. For comprehensive information on fees, download the 2018 UCT Fees Handbook from the UCT website.

**Final payment:** The deadline for final payment of annual fees in 2018 is: **30 June 2018.**



## International students

Bursaries and loans offered through the University are not available to international students as preference is given to South African students. If you are an international student, you will need to finance your own studies. There are different fee structures for SADC\* and non-SADC students.

### Non-SADC students:

International students from non-SADC countries paying international fees must pay the full tuition, accommodation and international term fees by **9 February 2018** (as per the UCT Fees Handbook).

### SADC students:

International students from SADC countries paying local fees must make the same initial fee payments as detailed on **page 19** of this booklet, **prior to** Registration or entering student accommodation. A non-refundable administrative fee of R3 750 is required from SADC students. Please refer to the UCT student fee guidelines and the UCT website.

## All applicants

### Late payment of fees

Please be advised that late payment of the initial fee amount(s) incurs a 10% penalty and prevents you from registering until payment is received. Please note that the official notification of your fees is contained in the UCT Fees Handbook. It is your responsibility to know your fees liability.

### Financial Aid

The closing date for Financial Aid applications for all students new to UCT in 2018 is: **31 October 2017**. A limited number of Financial Aid packages will be available to students who meet criteria based on a national means test. If you did not indicate this in your initial application, you will need to apply separately for financial aid by contacting the Student Financial Aid Office directly.

### Useful contact information:

UCT Fees Office: 021 650 1704  
Student Financial Aid Office: 021 650 2125/ 2136  
Fees Office website: [www.uct.ac.za/apply/fees/](http://www.uct.ac.za/apply/fees/)

Please also consult **pages 81-82** in the 2018 UCT Prospectus for guidelines on fees. The Prospectus is available online at [www.uct.ac.za/apply/student/undergradpros/](http://www.uct.ac.za/apply/student/undergradpros/)

\* The Southern African Development Community (SADC).

## INFORMATION FOR INTERNATIONAL STUDENTS

**In addition to the general admission information that applies to all new students, there are a few important things that international students need to be aware of before arrival at the University of Cape Town:**

### **International student support**

Should you have any queries about passports, study visas or other international student matters, please address these to [UCT's International Academic Programmes Office \(IAPO\)](#). Consult the back page in this booklet for IAPO contact details.

### **Study Visas**

Under the provisions of the Immigration Act No. 13 of 2002, an international student may not enter, or reside in, South Africa to take up degree studies without a valid study visa. Please ensure that you submit an application as soon as possible, as the process takes at least 4 to 6 weeks. Your application should be made to the nearest South African High Commission, Consulate or Embassy.

A full list of requirements for your application is available from the High Commission, Embassy or Consulate. Once your visa has been granted, it is essential to confirm that you have been issued with the correct visa, valid for studies at the University of Cape Town, before proceeding to South Africa. You will not be permitted to pre-register or register without a valid study visa for the University of Cape Town.

In terms of Section 13 (1)(a) of the Immigration Act No. 13 of 2002: The University of Cape Town undertakes to inform the Department of Home Affairs should the student discontinue his/her course of studies or fail to qualify for re-enrolment. If your Study Permit is delayed, you must contact the Faculty of Humanities Undergraduate Office before Orientation.

### **Certificate of Matriculation Exemption**

In South Africa, a matriculation exemption is the qualification received after graduating from final year in high school. It also refers to the minimum South African university entrance requirement. Students applying to South African universities with foreign school qualifications are required to apply for matriculation exemption.

## Obtaining the Matriculation Exemption

Before making you an offer, the Faculty will ensure that you are eligible for matriculation exemption. Once you have been registered but **before** the end of your first year, you will need to apply through the Faculty to the South African Matriculation Board for a certificate of exemption. Please note that it is your responsibility to ensure that you apply and obtain this certificate. For assistance, contact Ncebakazi Dyantyi in the Faculty of Humanities Undergraduate Office on telephone: 021 650 4544 or e-mail: [ncebakazi.dyantyi@uct.ac.za](mailto:ncebakazi.dyantyi@uct.ac.za)

To apply, take the prescribed form, your **original** school leaving certificate (the Faculty will make a certified copy for the Matriculation Board) and the prescribed fee (made out to the Matriculation Board) to the Faculty of Humanities Undergraduate Office who will submit your application to the Matriculation Board on your behalf. Details of fees payable as well the required form(s) are available on the Matriculation Board website at: [www.he-enrol.ac.za](http://www.he-enrol.ac.za)

## Health Insurance

The South African Immigration regulations make it a requirement that international students studying in South Africa must have: "Proof of medical cover with a medical scheme registered in terms of the medical schemes Act, 1998 (Act no. 131 of 1998) or other medical insurance cover recognised in the Republic." Proof of health insurance cover is therefore a requirement for your study permit application and a condition for pre-registration and registration. Most international students at UCT choose the Momentum INGWE Health cover. Students are not limited to this medical cover provider and may choose any provider recognized in South Africa. Should you have an alternative provider from your home country, please ensure that your provider of choice is recognized in South Africa. The onus is on every student to keep their medical cover valid for the academic year. Please ensure that the provider you choose provides repatriation cover. **Contact UCT's IAPO office** for assistance on: +27 21 650 2822.

## Pre-registration

Pre-registration is the process of checking and recording information pertaining to international students registering at UCT. This includes all international undergraduate, postgraduate, occasional and affiliated students. UCT's International Academic Programmes Office (IAPO) checks and records that the student:

- Is in possession of a valid study permit (valid for studies at UCT).
- Has paid fees satisfactorily for registration.
- Has obtained Medical insurance with a medical scheme recognised in the Republic of South Africa.

**The following must be presented for pre-registration:**

- IAPO confirmation of pre-registration form with relevant sections completed by the student (this form is available from IAPO during pre-registration).
- IAPO Clearance Statement with relevant sections completed by the student (this form is available from IAPO during pre-registration).
- Copies of the passport page with personal details and photo (certified copies of these if registering by post).
- A copy of the study visa (valid for studies at UCT).
- Proof of payment of fees.
- Proof of health insurance.

All international students who have not completed pre-registration are blocked from registering by the UCT student system. In instances where a student does not hold a valid study permit, IAPO cannot pre-register her/him. The University will be held criminally liable for allowing a student to study at UCT without a valid study visa.

IAPO can offer advice on obtaining a study permit (first time application, or renewing your study permit). Consult the back page in this booklet for IAPO contact details.



## THE EXTENDED DEGREES

South African applicants from targeted admission categories who do not meet the criteria for guaranteed admission to the Faculty general degrees may be eligible for consideration for a place in the extended programme of study. The extended programmes of study offer structured curricula for students who show the potential to succeed with additional academic support. Applicants are considered on the basis of their performance in the National Benchmark Test (NBT), Faculty Point Score (FPS) and on their educational background. The extended programmes of study leads to a Bachelor of Arts or Bachelor of Social Science but are structured over four years.

Applicants may be offered a place in one of the extended programmes of study if:

- The FPS and/or NBT scores indicate a reasonable success rate (the NBT AL (academic literacy) score must be at Lower Intermediate or above);
- In the case of any degree with Psychology (which has quantitative requirements as part of the curriculum), the applicant's Mathematics result or QL (quantitative literacy) score must be at Lower Intermediate or above.

All candidates for the extended programmes must have an NSC endorsed for degree studies with a minimum of a level 5 English Home Language or a minimum of level 6 for English as an Additional Language, or a Senior Certificate with full matriculation endorsement with a minimum of D for English. Students registered for the extended programmes of study take at least two introductory Humanities courses and two additional courses which augment their semester subject courses with additional tutorial support. Students also participate in the Faculty's peer mentorship programme for at least one semester (and longer if desired).

Similar extended programmes of study are available in the Performing and Creative Arts.

### **Please take note of the following:**

- 1) Students on the Extended Degree (ED) may not major in Economics, Law, Mathematics, Statistics or Applied Statistics
- 2) In order to major in Environmental and Geographical Science, Organisational Psychology or Psychology, ED students must meet additional QL / Maths requirements

### **What are the advantages of the Extended Degree?**

1. Your time and commitments are managed realistically and spread over four years.

\* Redress measures for South Africans whose lives were affected by apartheid and its legacies.



2. You will have access to a student mentor, a range of foundation courses as well as additional academic support.
3. With a carefully managed approach to your studies and fewer courses per year, you will be able to improve your academic performance in the long term.

**Remember:**

Many students on a three-year track, in reality often take four years to complete their degree and have to pay for the courses that they need to repeat. We believe that the Extended Degrees offer some students a better chance of a cost effective and academically successful degree.

**How is the ED structured?**

The only difference between the Extended Degree and the three-year degree is in the way the degree is structured. The degree certificate is identical.

- Extended Degree students are required to take (and pass) 22 courses over the four-year period.
- You will take six courses in your first year (rather than eight).
- Some of these courses will be compulsory in the first year, depending on the major you want to take, your NSC results and NBT results.
- Some are **foundation courses** that aim to build academic skills and understanding.
- Others are first year courses that offer additional support. These are called **augmented courses**.

**Additional financial commitment:**

Should you be selected for the Extended Degree, you will need to plan and budget very carefully for an **additional year** in residence as well as additional living expenses associated with an extended academic schedule.

**ED Orientation and Registration**

All ED students must participate in the general Faculty Orientation Programme. During the Faculty Orientation Programme, students will be introduced to the Humanities mentors. There will be plenty of time for questions and answers with the mentors so please make a note of any queries you may have.

Registration dates and venues for the Extended Degrees will be provided during Orientation and you will be given curriculum advice by the **Faculty's Curriculum Advisors**. For more information on the Faculty's Extended Degrees, please visit: [www.humedu.uct.ac.za](http://www.humedu.uct.ac.za)

# FREQUENTLY ASKED QUESTIONS

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## APPLICATION STAGES

### **Q: How do I apply / obtain UCT application forms?**

**A:** You can either apply online at <http://applyonline.uct.ac.za> to study at UCT, or you can download the forms from our website: [www.humanities.uct.ac.za](http://www.humanities.uct.ac.za). Alternatively, you can collect application forms from the UCT Admissions Office which is located on Middle Campus. The closing date for 2018 Undergraduate applications is: **30 September 2018**.

### **Q: What is the Prospectus and where can I obtain one?**

**A:** A Prospectus is a brochure that provides prospective students with all of the information on the institution that they are applying to. You can download your free copy of the 2018 UCT Undergraduate Prospectus from: [www.uct.ac.za/apply/student/undergradpros/](http://www.uct.ac.za/apply/student/undergradpros/)

### **Q: How will I know that my application has been successful?**

**A:** Should your application be successful, you will receive an offer (in the form of a letter) from UCT. You should also monitor the [UCT self-service site](#).

### **Q: How do I pay UCT's application fee?**

**A:** Payment can be made by cheque, postal order, credit card or bank draft made to the University of Cape Town. Proof of payment of the application fee should be attached to your application to the University. Please visit: [www.uct.ac.za/apply/fees/structure/](http://www.uct.ac.za/apply/fees/structure/)

### **Q: What happens if my NSC results are not good enough? (two scenarios)**

**A1:** If you are currently in your NSC year: if you fail to meet the admission requirements based on results received to date, you will be informed that your application has been deferred pending the submission of improved marks or your final results.

**A2:** If you have already completed your NSC: if you fail to meet the admission requirements you will receive a letter indicating that your application has been declined.

### **Q: What is a conditional offer and for how long is it valid?**

**A:** A conditional offer is not final and is in no way binding. It is subject to meeting the requirements for admission to the Faculty. A **conditional offer** is based on provisional school or tertiary results. Normally, we receive the final NSC examination results directly from the Department of Basic Education (in January) so there should be no need for you to contact us in this regard, or to

submit the results to us directly. Monitor the UCT self-service site for updates on your application status. Please also consult [page 3](#) in this booklet for full definitions of both the [conditional and firm offers](#).

**Q: Am I able to cancel my application?**

**A:** You are able to cancel your application at any stage by contacting the UCT Admissions Office. Consult the back page in this booklet for contact details.

**Q: Can I defer my acceptance and for how long?**

**A:** If you have received an offer of acceptance from us, you may apply to have your acceptance deferred. You may defer your application and you will be reconsidered for the following year. Contact the UCT Admissions Office if you wish to defer your application. Applicants who are contemplating taking a gap year may apply for deferred acceptance.

**Q: How do I accept / decline my offer to study at UCT?**

**A:** There are two routes to either accepting or declining the offer to study the selected academic programme:

1. If you are under the age of 18, login to UCT self-service, then follow the links to either accept/decline the offer, [you must also complete and sign the declaration form](#) which will be sent to you by the UCT Admissions Office via email.
2. If you are older than 18 years, you must utilise the UCT login password contained in your acknowledgement email. To do this, login to UCT self-service, then follow the links to either accept/decline the offer.

**Q: What do I do if I receive two offers from UCT for different programmes?**

**A:** In mid-January, you will receive an SMS notification asking you to make a choice on the UCT website. Your choice will be noted and the second offer will be cancelled automatically. This choice will be final. You will need to attend the registration of the programme you have selected.

**Q: Does the offer letter apply to acceptance into residence as well?**

**A:** No, the application to study at UCT and the application for housing are two separate applications. The application for studies would be processed by the Faculty Office and housing applications are processed by the Housing Office. Once an applicant has been made an offer, the Housing Office will process the application for residence but a place of study does not necessarily mean you would be granted housing as well.

**Q: When is UCT's application deadline?**

**A:** UCT's application date for undergraduate applicants is **30 September** of the year **preceding** intended registration.

## **FEES**

**Q: What happens to my application fee if I cancel my application?**

**A:** This fee is NOT refundable.

**Q: What happens to my initial fees payment if I withdraw from UCT?**

**A:** Students or their parents/guardians must give notice of intention to discontinue studies by completing the prescribed form. This must be delivered to their Faculty Office in person or sent by registered mail. A reduction on the course fees, (less an administrative fee of R500) may be considered in special circumstances, depending on when the notice of intention to discontinue studies is received. Please consult the academic fees Section 2.2 in the **UCT Fees Handbook** for relevant deadlines for withdrawal. Please take careful note that should you miss the withdrawal deadlines, fees owing are due immediately on cancellation of studies.

**Q: Where can I obtain information regarding bursaries/ scholarships**

**A:** Please contact the UCT Student Financial Aid Office for more information on bursaries and scholarships available through UCT. In addition, the Faculty of Humanities provides academic scholarships each year. These scholarship are automatically awarded based on merit. The UCT Student Financial Aid Office is located in the Student Administration Building, on middle campus.

**Q: What is the cost of student housing / residence?**

**A:** Please refer to the UCT Fees Handbook for a complete breakdown of academic fees and residence costs. You can download a copy from: [www.uct.ac.za/apply/fees/](http://www.uct.ac.za/apply/fees/)

## **CHOOSING YOUR COURSES**

**Q: When / how can I see a Curriculum Advisor before I choose my courses?**

**A:** You will have a chance to see a Curriculum Advisor at the end of the Orientation Programme and again during Registration. The Orientation Programme will provide you with detailed information about degree rules and structure which will enable you to select your courses. The Orientation web pages are a comprehensive resource in this respect and contains PDF files of handbooks and material which will give you a head start on academic course selection. We regret that due to the large numbers of students registering at the beginning of each year, it is not possible to arrange individual consultations in the months **preceding** Orientation.

## UCT FACILITIES

### Q: How do I apply for student housing / residence?

**A:** Applicants who wish to be considered for a place in student housing need to apply on the relevant section of the main UCT application form available from the Admissions Office or online. Offers of accommodation are made where there is capacity to do so, once the Faculty to which the applicant has applied has made a provisional or firm academic offer. If the Faculty declines your academic application, your student housing application will be cancelled automatically.

### Q: What alternative student accommodation is there other than residence?

**A1:** UCT has a three-tier residence system. The policy and criteria for admission to UCT student housing assume that a student will initially enter a first-tier (catering) residence and subsequently move to a second-tier (senior catering or self-catering) residence or into third-tier (semi-autonomous self-catering) accommodation.

**A2:** Many students who fail to secure student accommodation (or are in their second or subsequent years of study) stay in leased or private accommodation close to campus. UCT has an Off-Campus Accommodation Bureau that advertises vacancies in private accommodation. For further details e-mail: [ocsas@uct.ac.za](mailto:ocsas@uct.ac.za) or by contacting: 021 650 4934. For a full description of the different types of student housing, visit: <http://www.dsa.uct.ac.za/how-residences-are-organised>

### Q: How does the student shuttle service operate?

**A:** UCT students make use of a free shuttle service, called the Jammie Shuttle. The service consists of a fleet of 26 buses, including a special one for disabled passengers, which operates between residences, all UCT campuses and some public bus, train and parking facilities in the local vicinity. For more information on Jammie Shuttle as well as other Campus services, go to: [www.uct.ac.za/students/services/jammieshuttle/](http://www.uct.ac.za/students/services/jammieshuttle/)



## INTERNATIONAL STUDENTS

### **Q. How do I know if I qualify for an exemption?**

**A:** You must complete an online assessment on: [mbit-application.hesa.org.za/assessment/](http://mbit-application.hesa.org.za/assessment/) to determine if you would meet the matriculation exemption requirements for study at a South African University. All students who do not have South African school leaving certificates (e.g. the NSC) endorsed for bachelors studies will be required to apply for and obtain full matriculation exemption from the South African Matriculation Board during your first year. To obtain the exemption you will need to submit a copy of your final school certificate certified by the University, and pay the fee stipulated by the Matriculation Board. For more information, visit: [www.he-enrol.ac.za/](http://www.he-enrol.ac.za/).

### **Q. How do I know if I meet the requirements for the degree?**

**A:** The Faculty calculates international student's results according to the type of schooling they have completed by using a table to calculate the various scores. You may refer to this table in the 2018 UCT Undergraduate Prospectus.

### **Q. Am I required to obtain medical cover before applying for a study permit?**

**A:** The South African Immigration regulations make it a requirement that international students studying in South Africa must have health insurance. For more information on this go to [page 22](#) in this booklet.

### **Q. Are international students permitted to work in South Africa while studying?**

**A:** The Immigration Act of 2002 allows international students to work for a maximum of 20 hours per week during the academic term and full time during academic vacations. In order for international students to work in South Africa they need to obtain a "permission to work" letter from IAPO. For IAPO to issue you with the letter you will need to present (i) a copy of your offer of employment from your prospective employer stipulating that you will not work more than 20 hours per week during term time, (ii) a copy of your study visa valid for studies at UCT and (iii) proof of registration.

### **Q. Does IAPO run an Orientation programme?**

**A:** During the first week of February, IAPO runs an Orientation programme for new international full degree students. The Faculty of Humanities runs its own full Orientation programme for new students. You are strongly advised to [attend both](#) Orientation programmes as they will assist in your transition to UCT.

**Q: What tuition fee am I liable for as an international student at UCT? Whom can I contact at UCT regarding fees?**

**A:** You can access a proforma invoice on your estimated fees from the UCT Fees Office website: [www.uct.ac.za/apply/fees/](http://www.uct.ac.za/apply/fees/). You will need to specify the relevant course codes. Please also refer to [pages 19-20](#) in this booklet as well as the UCT Fees web pages for more information on UCT fees.

## GENERAL

**Q: What does the Faculty of Humanities offer?**

**A:** The Faculty of Humanities is the second largest Faculty at UCT with over 6000 undergraduate and postgraduate students each year. The Faculty consists of 15 dynamic academic departments and three academic clusters: the Arts, Social Sciences and the Performing and Creative Arts. This diversity gives you the freedom of choice in tailoring your academic experience. Humanities degrees are divided into two kinds, the programmes which offer a focused, vocational programme of study (Performing and Creative Arts; Social Work etc) and the general degrees which are more flexible and which allow students to adapt their course choices to their interests and aptitudes. In addition to the content offered by specific majors, any Humanities degree will equip you with skills in academic writing, reading, research and critical thinking and will encourage you to develop cultural and social awareness. The Faculty of Humanities is part of a world-renowned research and training institution and [a centre of excellence on the continent](#).

**Q: What can I do with a Humanities degree?**

**A:** Humanities graduates are highly sought after in the domestic and foreign job markets because of their research skills, critical thinking, adaptability, insight, social awareness and imagination. We produce people who actively contribute to advancing knowledge horizons in the world. A Humanities degree can lead to professional careers such as: Policy Advisor, Educator, Psychologist, Film-maker, Historian, Curator, Editor and Publisher, Human Resources practitioner, Marketing and Brand specialist to name a few. You need only look at past and present captains of industry, leaders in the private and public sectors to see what our graduates achieve in the world.







## IMPORTANT CONTACTS:

### Humanities Undergraduate Office

Telephone: 021 650 2717

E-mail: [hum-ugrad@uct.ac.za](mailto:hum-ugrad@uct.ac.za)

### International Academic Programmes Office

Telephone: 021 650 2822

E-mail: [int-iapo@uct.ac.za](mailto:int-iapo@uct.ac.za)

### UCT Fees Office

Telephone: 021 650 1704

E-mail: [fnd-feeenq@uct.ac.za](mailto:fnd-feeenq@uct.ac.za)

### UCT Student Housing

Telephone: 021 650 2977

E-mail: [res@uct.ac.za](mailto:res@uct.ac.za)

### UCT Admissions Office

Telephone: 021 650 2128

E-mail: [admissions-ug@uct.ac.za](mailto:admissions-ug@uct.ac.za)

### UCT Student Financial Aid

Telephone: 021 650 2125

E-mail: [sfa-finaid@uct.ac.za](mailto:sfa-finaid@uct.ac.za)

### Matriculation exemption enquiries

Telephone: 021 650 2717

E-mail: [hum-ugrad@uct.ac.za](mailto:hum-ugrad@uct.ac.za)

