

Step-by-step Procedure to follow to get final Master or Doctoral proposal approved by UHDC

- After the student/supervisor(s) obtained the ethics clearance certificate, the Checklist 2 [UHDC final proposal approval] form must be submitted by the Faculty Higher Degrees Committee staff member in the Department to the FHDC Chair – all documents as required in the checklist must be fully filled out and signed by the relevant individuals and recommended for approval by the HoD
- The FHDC Chair make sure all documents are quality assured and signs off on the Checklist 2 [UHDC final proposal approval] form and submits the documents to the Executive Dean for final recommendations before submission to the UHDC committee in the Research Directorate to add to the agenda of the next UHDC meeting as per Univen calendar.
- On the UHDC meeting, the committee approves and a letter is send to the student/supervisor via the UHDC secretariat indicating the approval of the project proposal