UNIVERSITY OF PRETORIA

**FACULTY OF ENGINEERING, BUILT ENVIRONMENT AND INFORMATION TECHNOLOGY**

**MASTERS / DOCTORAL STUDY**

**Proposals with regard to titles of theses/dissertations, supervisors and external examiners**

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| DETAILS OF CANDIDATE | | |
| Surname and Initials: | | |  | | | | Student Number: | | | |  | |
| Degree: | | |  | | | | | | | | | |
| Year of commencement of present course: | | | |  | | Anticipated date of completion: | | | | | |  |
| Department: | | | Electrical, Electronic and Computer Engineering | | | | | | | | | |
| Email address and mobile number of candidate: | | | | | | | | | | | | |
| TITLE/AMENDED TITLE (see Guideline#1 on second page) | | | | | | | | | | | | |
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| **Supervisor:** | | |  | | **Co-supervisor:** | | | | |  | | |
| **Internal examiner** (see Guideline#2 on second page): | | |
| **External examiners** (see Guideline#3 on second page): | | | | | | | | | | | | |
| **1. Name:** |  | | | | **2. Name:** | | |  | | | | |
| Titles and qualifications: | |  | | | Titles and qualifications: | | | | |  | | |
| Address: | | | | | Address: | | | | | | | |
| Telephone Nr: | |  | | | Telephone Nr: | | | | |  | | |
| Facsimile Nr: | |  | | | Facsimile Nr: | | | | |  | | |
| E-mail address: | |  | | | E-mail address: | | | | |  | | |
| Motivation for nomination: | | | | | Motivation for nomination: | | | | | | | |
| **3. Name:** |  | | | | **4. Name:** | | |  | | | | |
| Titles and qualifications: | |  | | | Titles and qualifications: | | | | |  | | |
| Address: | | | | | Address: | | | | | | | |
| Telephone Nr: | |  | | | Telephone Nr: | | | |  | | | |
| Facsimile Nr: | |  | | | Facsimile Nr: | | | |  | | | |
| E-mail address: | |  | | | E-mail address: | | | |  | | | |
| Motivation for nomination: | | | | | Motivation for nomination: | | | | | | | |

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| TO BE COMPLETED BY THE HEAD OF DEPARTMENT/SUPERVISOR: |
| **1. Name(s) of proposed external examiner(s) who has/have present or previous association with UP:** |
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|  |
| **2. Indicate any association between student and external examiner(s) e.g.: work association, etc.:** |
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| **3. REASON FOR NOMINATION OF ADDITIONAL EXTERNAL EXAMINER IN PLACE OF INTERNAL EXAMINER:** |
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**RECOMMENDED:**

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**HEAD OF DEPARTMENT DATE**

**APPROVED:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­**

## CHAIRPERSON DATE:

## POSTGRADUATE STUDY COMMITTEE

***Guidelines***

*#1. Take special care with the grammatical correctness of the title. Note that only the first letter of the first word in title should be capitalized, with the exception of the first letters of names of people, commonly-used acronyms such as GPS. (Example: “Slotline-fed antenna arrays for GPS applications”). For amendment of a title this form has to be re-submitted.*

*#2. The internal examiner should be from UP. A motivation has to be provided if the internal examiner is to be replaced with an additional external examiner.*

*#3.**External examiners:*

* *For a Masters degree the external examiner should be from a South African or an overseas university/research institution.*
* *For a PhD degree two external examiners should be nominated, the first from a South African university/research institution, and the second from an overseas university/research institution. A motivation has to be provided if the first examiner is required to be from an overseas institution as well.*
* *The external examiners should be experts in the field of the candidate’s topic.*
* *The supervisor/candidate should not have co-authored publications with the external examiners.*
* *The external examiners should not be previous supervisors of the candidate.*
* *The external examiners should have a recent publication record of good quality journals.*