



1 December 2020

To Whom it may concern

Dear Sir/Madam

**GSTM Masters programmes fee structure
Masters in Engineering Management, Masters in Project Management and
Masters in Technology and Innovation Management**

The University of Pretoria is not a VAT registered institution. Study fees are zero rated for VAT – student accounts are provided to registered students on the UP student portal.

The programme fee for the masters programmes is an all-inclusive fee and includes both the tuition fees and support fees. This fee is applicable to students completing the programme within the prescribed two-year period.

Sixty percent of the fees are payable in the first year and forty percent in the second year. When required, arrangements can be made to pay each year's portion in two equal instalments. If necessary to register for a third year (maximum), the applicable re-registration fee will be payable for each additional year. Students who do not have South-African citizenship are liable to pay an International fee per annum.

Included in the tuition fee is two and a half days of contact classes per module. These contact days also include lectures by industry professionals as well as international lecturers.

Included in the support fees:

- All prescribed books.
- All other prescribed material, both National and International journals and conference articles.
- Full support and guidance by the various lecturers throughout the semester via the Blackboard learning management system. (clickUP). This includes all class presentations and applicable videos.
- Study leader guidance throughout the two years on the mini-dissertation module.
- Refreshments and lunch during the class attendance days.
- Final year symposium arranged similar to a conference where students get the opportunity to present their research to an audience of peers and academics.

The 2021 Programme fee will be confirmed in January. The approximate fee is:

2021/2022 Cycle	
MEM/MPM/MTIM	
2021: 1 st year	R 85 000
2022: 2 nd year	R 56 700
3 rd year	Applicable University's re-registration fee
Programme total	R 141 700 (For year 1 & 2)

Initial Fees for 2021 are payable as follows:

R7 500 initial fee is payable before a student may register. It should be paid into the university's account using your 8 digit student number as reference. Please visit the Fees website for banking details (<https://www.up.ac.za/student-fees>)

or

Students who have been awarded study finance/bursaries should upload their study finance/bursary confirmation letter on the UP Portal before access will be granted to register - no initial fee is payable in this case.

The full two year programme fees are to be paid during 2020/2021 as set out above, irrespective of how many modules a student registers for, or whether a student carries subjects / modules over to a third or fourth year of study.

- An additional fee is payable to the University at the beginning of each year if study takes longer than the scheduled two years per programme.
- Initial fee may be revised annually.
- University of Pretoria allows a **maximum period of 3 years** for completion of a Masters' degree.
- Should a student require to re-register for a fourth year of study to complete a Master's degree the Dean's permission will be required and additional costs will be incurred.
- Registration must be continuous for the total duration of study on the programme.
- If a student cannot register for a specific year, s/he must apply for Leave of Absence (LOA) before end of May. (1 year allowed)
- Programme fee does not include accommodation.
- International students pay an **additional** International Levy amounting to +-R3 295 per annum. This levy is subject to change without notice and is revised annually.
- Programme administration do not arrange accommodation or study finance
- Arrangements for Off-campus examinations are available but outsourced.
- Off campus examination fees are in addition to Programme fees and are levied separately. Fees to be confirmed.

Please contact student accounts with regards to any account queries or requests for Company/personal quotations or invoices.

Contact detail:

Mr Frans Mothogoane
e-mail: frans.mothogoane@up.ac.za
Tel No: +27 12 420 5115

Ms Rose Malinga
Email: rose.malinga@up.ac.za
Tel No: +27 12 420 5114

Ms Sophy Seefane
e-mail: sophy.seefane@up.ac.za
Tel No: +27 12 420 2673

Ms Komane Lehong
e-mail: komane.lehong@up.ac.za
Tel No: +2712 4205110

Ms Precious Tshivhase
e-mail: precious.tshivhase@up.ac.za (Company invoices)

Mr Ayanda Simelane (Head of Student Accounts)
E-mail: ayanda.simelane@up.ac.za
Tel No +27 12 420 6393

Regards

M. E. Mulder

Prof E van der Lingen
Chair: Graduate School of Technology Management