



UNIVERSITEIT VAN PRETORIA  
UNIVERSITY OF PRETORIA  
YUNIBESITHI YA PRETORIA

## Faculty of Economic and Management Sciences

Fakulteit Ekonomiese en Bestuurswetenskappe  
Lefapha la Disaense tša Ekonomi le Taolo

### CANCELLATION OF MODULES

#### I. Administrative process to follow

The cancellation of modules should be done electronically by accessing the online registration process and selecting the module(s) to be cancelled from those modules that are registered currently.

If electronic cancellation is not possible, please obtain a copy of the prescribed form requesting the cancellation of a module at EMS Student Administration, Room 1-12. Complete the form manually and submit it in person to Student Administration (Room 1-12 in the EMS Building).

#### II. Important information relating to the FIRST semester

- **19 February 2018** is the last day of cancellation of first semester modules without a student being liable for the module fee and the module will in this instance be removed from the student's academic record.
- **29 May 2018** is the last day to cancel first semester modules. Please take note that any module cancelled at this late stage, will still appear on the student's academic record and that the student will remain liable for the full module tuition fee.

#### III. Important information relating to the SECOND semester

- **30 July 2018** is the last day of cancellation of second semester modules without a student being liable for the module fee and the module will in this instance be removed from the student's academic record.
- **1 November 2018** is the last day to cancel second semester modules and this is just before the exams. Please take note that any module cancelled at this late stage, will still appear on the student's academic record and that the student will remain liable for the full module tuition fee.