

## IV GUIDELINES FOR THE SUBMISSION OF THE MINI-DISSERTATION

### 4.1 MASTERS MINI-DISSERTATION (coursework)

#### DATES OF SUBMISSION

(a) End of April **for**

(b) **Late submission: (End of May – Late submission to be filled in)**

(c) End of August **for**

(d) **Late submission: (End of September – Late submission to be filled in)**

(e) A student must inform the Faculty Student Administration in writing **3 months** before submission: Name, student number, study leader, title, a paragraph on content of dissertation for the information of the examiner.

#### CONFERMENT OF DEGREE

September – Spring Graduation Ceremony

March/April – Autumn Graduation Ceremony

### MASTERS CANDIDATES' SUBMISSION

Two (2) **electronic copies, MS Word and PDF copies of the** dissertation must be emailed the Student Administration office of the Faculty of Theology.

#### Soft Copy:

- **Title page** in front (See General Regulation).
- **Ethics clearance letter/confirmation**
- **A summary** of 500 words in **English** (in front or at the back) must be included in each pdf copy (See General Regulation).
- The signed declaration as stipulated in G.50 d v.
- A list of 10 applicable **key terms** at the end of the summary.

#### Loose:

- **Submission form** -signed by the study leader. Obtainable from Administration of Faculty of Theology.
- **Ethics statement** as per Regulation G50 2 d
- **Turnitin Report** (see attached guidelines)