

**UNIVERSITY OF VAN PRETORIA**  
**OFFICE OF THE REGISTRAR**  
**UPGRADING OF MASTER'S TO DOCTORAL STUDIES**

In order to ensure the accelerated development and progress of a dynamic group of researchers at the University, it is necessary to have an effective, fair and flexible system to, if necessary, upgrade students from a Master's degree to a Doctoral programme. Such a system will stimulate ambitious and competitive postgraduate research projects and acknowledge the achievements of exceptional postgraduate students.

An application for the upgrading of a Master's to a Doctorate can only be considered after a candidate has proven to have complied with all the requirements for the conferment of a Master's degree (as indicated above). Upgrading can therefore only be considered if the following criteria have been met:

1. Only exceptional students can be considered for upgrading.
2. Application for upgrading can be submitted only after at least one year of full-time study for a Master's, but not longer than two years.
3. The application for upgrading must include the following:
  - 3.1 A comprehensive progress report by the candidate on the work done up to that point for the Master's project. The report must demonstrate that the results are of such a high standard and in the interests of science that it justifies the conversion into a Doctoral project. Any particulars about the publishing of results by means of delivery of papers on conferences and/or publication in internationally acknowledged journals (published or accepted for publication) should be declared in full because it is of particular value in the evaluation of the upgrading.
  - 3.2 A detailed presentation submitted by the candidate of the prospective Doctoral project with indications of the aim of the project, the methodology and the results the project hopes to achieve.
  - 3.3 A recommendation by the study leader with specific mention of the capabilities of the applicant as potential Doctoral candidate and the desirability and feasibility of the upgrade especially with regard to the information given by the candidate in his/her presentation (items 3.1 and 3.2).
  - 3.4 A report of at least one external reference who may be an external examiner of the Masters if already appointed and based on the presentations of the candidate and the project leader (items 3.1, 3.2 and 3.3).
  - 3.5 A recommendation by the Departmental Head if he/she is not the promoter in which specific reference is made to the capabilities of the applicant as potential Doctoral candidate and the supervisor as potential promoter for a Doctoral programme.
4. The application of the candidate is submitted to the Dean by the Departmental Head together with the reports and recommendations.
5. In cases where the exceptional candidate has already published, the Dean may exempt them from parts of the prescribed procedures.