CHAPTER 7
DISCONTINUATION OF STUDIES

7.1 (a) Applications for the discontinuation or cancellation of studies must be submitted to Academic Administration on the required form, giving reasons for the discontinuation or cancellation. In a case where the application for the discontinuation of studies is submitted in person, the official cancellation date will be the date on which TUT receives the application, and in a case where the application is sent by mail, it will be the date on which Academic Administration receives the application.

(b) Reimbursements and/or reductions in respect of accommodation fees may be considered, depending on the circumstances and the date on which the Tshwane University of Technology (TUT) receives a written application for the discontinuation of studies (also see the Rules and Regulations for Residences of Tshwane University of Technology).

(c) Reimbursements and/or reductions in respect of class or tuition fees will be determined in accordance with an approved, predetermined scale of liability, depending on the date on which Academic Administration receives a written application for the discontinuation or cancellation of studies (also see the rule on cancellation credits in Part 10: Students’ Rules and Regulations: Student Fees).

7.2 Should a student submit his or her application for the discontinuation of studies in time, the academic term concerned will not be considered to form a part of the period of study if the student applies for re-registration.

7.3 Should the rules and regulations in terms of which a curriculum was drawn up be amended, a student who cancelled his or her registration will be deemed to have interrupted his or her studies.

7.4 When a student who registered for a qualification fails to renew his or her registration for such studies in the following academic term, he or she will also be deemed to have interrupted his or her studies.

7.5 A student who has interrupted his or her studies forfeits the right to complete his or her studies in terms of the old rules and regulations.

7.6 A student must ascertain whether the qualification for which he or she was registered has been reviewed before he or she re-registers.

7.7 See rule 3.1.14.

7.8 FINAL ACADEMIC CANCELLATION DATES

Please refer to Part 10: Students’ Rules and Regulations: Student Fees for cancellation credits.

7.8.1 First-semester subjects

• Undergraduate and structured magister technologiae or master’s subjects, excluding MBA - please see the Important Dates for the Academic Year in front of this Part of the Prospectus.
• All block programmes - within two (2) weeks after the commencement of the block.
• Work-Integrated Learning - within two (2) months after registration, only with the approval of the Head of the Department.

7.8.2 Second-semester subjects

• Undergraduate and structured magister technologiae or master's subjects, excluding MBA - please see the Important Dates for the Academic Year in front of this Part of the Prospectus.
• All block programmes - within two (2) weeks after the commencement of the block.
• Work-Integrated Learning - within two (2) months after registration, only with the approval of the Head of the Department.

7.8.3 Year subjects

• Undergraduate and structured Magister Technologiae or Master's subjects, excluding MBA - please see the Important Dates for the Academic Year in front of this Part of the Prospectus.
• All block programmes - within two (2) weeks after the commencement of the block.
• Work-Integrated Learning - within four (4) months after registration, only with the approval of the Head of the Department.