

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 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.

