

## TO REMEMBER:

### Applications:

#### Online applications for 2022 opens on 12 April.

Application dates and the evaluation processes are managed by faculties. The HDA office and the SAS office should be informed of closing dates of applications.

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### Registrations:

#### For contact sessions: Register prior to or during the first session

#### Web registrations open by 12 January 2022

#### Students attending class:

Students who attend contact sessions must be registered on or before the start date of their contact sessions.

Arrangements must be made with the faculty if a student's registration is not completed by the time contact sessions start. Registration is a prerequisite for access to eFundi sites. Registrations for this group should not be done later than 31 March.

Web registrations will be open until 31 May. Any student who wishes to still register after this date, will do it as an over-the-counter request to a Higher Degree Administration (HDA) official (see contact us list). HDA will request proof of their faculty's permission to register so late in the year.

Research only M and PHD students may register until 31 May. If students want to register after 31 May they will have to obtain permission from the faculty and then notify HDA for assistance.

#### Exclusions for web registrations:

Returning PHD students will not be able to use the web registration platform.

International students are advised not to use the web registration platform.

International students are requested to visit the Global Engagement office's website or office on campus, before registration for the current academic year

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### Examinations:

#### Finalizing marks in time for closing dates of the graduation lists:

Faculty meetings should be conducted regularly during the academic year. This is to make provision for the completion of required amendments of students before final marks may be released to HDA.

#### Time frame guideline for submission and approval of amendments:

Option 1: degree may be loaded upon approved results.

Option 2: within 4 weeks

Option 3: within 9 months

Option 4: within 9 months

Option 5: within 12 months

The student submits the amended document to the faculty, after receiving a memorandum from his/her supervisor/promoter which guided the amendments.

**Proof of amendments completed and approved are marked as submitted to the supervisor/academic director on the Final mark template.**

The progress report process is managed by faculties.

### MAY 2021

3 May (Submission started 1 April)	<b>Submission for examination continues – Spring (October) Graduation ceremony 2021</b> (until 31 May 2021)
3 May until 31 May 2021	<b>Collecting examination reports for the Feb-March examination session for July ceremony</b>

1 to 31 May 2021	<b>HDA registration follow-ups and list to faculties of unregistered students</b> -on students who did not yet register for 2021. Faculties to start appointing examiners for students who may submit by the end of the 2021 academic year
To be announced (online)	<b>MC Graduation ceremony 2021 for M and PhD for November/December 2020 examination session.</b>
31 May 2021	<b>Submission for examination closes for Spring (October) Graduation Ceremony 2021</b> (started on 1 April 2021).
6 to 31 May 2021	<b>Period to receive examination reports from examiners</b> <b>Faculty meetings to commence for the Winter (July) Graduation Ceremony 2021</b> - to finalize amendment decisions for students who wishes to participate in this ceremony
<b>JUNE 2021</b>	
1 to 30 June 2021	Reminder to <b>appointment examiners</b> for students who will submit in the next months
1 to 14 June 2021	<b>Period to finalize marks for the Winter (July) Graduation Ceremony 2021</b> -final marks to be sent to HDA for capturing and loading of degrees
To be announced (online)	<b>PC and VC graduation ceremonies for November/December 2020 examination session</b>
14 June 2021	<b>Closing of the Winter (July) Graduation ceremony graduation list 2021</b> Students whose final marks have not been submitted to HDA on this date will be carried over to the Spring (October) Graduation Ceremony 2021 if a pass result was awarded.
20 to 30 June 2021	<b>Faculties to start to finalize examiner's reports for the Spring (October) Graduation Ceremony 2021</b> - to finalize amendment decisions for students who wishes to participate in this ceremony
<b>JULY 2021</b>	
1 July 2021	<b>HDA archiving period until 31 July</b> -Student files processed in accordance with NWU file plan.
1 July 2021	<b>Start of Notice of Submission for Autumn (April/May) Graduation Ceremonies 2022</b> (until 31 August 2021)
6 July 2021	<b>HDA collects and follow-ups on examiner reports for Spring ceremonies</b>
12 July 2021	<b>Submission for examination starts for participation in the Summer ceremonies</b>
16 July 2021	<b>VC Winter (July) Graduation ceremony 2021 M and PhD</b>
17 July 2020	<b>Last reminder to faculties regarding unregistered students for 2021</b> (until 31 July 2021)
23 July 2021	<b>MC Winter (July) Graduation ceremony 2021 M and PhD</b>
29 and 30 July 2021	<b>PC Winter (July) Graduation ceremony 2021 M and PhD</b>
<b>AUGUST 2021</b>	

16 August 2021	<b>Submission for examination closes for the prospect of participation in the Summer (December) Graduation ceremony 2021</b> -for students who needs to register at a professional body by January 2021.
31 August 2021	<b>Closing date for the Notice of Submission period for the Autumn (April/May) Graduation ceremony 2021</b> -for examination from September until 25 November 2021
<b>SEPTEMBER 2021</b>	
10 September 2021	<b>Closing of the Spring (October) Graduation ceremony list 2021</b> -Students whose reports have not been submitted to HDA on this date will be carried over to the Summer Ceremony (December) 2021 if a passed result was awarded.
20 September 2021	<b>Submission for examination starts for the Autumn (April/May) Graduation ceremonies 2021 (until 25 November 2021)</b>
15 September to 30 September 2021	<b>Faculties to finalize marks of students</b> -for the Summer (December) Graduation ceremony 2021
<b>OCTOBER 2021</b>	
1 and 2 October 2021	<b>VC Spring (October) Graduation ceremonies 2021 for M and PHD</b>
1 to 14 October 2021	<b>Period to finalize students' results for the Summer (December) Graduation ceremony 2021</b>
15 October 2021	<b>Closing date for the Summer (December) Graduation ceremony list 2021</b> Students whose reports have not been submitted to HDA on this date will be carried over to the Autumn (May/April) Graduation ceremonies of 2022 if a pass result was awarded.
14 and 15 October 2021	<b>MC Spring (October) Graduation ceremonies 2021 for M and PHD</b>
21 to 23 October 2021	<b>PC Spring (October) Graduation ceremonies 2021 for M and PHD</b>
<b>NOVEMBER 2021</b>	
19 November 2021	<b>Start of notice of submission period for the Winter (July) 2021 ceremonies (until 15 December 2021)</b> -to submit for examination in February and March 2021
25 November 2021	<b>Submission for examination closes for the Autumn (April/May) Graduation ceremonies 2022</b>
<b>DECEMBER 2021</b>	
3 December 2021	<b>PC Summer (December) Graduation ceremony 2021 for M and PHD</b>
10 December 2021	<b>Last day of notice of submission period for the Winter (July) 2021 ceremonies (until 15 December 2021)</b> -to submit for examination in February and March 2022
5 December 2021 and January 2021	HDA will process examination copies received after 5 December 2021 until 31 January 2022 in February 2022 for the July ceremony of 2022
<b>JANUARY 2022</b>	

12 January 2022	<b>Registration for 2022 opens (web and over the counter)</b>
3 to 31 January 2022	<b>HDA follows up on examination reports</b> submitted in the September/November 2021 examination submission period that ended 25 November 2021.
15 to 31 January 2022	<b>Period to receive examination reports from examiners.</b>  <b>Faculty meetings to commence for the Autumn (April/May) Graduation ceremonies 2022</b>  - to finalize amendment decisions for students who wishes to participate in this graduation ceremony
<b>FEBRUARY 2022</b>	
3 February	<b>Submission for examination starts for Winter (July) Graduation ceremony 2022</b> (until 21 March 2022)
1 to 20 February 2022	Period to finalize marks for <b>Autumn (April/May) Graduation ceremonies 2022</b>
1 to 28 February 2022	<b>Submission for Spring (October) Graduation Ceremony 2022</b>
24 February 2022	<b>Closing of the Autumn (April/May) Graduation Ceremony list 2022</b>  -students whose final marks have not been submitted to HDA on this date, will be carried over to the <b>Winter (July) Graduation Ceremony 2022</b> if a pass result was awarded.
24 to 28 February 2022	<b>Controls and corrections period for final marks Autumn (April/May) graduates.</b>
28 February 2022	<b>Closing dates:</b> <ul style="list-style-type: none"> <li>• <b>2019 HEMIS data</b></li> <li>• <b>Autumn (April/May) Graduation ceremony list 2022</b></li> <li>• <b>Notices of submission for Spring (October) Graduation ceremonies 2022</b> for students who wants to submit for examination between <b>1 April and 1 June 2022</b>.</li> </ul>
<b>MARCH 2022</b>	
21 March 2022	<b>Submission for examination closes for the Winter (July) Graduation ceremonies</b>
<b>APRIL 2022</b>	
1 April 2022	<b>Submission for examination starts for the Spring (October) Graduation ceremony 2022</b> (until 1 June 2022)

Unknown date April 2022	<b>MC graduation ceremonies 2022 for M and PhD (included)</b>
1 April to 29 April 2022	<b>Notice of submission for examination in July/August for Summer (December) Graduation Ceremony 2022</b>
<b>MAY 2022</b>	
2 May 2022	<b>Submission for examination continues for Spring (October) Graduation ceremony 2022</b> (until 1 June 2022)
1 to 31 May 2022	<b>HDA registration follow-ups with students. Lists of unregistered students sent to faculties.</b>  -on students who did not yet register for 2022 yet.  Faculties to start appointing examiners for students who may submit by the end of the 2022 academic year
Unknown dates May 2022	<b>VC graduation ceremonies 2022 for M and PhD</b>
6 to 23 May 2022	<b>Period to receive examination reports from examiners.</b>  <b>Faculty meetings to commence for the Winter (July) Graduation Ceremony 2022</b>  - to finalize amendment decisions for students who wishes to participate in this ceremony
Unknown dates May 2022	<b>PC Graduation ceremonies for M and PhD</b>
31 May 2022	<b>Recommended last day for web registration and re-registration 2022 for M &amp; D students</b>  (Students who attend contact sessions should register before or during those sessions).
<b>JUNE 2022</b>	
1 June 2022	<b>Submission for examination closes for Spring (October) Graduation Ceremony 2022</b>
1 to 30 June 2022	Reminder to <b>appointment examiners</b> for students who will submit in the next months
1 to 17 June 2022	<b>Period to finalize marks for the Winter (July) Graduation Ceremony 2022</b>  -final marks to be sent to HDA for capturing and loading of degrees
Unknown date June 2022	<b>Closing of the Winter (July) Graduation ceremony graduation list 2022</b>  Students whose final marks have not been submitted to HDA on this date will be carried over to the Spring (October) Graduation Ceremony 2022 if a pass result was awarded.
20 to 30 June 2022	<b>Period to finalize examiner's reports for the Spring (October) Graduation Ceremony 2022</b>  - to finalize amendment decisions for students who wishes to participate in this ceremony

<b>JULY 2022</b>	
1 to 30 July 2022	<b>HDA archiving period</b> -Student files processed in accordance with NWU file plan.
1 July 2022	<b>Start date of Notice of Submission for Autumn (April/May) Graduation Ceremonies 2022</b> (until 31 August 2022)
Unknown date July 2022	<b>VC Winter (July) Graduation ceremony 2022 M and PhD</b>
18 July 2022	<b>Submission for examination starts participation in the Summer (December) Graduation ceremony 2022</b>  NB-for students who needs to register at a professional body by January 2022.
18 July 2022 to 5 August 2022	<b>Reminder to faculties to finalize marks</b> -for the Spring (October) Graduation ceremony 2022
1 to 31 July 2022	<b>List of students still unregistered for 2022 are sent to faculties for handling.</b>
23 July 2022	<b>MC Winter (July) Graduation ceremony 2022 M and PhD</b>
29 and 30 July	<b>PC Winter (July) Graduation ceremony 2022 M and PhD</b>
<b>AUGUST</b>	
12 August 2022	<b>Closing date for submission for examination for the prospect of participation in the Summer (December) Graduation ceremony 2022</b>  NB-for students who needs to register at a professional body by January 2022.
Unknown date August 2022	<b>Closing of the Spring (October) Graduation ceremony list 2022</b>  -Students whose reports have not been submitted to HDA on this date will be carried over to the Summer Ceremony (December) 2022 if a passed result was awarded.
31 August 2022	<b>Closing date for the Notice of Submission period for the Autumn (April/May) Graduation ceremony 2023</b>  '-for examination from 26 September until 25 November 2022
<b>SEPTEMBER</b>	
26 September 2022	<b>Submission for examination starts for the Autumn (April/May) Graduation ceremonies 2023</b> (to 25 November 2022)
15 September to 30 September 2022	<b>Reminder to faculties to finalize marks</b>  -for the Summer (December) Graduation ceremony 2022

<b>OCTOBER</b>	
Unknown date October 2022	<b>VC Spring (October) Graduation ceremonies 2022 for M and PHD</b>
3 to 14 October 2022	<b>Period to finalize students' results for the Summer (December) Graduation ceremony 2022</b>
Unknown date October 2022	<b>Closing date for the Summer (December) Graduation ceremony list 2022</b>  Students whose reports have not been submitted to HDA on this date will be carried over to the Autumn (May/April) Graduation ceremonies of 2023 if a pass result was awarded.
Unknown date October 2022	<b>MC Spring (October) Graduation ceremonies 2022 for M and PHD</b>
Unknown date October 2022	<b>PC Spring (October) Graduation ceremonies 2022 for M and PHD</b>
<b>NOVEMBER</b>	
25 November 2022	<b>Submission for examination closes for the Autumn (April/May) Graduation ceremonies 2022</b>
<b>DECEMBER 2022</b>	
Unknown date -December 2022	<b>PC Summer (December) Graduation ceremony 2022 for M and PHD</b>
21 November to 16 December 2022	<b>Start of notice of submission period for the Winter (July) 2022 ceremonies</b>  -to submit for examination in February and March 2023
December 2022 and January 2023	HDA will process examination copies received after 5 December 2022 until 31 January 2022 in February 2023 for the July ceremony of 2023
<b>End of report</b>	