

### PHD APPLICATION PROCESS

Only applications from students whose proposed research substantially overlaps with the current research themes of the School will be considered. The applicant's transcripts should reflect marks at least in the upper second class bracket (**above 70% or equivalent**).

#### STAGE 1 Preliminary Application Process (the following is required):

1. A letter of motivation explaining why you want to do a PhD and why you are interested in enrolling in this School/University. In your letter also include suggestions for possible supervisors at UKZN and ways in which the proposed research complements existing research within the School. Please also state a) whether you plan on doing a PhD in Population Studies or Development Studies b) whether you intend to study full-time or part-time, and c) how you intend to fund your PhD (note that full-time students will receive a fee remission but funding is still required for research and subsistence).
2. A summary PhD research proposal of 2 pages (**Compulsory: please send an electronic copy to [konan@ukzn.ac.za](mailto:konan@ukzn.ac.za)**). For a guide on how to write this proposal please refer to the Appendix to this document.
3. A full C.V.
4. Full academic records.
5. At least two academic reference letters.
6. Compulsory SAQA (<http://www.saqa.org.za>) accreditation: All International + other
7. African Countries
8. A completed application form and attached a copy of you ID/Passport
9. **APPLICATION FEE**

**Your Application Form must be accompanied by proof of payment of the Application Fee which is non-refundable. The fee must be made payable to the University of KwaZulu-Natal by electronic transfer as follows:**

The Admissions Committee will consider the application. Potential candidates will either be quickly informed of their lack of success, or acceptance into the Programme.

For further assistance in the field of Development Studies, please contact Dr Kerry Vermaak ([vermaak@ukzn.ac.za](mailto:vermaak@ukzn.ac.za))

For assistance in the field of Population Studies, please contact Prof Pranitha Maharaj ([maharajp7@ukzn.ac.za](mailto:maharajp7@ukzn.ac.za))

#### Method of payment:

Account holder: University of KwaZulu-Natal  
Name of Account: UKZN Foreign Deposit  
Type of Account: Business Current Account  
Bank: Standard Bank  
Branch: Westville  
Branch No. : 045426  
Bank Account No. : 05 308 2826  
SWIFT Code: SBZAJJ  
Reference: F001 11402 with applicants full name

### School of Built Environment and Development Studies

University of KwaZulu-Natal, Howard College Campus, Durban, 4041, South Africa

**Please state your name and surname clearly on the deposit slip and attach proof of payment on the Application Form.**

**Application fee:**

Local students pay:

R175

All students from SADC and other African countries pay:

R420.00

All students from outside of Africa

US\$130.00

**STAGE 3 Registration Process (requirements within the first year):**

1. Within the first year, a formal thesis proposal has to be presented to the members of the School at a seminar. The proposal is then sent for review by three members of the academic staff (two internal and one external to the School). Once any required changes are made, the proposal is submitted to the School Higher Degrees Committee for approval. The maximum time allowed after admission for the submission and approval of research proposals by the Higher Degrees Committee is 12 months.
2. A signed ethics and supervisor forms are required to accompany the formal proposal to the Faculty.

**Appendix: Guidelines for writing a short proposal for an application to do a PhD in Development Studies or Population Studies**

The following provides a guideline for the preparation of your **two-page initial proposal**. (You will prepare a more detailed proposal for submission to the Higher Degrees Committees of the School if you are accepted into the programme.)

In your proposal you need to present your key ideas and broad research questions. You need to show evidence of your engagement with the literature in your field of study. You also need to provide a broad outline of the research questions and methodology you will adopt in your study.

**1. Rationale for your study (300 words)**

Write a short motivation for your study. Explain the study's relevance and the contribution it will make to your chosen theoretical and empirical field of study.

**2. Literature review (400 words)**

Provide an outline of the core theoretical concepts you will be exploring and developing in your study, providing evidence of the literature that supports these concepts.

**3. Aims and objectives**

Present the key research questions that you will be exploring in your research.

**4. Methodology (300 words)**

Describe the methodology you will adopt for this study. Explain where and how you will collect your data and the broad approach that will be used to analyse this data.

**5. References**

Include a reference list of the references cited in the proposal.

**Please return all requirements to Mrs Priya Konan by the 31 October 2013 deadline.**

**School of Built Environment and Development Studies**

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