



## ***Faculty of Health Sciences***

Division Health Sciences Education  
Office of the Dean  
Faculty of Health Sciences

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TO WHOM IT MAY CONCERN

INFORMATION WITH REGARD TO APPLYING TO ONE OF THE FOLLOWING COURSES:

PhD in HPE	Master's in HPE Option A: (Structured) Modules work <u>plus</u> a mini dissertation	Master's in HPE Option B: Full research Dissertation	Postgraduate Diploma in HPE
HPET9100 Study Code: BC895100 360 Credits	HPES7900 Study Code: BC870200 240 Credits	HPED8900 Study Code: BC883700 240 Credits	PGDip HPE Study Code: BC850200 120 Credits

### **1.APPLICATION DOCUMENTS**

We are hereby requesting of you to please email the following documents to me (directly) so that we can process your application:

Needed documents:

- Complete Curriculum Vitae;
- Proof of qualifications;
- Copy of your ID;
- Application letter (*please include your field of research/study; what qualification you want to register for; please note that you should've identified your study leader/co-study leader and/or promoter/co-promoter if you want to apply for the PhD or Master's degree (not needed for the PG Diploma)*)
- Completed preliminary framework (cf. Form on next page)



DIVISION HEALTH SCIENCES EDUCATION  
HEALTH PROFESSIONS EDUCATION PROGRAMME (HPE)

**PRELIMINARY RESEARCH PROPOSAL**

Initials and surname:	Intended qualification	
	Master's Degree (Mini dissertation)	
<u>Contact number:</u>	Master's Degree (Dissertation)	
	Ph.D. (Thesis)	
<u>E-Mail:</u>		

Who is your promoter/supervisor:

\_\_\_\_\_

Who is the co-promoter/co-supervisor:

\_\_\_\_\_

Have they given permission/consented to your study:

<b>Proposed Title for your research:</b>	
<b>1. Problem statement</b>	
	<p><i>Describe the problem that you have identified, eg. The problem that will be addressed is: Identify gap in knowledge/Create and extend knowledge: What would you like to proof?</i></p>



2.	<b>Purpose of the research</b>
	The purpose of the research should be outlined. It may investigate a relatively unknown field, or describe a familiar aspect/situation/ group/interaction, or attempt to explain some phenomenon. Indicate why the subject should be investigated, described or explained.
	<i>The purpose of the research is...</i>
3.	<b>Relevance (necessity) of the research</b>
	The relevance and scholarly contribution of the proposed research to the discipline concerned should be clearly indicated. It may, for instance, aim to fill a particular hiatus in existing knowledge, or to refine or extend that knowledge.
	<i>The relevance of the research is...</i>
4.	<b>Focus of research</b>



	<p>Indicate the theme of the research and for instance the <u>specific area of the discipline or subject concerned</u>; describe the hiatus/gap in the existing literature on the subject; identify the target population (i.e. the unit to be investigated, e.g. individuals, collections, organisations, [social] actions, cultural objects, actions of interventions) and indicate (the most important) variables. Formulate hypotheses (particularly in the case of quantitative research) or investigative questions (qualitative research) and indicate what the researcher aims to prove or what questions he/she would like to find answers for. (The method involved is not to be given here.) (Hypothesis goes hand-in-hand with problem statement), eg. The question which comes to mind, is to ..... <i>(just complete the sentence)</i></p>
	<p><i>Theme:</i></p>

	<p><i>Specific area:</i></p>
<b>5.</b>	<b>Research question(s). What is/are your research question(s)?</b>
<b>6.</b>	<b>Objectives of the study</b>
	<p><i>e.g. The objectives of the study are;</i></p>
	<ul style="list-style-type: none"> <li>• to</li> </ul>
	<ul style="list-style-type: none"> <li>• to</li> </ul>
	<ul style="list-style-type: none"> <li>• to</li> </ul>
	<p><i>Or: To achieve the aim, the following objectives of the study will be pursued:</i></p>
	<ul style="list-style-type: none"> <li>• to</li> </ul>
	<ul style="list-style-type: none"> <li>• to</li> </ul>
	<ul style="list-style-type: none"> <li>• to</li> </ul>
<b>7.</b>	<b>Research design (mark with an X)</b>



	<input type="checkbox"/>	Qualitative	<input type="checkbox"/>	Quantitative	<input type="checkbox"/>	Mixed methods
Describe your design:						
8.	<b>Methods</b>					
	<i>The following method(s) will be used: (Mark with an X)</i>					
	<input type="checkbox"/>	Questionnaire survey	<input type="checkbox"/>	Semi-structured interviews	<input type="checkbox"/>	Structured interviews
	<input type="checkbox"/>	Focus groups	<b>Other:</b>			
9.	<b>Overall goal of the study</b>					
	<i>(Will stand in direct relation to the "value of the research"), e.g. the overall goal of the study would be to: ....</i>					



10.	<b>Aim of the study</b>
	<i>(Will be in direct relation to the "title of the study"), eg. The aim of the study is to: .....</i>
11.	<b>Value, significance and contribution of the research study</b>
	Assess the value of this research to scholarship in general, to the specific profession or discipline and to any other interested parties, eg. The value of the research will be as follows:
12.	<b>Population</b>
	<i>Target population:</i>
	<i>Sample description:</i>



## 2.APPLICATION PROCESS

***Applications for selection into Ph.D. (HPE) Programme: 30 April Applications for selection into Postgraduate Diploma (HPE), M.HPE and Ph.D. (HPE) Programme: 30 August***

- A selection committee will review all applications after the two closing dates.
- You will receive an email from Ms Motloung that will indicate whether your application was successful or not.
- Hereafter, your details and documentation will be sent to the Postgraduate Office of the Faculty of Health Sciences, UFS so that your application can be processed on the system.
- Please note that when you receive the notice that your application was successful, it stays your responsibility to make contact with the Postgraduate School of the UFS to apply for the Tuition Fee Bursary (cf. Form on next page).
- It is your responsibility as successful applicant to make contact with the Postgraduate Office in the Faculty of Health Sciences to register on-time for the programme(s) you've been selected for.

### CONTACT DETAILS:

**Prof. AO Adefuye**

Acting HOD:Division of Health Sciences

University of the Free State

Tel: +27 (0) 51 401 7510

E-mail: [adefuyeAO@ufs.ac.za](mailto:adefuyeAO@ufs.ac.za)

**Postgraduate Office:**

**Faculty of Health Sciences**

Tel: +27 (0) 51 401 7500 or 401 7501

E-mail:

[postgradfohs@ufs.ac.za](mailto:postgradfohs@ufs.ac.za)

**Ms MMC Motloung**

Assistant Officer: Division Health Sciences Education

Tel: +27 (0) 51 401 7797

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**Postgraduate Student Tracking: Post Graduate School**

**Mr Katleho Nyaile**

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**Division Office: Health Science Education**

E-mail: [DHSE@ufs.ac.za](mailto:DHSE@ufs.ac.za)



### 3.UFS POSTGRADUATE TUITION FEE BURSARY APPLICATION

#### **New Applications for the Tuition Fee Bursary: UFS Research Master's and Doctoral bursaries**

THE UNIVERSITY OF THE FREE STATE HAS ALLOCATED FUNDS FOR RESEARCH MASTER'S AND DOCTORAL BURSARIES.

#### **Who can apply?**

- Funding is available for full-time and part-time first year **research** masters' and **research** doctoral students.
- South African and international students from any higher education institution are eligible to apply.
- Students must meet all academic requirements of the university and must already be admitted to an academic programme at the University of the Free State.
- **What is covered?**
- Successful candidates will be funded to a maximum of R **15 000.00** to cover their **academic tuition fees**.
- Funding is subject to the availability of funds.
- UFS terms and conditions apply **What is not covered?**

Successful candidates must pay registration fees, residence prepayments and accommodation (for students who stay in university residences) and living costs.

#### **International levies**

International students and non-SADC students will still be required to pay 33% of their tuition fees.

#### **Eligibility Criteria:**

- Funding is only allocated for **PER** academic year
- Only students who do not have any other source of funding will be considered
- Incomplete applications will not be considered
- **Applications should be submitted 5 days before registration**
- Due to budget constraints, allocation of funds will strictly be on a first come first serve basis upon receipt of a complete application
- Funding will be dependent on the availability of funds
- The student and his/her dependents will NOT qualify for the research master's or research doctoral Bursary in the event that the student his/her dependents are in receipt of or are eligible to qualify for staff study benefits (UFS, CUT and Sol Plaatjies) or remission on tuition fees. (Any queries pertaining to study benefits enquiries can be directed to their respective Human Resources department).

**To apply for the RESEA (RCH Master's and PhD Tuition Fee Bursary), go to the link below:**

<http://surveys.ufs.ac.za/evasys/online.php?p=4TPHQ>





**Note that you have to submit a completed student supervisor form (attached) and your admission letter to Miss Kamogelo Dithebe at [postgrad@ufs.ac.za](mailto:postgrad@ufs.ac.za) or at the Postgraduate School office.**

For more information contact:

Either Mr Prince Khoza (Tel 051 401 2045; email – [Khozapn@ufs.ac.za](mailto:Khozapn@ufs.ac.za)) or

Ms Katleho Nyaile (Tel 051 401 9642 email [NyaileK@ufs.ac.za](mailto:NyaileK@ufs.ac.za))

at the Postgraduate school, Johannes Brill building.

## University of the Free State Tuition Fee Bursary

Please note the processing of the bursary takes a minimum of 5 business days on a condition that candidates send this form (supervisor-student supervision document) and the admission letter to the Postgraduate School after completing the online application.

**Kindly note that the Tuition Fee Bursaries are ONLY available PER year.**

All fully completed applications will go through a screening process before feedback can be given by the Postgraduate School funding review committee.

<b>DATE OF APPLICATION:</b>			
<b>SECTION A: TO BE COMPLETED AND SIGNED BY THE NEW POSTGRADUATE STUDENT</b>			
<b>Student Information</b>			
<b>Name</b>			<b>Surname</b>
<b>Student Number</b>			<b>Email Address</b>
<b>Qualification Name</b>	<i>Master's</i>	<i>Doctoral</i>	<b>Qualification Code</b>
<b>Student Signature</b>			<b>Date of Signature</b>
<b>SECTION B: TO BE COMPLETED AND SIGNED BY THE INTERNAL SUPERVISOR OR PROMOTER</b>			
<b>Supervisor / Promoter</b>			
<b>Title</b>		<b>Name</b>	<b>Surname</b>
<b>Signature</b>			<b>Email Address</b>
			<b>Date of Signature</b>
<b>Co-Supervisor / Co-Promoter</b>			
<b>Title</b>		<b>Name</b>	<b>Surname</b>
<b>Signature</b>			<b>Email Address</b>
			<b>Date of Signature</b>
<b>Students need to meet the following criteria to qualify for the tuition fee bursary</b>			
<ul style="list-style-type: none"> <li>• Be a RESEARCH Masters or RESEARCH PhD (Full Dissertation) student to be eligible for funding. Structured Master's students are not eligible.</li> <li>• Be a South African or International student.</li> <li>• Research Master's students have to be in the first THREE years of their study, and PhD students in the first FOUR years of their study.</li> <li>• Must already have an internal UFS supervisor/promoter or co-supervisor/co-promoter assigned.</li> </ul>			
<b>SECTION C: FOR OFFICIAL USE ONLY: POSTGRADUATE SCHOOL (PGS) OFFICER</b>			



<b>Tuition fee Bursary for</b>	<i>Master's</i>	<i>Doctoral</i>	<b>Decision</b>	<i>Approved</i>	<i>Not Approved</i>
<b>Name of PGS Officer</b>			<b>Title</b>		<b>Surname</b>
<b>Telephone number</b>			<b>Email Address</b>		
<b>Signature</b>			<b>Date of Signature</b>		
<i>Official Stamp</i>			<p><b>Complete and submit the University of the Free State Tuition Fee Bursary (yearly) at the Postgraduate School Funding Office.</b>  <b>It is the student's responsibility to ensure that the Postgraduate School receives both the online application and this form.</b>  <i>For more information, contact Ms Kamogelo Dithebe at <a href="mailto:dithebeks@ufs.ac.za">dithebeks@ufs.ac.za</a> or call her on 051-4019664.</i></p>		