

LISC admissions enquiries 2016

Information sheet

Enquiry for PGDipLIS

Our entrance requirement for the Postgraduate Diploma in Library and Information Studies (PGDipLIS) is any bachelor's degree. The PGDipLIS is offered full-time, part-time and by block release. Classes are held in the afternoons from 15h00 onwards, with part-timers beginning at 17h00. The last lecture ends at 18h45. Part-timers complete the course in two years; full-time and block release students complete in one year. UCT is not a distance education institution, so you will have to be in Cape Town to attend classes. You may find more information at <http://www.lisc.uct.ac.za/>.

We accept applications until the end of January each year. You may apply at: <http://applyonline.uct.ac.za> or <http://www.uct.ac.za/apply/applications/forms/>.

The Handbook for Postgraduate Study in the Faculty of Humanities is available at: <https://www.staff.uct.ac.za/downloads/uct.ac.za/apply/handbooks/Handbook%209B%20Humanities%20Postgraduate%20Studies2015.pdf>.

PGDipLIS fees enquiries

Costs are calculated per course. Please consult the UCT Fees Office or the Fees Booklet for 2015 (2016 fees booklet not yet available) at: <http://www.uct.ac.za/usr/finance/fees/fees2015.pdf> .

For 2016 fees, please contact the fees office:

Mrs Noluvuyo Capsana

Tel: 021 650 4120

Email: noluvuyo.capsana@uct.ac.za

Alternatively, you may contact:

Ms Yvonne Hlakanyana

Tel: 021 650 2134

Email: yvonne.hlakanyana@uct.ac.za

PGDipLIS: application deadlines

For the Academic Year 2016

31 December 2015

The contact person is Sylvia Chauke, (Admin officer, Graduate School in Humanities).

Tel: 021 650 2693

Fax: 021 650 5751

Email: sylvia.chauke@uct.ac.za

Address: 105 Beattie Building, Upper Campus

Enquiry for Master's degrees

The Library and Information Studies Centre (LISC) offers three master's programmes: a Research Master's (MPhil), a coursework Master's in Library and Information Studies (MLIS) and a coursework Master's in Digital Curation (MPhil DC).

The entrance requirement for the **Research Master's (MPhil)** is a good honours degree or equivalent. The degree is by full dissertation and we require a research proposal for registration purposes. Apply via the university's online applications website:

<http://applyonline.uct.ac.za> or <http://www.uct.ac.za/apply/applications/forms/> and attach a

research proposal with your application. Guidelines for the writing of the proposal can be found on the Humanities Faculty website at

<http://www.humanities.uct.ac.za/hum/postgraduate/studies/navigatingthesis/getstarted>. The

proposal will help us ensure that we have the necessary expertise in the department to supervise you, and also allows us to appoint the most appropriate supervisor for your work. Once this has been established, the official registration process can proceed. Candidates have to come to Cape Town to register and to meet with their supervisors, but after that they may work on their own and submit work electronically.

Entry to the **MLIS** is an honours degree or equivalent at NQF level 8 (65% or above) in the field of library and information studies. MLIS classes are offered in a blended format: online on Fridays with two contact sessions per semester. Part-time students take the course over two years (one module per semester in the first year and the minor dissertation in the second year). Full-time students will complete two modules and the minor dissertation in one

year. Modules offered are Research Librarianship, LIS Leadership and Management, Digital Curation, and Internship.

We also offer a coursework **Master's specialising in Digital Curation**. This is a complete MPhil programme that deals exclusively with Digital Curation, comprising one year of coursework and a minor dissertation (which is normally completed in the second year of study). The coursework consists of a mandatory course (Principles of Digital Curation) in the first semester, supplemented by electives in the second semester that allow you to choose an area of focus, such as Research Data Management, Curation for Digital Media and Formats, Technology Enablers, Information Architecture, etc. Each course (of a total of four, including the dissertation) has its own assessment component, but none of these courses is transferable between Master's degrees as independent credits. The entry criteria for the course are a qualification at NQF Level 8 (e.g. Honours), with a pass mark of 65%. This is an intensive and in-depth course aimed at curators, librarians, information specialists, archivists, journalists, or anyone interested in pursuing research or a career in Digital Curation. In the spirit of an MPhil qualification, students are required to engage critically with the philosophical and theoretical principles that underpin research and practice in the areas of both curatorship and digital media.

Application documents can be found online at:

<http://applyonline.uct.ac.za> or <http://www.uct.ac.za/apply/applications/forms/>.

Master's fees enquiries

Please see the UCT Fees Booklet: <http://www.uct.ac.za/usr/finance/fees/fees2015.pdf>. The 2016 booklet is not yet available.

For 2016 fees, please contact the fees office:

Mrs Noluvuyo Capsana

Tel: 021 650 4120

Email: noluvuyo.capsana@uct.ac.za

Alternatively, you may contact:

Ms Yvonne Hlakanyana

Tel: 021 650 2134

Email: yvonne.hlakanyana@uct.ac.za

Enquiry for PhD

Doctoral candidates must apply via the university's online applications website:

<http://applyonline.uct.ac.za> or <http://www.uct.ac.za/apply/applications/forms/>. You will need to attach a research proposal with your application. Guidelines for the writing of the proposal can be found on the Humanities Faculty website at

<http://www.humanities.uct.ac.za/hum/postgraduate/studies/navigatingthesis/getstarted>. The proposal will help us ensure that we have the necessary expertise in the department to supervise you, and also allows us to appoint the most appropriate supervisor for your work. Once this has been established, the official registration process can proceed.

Doctoral degree candidates are encouraged to come to Cape Town to register and to meet with their supervisors, after which they may work on their own and submit work electronically.

You can find more information at <http://www.lib.uct.ac.za/lisc/>.

PhD fees enquiries

Please refer to the UCT Fees Booklet: <http://www.uct.ac.za/usr/finance/fees/fees2015.pdf> for your reference (2016 booklet not yet available).

For 2016 fees, please contact the fees office:

Mrs Noluvuyo Capsana

Tel: 021 650 4120

Email: noluvuyo.capsana@uct.ac.za

Alternatively, you may contact

Ms Yvonne Hlakanyana

Tel: 021 650 2134

Email: yvonne.hlakanyana@uct.ac.za

Applications (general)

You may apply to UCT online at: <http://applyonline.uct.ac.za>.

Alternatively, hard copies can be posted to you.

Please note that the Department does not deal with the application process. Do not send applications directly to us.

Applications: important contacts

Admissions Officer: Marcelle Holt.

Tel: 021 650 2130

Email: Marcelle.Holt@uct.ac.za

Deputy Faculty Manager: Yolanda Malaza,

Tel: 021 650 4144

Email: yolanda.malaza@uct.ac.za

Applications: for international students

Please contact the International Academic Programmes Office (IAPO) of UCT. For more information, go to: <http://www.uct.ac.za/about/iapo/overview/intro/>.

Occasional courses

Occasional course in Digital Curation (1 semester)

This is a single-semester elective (48 credits) at NQF Level 9 that is part of our MLIS coursework programme, and which is open to other students as an occasional course, or as a Humanities elective credit. This is not a certificate-bearing course, but an academic transcript is provided, and the credits for the course are transferable to the MLIS qualification (although not to the MPhil specialising in Digital Curation). While the course is primarily aimed at students in the LIS discipline, scholars and practitioners from a variety of backgrounds have found it to be very useful. It covers the basic concepts and principles of Digital Curation in sufficient depth and breadth to allow graduates to make informed and discerning choices about media, formats, software, approaches, policies, dissemination strategies and preservation of digital artefacts. Admission to the course is open to anyone

with an NQF Level 8 (e.g. Honours) qualification that meets the University's postgraduate entry criteria, irrespective of discipline or faculty.

Occasional course in Research Data Management (1 term / ½ semester)

This 24-credit course at NQF Level 9 is part of our MPhil specialising in Digital Curation but is also open to students not registered for the full MPhil, as an occasional course. This is not a certificate-bearing course, but an academic transcript is provided. The course, presented in the fourth term of the year, explores the range of issues associated with data curation and research data management (RDM). It is open to anyone with an NQF Level 8 (e.g. Honours) qualification that meets the University's postgraduate entry criteria, irrespective of discipline or faculty.