



SCHOOL OF MANAGEMENT STUDIES

POSTGRADUATE DIPLOMAS IN MANAGEMENT

PLEASE AFFIX A
RECENT PHOTO
OF YOURSELF
HERE

PLEASE NOTE:

- The Diploma is open to graduates from any university recognised by the Senate, and with any degree **except Business Science**. Applicants who are registered at UCT in the year preceding the intended year of registration should also complete a "UCT 5" application form. All other applicants should also complete a "UCT 1" application form. These forms are available from the Admissions Office or can be downloaded from the UCT website at www.uct.ac.za/apply/applications/forms
- The Postgraduate Diplomas in Management have been designed on the assumption that all candidates are computer literate on arrival. It is your responsibility to ensure that you can operate in a Windows environment, and that you are comfortable working with Excel and Word in Microsoft Office by the time you register for the diploma. If you are not computer literate and don't know where to learn, speak to the Secretary when you submit your form and we may be able to point you in the right direction.

Once we have received your application, you may be required to complete a case study in order for us to ascertain your understanding of business and attend an introductory workshop prior to the start of lectures.

NB In order for your application to be considered, it is essential that you complete and return the following before **30 November in the year preceding the intended year of registration:**

This DEPARTMENTAL APPLICATION FORM (2 pages), the UCT APPLICATION FORM (see (1) above), a copy of your full, typed CURRICULUM VITAE and TWO CERTIFIED COPIES of your FULL UNIVERSITY ACADEMIC RECORDS. Your application WILL NOT be considered unless you submit all of these documents as requested.

POST ALL THESE TO: Admissions Office, University of Cape Town, Private Bag X3, Rondebosch 7701, South Africa
OR HAND DELIVER TO: Admissions Office, Level 3, Kramer Law Building, Middle Campus, UCT

Please indicate your intended year of registration:

You may submit an application for TWO diplomas (1st & 2nd choice). Please indicate your choices below:

(ENTREPRENEURSHIP, MARKETING MANAGEMENT, SPORT MANAGEMENT, TOURISM MANAGEMENT)

1st choice: _____ 2nd choice: _____

Surname: _____

First Name/s: _____

Preferred Name: _____

Date of Birth: _____ Gender: _____

UCT student number (if applicable): _____

(Please complete page 2 of the application form)

FOR OFFICE USE ONLY			
Certified academic transcript		Central Admissions UCT application form	
Date received application		PS status	
1st Choice		Offer made	
2nd Choice		Inform Faculty (Date: _____)	
Comments:			

NAME AND SURNAME

Home Address:

Term Address:

Postal Code: _____

Postal Code: _____

Tel: _____

Tel: _____

Email: _____

Until what date can you be reached here? _____

Reliable contact number: _____

Which degree are you currently completing / have you completed prior to this year? _____

Major(s): _____ From which university? _____

PLEASE ANSWER THESE QUESTIONS. YOU MAY WRITE OR TYPE ON A SEPARATE SHEET OF PAPER BUT REMEMBER TO INCLUDE YOUR NAME AT THE TOP OF THE PAGE

A. Give your reasons for applying to do this diploma [1st choice only], and explain your motivation for your 2nd Choice [if any]

B. What are your career aspirations? What do you hope to become and in what type of organisation would you like to work?

C. Motivate why you should be accepted for a Postgraduate Diploma in Management

Please do not hesitate to contact us if you have any queries regarding the diploma courses or application procedures.

School of Management Studies, Room 4.23, Robert Leslie Commerce Building, Upper Campus, UCT
Tel +27 21 650-4393/2311; Fax +27 21 689-7570; Email: smsdip@commerce.uct.ac.za