

UNIVERSITY OF CAPE TOWN

NOTICE TO ALL STUDENTS

Please note that the deadline dates for changes in curriculum for 2025 are:

Course	Last date to add a course	Last date to drop a course		
		100% fee adjustment	50% fee adjustment	Cancel transcript entry No fee adjustment (INC on record after this date)
Whole year courses	21 February 2025	21 February 2025	1 August 2025	8 August 2025
First semester courses	21 February 2025	21 February 2025	7 March 2025	28 March 2025
Second semester courses	1 August 2025	1 August 2025	15 August 2025	5 September 2025
Block Release		1 week or less: Before 12 noon of day 1; 2 weeks: Before 12 noon of day 2; 3 weeks: Before 12 noon of day 3; Longer than 3 weeks: Friday of the week the course begins (day 5)	Not applicable	
Other courses	Friday of the first week of the course (Day 5)	Friday of the first week of the course (Day 5)	Friday of week three of the course (Day 15)	Monday after which two thirds of the course material has been presented/run
Summer Term/Winter Term	Teaching day 2 of the course	Teaching day 5 of the course	Not applicable	Monday after which two thirds of the course material has been presented/run

TO NOTE:

If you discontinue attending a course after the 'cancel transcript entry' date, the course remains on your record.

If the course duration is less than one semester, or if you are registered for the School for Legal Practice course (DOL5600F/S/Z), there is no fee reduction if you withdraw from the course after it begins.

If you are granted leave of absence, refer to section 2.7 of the 2025 Student Fees Handbook for fee rebate deadlines.

All changes must be made through your Faculty Office by uploading the prescribed form via Service Request on PeopleSoft. To find the prescribed form visit the student portal on the UCT website.

No fee reduction will be granted if the prescribed form is uploaded via Service Request on PeopleSoft after the above deadlines. Your form must be uploaded via Service Request on PeopleSoft by the deadline.

**For REGISTRAR
January 2025**