



PROCEDURE FOR PROTOCOL ASSESSMENTS

The faculty has split the assessment of its postgraduate students' research into School-based Masters protocol assessments and Faculty-based PhD protocol assessments.

For Master's protocol assessments, candidates are required to submit an electronic copy (ONLY) of their protocol to the relevant Faculty Officer (**Mpho Moiloa and Kgomotso Tlala**) and **copy the School/Department Assessor Group Administrator**. The Faculty Officers will verify the candidate's enrolment and acknowledge receipt of the submission via email. Supervisors must attend the assessment committee meeting with their students, so candidates are to ensure that their supervisors are available on the required day.

Similarly, **for PhD protocols**, candidates are required to submit an electronic copy (ONLY) of their protocol to the relevant Faculty Officer (**Mpho Moiloa and Kgomotso Tlala**) and **copy the School/Department Assessor Group Administrator**. The Faculty Officers will verify the candidate's enrolment and acknowledge receipt of the submission via email. Supervisors must attend the assessment committee meeting with their students, so candidates are to ensure that their supervisors are available on the required day.

Deadline dates for submission of protocols (**PhD**) cannot be extended – this means no late submissions will be accepted. These dates can also be viewed on the Faculty Almanac.

Submissions of PhD protocols might not be possible over the November / December period for submission to assessor group meetings scheduled in February of the following academic session, as enrolment for the year in which students are being assessed should first be processed and verified before acceptance of submissions.



PROTOCOL SUBMISSION DEADLINES & PROTOCOL ASSESSMENT MEETING DATES 2024 FOR PHD AND MASTERS

<u>PhD's</u>	
<u>Submission Deadlines</u>	<u>Meeting Dates</u>
Friday, 02 December	Thursday, 22 February (Mpho.Moiloa@wits.ac.za)
Friday, 08 March	Friday, 19 April (Kgomotso.Tlala@wits.ac.za)
Friday, 26 April	Thursday, 13 June (Mpho.Moiloa@wits.ac.za)
Friday, 21 June	Thursday, 08 August (Kgomotso.Tlala@wits.ac.za)
Friday, 16 August	Thursday, 26 September (Mpho.Moiloa@wits.ac.za)
Friday, 11 October	Thursday, 21 November (Kgomotso.Tlala@wits.ac.za)
Friday, 06 December	TBC - 2025
<u>MASTERS DEGREE'S</u>	
<u>SCHOOL OF CLINICAL MEDICINE</u>	
<u>Department of Anaesthesiology</u>	
<u>Submission Deadlines</u>	<u>Meeting Dates</u>
Thursday, 15 February	Friday, 08 March
Friday, 19 April	Friday, 03 May
Friday, 21 June	Friday, 05 July
Friday, 16 August	Friday, 30 August
Friday, 18 October	Friday, 01 November
<u>Centre for Bioethics & Health Law</u>	
<u>Submission Deadlines</u>	<u>Meeting Dates</u>
Wednesday, 10 April	Thursday, 02 May
Wednesday, 12 June	Wednesday, 26 June
Wednesday, 07 August	Wednesday, 21 August
Wednesday, 18 September	Wednesday, 02 October
<u>Centre for Health Sciences Education</u>	
<u>Submission Deadlines</u>	<u>Meeting Dates</u>
Tuesday, 16 April	Tuesday, 07 May
Tuesday, 15 October	Tuesday, 05 November



Department of Emergency Medicine

Submission Deadlines	Meeting Dates
Thursday, 25 January	Thursday, 02 February
Thursday, 28 March	Thursday, 06 April
Thursday, 30 May	Thursday, 01 June
Thursday, 25 July	Thursday, 03 August
Thursday, 26 September	Thursday, 05 October
Thursday, 28 November	Thursday, 05 December

Department of Family Medicine

Submission Deadlines	Meeting Dates
Monday, 22 & Tuesday, 23 January	Tuesday, 06 & Thursday, 08 February
Monday, 26 February	Tuesday, 12 March
Tuesday, 01 & Thursday, 03 October	Tuesday, 15 & Thursday, 17 October
Monday, 04 November	Tuesday, 19 November

Forensic Medicine

Submission Deadlines	Meeting Dates
Thursday, 07 March	Thursday, 04 April
Thursday, 09 May	Thursday, 06 June
Thursday, 08 August	Wednesday, 04 September
Thursday, 03 October	Thursday, 24 October

Department of Internal Medicine

Submission Deadlines	Meeting Dates
Friday, 02 February	Wednesday, 06 March
Friday, 17 May	Tuesday, 04 June
Friday, 02 August	Wednesday, 28 August
Friday, 04 October	Wednesday, 23 October

Department of Neurosciences

Submission Deadlines	Meeting Dates
Wednesday, 24 January	Wednesday, 14 February
Wednesday, 06 March	Wednesday, 03 April
Thursday, 06 June	Wednesday, 03 July
Wednesday, 14 August	Wednesday, 04 September
Wednesday, 09 October	Wednesday, 06 November



Department of Obstetrics & Gynaecology

Submission Deadlines	Meeting Dates
Wednesday, 24 January	Wednesday, 07 February
Wednesday, 13 March	Wednesday, 27 March
Wednesday, 15 May	Wednesday, 29 May
Wednesday, 07 August	Wednesday, 21 August
Wednesday, 25 September	Wednesday, 09 October
Wednesday, 13 November	Wednesday, 27 November

Department of Paediatrics & Child Health

Submission Deadlines	Meeting Dates
Tuesday, 23 January	Tuesday, 20 February
Tuesday, 20 February	Tuesday, 26 March
Tuesday, 26 March	Tuesday, 23 April
Tuesday, 16 April	Tuesday, 14 May
Tuesday, 21 May	Tuesday, 18 June
Tuesday, 18 June	Tuesday, 16 July
Tuesday, 23 July	Tuesday, 20 August
Tuesday, 20 August	Tuesday, 17 September
Wednesday, 25 September	Tuesday, 22 October
Tuesday, 22 October	Tuesday, 19 November

Department of Psychiatry

Submission Deadlines	Meeting Dates
Wednesday, 17 January	Wednesday, 14 February
Wednesday, 20 March	Wednesday, 17 April
Wednesday, 19 June	Wednesday, 17 July
Wednesday, 21 August	Wednesday, 18 September
Wednesday, 16 October	Wednesday, 13 November

Division of Radiation Services

Submission Deadlines	Meeting Dates
Thursday, 15 February	Friday, 08 March
Friday, 19 April	Friday, 03 May
Friday, 21 June	Friday, 05 July
Friday, 16 August	Friday, 30 August
Friday, 18 October	Friday, 01 November

Department of Surgery – all disciplines

Submission Deadlines	Meeting Dates
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Wednesday, 21 February	Wednesday, 20 March
Wednesday, 08 May	Wednesday, 05 June
Wednesday, 07 August	Wednesday, 04 September
Wednesday, 09 October	Wednesday, 06 November
School of Anatomical Sciences	
Submission Deadlines	Meeting Dates
There are no specific dates for assessments	Done on an ad hoc basis (i.e. when they are ready)
School of Oral Health Sciences	
Submission Deadlines	Meeting Dates
Wednesday, 31 January	Thursday, 15 February
Thursday, 28 March	Thursday, 18 April
Friday, 31 May	Thursday, 20 June
Wednesday, 31 July	Thursday, 15 August
Friday, 27 September	Thursday, 17 October
Friday, 22 November	Monday, 09 December
School of Pathology	
Submission Deadlines	Meeting Dates
Wednesday, 07 February	Wednesday, 28 February
Wednesday, 20 March	Wednesday, 10 April
Wednesday, 29 May	Wednesday, 19 June
Wednesday, 03 July	Wednesday, 24 July
Wednesday, 21 August	Wednesday, 18 September
Wednesday, 06 November	Wednesday, 27 November
School of Physiology	
Submission Deadlines	Meeting Dates
Monday, 06 May	Wednesday, 22 May
Monday, 05 August	Wednesday, 21 August
Monday, 04 November	Wednesday, 20 November
School of Public Health	
Submission Deadlines	Meeting Dates
Monday, 22 January	Wednesday, 21 February
Monday, 04 March	Wednesday, 10 April
Monday, 06 May	Wednesday, 12 June
Monday, 03 June	Wednesday, 10 July
Monday, 08 July	Wednesday, 14 August
Monday, 05 August	Wednesday, 11 September



Monday, 02 September	Wednesday, 09 October
Monday, 07 October	Wednesday, 13 November
School of Therapeutic Sciences	
Submission Deadlines	Meeting Dates
Tuesday, 23 January	Wednesday, 21 February
Tuesday, 12 March	Wednesday, 17 April
Tuesday, 16 April	Wednesday, 15 May
Tuesday, 18 June	Wednesday, 10 July
Tuesday, 16 July	Wednesday, 14 August
Tuesday, 13 August	Wednesday, 11 September
Tuesday, 10 September (Dissert Only)	Wednesday, 09 October (Dissert Only)