UPGRADE/CONVERSION PROCESS FROM MASTERS TO PHD

Please note that you will need to email AND deliver print copies of the following documents to the Doctoral Office.

1. Letter from the HOD
2. Letter from the Supervisor/s
3. FORM A3 Checklist (request from Doctoral Office)
4. Synopsis
5. Proposal
6. The MSc Ethical Clearance Certificate
7. Your updated CV
8. The proposed Supervisor/s CVs
9. A Plagiarism Declaration
11. Copy of the published article.

The supervisor’s letter should include:
- Exceptional progress made by student;
- How the proposed study exceeds scope of Masters’ study;
- Account of new/original insights proposed for the doctoral study; and
- How it justifies further investigation.

A Review Panel will evaluate the application after which the candidate will need to apply to HREC for ethics. Further information can be obtained from Ms Bronwyn Coombs: bcoombs@sun.ac.za.