



**STUDENT DEVELOPMENT  
& SUPPORT SERVICES**  
SDS - FHS

# FREQUENTLY

# ASKED Q'S

E-Resource Guide for Postgraduates

## STUDENT SERVICES

### How can we help?

Often, we struggle to find important information in times of distress. This document contains important information on crucial UCT support services for Postgraduate students.

#### 1. Postgraduate Health Sciences Student Council (PGHSSC) Contacts:

- General Enquiries: [pghssc.secgen@uct.ac.za](mailto:pghssc.secgen@uct.ac.za)
- Academic Enquiries: [pghssc.academics@uct.ac.za](mailto:pghssc.academics@uct.ac.za)
- International Student Help: [pghssc.int@uct.ac.za](mailto:pghssc.int@uct.ac.za)
- Health and Safety Concerns: [pghssc.health@uct.ac.za](mailto:pghssc.health@uct.ac.za)

## STUDENT WELLNESS



#### 2. Student Wellness Links:

- [Student Wellness Support](#)
- [Bookings for Medical Assistance](#)
- [Bookings for Psychological Support](#)
- FHS First Responder: Nonkosi Malala ([Nonkosi.Malala@uct.ac.za](mailto:Nonkosi.Malala@uct.ac.za)) or 021 406 6749

#### 3. Injuries on Duty - Unintentional injuries sustained in labs during research/learning

- Contact [Nonkosi.Malala@uct.ac.za](mailto:Nonkosi.Malala@uct.ac.za) or 021 406 6749



## FINANCE

### 4. Postgraduate Student Funding Office

- [Postgraduate Funding](#)
- Contact: [pgfunding@uct.ac.za](mailto:pgfunding@uct.ac.za) or 021 650 3622
- Chantal Swartz ([crv.swartz@uct.ac.za](mailto:crv.swartz@uct.ac.za))
- Nonkosi Malala ([Nonkosi.Malala@uct.ac.za](mailto:Nonkosi.Malala@uct.ac.za))

### 5. UCT Student Fees Office

- [fnd-feeeng@uct.ac.za](mailto:fnd-feeeng@uct.ac.za) or 021 650 1704
- Office Hours:  
Weekdays 09h00 - 15h30  
Thursdays 09h30 - 15h30



## ACCOMMODATION

### 6. UCT Accommodation related queries

- Jacqueline Kemp ([Jacqueline.Kemp@uct.ac.za](mailto:Jacqueline.Kemp@uct.ac.za)) or 021 650 2969
- Glenn Von Zeil ([Glenn.Vonzeil@uct.ac.za](mailto:Glenn.Vonzeil@uct.ac.za)) - Manager of Student Housing

## GENERAL

### 7. Academic-related queries - Postgraduate Academic Administration

- Adri Winckler ([Adri.Winckler@uct.ac.za](mailto:Adri.Winckler@uct.ac.za)) or 021 406 6327
- Dianne Pryce ([Dianne.Pryce@uct.ac.za](mailto:Dianne.Pryce@uct.ac.za)) or 021 406 6809

### 8. Dissertation / Thesis Writing

- [fhs.writinglab@gmail.com](mailto:fhs.writinglab@gmail.com)

### 9. Dissertation / Thesis Submission

- Doctoral: Adri Winckler ([Adri.Winckler@uct.ac.za](mailto:Adri.Winckler@uct.ac.za))
- Masters: Dianne Pryce ([Dianne.Pryce@uct.ac.za](mailto:Dianne.Pryce@uct.ac.za))

If you, or a fellow student, feel as if your stress is getting too much for you, please know there's no shame in asking for help.

Visit the [UCT Student Wellness Service](#)

### 10. Postgraduate Student-Supervisor Advisory Committee (PGSSAC)

- Contact Virna Leaner ([Virna.Leaner@uct.ac.za](mailto:Virna.Leaner@uct.ac.za)) or 021 406 6250

### 11. Application for Leave of Absence (LoA)

- Please contact the FHS Faculty Manager for Academic Administration: Sandra Munesar
- Email: [Sandra.Munesar@uct.ac.za](mailto:Sandra.Munesar@uct.ac.za)

### 12. Extending Funding for Incomplete Research Project

- [National Research Foundation \(NRF\)](#)
- [South African Medical Research Council \(SAMRC\)](#)

Check the UCT Postgraduate noticeboard for all the available funding calls

- [Postgraduate Funding Noticeboard](#)

If you receive private funding, check with your funder and engage your supervisor on how best to motivate for an extension of funding

## OFFICE HOURS

Monday to Thursday  
08h00 - 16h30

Tuesday  
09h30 - 16h30

Closed on Weekends  
and Public Holidays

[www.health.uct.ac.za](http://www.health.uct.ac.za)