



NAMIBIA UNIVERSITY OF SCIENCE AND TECHNOLOGY

Higher Degrees (Master's and Doctoral) Studies Pathway: Step-by-Step Guide



1. Initial Inquiry and Application (Month 0)

- **Research Programmes:** Explore available postgraduate programmes and identify those that align with your academic and career goals.
- **Consultation:** Seek advice from academic advisors or faculty members to discuss your interests and options.
- **Application Submission:** Complete the application process, including submission of required documents (e.g., transcripts, references, concept paper of not more than 2 A4 pages, outlining the area of study, rationale and proposed solutions).

2. Admission and Enrolment (Month 0)

- **Offer Acceptance:** Review the offer of admission and accept it formally if it meets your expectations.
- **Registration:** Enrol in the program by completing the necessary registration forms and paying any required fees.
- **Visit the Postgraduate Centre:** (HTTPS, 6th Floor) for further guidance on the postgraduate journey services
- **Orientation:** Attend an orientation session to familiarise yourself with the university's resources, policies, and expectations.

3. Program Planning (Month 1-3) (Month 1-6)

- **Meet with Supervisor:** Schedule a meeting with your assigned academic supervisor to discuss your study plan and research interests.
- **Develop Study Plan:** Work with your supervisor to create a detailed study plan, including coursework, research milestones, and timelines.
- **Course Enrolment:** Register for required and elective courses according to your study plan.
- **Visit the Technology Innovation Service Centre (TISC):** To access World Intellectual Property Organisation data base for product development ideas to inform the concept. (HTTPS, 6th Floor)

4. Coursework and Research Preparation (Month 3-6) (Month 3-9)

- **Complete Coursework:** Attend and complete all required courses, achieving the necessary grades to progress in your program.
- **Research Proposal:** Develop and submit a detailed research proposal to the Higher Degrees Committee for approval.
- **Ethical Approval:** Submit your proposal research clearance for data collection (using University template) to Faculty Ethics Committee for approval.

5. Research and Data Collection (Month 6-18) (Month 9-24)

- **Conduct Research:** Begin your research according to the approved proposal, collecting and analysing data as planned.
- **Regular Meetings:** Maintain regular communication with your supervisor to review progress and address any challenges.
- **Progress Reviews:** Participate in formal progress reviews to ensure you are on track with your research milestones.
- **Visit the Technology Transfer Office (TTO):** For guidance on Intellectual Property Asset Management services.

6. Thesis or Dissertation Writing (Month 6-20) (Month 24-36)

- **Draft Thesis:** Begin drafting your thesis or dissertation based on the research findings.
- **Review and Feedback:** Submit drafts to your supervisor for feedback and make necessary revisions.
- **Final Submission:** Prepare and submit the final version of your thesis or dissertation according to the university's guidelines.

7. Examination and Defence (Month 24) (Month 33-36)

- **Pre-Defence Preparation:** Review your work thoroughly and prepare for your thesis defense or viva voce.
- **Thesis Oral Defence (viva voce):** Present and defend your research findings before an academic committee.
- **Revisions:** Make any required revisions to your thesis or dissertation as suggested by the defense committee.

8. Graduation and Beyond

- **Submit Final Thesis:** Submit the final, approved version of your thesis or dissertation to the university library.
- **Apply for Graduation:** Complete the necessary paperwork to apply for graduation.
- **Career Planning:** Begin planning your next steps, whether pursuing further study, entering academia, or transitioning into a professional career.
- **Alumni Engagement:** Stay connected with the university as an alumnus, contributing to its community and benefiting from its network.
- **Last step:** Buy a Brick as a key milestone in your postgraduate journey, ensuring your name is permanently engraved in the Walk of Achievement.

<http://www.nust.na/form/walk-of-achievement>