



UNIVERSITY OF THE  
WITWATERSRAND,  
JOHANNESBURG

## FACULTY OF HUMANITIES PROPOSAL SUBMISSION FORM

ALL STUDENTS MUST ENSURE THEY  
ARE REGISTERED FOR THE CURRENT  
ACADEMIC YEAR.

**This page is to be completed by the  
student.**

### PROPOSAL INFORMATION

(Please tick the relevant box below)

#### Research only

**MA**  
6 000-7 000  
words

(tick)  
☐

**PhD**  
8 000-10 000  
words

(tick)  
☐

**MA by Coursework and  
Research**  
3 000-4 000 words

(tick)  
☐

**Person Number**

**Full Name of Student**

**Name of Programme/Discipline**

**Proposal title**

**Date**

**Year**

**Month**

**Day**

### SYNOPSIS OF RESEARCH PROPOSAL

(Submit a typed proposal in English. You are welcome to cut and paste).

**ADVISORY REPORT BY SUPERVISOR AND SCHOOL GRADUATE COORDINATOR  
ON PROPOSAL SUBMITTED TO THE FACULTY OF HUMANITIES**

**This page must be completed by the School Graduate Coordinator and Supervisor.**

As School Graduate Coordinator/Supervisor of the above-mentioned candidate and in relation to the advice given in the booklet entitled, 'Writing a Proposal,' are you reassured that:

1. the candidate has provided adequate arguments to be tested, or the problem/topic to be explored?

\_\_\_\_\_

2. the has candidate provided adequate arguments (either empirical or theoretical) to justify undertaking the project?

\_\_\_\_\_

3. the title is sufficiently brief and concise? ☐ ☐

4. the candidate has:

- i. Provided a careful review of the pertinent existing research and adequately shown how the project will:

- a) relate to existing literature (Masters)  
b) contribute to existing literature (PhD)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- ii. **(for PhD candidates only)** indicate how the project itself will attempt to extend the existing thinking or research

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5. the proposal develops a logical discussion of the theories used, while at the same time indicates an awareness of their methodological implication.

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6. there is an appropriate discussion of the methodology to be used?

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7. the scope is manageable for a research report (MA by coursework), dissertation (MA, or thesis (PhD), whichever applies), and is not overambitious or too expansive?

YES ☐ NO ☐

8. adequate bibliography has been provided? ☐ ☐

9. In the case of an MA(FA) proposal, where there is an equivalent practical requirement:

i. does the candidate's proposal accord with specifications laid down in the discipline brochure? ☐ YES ☐ NO

ii. has the candidate articulated relation between the practical and the theoretical adequately? YES ☐ ☐

10. if human subjects are being used, the proposal conform to the presented ethical standards? YES ☐ NO ☐

11. there will be no problems with sources or access to sources?

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- 
12. the proposal has been properly referenced and proofread? If not, please elaborate.

YES ☐ NO ☐

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Name of Supervisor: \_\_\_\_\_ Ext. \_\_\_\_\_

Signature of Supervisor: \_\_\_\_\_ Ext. \_\_\_\_\_

Signature of School Graduate Coordinator: \_\_\_\_\_ Ext.  
\_\_\_\_\_

Name of C0-Supervisor: \_\_\_\_\_ Ext.  
\_\_\_\_\_

Signature of Co-Supervisor: \_\_\_\_\_ Ext.  
\_\_\_\_\_

Signature of School Graduate Coordinator: \_\_\_\_\_ Ext.  
\_\_\_\_\_

**This page must be completed by the School Graduate Coordinator and Supervisor.**

**Reader's Name:**

**Discipline**

**Date sent by:**

| Year |  |  | Month |  |  | Day |  |  |
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**Date**

**received by:**

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**Date to be  
returned to  
Faculty:**

| Year |  |  | Month |  |  | Day |  |  |
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**Telephone ext.**

**Signature of  
Reader**

Year Month Day

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**Signature of  
Chairperson**

Year Month Day

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**Note: Readers, Supervisors and School Graduate Coordinators are welcome to discuss the proposal directly with each other.**

**Reader's decision on proposal:** (please circle)

|                 |   |  |   |
|-----------------|---|--|---|
| <b>Category</b> | i. Accepted.  |  |   |
|                 | ii. Accepted, but candidate should take note of warnings/recommendations.   |  |   |
|                 | iii. Concerns to be addressed:  |  |   |
|                 | a) *queries to be answered in a brief document.   | b) *clarification to be given in a brief document. | c) *further information needed in a brief document. |
|                 | iv. Not acceptable as it stands. Must be revised in terms of criticism raised by readers and seminar members. The revised proposal will be submitted to the reader for further comment. |  |   |

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|  | v. Revised proposal accepted. |
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**NB:** If readers are **not approved** the proposal will not be processed.

SUPERVISORS MUST ENSURE THAT THE SUGGESTED READERS  
HAVE AGREED TO READ THE PROPOSAL

**Please suggest names of two/three readers who fall outside of your discipline, when using the external proposal reading process.** (PhD's are automatically sent to two readers).

\*Email addresses are required only in the case of readers outside Wits.

|                   |  |
|-------------------|--|
| <b>1. Reader:</b> |  |
| email:            |  |
| <b>2. Reader:</b> |  |
| email:            |  |
| <b>3. Reader:</b> |  |
| email:            |  |

Are you using the internal (Departmental) proposal reading process that has been approved by Faculty? ☐ Y ☐ N

Is the reader's report attached? Y ☐ N ☐