



University of Fort Hare
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UNIVERSITY OF FORT HARE POLICIES AND PROCEDURES

FINAL SUBMISSION OF THESIS, DISSERTATION TO THE EXAMS OFFICE AND LIBRARY

The following procedures must be followed by the relevant academics, supervisors, students, candidates and administrative officers when the final copies of the dissertations and these are submitted to the Exams Office and the Library

Copies of the signed document must be submitted to the office of the relevant Dean of the Faculty, the Exams Office as well as to the Library

1. The following checklist must be completed by the supervisor

Faculty	Health Science
Department	Human Movement Sciences
Student Name (full names not only initials)	Mvula Sisanda
Student Number	201605083
Degree & Qualification Code	
Title of Dissertation/Thesis	Body composition, physiological risk factors and physical activity among adolescents at risk for non-communicable diseases in the Eastern Cape, SouthAfrica.
Supervisor	Prof van Gent
Co-Supervisor	Prof RL van Niekerk
Mini Dissertation	
Dissertation	yes
Thesis	

Steps to be followed by Supervisor and Candidate and Exams Office on the final submission of Mini-dissertations, Dissertations and Theses to the Exams Office and Library	Check
1. Supervisor to discuss the recommendations and or corrections to be made with the candidate and ensure that clarity is established as to what is expected. Where needed co-supervisor(s) must be involved in the discussion	✓
2. Supervisor to provide the candidate with the exam reports and if needed observe the anonymity of the examiner(s)	✓
3. Supervisor to set a time line for submission and discussion of corrections and or improvements	✓
4. Candidate to provide proof of corrections and or improvements to supervisor	✓
5. Supervisor to include proof of the corrections and or improvements as part of the consolidated exam report to be tabled at the relevant Senate Higher Degrees Committee	✓
6. Ensure that the supervisor accepts what has been done by the candidate and give final approval for submission	✓
7. Supervisor to set a date for final submission of study to the supervisor by the candidate	✓
8. Candidate to ensure that the correct number of hard copies as well as an electronic copy of the study are submitted to supervisor fully proof read and edited	✓
9. Supervisor to submit copies of the study as requested to the Exams Office and signs off	✓
10. Exams Office complete the required form for submission to the Library	
11. Library signs off on receipt of copies	

2. Number of copies: **Bound None**

Electronic One PDF

(Please ensure that you have signed and dated all copies)

“Number of CDs: **NONE Due to Lock down** (**Please note:** an electronic version must be supported by a copy on CD for submission onto the Electronic Theses and Dissertation System (ETD) :

(Note: CD's should be clearly labelled with your name, student number and title of thesis. The ETD system supports PDF only)

3. Title of submitted dissertation, research report or thesis:

Body composition, physiological risk factors and physical activity among adolescents at risk for non-communicable diseases in the Eastern Cape, South Africa.

(Please Note: If, due to unforeseen circumstances, the above title has changed from your previously approved title, no further action can be taken by the Library until the amendment has been approved by the Faculty.)

3.1 Keywords:

Non-communicable diseases, body composition, metabolic risk, physical activity, adolescents, South Africa.

Instructions regarding access to thesis:

The student or researcher agrees that the above mentioned work be archived in the UFHIR with the following status: (Please tick)

(a) ☒ **X YES** Release the entire work immediately for worldwide access or

(b) ☐ Release access of abstract only immediately for worldwide access or

(c) Allow access after an embargo period of (choose one)

1 year: ☐ 2 years: ☐

4.1 Please supply the **reason/s** why you want the thesis placed under embargo with the Supervisor's approval:

(a) ☐ Awaiting intellectual property registration

(b) ☐ Awaiting publication of article before releasing entire work

(c) Please supply any other reason below if the work should be embargoed:

NOTE: For the embargo option, after the scheduled time has passed the electronic thesis will be released worldwide. Extensions beyond 2 years require approval by the Registrar in the form of a written request describing the reason for delayed release.

4. I acknowledge that:

5.1 My dissertation or research project/ report or thesis may be placed in the archive of electronic theses and dissertations. I acknowledge that it will be made electronically available in its entirety soon after the date of submission into the ETD system unless permission for an embargo has been approved by the relevant Supervisor and communicated in writing by myself to the University Research Office and Library.

5.2 I acknowledge that I am not entitled to the return of the copies of the dissertation or research project / report or thesis or other work I have submitted for the programme.

5. Did your research involve animal experimentation or the use of human subjects, human tissue or other material, or patient records?

☒ Yes

☐ No

If yes, please certify that clearance was obtained from the relevant, approved, University ethics committee:

Clearance number(s): Ref#2022=05=08=MvulaS

The University is not responsible for the safekeeping of the information constituting a dissertation, research project / report or thesis. Should a student use the University's ETD system for the keeping of a dissertation, research project/ report or thesis in progress responsibility for the maintenance, security and back-up of such work lies with the student. The student absolves the University of any liability whatsoever for any loss/damage to a dissertation or research/project report or thesis and/or information contained in them howsoever it occurs. The student indemnifies and hold the University harmless against any claims or liability whatsoever for any loss or damage to a dissertation or research project / report or thesis and information gathered for that purpose or contained in any dissertation or research/project report or theses howsoever it occurs.

6. Name of supervisor: Prof Maya van Gent

Discipline: Human Movement Science

School: Faculty of Health Sciences

Signature: 

Name of second supervisor (if more than one): Prof Rudolph van Niekerk

Discipline: Psychology

School: Faculty of Social Sciences and Humanities

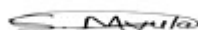
Signature:   **University of Fort Hare**
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7. I declare that:

- I have checked all copies of my dissertation, research project/ report or thesis and no pages are missing or poorly reproduced;
- All revisions have been completed in accordance with the recommendations of the examiners;
- The electronic copy is identical to the printed copy approved by the faculty;
- The dissertation or research/project report or thesis complies with the rules relating to abstract and style, copies and formal declaration, duly signed by me, as shown in the General Rules of the University;
- Where any document of which I am not the owner is included in my work, I have obtained and attach hereto the written consent of the holder of the intellectual property rights in such a document.
- In the event of copyright permission not being obtainable for visual images or other works, I will not include the full work(s) in my online thesis/dissertation on the ETD system, but undertake to provide the URL only for such work(s);
- I have properly acknowledged all sources; and
- I have noted the rules relating to intellectual property and acknowledgement of the award of the programme as shown in the General Rules of the University. Insofar as I hold intellectual property rights in my dissertation, research project, report or thesis, and to that extent only, I agree that the University and its agents may archive and make accessible to the public, upon such conditions as the University may determine, my

dissertation or research/project report or thesis in its entirety in all forms of media, now or hereafter known.

8. Signature of candidate:



FOR FACULTY OFFICE USE

- ☐ Retain one final bound copy
- ☐ Field of study and biographical information confirmed
- ☐ Two bound final, corrected copies, as well as final, corrected copy in electronic format, of dissertation or research/project report or thesis submitted and forwarded to the Examinations department
- ☐ An electronic copy of the abstract of the dissertation or research report or thesis and receipt for the ETD payment submitted and forwarded to Central Records office
- ☐ Signed formal declaration submitted and included as part of dissertation or research/project report or theses
- ☐ Written consent of holder of intellectual property rights included in the work attached
- ☐ Embargo notification attached – *if applicable*
- ☐ Ethics Committee clearance number indicated - *if applicable*
- ☐ Original certificate of completion for dissertation or research project, report or thesis from the candidate's supervisor(s) and Head of School attached

Faculty Officer: _____

Date: _____

FOR EXAMINATIONS DEPARTMENT USE

- ☐ One bound final, corrected hard copy of dissertation, research project, report or thesis forwarded to Library
- ☐ Final corrected copy in electronic format forwarded to Library
- ☐ Copy of this submission form included with dissertation, research project / report or thesis forwarded to Library

Central Records Office: _____

Date: _____

FOR LIBRARY USE

- ☐ Electronic version of dissertation or research project / report or thesis abstract activated on ETD

Library ETD Administrator: _____

Date: _____



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