



Postgraduate Centre and Funding Office POSTDOCTORAL RESEARCH FELLOWS

PG023 - Notification of Termination and/or Completion of Postdoctoral Research at the University of Cape Town

Note: Postdoctoral Research Fellows (PDRF) and/or Principal Investigator are required to complete this form **at least ONE MONTH prior to:**

- **De-registration from the postdoctoral research tenure and fellowship or**
- **Completion of the postdoctoral research tenure and fellowship**
- **And/or retainer fee only** for their postdoctoral research and Fellowship at the University of Cape Town.
- An official certificate of attendance will be processed for the PDRF on receipt of this completed and signed form.
- The completed form should be handed to the Principal Investigator for completion and sign-off and submitted to: Senior Manager, Postgraduate Centre and Funding Office, Level 3, Otto Beit Building, Upper Campus, University of Cape Town.
- On receipt of this form, duly completed and signed, and if no charge as have been made against the University account, the retainer of R1,000 will be refunded to the PDRF.

TO BE COMPLETED BY POSTDOCTORAL RESEARCH FELLOW

First and Last Name		Fellow number	
Department	Principal investigator		
Fellowship(s)			

Postdoctoral Research Fellow /Principal Investigator to select and complete appropriate box according to your selection (A, B, or C)

A. Retainer fee only <input type="checkbox"/>	B. De-registration/Termination from research tenure <input type="checkbox"/>	C. Completion of Research Postdoctoral <input type="checkbox"/>
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A. Retainer fee only (**Note:** If you are only applying for the Retainer fee, **do not** complete the rest of this form)

Date of completion			
Continue next year?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If No selected, proceed to next applicable section
If No: Forwarding address for CoS (Certificate of Service)			
Postdoctoral Research Fellow signature			

B.1. De-registration/Termination from research tenure

Date of termination		Reason for leaving	
Forwarding address for CoS			
Postdoctoral Research Fellow signature			

B.2. To be completed by the Principal Investigator

Comments			
PI Name	Department	Signature	

C.1. Completion of Postdoctoral Research

Date of completion	PDRF Signature
Forwarding address for CoS	

C.2. To be completed by the Principal Investigator

Comments			
Name	Department	Signature	

Endorsement of academic and professional achievements

If you would like a certificate record of your activities during your tenure at UCT, please complete the attached "Endorsement of academic and professional accomplishment form", together with your PI. Please note that the form must be signed off by the HOD and Dean. The Endorsement of academic and professional accomplishments form may be attached to your Curriculum Vitae
[Download Endorsement form here](#)