Master of Commerce
in Development Finance

Application Guide

In this Application Pack you will find everything you need to guide you through the **application process** of the **MCom in Development Finance** programme.

Admissions Department

Tel: +27 (0)21 650 7500
Email: admissions.gsb@uct.ac.za

Here's a quick overview of what to expect from the Pre-Application and Admissions processes

First of all, you will need to do some research.
Before you begin, we encourage you to find out as much as possible about the programme you are applying for at the GSB. This involves reading up as much as you can on our website, attending our information sessions, seeking counsel from your peers, colleagues and mentors, or calling our Admissions Team for more information or clarity.

- Understand the **entrance requirements**; make sure you meet the criteria.
- Consider the **time and workload demands** of the programme, and discuss this with your employer if necessary.
- Know what the latest **fees** are, and consider your **funding options**.

The application process:
Applying at the UCT Graduate School of Business involves a few easy steps:

STEP 1: **Complete your 'Pre-Application'** – an application for the UCT GSB

The Pre-Application process is required for us to know that you are sufficiently qualified or experienced and the right fit for your chosen academic programme at the GSB, as well as the business school as an institution guided by values and principles. This is an important step that will help prepare you for the rest of the application process.

STEP 2: **Apply with the University of Cape Town**

The UCT Online application is necessary to register you as a student of the university, and create your unique UCT Student Number. You may be required to resubmit some information from the previous step.

STEP 3: **Upload your documents**

During your Pre-Application process you will be required to compile a set of documents, then upload them onto our application portal. Our Admissions team will use these documents to prepare your application for the Admissions Board.

STEP 4: **Pay your application fee**

Before the Admissions team are able to send your application pack to the programme's Admissions Board, they will need to confirm receipt of your application fee. This is an important step that lets us know that you are serious about your application. Please note, this is non-refundable regardless of the Admissions Board's decision on your application.
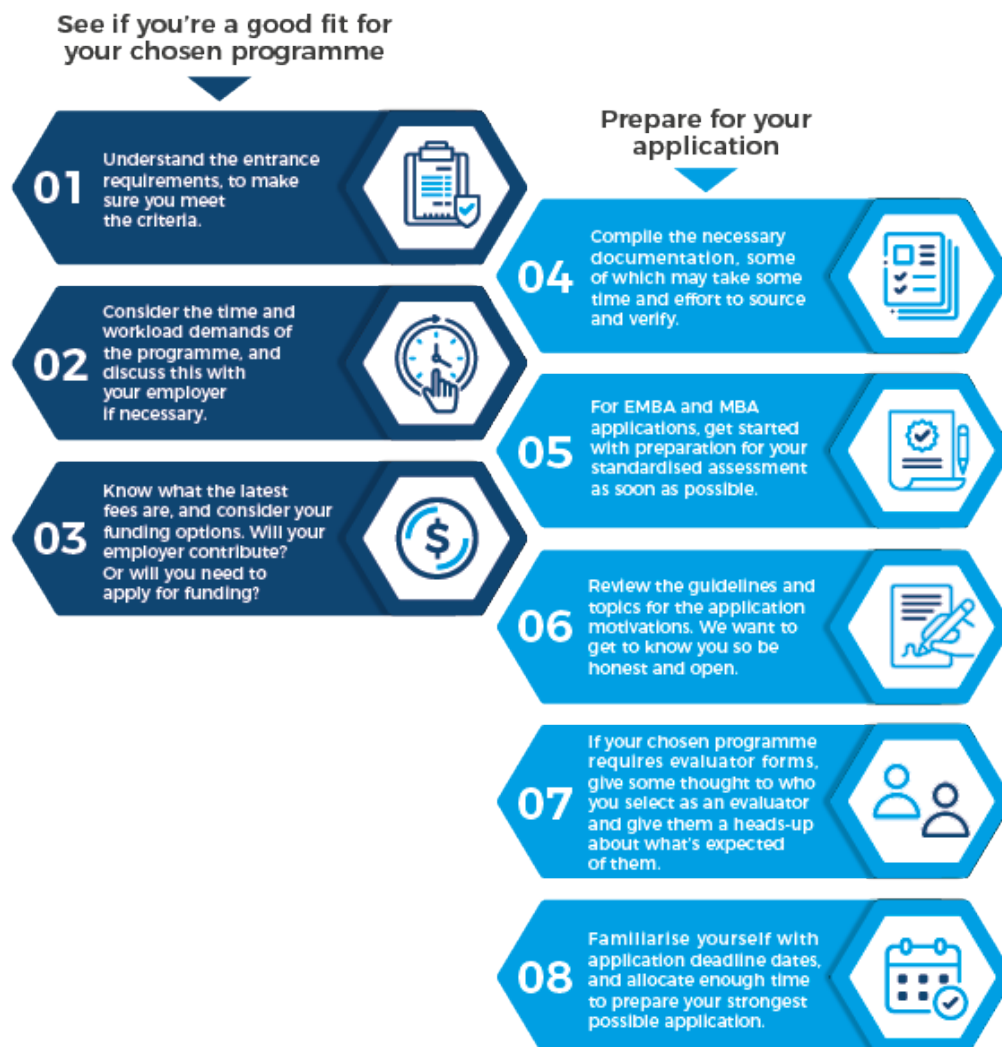
TOP TIP: Many of our applicants find it useful to create an application folder on their computer to keep all application documents safely filed in one place, and easily accessible for their submission.

Starting your application

Once you have started your application, you will receive an email containing your unique **Pre-application Portal Link**.

You don't need to complete all steps in one sitting. All changes are saved automatically, so you can always go back to complete an incomplete step or skip ahead – return to your application portal at any time using *your unique link.*

TOP TIP: For privacy reasons, don't share your unique portal link with anyone else.

See if you're a good fit for your chosen programme

01 Understand the entrance requirements, to make sure you meet the criteria.

02 Consider the time and workload demands of the programme, and discuss this with your employer if necessary.

03 Know what the latest fees are, and consider your funding options. Will your employer contribute? Or will you need to apply for funding?

Prepare for your application

04 Compile the necessary documentation, some of which may take some time and effort to source and verify.

05 For EMBA and MBA applications, get started with preparation for your standardised assessment as soon as possible.

06 Review the guidelines and topics for the application motivations. We want to get to know you so be honest and open.

07 If your chosen programme requires evaluator forms, give some thought to who you select as an evaluator and give them a heads-up about what's expected of them.

08 Familiarise yourself with application deadline dates, and allocate enough time to prepare your strongest possible application.
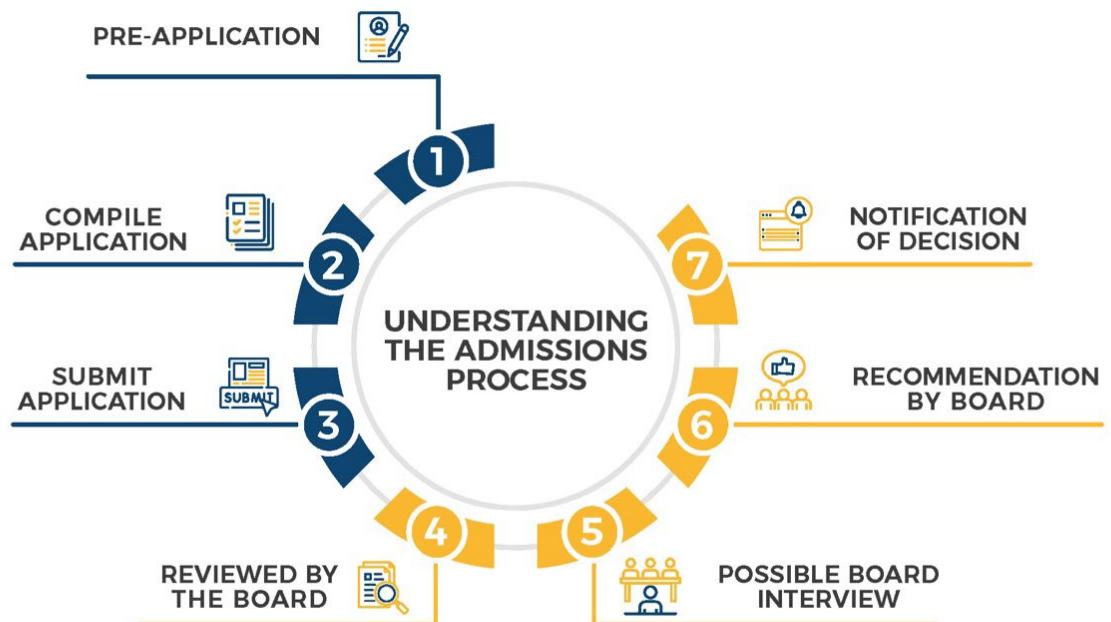
The admissions process

Once you have submitted a completed application, the Admissions Team will kick into gear and process the application.

*TOP TIP: Make sure you've completed **all 4 steps** of your application to allow the Admissions Team to proceed with your application. The assigned Admissions officer will communicate with you directly should any documentation be outstanding.*

Be patient – you will be notified of any outcomes in due course.

Entrance requirements

Attributes and qualifications needed for this degree

The MCom in Development Finance is a rigorous modular programme designed to meet the growing demand for experts in the field.

OUR CRITERIA FOR THIS PROGRAMME ARE:

- Applicants need to **have an NQF level 8 qualification** in Economics, Commerce, Accounting, Finance or other finance related degrees. In some instances, verification for equivalence to a South African degree may be required for students with international qualifications.

- Alternatively, you may **have an NQF level 8 qualification in other non-finance related disciplines** with at least **3 years' work experience** in finance-related work and a very strong quantitative background.

- **Students must be fluent in spoken and written English.** The UCT GSB Admissions Board could require a TOEFL for applicants whose mother tongue is not English or who have not received a degree from an English university. The Board also takes motivation essays, standardised assessments, and interviews into account with regard to English proficiency. Final decision at the discretion of the Board. For more information on UCT's English Language Requirements click here

Application Essays

Let us get to know you better, and tell why you're applying for this programme

Application essay guidelines

- Complete each motivation on a separate page, upload onto the UCT GSB Pre-Application (step 1) as well as the UCT Online Application (step 2)
- Please write clearly and openly about yourself
- Give examples where useful
- Each motivation should be between 300 and 400 words.
- Your motivations should be typed (1.5 line spacing, 12 font size)

Essay questions:

1. What is your motivation for applying for the programme?

2. How will this programme help you in achieving your vision and goals for your future?

3. Why have you decided on UCT GSB for your application and what are your expectations for your GSB experience?

Fees and Banking Details

Everything you need to know about the cost structure of the programme
All details are correct at time of publication

Programme fee 2026

Programme Fees	African Student	Non-African Student
Year 1	R174 000	R274 600
Year 2	R51 830*	R79 660*
Total	R225 830*	R354 260*
Application Fee	R1 000	$100
Acceptance Fee	R25 000**	R25 000**

UCT GSB Bank Account Details

BENEFICIARY	UNIVERSITY OF CAPE TOWN - GSB Account No. 9
BANK	Standard Bank SA Ltd.
BRANCH	Rondebosch, Western Cape
ACCOUNT	072953004
SWIFT CODE (FOR INTERNATIONAL PAYMENTS)	SBZAZAJJ
GSB REFERENCE NUMBER FORMAT	GSB/Surname/FirstName-OR-UCT student number

KINDLY NOTE

*ANNUAL FEE INCREASE
The University increases fees annually. Applicants embarking on 2-year Programmes or Programmes that straddle two academic years, must factor in fee increases for their courses in the 2nd academic year of study.

FEES AND PAYMENT DATES
Please note that fees and the associated payment structures differ for South African students (incl. permanent SA residence holders), African students (incl. permanent African states residence holders) and non-African students. Payment for tuition is required before registration. Please consult the fees handbook at http://www.students.uct.ac.za/students/fees-funding/fees/handbook , or the GSB website at www.gsb.uct.ac.za.

PRO-FORMA INVOICE
Should you require a pro-forma invoice from the UCT GSB in order to apply for employer funding (or any other reason), we have created an automatic invoice generator for your chosen programme here.

Non- South African Students
All students from outside South Africa (incl. students with permanent residency status in African countries) are required to make the full payment of tuition fees for the academic year prior to registration.

South African students
South African students (incl. students with SA permanent residence status) must make the initial payment prior to registration. The initial payment amount is typically set as 35% of the total fee debt for the year. In the event of late payment, this will be subject to a once-off late payment fee of 8% of the total annual fee. You will be allowed to register if the initial payment has not been received by the due date. Payment of the balance of fees for the year is due on 31 July. We send out detailed statements of account every month from March onwards. Note that interest is charged on outstanding balances after 31 July. Refer to the fee's handbook at http://www.students.uct.ac.za/students/fees-funding/fees/handbook for details.

**ACCEPTANCE FEES
An acceptance fee is required for all GSB programmes. This must be paid upon acceptance of the offer and secures your place on the programme. An acceptance fee of ZAR 25,000 is applicable to all GSB students applying for Masters level programmes. Postgraduate Diploma level students must pay an acceptance fee of ZAR 15,000. This is credited against the initial payment due upon registration. Note that this acceptance fee is subject to cancellation charges, calculated on a sliding scale, should you subsequently withdraw your acceptance (Please refer to Fees Booklet).

Our Application Process

STEP 1: UCT GSB Pre-Application

Here is what our Pre-Application system looks like.
Each step is automatically saved and you can return to complete any step later.

STEP 1.1: Personal details
Setting up your profile.

PERSONAL DATA

Please enter your information in the fields below. This is a secure portal and your information will not be shared with any third parties. You can assist us in keeping your information private by keeping your portal URL safe.

👤 Personal Information

Title*

| Mr |

Surname*

| Surname |

This is a required field

Maiden Name

| Maiden Name |

First Name(s) as per your ID*

| Full Firstname(s) |

Please note that your First Name(s) and Surname will be used on your graduation certificate or certificate of attendance. These must match your offical documentation (South African ID or Passport Number if you are not a South African citizen).
This is a required field

Name that you commonly go by (if it differs)*

| Name by which you are normally known |

This is a required field

Date Of Birth*

| 1990-10-13 |

ID / Passport Number*

| ID / Passport Number |

If you don't have a South African ID number please enter your passport mumber
This is a required field

♿ Disability and Dietary Requirements

Do you have a disability?*

| None |

STEP 1.1: (contd.)

♿ Disability and Dietary Requirements

Do you have a disability?*	None
Catering Option*	None
Food Allergies*	None

📞 Contact Info

Email Address*	Email
	This is a required field
Cell Number*	International format eg. +27825112254
	This is a required field
Work Number	International format eg. +27825112254
Telephone Home	International format eg. +27825112254

🏠 Home Address

Line 1*	Line 1
	This is a required field
Line 2*	Line 2
	This is a required field
Suburb	Line 3
Postal/Zip Code*	Zip Code Country* Please select...
	This is a required field This is a required field

✉ Postal Address   📋 Copy from home address

Line 1*	Line 1
	This is a required field
Line 2*	Line 2
	This is a required field
Suburb	Line 3
Postal/Zip Code*	Zip Code Country* Please select
	This is a required field This is a required field

👤 Citizenship Status

Citizenship*	Please select...
	This is a required field
Primary Nationality*	Please select...
	This is a required field

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STEP 1.2: Education Profile

An MCom in Development Finance is a postgraduate degree – please provide the details of your previous qualifications

EDUCATION PROFILE

Please ensure that all **certified copies of your documents are uploaded later in your application.**

This should include, but is not limited to, a University Degree, Educational Certificates and Full Transcripts, or proof of qualifications from other establishments. You are also required to send certified hard-copies of the originals to us.

Please tick to confirm you have read and understood the above statement, as it is crucial to the application process. ☑

You can add multiple certifications by clicking on 'add to your educational history' for the first one and then the ADD button for additional qualifications.

🏛 Education History

Qualification Name	Major	Institution	Course Dates	Graduation Year	
Qualification Name	Major	Institution	Course Dates	Graduation Year	

➕ Add to your education history.

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STEP 1.3: Employment information
Tell us about your employment history.

EMPLOYMENT INFORMATION

Please enter your employment information below. If you are not currently employed, please enter previous employment information.

↺ Experience

| Years of full-time work experience* | Years of full-time work experience |
| Years of experience in a managerial capacity* | Years of experience in a managerial capacity |

▦ Employer Profile

Company	Position	Job Function	
Comnay	Pos		✎ Edit
Company	**Position**	**Job Function**	

➕ Add to your employment history.

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STEP 1.4: Fees
How are you planning on funding your studies?

FINANCIAL CONSIDERATIONS

This postgraduate programme is a 2-year modular programme that requires time and attention. Have you considered the financial implications of this? Let's get into the details, below.

This intake runs from Monday, 04 March 2024 until Monday, 09 February 2026

💳 Funding

How do you intend to fund your studies?*   [I will be self-funded   ▾]

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STEP 1.5: Application essays

This is an important part of the application process – give yourself time, be authentic, and proofread before your submit.

MOTIVATIONS

Later in the application process, you will be required to submit motivational essays. Please see the subjects and guidelines below.

Please tick this box to show that you have read and understood the instructions for submitting your motivations, as this is a crucial part of the process. ☐

☁ Motivation Questions

1. What is your motivation for applying for the programme?
2. How will this programme help you in achieving your vision and goals for your future?
3. Why have you decided on UCT GSB for your application and what are your expectations for your GSB experience?

FORMAT YOUR MOTIVATIONS

- Complete each motivation on a separate page, upload onto the UCT Online Application and print & include with your hard copy application pack.
- Please write clearly and openly about yourself.
- Give examples where useful.
- Each motivation should be between 300 and 400 words.
- Your motivations should be typed (1.5 line spacing, 12 font size).

Please follow this template.

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STEP 1.6: Evaluator Forms

We require professional references from two objective and reliable sources. Take care to select referees who know you in a professional context, and will be responsive to your request. It's a good idea to contact them ahead of time and let them know what will be required to avoid delaying your application.

CONFIDENTIAL EVALUATOR'S FORMS

You will be required to contact two individuals who know you in a professional context. They will be required to complete a confidential evaluator's forms as part of your application.

IMPORTANT TO NOTE:

- **You must notify your selected evaluators before completing this step. Do not complete the step without notifying them as they need to be made aware of your intention to apply at UCT GSB.**
- **Your evaluators cannot be a family member.**

Continue below by entering the details of your evaluators. They will be emailed a link to start their evaluation. They will be required to download the evaluator form, complete it and upload it through the link provided in the email. The email to your evaluators will be sent when you have completed the statement of integrity at the end of the pre-application.

If you do not have any work experience you are not required to fill in the evaluator forms below.
I do not have any work experience ☐

NB: Please tick this box to show that you have read and understood the instructions and contacted your evaluators to notify them, as this is a crucial part of the process ☐

🏅 Evaluator #1:

Full Name	t
Company	C
Position in company	P
Telephone (Work)	+27215557864
Mobile	+27215557864
Email	Email Address
	This is a required field
Evaluator Status	Pending

🏅 Evaluator #2:

Full Name	Full Name
	This is a required field
Company	Company Name
	This is a required field
Position in company	Position in company
	This is a required field
Telephone (Work)	International format eg. +27825112254
Mobile	International format eg. +27825112254
Email	Email Address
	This is a required field
Evaluator Status	Pending

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STEP 1.7: Digital signature
This confirms the authenticity of your submission, and allows you to choose whether you've completed this section or intend to return later and make changes.

STATEMENT OF INTEGRITY

I hereby certify that I have provided accurate information in this application, including all required supporting documents that are to be uploaded as part of the application process. I authorise all persons or entities to provide any relevant information in their possession to the University of Cape Town or its agent for use in considering me for admission or verifying my credentials for admission, and I expressly waive any required notice to me.

I understand and agree that any misrepresentation or omission of facts in my application will justify the denial of admission, the cancellation of admission, or expulsion. This application is my own, honest statement to the Admissions Committee.

☑ I agree with the statement above

Your Full Name	Full Name
	This is a required field
Date	2024/04/09
Application Status	I want to change previous sections

Back   Submit

Next steps

Once you've confirmed your submission, the Pre-Application process (Step 1) is complete.

You will also need to UCT Online Application (Step 2) described below.

STEP 2: UCT Online Application

You will also need to submit your information to UCT Central Admissions (PeopleSoft) to create your official UCT student record and student number.
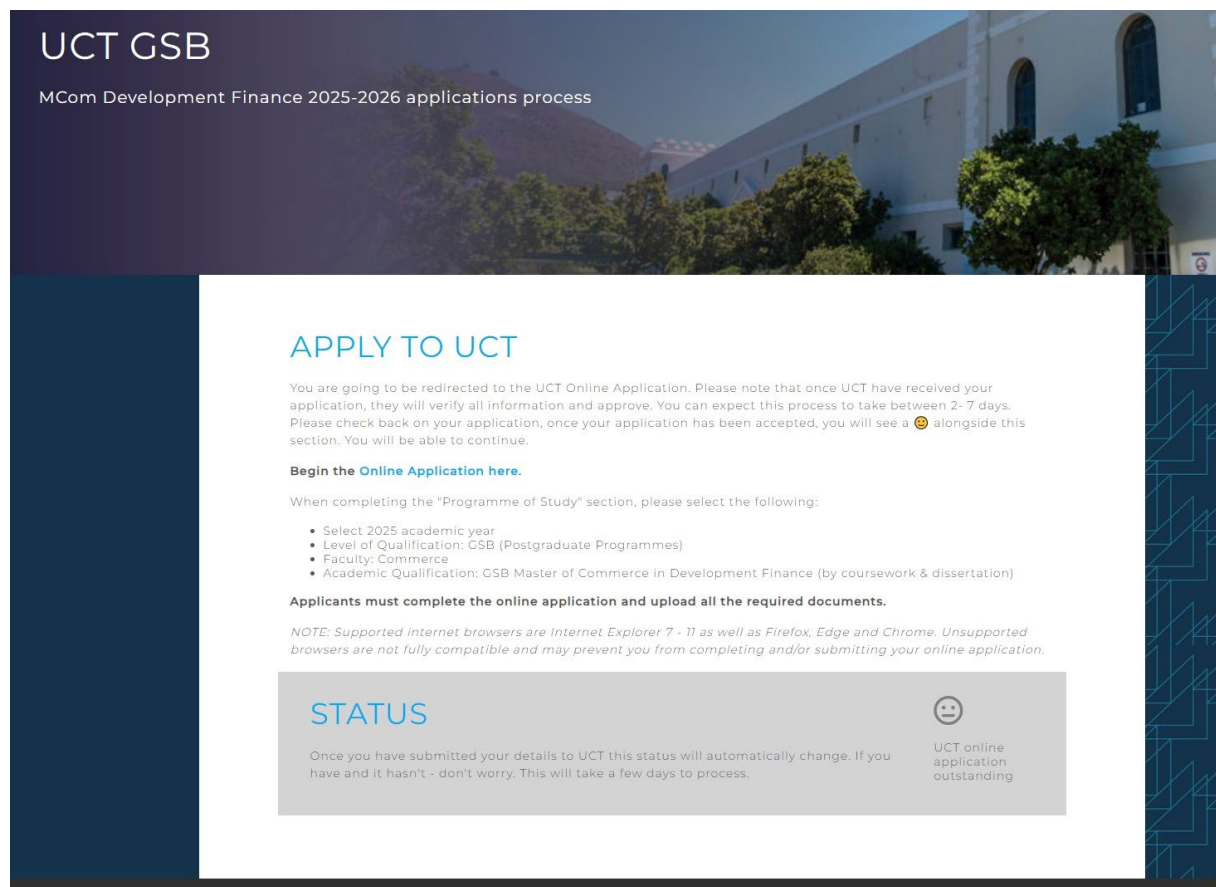
Please note that once UCT have received your application, they will verify all information and approve. You can **expect this process to take between 2- 7 days**.

Please check back on your application, once your application has been accepted, you will see a 🙂 alongside this section.

You can also reach the [Online Application here.](#)

When completing the "Programme of Study" section, please select the following:
- Select 2026 academic year
- Level of Qualification: GSB (Postgraduate Programmes)
- Faculty: Commerce
- Academic Qualification: GSB Master of Commerce in Development Finance (by coursework & dissertation)

UCT GSB

MCom Development Finance 2025-2026 applications process

APPLY TO UCT

You are going to be redirected to the UCT Online Application. Please note that once UCT have received your application, they will verify all information and approve. You can expect this process to take between 2- 7 days. Please check back on your application, once your application has been accepted, you will see a 😊 alongside this section. You will be able to continue.

Begin the Online Application here.

When completing the "Programme of Study" section, please select the following:

- Select 2025 academic year
- Level of Qualification: GSB (Postgraduate Programmes)
- Faculty: Commerce
- Academic Qualification: GSB Master of Commerce in Development Finance (by coursework & dissertation)

Applicants must complete the online application and upload all the required documents.

NOTE: Supported internet browsers are Internet Explorer 7 - 11 as well as Firefox, Edge and Chrome. Unsupported browsers are not fully compatible and may prevent you from completing and/or submitting your online application.

STATUS

Once you have submitted your details to UCT this status will automatically change. If you have and it hasn't - don't worry. This will take a few days to process.

😐

UCT online application outstanding

STEP 3: Document Uploads

By this stage in the application process these should be easy to access.
Rest assured, we'll process all documents with the strictest confidentiality.

MCom in Development Finance Checklist

Use this checklist to track your progress.

Bear in mind that some elements listed below will take more time than others.

	√	NOTES
Prepare documentation		
CV		
Transcripts		
Degree Certificates		
ID/Passport		
Write Application Essays		
Application Essay 1		
Application Essay 2		
Application Essay 3		
Submit your Evaluator Forms		
Evaluator 1		
Evaluator 2		
If required		
Sponsorship Letter		
Complete your UCT Online Application		
Submit your application to UCT Central Admissions (PeopleSoft)		

Upload your documents		
CV		
Transcripts		
Degree Certificates		
ID/Passport		
Motivation essays		
TOEFL Score/Eng Lang certificate *if applicable		
Company Sponsorship letter *if applicable		
Application fee paid		

Good luck, and remember: if you have any questions or require assistance on your application journey, you can reach the Admissions Team on:

Tel: +27 (0)21 650 7500
Email: admissions.gsb@uct.ac.za