



DEPARTMENT OF STUDENT AFFAIRS STUDENT WELLNESS SERVICE

SWS SUPPLEMENTARY DOCUMENTATION FOR DEFERRED EXAMS (DE) APPLICATIONS

The role of the DSA's Student Wellness Service (SWS) is to provide a clinic-based therapeutic service. For clarity, the SWS staff do not have any influence on the decisions of the Deferred Examination Committee (DEC).

Students who wish to apply for the Deferred Exams (DE) are invited to attend any of the SWS service sites during the exam period, and the operating hours are advised below.

The SWS will continue to provide its regular service, and students who require therapy and counselling will be assisted by making an appointment through the usual channels on the [online booking platform](#).

Students known to SWS for prior chronic medical and psychological therapy will not need to be re-assessed for the DE application. They may complete the [ACA44a form](#), Sections A and B only, and hand it to the SWS practitioner for completion.

These students can access the SWS main clinic, Ivan Toms Building, 28 Rhodes Ave, Mowbray, as early as 3 weeks before their exam date.

SWS Deferred Exams service hours and sites

Students may visit any SWS service sites below during the exam period and bring along the ACA44a form so the clinician can complete the relevant sections. Students should not perceive a signed supplementary form to mean that the Deferred Examinations Committee will approve it; it is merely a support document.

Locations where no booking or appointments are required:

- **SWS – Steve Biko Clinic**
 - Steve Biko Students' Union Building (SBSU), North Lane, Upper Campus, Level 6.
 - **Upper Campus**
 - **Days: Monday to Friday**
 - **Hours: 08h30 to 16h30**

- **SWS – SWS Clinic, Mowbray**
 - Ivan Toms Building, 28 Rhodes Avenue, Mowbray
 - **Days: Monday to Friday**
 - **Hours: 08h30 to 16h30**

Online Booking System:

Students can log into the [booking](#) system and select the next available slot under the medical or counselling appointment tabs. The same SWS consultation fees as the other basic consultation fees apply for an assessment for deferred exams at all SWS service points. The following service points are accessible on the booking platform:

DSA SWS SERVICE POINTS				
UCT Campus	Location	Service Days	Service Times	Type of Contact
Lower Campus	Ivan Toms building (Main Clinic)	Monday – Friday	08h30 – 16h30	Ivan Toms and Steve Biko clinics provide walk-in services for high-risk students with high-risk symptoms.
	Ivan Toms building (Main Clinic)	Monday – Friday	08h30 – 16h30	DSA SWS Booking system in place. https://uct.ac.za/dsa/student-wellness-service/appointments-sws
Upper Campus	Steve Biko Clinic, Students Union Building Rooms: 6.21, 6.23	Monday – Friday	08h30 – 16h30	DSA SWS Booking system in place. https://uct.ac.za/dsa/student-wellness-service/appointments-sws
	Faculty of Science, Mathematics Building Room: M308	Monday & Tuesday	08h30 – 16h30	
Middle Campus	Faculty of Law, Kramer Building Room: 6.40	Monday & Tuesday Wednesday	08h30 – 16h30 08h30 – 12h30	
Hiddingh Campus	Faculty of Humanities, Commerce Building Room: 6	Monday – Thursday	09h00 – 15h30	
Medical Campus	Faculty of Health Sciences, GSH G26 Room: 21.6	Monday – Friday	08h30 – 16h30	
Graduate School of Business	Graduate School of Business, Academic Room	Wednesday	09h00 – 15h00	

Key points to note

- Students do not need to make appointments for the DE support services provided at the two service sites, the Upper Campus Clinic and the SWS Main Clinic.
- The service is a walk-in service and works on a first-come, first-served basis. No students should submit their applications after the stipulated 7 days after the exam, citing booking themselves a slot beyond the 7 days.
- Sections A and B of form [ACA44a](#) need to be completed by the student, and Section C needs to be completed by the SWS clinician.
- Form ACA44a will be given to the student immediately.
- **Students new to SWS and** applying for the DE must visit any of the DE service sites listed above for a clinical assessment and to complete the [ACA44a](#) form.

All non-clinical queries regarding DE should be addressed directly to the DEC.
(deferred.exams@uct.ac.za)

SWS queries: sws.practicemanager@uct.ac.za