The complete 2020 University Prospectus consists of the following parts:

- General Prospectus
- Student Account Guide
- Prospectuses of the respective faculties
  - Faculty of Arts
  - Faculty of Business and Economic Sciences
  - Faculty of Education
  - Faculty of Engineering, the Built Environment and Information Technology
  - Faculty of Health Sciences
  - Faculty of Law
  - Faculty of Science

Copies of separate parts of the prospectus are obtainable from:
The Registrar
PO Box 77000
Nelson Mandela University
PORT ELIZABETH
6031
SOUTH AFRICA

**NB**
Although the information contained in this Prospectus has been compiled as accurately as possible, the Council and the Senate of the Nelson Mandela University accept no responsibility for any errors or omissions. This Prospectus is only applicable to the 2020 academic year.

Information reflected in this Prospectus is as available at the time of going to publication.
VISION, MISSION, VALUES, EDUCATIONAL PURPOSE AND PHILOSOPHY

VISION

To be a dynamic African university, recognised for its leadership in generating cutting-edge knowledge for a sustainable future.

MISSION

To offer a diverse range of life-changing educational experiences for a better world.

To achieve our vision and mission, we will ensure that:
- Our values inform and define our institutional ethos and distinctive educational purpose and philosophy.
- We are committed to promoting equity of access and opportunities so as to give students the best chance of success in their pursuit of lifelong learning and diverse educational goals.
- We provide a vibrant, stimulating and richly diverse environment that enables staff and students to reach their full potential.
- We develop graduates and diplomates to be responsible global citizens capable of critical reasoning, innovation, and adaptability.
- We create and sustain an environment that encourages and supports a vibrant research, scholarship and innovation culture.
- We engage in mutually beneficial partnerships locally, nationally and globally to enhance social, economic, and ecological sustainability.

VALUES

- Diversity
- Excellence
- Ubuntu
- Social justice and equality
- Integrity
- Environmental stewardship

EDUCATIONAL PURPOSE AND PHILOSOPHY

- We provide transformational leadership in the service of society through our learning and teaching, research, innovation and internationalisation activities.
  - To achieve this we are committed to developing the human potential of our staff and students in the full spectrum of its cognitive, economic, social, cultural, aesthetic and personal dimensions in the pursuit of democratic citizenship.
- We adopt a humanising pedagogical approach that respects and acknowledges diverse knowledge traditions and engages them in critical dialogue in order to nurture a participative approach to problem-posing and -solving, and the ability to contribute to a multi-cultural society.
- We inspire our stakeholders to be passionate about and respectful of an ecologically diverse and sustainable natural environment.
- We will be known for our people-centred, caring, values-driven organisational culture that will allow all members of the university community to contribute optimally to its life.
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ADDRESS OF THE UNIVERSITY

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The Admissions Section
PO Box 77000
Nelson Mandela University
PORT ELIZABETH
6031

**Examinations & Graduation**
The Examination Section
PO Box 77000
Nelson Mandela University
PORT ELIZABETH
6031

**Finance**
The Finance Department
PO Box 77000
Nelson Mandela University
PORT ELIZABETH
6031

**General**
The Registrar
PO Box 77000
Nelson Mandela University
PORT ELIZABETH
6031

**Telephone numbers**
PE Campuses: +27 41 504-1111
Office for International Education +27 41 504-2161
George Campuses: +27 44 801-5111
Student enquiries +27 41 504-9000

e-mail: info@mandela.ac.za
Website: http://www.mandela.ac.za
## USEFUL TELEPHONE NUMBERS

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General Prospectus

ABOUT NELSON MANDELA UNIVERSITY

Nelson Mandela University is a new generation university, distinguished by a wide range of study options and access routes open to students. With 470 programmes from certificate through to doctoral level across 200 different career fields, Nelson Mandela University truly is a comprehensive university.

Founded on more than a century of quality higher education, Nelson Mandela University nurtures innovation, fosters creativity, embraces technology and develops people towards changing the world for the better. The University was previously known as Nelson Mandela Metropolitan University (NMMU), but on 21 July 2017 it was officially re-launched as Nelson Mandela University – the only university in the world to have been given this privilege. Our alumni also come from the University of Port Elizabeth, the Port Elizabeth Technikon and Port Elizabeth campus of Vista University, as these three institutions were merged to form NMMU in 2005.

The University has a strong record of accomplishment of research, working extensively in partnership with business and industry, and has an even more exciting future ahead of it, especially in terms of its contribution to the socioeconomic development of the metro, region, country and continent of Africa.

This is due, among other new and growing ventures, to Nelson Mandela University’s bold journey towards becoming the leading destination for all Ocean Sciences related teaching, learning, research and engagement in Africa with the launch of its dedicated Campus in September 2017.

Our campuses

The launch of the Ocean Sciences Campus means Nelson Mandela University now has seven campuses and about 27 000 students.

Six of Nelson Mandela University’s campuses are in Nelson Mandela Bay and one is in George on the Garden Route. The seven campuses are:

- South Campus in Summerstrand (within a 720-hectare private nature reserve)
- North Campus in Summerstrand
- Ocean Sciences Campus, adjacent to North and South campuses in Summerstrand
- Second Avenue Campus, home to our “green” Business School, in Summerstrand
- Bird Street Campus, a growing postgraduate arts hub in Central
- Missionvale Campus in Missionvale
- George Campus in George

Facilities and supportive learning and teaching environment

Nelson Mandela University is privileged to have outstanding facilities. All students have access to well-equipped laboratories, some of which are open 24/7, and free Wi-Fi throughout all its campuses. All lecture halls are equipped with the latest technology and students have the opportunity of using additional e-learning tools online. The campus libraries and information services network offers a state-of-the-art integrated online system. There are cafeterias, food courts and coffee shops.

A range of opportunities is provided to enhance the academic success of students. These include a first-year orientation programme, peer-facilitated learning opportunities (eg, Supplemental Instruction, e-PAL, tutorials, practicals, mentor programmes, ‘Keys to Success’ workshops and online resources). The University also promotes learning and development beyond the classroom towards enhancing holistic student development. To recognise this learning, Nelson Mandela University has developed an innovative, electronic co-curricular record system. This record complements the students’ academic record.

The University also offers the finest sporting facilities in the Eastern Cape and numerous venues for conferences, meetings and other special events.
Faculties

Nelson Mandela University has seven faculties. They are:
- Arts
- Business and Economic Sciences
- Education
- Engineering, the Built Environment and Information Technology
- Health Sciences
- Law
- Science

Academic focus areas

Though the University prides itself on its vast range of programme offerings, it has a number of strategic areas in terms of its core business of learning and teaching, research, innovation and internationalisation. These are:
- Health and wellness
- Economic and business development with a focus on job creation and entrepreneurship
- Materials and process development for industry and manufacturing
- Emerging information and communications technology for development
- Environmental and natural resource management
- Culture, communication and language
- Leadership, governance, democracy and justice
- Educational development in support of excellence in teaching, learning and curriculum
- Infrastructure and human settlement development

Strategic research areas

- Biodiversity conservation and restoration
- Coastal marine and shallow water ecosystems
- Cyber citizenship
- Democratisation, conflict and poverty
- Earth Stewardship Science
- Health and wellbeing
- Humanising pedagogies
- Manufacturing technology and engineering
- Nanoscale characterisation and development of strategic materials
- Science, Mathematics and Technology Education for Society
- Strategic energy technologies
- Sustainable human settlement development and management
- Sustainable local economic development

Research, Innovation and Internationalisation entities

Nelson Mandela University has more than 30 focused institutes, centres and units that exist over and above the formal academic structures. These are aimed at promoting research, technology transfer and innovation. They include the likes of InnoVenton, the University’s go-getting Institute for Chemical Technology and Downstream Chemicals; eNtsa, an institute that focuses on seeking solutions through engineering; Earth Stewardship Science Research Institute (ESSRI); and the Institute for Coastal and Marine Research. Many are award-winning entities. The University also has many more engagement institutes, centres and units and two clinics serving society in various initiatives. Its mobile Zanemphilo health platform, for example, serves both indigent communities and its Health Sciences students with practical experience. The latter forms part of the growing Interprofessional Education (IPE) that will undergird the University’s Health Science qualifications as it moves towards the formalisation of its Medical School.

‘Green’ endeavours

In line with its value of respect for the natural environment, Nelson Mandela University is involved in a large number of “green” initiatives that will not only reduce its own carbon footprint but is also assisting others in seeking renewable energy resource solutions. The university’s Business School, for example, was the first in the country to be awarded four-star “green” accreditation for a public and education building by the Green Building Council of South Africa in 2013. The “green” agenda is supported by the Centre for Renewable Energy, which is
recognised as a research leader in the field, and the University’s overriding strategic priority towards all-round environmental economic and environmental sustainability.
International links
Just over 8% of the University’s student body comes from 84 different countries outside of South Africa. The Office for International Education fosters relationships and manages inter-institutional linkages to enrich both Nelson Mandela University staff and students. These partnerships also foster our growing research.

Reasons to be proud:

• Nelson Mandela University’s diversity and multiculturalism. Our African students come from 32 countries on the continent.
• Nelson Mandela University is the only University in the world to be named after the global icon Nelson Mandela
• The Centre for High Resolution Transmission Electron Microscopy (CHRTEM) is the only place in Africa where scientists can view atoms in line with the University’s growing prominence for nanoscience.
• The University was chosen to host the country’s 10th Medical School, and expects its first cohort of medical students from 2020.
• 43% of our academic staff have doctoral degrees, which is above the national average.
• New infrastructure like the second iconic Engineering Block on North Campus, the High Performance Complex complete with a 100m research sprint track, and the Science Building on South Campus.
• The University has the only dedicated Ocean Sciences Campus in South Africa and is working together across disciplines – from the Arts through to Zoology – to find innovative, sustainably solutions in growing the country’s blue economy.
• Nelson Mandela University has excellent links with industry and business, particularly within the pharmacy, tourism, the automotive industries and now with all Ocean Sciences-related partners.
• Nelson Mandela University’s ongoing education partnership of ten years with Fifa, as one of only two presenters in Africa of an international sports management programme through the Centre International d’Etude du Sport (CIES).
• In 2012 the University was selected to facilitate the country’s first electric e-mobility programme and technical centre, called the uYilo e-mobility programme.
• The University has extensive expertise within the field of friction processing which has resulted in numerous national awards for the patented technology, WeldCore®. This technology has saved industry vast sums of money.
• Nelson Mandela University’s accounting and pharmacy students who continue to produce top results in their national external examinations.
• The University’s international award-winning choir which continues to perform around the globe to wide acclaim.
ACADEMIC DRESS

Special academic attire was designed for office-bearers at Nelson Mandela University to be worn at prestigious academic events like graduation.

Each outfit – from that of the Chancellor and Vice-Chancellor to those of the Executive Deans – has been meticulously selected to signify a particular office; this is a tradition that is consistent with universities throughout the world.

The gowns, caps and hoods of Nelson Mandela University graduates were similarly inspired and are explained in detail below.

Academic dress for graduates at Nelson Mandela University is as follows:

**Doctoral degrees**

- **Gown:** Cardinal red polyester cashmere gown with long pointed sleeves pleated up with blue cord and button and lined with blue satin with 125mm facings and a blue collar.
- **Hood:** Full shape hood in cardinal red polyester cashmere lined with faculty colour satin and edged around the cowl with 75mm faculty colour ribbon with 15mm blue ribbon overlaid central. 50mm wide straight neckband in cardinal red polyester cashmere, 25mm faculty colour ribbon in centre of neckband with 15mm blue ribbon overlaid central to faculty ribbon.
- **Cap:** Round doctor's bonnet in black velvet with faculty colour cord and tassel.

**Master's degrees**

- **Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail is used.
- **Hood:** Full shape blue hood lined faculty colour satin and edged around the outside of the cowl with 75mm faculty colour with ribbon. 50mm straight neckband in blue with 25mm faculty colour ribbon centred.
- **Cap:** Black mortarboard with blue tassel.

**Postgraduate diplomas**

- **Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail.
- **Hood:** Blue simple shape hood lined silver grey satin. Straight neckband with 15mm faculty ribbon on top edge of neckband and around cowl. 15mm silver grey ribbon on bottom edge of neckband and around cowl spaced 20mm away from the faculty colour.
- **Cap:** Black mortarboard with blue tassel.

**Bachelor honours degrees**

- **Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail.
- **Hood:** Blue simple shape hood lined silver grey satin with 50mm wide straight neckband in faculty colour. Cowl edged 75mm faculty colour ribbon on the outside. 15mm silver grey ribbon runs along the outer edge of the cowl, overlaid on faculty ribbon and on top edge of neckband.
- **Cap:** Black mortarboard with blue tassel.

**Four-year bachelor's degrees (including Bachelor of Technology degrees)**

- **Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail.
**General Prospectus**

**Nelson Mandela University**

**Hood:** Blue simple shape hood lined silver grey satin with 50mm wide straight neckband in faculty colour. Cowl edged 75mm faculty colour ribbon on the outside. Silver grey cord runs along the outer edge of the cowl, overlaid on faculty ribbon and on top edge of neckband.

**Cap:** Black mortarboard with blue tassel.

**Three-year bachelor's degrees**

**Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail.

**Hood:** Blue simple shape hood lined with silver grey satin with 50mm wide straight neckband in faculty colour. Cowl edged 75mm faculty colour ribbon on the outside.

**Cap:** Black mortarboard with blue tassel.

**Advanced diploma**

**Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail.

**Hood:** Blue simple shape hood lined with silver grey satin with 50mm wide straight neckband. 15mm faculty colour ribbon on top and bottom of neckband around cowl.

**Cap:** Black mortarboard with blue tassel.

**Diploma**

**Gown:** Black gown, long pointed sleeves pleated up with blue twisted double cord and button. Similar cord detail.

**Hood:** Blue simple shape hood with 50mm wide straight neckband. 25mm faculty colour ribbon on centre of neckband.

**Cap:** Black mortarboard with blue tassel.

**Faculty colours**

- **Arts:** Yellow
- **Business & Economic Sciences:** Plum
- **Business School:** Black and magenta
- **Education:** Orange
- **Engineering, the Built Environment and Information Technology:** Light blue
- **Health Sciences:** Apple green
- **Law:** Grey blue
- **Science:** Dark green

**Messrs T. Birch & Co (Pty) Ltd and its subsidiary, Croft Magill & Watson (Pty) Ltd, have been appointed as official robe-makers to the University and as contracted suppliers of choice to students for graduation academic attire.**

**Photos In Seconds has been appointed as the official photographer of the University.**
ACADEMIC PROGRAMME AND ALMANAC 2020

ACADEMIC CALENDAR: 2020

UNIVERSITY OPENS: Monday 6 January 2020

LECTURE BLOCKS

First teaching cycle: Monday 3 February to Friday 13 March 30 days
Second teaching cycle: Monday 16 March to Friday 8 May 31 days
Third teaching cycle: Monday 6 July to Friday 14 August 29 days
Fourth teaching cycle: Monday 17 August to Friday 2 October 30 days

NORMAL EXAMINATION PERIODS

2020 Mid-year examinations: Wednesday 13 May to Friday 5 June 18 days
2020 Year-end examinations: Wednesday 7 October to Friday 30 October 18 days

RE-EXAMINATION PERIODS

2019 Year-end re-examinations: Thursday 9 January to Friday 17 January 7 days
2020 Mid-year re-examinations: Monday 29 June to Friday 3 July 5 days
2020 Year-end re-examinations: Monday 16 November to Tuesday 24 November 7 days

SPECIAL RE-EXAMINATION PERIOD FOR 2019

Third opportunity examination: Monday 17 February to Wednesday 19 February 3 Days

NOTE:
In the event of exams being disrupted, the University reserves the prerogative to extend the exam period for a reasonable time beyond the planned end of exams.

GRADUATION CEREMONIES

Autumn graduation: Wednesday 15 April to Saturday 25 April 10 days
Summer graduation: Tuesday 8 December to Saturday 12 December 5 days

STUDENT RECESS PERIODS

First teaching cycle recess: Saturday 21 March to Sunday 29 March 9 days
Second teaching cycle recess: Saturday 6 June to Sunday 5 July 30 days
Third teaching cycle recess: Saturday 19 September to Sunday 29 September 9 days
Fourth teaching cycle recess: Saturday 31 October to Sunday 3 January 2021 64 days

PUBLIC AND UNIVERSITY HOLIDAYS 2020

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<tr>
<td>Mon</td>
<td>15 June</td>
<td>University Holiday</td>
</tr>
<tr>
<td>Tue</td>
<td>16 June</td>
<td>Youth Day</td>
</tr>
</tbody>
</table>

Semester 2

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sun</td>
<td>09 August</td>
<td>National Women’s Day</td>
</tr>
<tr>
<td>Mon</td>
<td>10 August</td>
<td>Public Holiday</td>
</tr>
<tr>
<td>Thurs</td>
<td>24 September</td>
<td>Heritage Day</td>
</tr>
<tr>
<td>Fri</td>
<td>25 September</td>
<td>University Holiday</td>
</tr>
<tr>
<td>Wed</td>
<td>16 December</td>
<td>Day of Reconciliation</td>
</tr>
<tr>
<td>Fri</td>
<td>25 December</td>
<td>Christmas Day</td>
</tr>
<tr>
<td>Sat</td>
<td>26 December</td>
<td>Day of Goodwill</td>
</tr>
</tbody>
</table>

SCHOOL CALENDAR 2020

Term 1

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wed</td>
<td>15 January</td>
<td>to Fri 20 March</td>
</tr>
<tr>
<td>Holiday</td>
<td>Sat 21 March</td>
<td>to Mon 30 March</td>
</tr>
</tbody>
</table>

Term 2

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tues</td>
<td>31 March</td>
<td>to Fri 12 June</td>
</tr>
<tr>
<td>Holiday</td>
<td>Sat 13 June</td>
<td>to Mon 6 July</td>
</tr>
</tbody>
</table>

Term 3

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tues</td>
<td>7 July</td>
<td>to Fri 18 September</td>
</tr>
<tr>
<td>Holiday</td>
<td>Sat 19 September</td>
<td>to Mon 28 September</td>
</tr>
</tbody>
</table>

Term 4

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tues</td>
<td>29 September</td>
<td>to Tues 2 December</td>
</tr>
<tr>
<td>Holiday</td>
<td>Thurs 3 December</td>
<td></td>
</tr>
</tbody>
</table>
General Prospectus

ALMANAC 2020

January

Wed 1  New Year's Day
Thu 2
Fri 3
Sat 4
Sun 5
Mon 6  University re-opens
On campus residences open for students with supplementary examinations
First day for submission and processing of study elsewhere and module credit requests
Library and Information Services re-open
Library and Information Services: Vacation hours
Viewing and applications for re-marking of November 2019 examination answer scripts commence
First day for submission of requests for programme/qualification changes for the purpose of graduation in April 2020
First day for submission of requests for programme/qualification changes for 2019 registered students for the purpose of 2020 registration (Semester 1)
Submission of appeals from students who attempted all their modules during the November examination and were refused re-admission for the 2020 academic year continue

Tue 7
Wed 8
Thu 9  2019 Year-end re-examinations commence
Fri 10  Admissions Committee (08:30)
Sat 11  Residence open for new international students
Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun 12  Library and Information Services closed
Mon 13  On campus residences open for new entry international students
Tue 14  Welcoming and orientation: International students
Wed 15  Schools re-open
On-line Registration commences
Thu 16  Admissions Committee (08:30)
Student Housing Management Committee (09:00)
Fri 17  2019 Year-end re-examinations end
Sat 18  Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only)
Sun 19  Residences open for first year students
Library and Information Services closed
Residences re-open for First Year students (George Campus)
Mon 20  Registration commences
Residence First year students orientation commences
George Campus registration: All international students
BTech Block 1 modules commence (Forestry and Wood Technology)
Tue 21  Residence First Year students Orientation ends
CTLM Academic Induction (BYJ) First offering: (1st leg) commences
Wed 22  Management Committee (MANCO) (08:30)
Last day for processing January 2020 final re-examination/special examination marks by academic departments (12:00)
Thu 23  CTLM Academic Induction (BYJ) First offering: (1st leg) ends
Last day for submission of examination scripts and final mark reports to the Examination Section (14:00)
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
</table>
| Fri 24 | Research Committee (08:30)  
Admissions Committee (08:30)  
Publication of provisional January 2020 re-examination/special examination results  
Last day for submission of experiential training reports and applications for module credit requests for graduation in 2020 |
| Sat 25 | First-Year Success (FYS) Programme commences  
Graduate School - Trimester 1 Lectures commence  
Welcoming Ceremony for all first-year students and their parents  
Library and Information Services Vacation hours 10:00-15:00 (South and Missionvale Campuses only) |
| Sun 26 | Library and Information Services closed |
| Mon 27 | Welcome and Orientation: Study Abroad students |
| Tue 28 | Academic Programme Committee (08:30) |
| Wed 29 | First Year registration commences  
Deans' Forum Breakaway starts |
| Thu 30 | Student Disciplinary Committee (08:30) |
| Fri 31 | Registration ends  
Admissions Committee (08:30)  
Deans' Forum Breakaway ends  
BTech Block 1 modules end (Forestry and Wood Technology) |
| **February** | |
| Sat 1 | On campus residences open for senior students  
Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only) |
| Sun 2 | Library and Information Services closed |
| Mon 3 | Tender Adjudication Committee (09:00)  
Library and Information Services: Term Hours  
Publication of Final January 2020 re-examination/special examination results  
**Full-time and part-time lectures commence: Start of first teaching cycle of lectures**  
HC Veldfire Management Block 1 - 1st semester course commences (First year part-time and full-time)  
**Late Registration commences**¹ |
| Tue 4 | Extended Management Committee (Retreat) (08:30) |
| Wed 5 | Research Ethics Committee (Animal) (14:00)  
Extended Management Committee (Retreat) (08:30)  
Last day for viewing and applications for re-marking of November 2019 examination answer scripts  
Last day for viewing and applications for re-marking of January 2020 re-examination answer scripts |
| Thu 6 | Academic Titles Committee (09:00)  
Student Disciplinary Committee (08:30)  
Viewing and applications for re-marking of January 2020 examination answer scripts commence |
| Fri 7 | Admissions Committee (08:30)  
Blended Learning Committee (12:30)  
Graduate School Trimester 1 - Last day for registration without penalty of 2020 modules and registration changes  
Processing of final year study elsewhere and module credit requests submitted by 24 January deadline for April 2020 graduation purposes end  
Final date for the approval by Faculty Postgraduate Studies Committees of applications for studies in abeyance for 2020 from master's and doctoral students  
Last day for the submission of appeals from students who attempted all their modules during the examination and/or re-examination and were refused re-admission for the 2020 academic year |

¹Late registration after 31 January is subject to payment of a late registration fee
Sat 8
Sun 9
Mon 10  Teaching and Learning Committee (14:00)
First day for students to apply to the Exams Office if they wish not to write exams on a
different date or time during the exam period due to clashes with religious or cultural
observance (Application must be accompanied by a letter from the relevant ordained
religious leader or designated authority on an official letterhead)

Tue 11  Executive Committee of Senate (09:00)
Student Disciplinary Committee (08:30)

Wed 12  Employment Equity Forum (14:00)
Arts, Culture and Heritage Committee (14:00)

Thu 13  Quality Committee (08:30)

Fri 14  HC Veldfire Management Block 1 - 1st semester course ends (First year part-time and
full-time)
Last day for submission of requests for programme/qualification changes for the
purpose of graduation in April 2020
Last day for submission of requests for programme/qualification changes for
2019 registered students for the purpose of 2020 registration (Semester 1)

Sat 15
Sun 16
Mon 17  Information and Communication Technology Committee (14:00)

2019 Year-end third opportunity examinations commence

Tue 18  Postgraduate Studies Committee (09:00)

Wed 19  Management Committee (08:30)
Faculty Board Meeting: Faculty of Education (13:30)

2019 Year-end third opportunity examinations end

Thu 20  Madibaz Sport Committee (13:00)
Madibaz Sport Committee (13:00)
Research and Engagement Committee (08:30)
Student Housing Management Committee (09:00)
Student Life Development Team Committee (14:00)

Fri 21  Campus Life Concert

Census Date: Term 1 modules
Faculty Board Meeting: Faculty of Law (13:00)
Last day for processing third opportunity examinations marks by Academic
Departments (12:00)

Sat 22  Campus Life Festival

Sun 23
Mon 24  Estate and Facilities Management Committee (14:00)
HC Veldfire Management Block 2 - 1st semester programme commences
(Second year part-time and full-time)
Last day for submission of third opportunity examination scripts and final marks reports
to the Examination Section (14:00)

Tue 25  Senate (14:00)

Wed 26  Research Ethics Committee (Human) (14:00)

Thu 27  Deans’ Forum (08:30)
Central Timetabling Committee (14:00)
Faculty Board Meeting: Faculty of Health Sciences (12:00)

Fri 28  Late registration ends
Graduate School - Last day for cancellation of Trimester 1 modules without penalty
Graduate School - Late registration with penalty for Trimester 1 modules ends

Last day for registration changes for the block of lectures that started on
3 February 2020
Final date for approval of master's and doctoral degree examination reports and
approval of manuscripts in article format for doctoral candidates for graduation in April 2020
Last day for students to apply to the Exams Office if they wish not to write exams on a
particular date or time during the exam period due to clashes with religious or cultural
observance (Application must be accompanied by a letter from the relevant ordained
religious leader or designated authority on an official letterhead)

Sat 29
March

Sun  1  Governance and Ethics Committee (09:00)
    Start of 2020 Graduate Recruitment Presentations (early awareness)

Mon  2  Institutional Forum (14:00)
        Audit and Risk Committee (09:00)

Tue  3  Student Services Council (14:00)
        Faculty Board Meeting: Faculty of Arts (14:00)

Wed  4  Student Disciplinary Committee (08:30)
        Finance and Facilities Committee (13:00)
        Human Resources and Remuneration Committee (09:00)

Thu  5  Faculty Board Meeting: Faculty of Engineering, the Built Environment and Information Technology (12:00)

Fri  6  Faculty Board Meeting: Faculty of Engineering, the Built Environment and Information Technology (12:00)

Sat  7  International Women’s Day

Sun  8  Tender Adjudication Committee (14:00)
        HC Veldfire Management Block 3 - 1st semester course commences (First year part-time and full-time)

Mon  9  Capital Resources Allocation Committee (09:00)

Tue 10  Internationalisation Committee (09:00)
        Student Disciplinary Committee (08:30)
        Research Ethics Committee (Animal) (14:00)
        Faculty Board Meeting: Faculty of Science (14:00)

Wed 11  Executive Committee of Council (09:00)
        Admissions Committee (12:30)

Thu 12  End of first teaching cycle of lectures
        Senior Management Appointments Committee (09:00)
        Faculty Board Meeting: Faculty of Business and Economic Sciences (14:00)

Fri 13  Graduate School - Last day for cancellation of Trimester 1 modules with 50% liability

Sat 14

Sun 15

Mon 16  Risk Management Committee (09:00)
          Start of second teaching cycle of lectures

Tue 17  Student Disciplinary Committee (08:30)
          Census Date: Trimester 1 modules
          Scholarship and Bursaries Committee (09:00)
          Sexual Harassment and Offences Committee (14:00)

Wed 18  Management Committee (08:30)
          Publication of Provisional Examination Timetable without venues

Thu 19  Student Housing Management Committee (09:00)
          Library and Information Services Committee (14:00)
          Computing Sciences and Information Technology Careers Fair

Fri 20  Schools close
          Census Date: Semester 1 modules
          Last day for submission of final copies of treatises/dissertations/theses for graduation in April 2020
          HC Veldfire Management Block 3 - 1st semester course ends (First year part-time and full-time)
Sat 21  **Human Rights Day**  
**Start of Autumn recess for students**  
*Library and Information Services closed*
Library and Information Services Vacation hours

Sun 22  *Library and Information Services closed*

Mon 23  CTLM Academic Induction (BYJ) First offering: (2nd leg) commences

Tue 24  Student Life Development Team Committee (14:00)  
CTLM Academic Induction (BYJ) First offering: (2nd leg) ends

Wed 25  Research Ethics Committee (Human) (14:00)

Thu 26  Council (09:00)

Fri 27  Student Orientation Committee (12:30)  
Senior Management Appointments Committee (09:00)  
**Last day for module changes for the block of lectures that started on 16 March 2020**

Sat 28  Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale Campuses only)

Sun 29  **End of Autumn recess for students**  
*Library and Information Services closed*

Mon 30  Strategic Resource Allocation Committee (08:30)  
Library and Information Services: Term hours  
Graduate School - Late registration ends for year block and Trimester 2 and 3 modules  
Graduate School - Last day for cancellation of year block modules without penalty

Tue 31  **Schools re-open**  
Deans' Forum (08:30)  
Transformation Committee (14:00)  
**Last day for renewal of registration by candidates for research master's and doctoral degrees**

April

Wed 1  Academic Programme Committee (08:30)  
Publication of second Provisional Examination Timetable without venues  
Applications for academic admission and On-Campus accommodation for 2021 academic year open

Thu 2  Student Disciplinary Committee (08:30)  
Co-Curricular Student Development Committee (12:30)

Fri 3  Open Day (George Campus)

Sat 4  Open Day (George Campus)

Sun 5

Mon 6  Tender Adjudication Committee (09:00)

Tue 7  Student Disciplinary Committee (08:30)  
Extended Management Committee (Retreat) (08:30)

Wed 8  Extended Management Committee (Retreat) (08:30)  
Submission of examination question papers, marking guidelines and module outcomes for the June 2020 examinations - all exit level modules (including special/re-examinations for July 2020)

Thu 9

Fri 10  **Good Friday**  
**Census Date: Term 2 modules**  
*Administrative Offices and Library and Information Services closed*

Sat 11  *Library and Information Services closed*

Sun 12  *Library and Information Services closed*

Mon 13  **Family Day**  
*Administrative Offices and Library and Information Services closed*

Tue 14  Graduation Site meeting (George) (15:00)  
HC Veldfire Management Block 4 - 1st semester course commences (Second year part-time and full-time)
General Prospectus  
Nelson Mandela University

Wed 15  
**George Campus Autumn Graduation Ceremony**
Publication of final June examination timetable with venues
Last day for the submission of all examination question papers, marking guidelines and module outcomes for June 2020 examinations including special/re-examination for July examinations

Thu 16  
Student Housing Management Committee (09:00)
Graduation Site meeting (Port Elizabeth) (15:00)

Fri 17  
Chancellor’s Dinner

**PE Autumn Graduation Ceremonies commence**
Graduate School - Last day for cancellation of Trimester 1 modules for exam purposes

Sat 18

Sun 19

Mon 20  
Start of 2020 Law Recruitment Programme

Tue 21  
Research Committee (08:30)

Wed 22  
E-submission of all question papers internally and externally moderated complete for June 2020 assessments (including July 2020 re-assessments)

Thu 23

Fri 24  
HC Veldfire Management Block 4 - 1st semester course ends (Second year part-time and full-time) (00:00)

Sat 25  
**PE Autumn Graduation Ceremonies end**

Sun 26  
Library and Information Services closed

Mon 27  
**Freedom Day**

Tue 28  
Blended Learning Committee (12:30)
Library and Information Services Committee (14:00)

Wed 29  
Management Committee (08:30)
Research Ethics Committee (Human) (14:00)

Thu 30  
Deans' Forum (08:30)
Student Life Development Team Committee (14:00)
End of 2020 Law Recruitment Programme
End of 2020 Graduate Recruitment Presentations (early awareness)

**Last day for cancellation of registration, as well as the cancellation of particular modules for the purposes of June examinations**

Last day for submission of intention to submit documentation for examination by postgraduate students for awarding of master's and doctoral degrees in December 2020

**May**

Fri 1  
**Workers’ Day**
Administrative Offices and Library and Information Services closed

Sat 2

Sun 3

Mon 4  
Academic Titles Committee (09:00)
Tender Adjudication Committee (09:00)

Tue 5  
Executive Committee of Senate (09:00)

Wed 6  
Student Disciplinary Committee (08:30)
Research Ethics Committee (Animal) (12:30)
Information and Communication Technology Committee (14:00)

Thu 7  
Central Timetabling Committee (14:00)
Faculty Board Meeting: Faculty of Health Sciences (12:00)

Fri 8  
Open Day (Port Elizabeth)

**End of second teaching cycle of lectures**

Calculation of examination admission marks (12:00)
Publication of class marks on Student Portal (12:00)
Graduate School - End of Trimester 1 Lectures
Sat  9  Open Day (Port Elizabeth)
Sun 10
Mon 11  Study break commences
       Faculty Board Meeting: Faculty of Arts (14:00)
       Graduate School - Trimester 1 Examinations commence
Tue 12  Study break ends
       Postgraduate Studies Committee (09:00)
       Faculty Board Meeting: Faculty of Business and Economic Sciences (14:00)
Wed 13  1st semester examinations commence
       Estate and Facilities Management Committee (14:00)
Thu 14  Arts, Culture and Heritage Committee (14:00)
Fri 15  Admissions Committee (12:30)
       Faculty Board Meeting: Faculty of Law (13:00)
       Graduate School - Trimester 1 Examinations end
Sat 16
Sun 17
Mon 18  Teaching and Learning Committee (14:00)
       Graduate School - Trimester 2 lectures commence
       BTech Block 2 modules commence (Forestry and Wood Technology)
Tue 19  Research and Engagement Committee (08:30)
Wed 20  Management Committee (08:30)
       Faculty Board Meeting: Faculty of Education (13:30)
Thu 21  Quality Committee (08:30)
       Madibaz Sport Committee (13:00)
       Madibaz Sport Committee (13:00)
       Student Housing Management Committee (09:00)
Fri 22  Student Orientation Committee (12:30)
       Faculty Board Meeting: Faculty of Engineering, the Built Environment and
       Information Technology (12:00)
Sat 23
Sun 24
Mon 25  Internationalisation Committee (09:00)
       Student Life Development Team Committee (14:00)
Tue 26  Senate (14:00)
Wed 27  Africa Day
       Research Ethics Committee (Human) (14:00)
       Sexual Harassment and Offences Committee (14:00)
Thu 28  Deans’ Forum (08:30)
       Capital Resources Allocation Committee (09:00)
       Last day for approval by Senate of all Form 2 new programmes for implementation in the
       2021 Academic year
       Last day for approval by Senate of all programme amendments for implementation in the
       2020 Academic year and for inclusion in the 2020 Academic Prospectuses
Fri 29  Closing date for submission of Engagement Award
       Graduate School - Last day for registration changes for Trimester 2
       Closing date for submission of application forms for Innovation Awards
       Closing date for submission of application forms for Researcher of the year
       Graduate School - Last day for cancellation of Trimester 2 modules without penalty
       Closing date for submission of Faculty Excellent Teacher and Emerging
       Excellent Teacher awards
       Closing date for submission of Excellent Teacher, Distinguished Teacher,
       and Teaching and Learning Excellence: Team awards
       Closing date for submission by faculties of names of Faculty Researcher of the
       Year and Emerging Researcher of the Year award to Research Management
       Final date for approval by Faculty Postgraduate Studies Committees for the
       appointment of external examiners for awarding of master’s and doctoral degrees
       December 2020
Sat 30
Sun 31
June

Mon 1  Higher Education Committee (09:00)
      Governance and Ethics Committee (09:00)
Tue 2  Finance and Facilities Committee (13:00)
      Human Resources and Remuneration Committee (09:00)
Wed 3  Student Services Council (14:00)

**Census Date: Year modules**

Thu 4  Institutional Forum (14:00)
      Audit and Risk Committee (09:00)
Fri 5  **Last day of 1st semester examinations**
Sat 6  **Start of Winter recess for students**
      Library and Information Services Vacation Hours
      Library and Information Services Vacation hours 10:00-15:00 (South and Missionvale
      Campuses only)
Sun 7  **Residences close for 1st semester**
      Library and Information Services closed
Mon 8  Tender Adjudication Committee (09:00)
       Library and Information Services re-open Library and Information Services: Vacation
       hours
Tue 9  Risk Management Committee (09:00)
Wed 10 Transformation Committee (14:00)
      Employment Equity Forum (10:00)
      Research Ethics Committee (Animal) (14:00)

**Last day for processing Continuous Assessment Marks - Semester 1 modules**

**Last day for processing June 2020 final examination marks by academic departments (12:00)**

Last day for submission of examination scripts and final mark reports to the
Examination Section (14:00)

Thu 11 Executive Committee of Council (09:00)
     Publication of provisional June 2020 results
Fri 12 **Schools close**
     Senior Management Appointments Committee (09:00)
     Co-Curricular Student Development Committee (12:30)
Sat 13 Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale
     Campuses only)
Sun 14 **Library and Information Services closed**
Mon 15 **University Holiday**
     Faculty Board Meeting: Faculty of Science (14:00)

**Administrative Offices and Library and Information Services closed**

Tue 16 **Youth Day**
     **Administrative Offices and Library and Information Services closed**
Wed 17 Management Committee (08:30)
Thu 18 Student Housing Management Committee (09:00)
Fri 19 Graduate School - Last day for cancellation of Trimester 2 modules with 50% liability
Sat 20 Library and Information Services Vacation hours 10:00-15:00 (South and Missionvale
     Campuses only)

Sun 21 **Library and Information Services closed**
Mon 22
Tue 23 CTLM Academic Induction (BYJ) First offering: (1st leg) commences
Wed 24 Research Ethics Committee (Human) (14:00)
     Publication of July examination timetable
     Publication of final June 2020 examination results
     Viewing and application for re-marking of June 2020 examination answer scripts
     commence

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General Prospectus
Nelson Mandela University

First day for submissions of appeals from students who attempted all their modules during the June examination period and were refused re-admission for the 2020 academic year.

<table>
<thead>
<tr>
<th>Thu 25</th>
<th>Council (09:00)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Student Academic Achievement Awards Dinner (06:30)</td>
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<tr>
<td></td>
<td>CTLM Academic Induction (BYJ) First offering: (1st leg) ends</td>
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<table>
<thead>
<tr>
<th>Fri 26</th>
<th><strong>Census Date: Trimester 2 modules</strong></th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Senior Management Appointments Committee (09:00)</td>
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</tbody>
</table>

| Sat 27 | Library and Information Services Vacation hours 10:00-15:00 (South and Missionvale Campuses only) |

<table>
<thead>
<tr>
<th>Sun 28</th>
<th><strong>Library and Information Services closed</strong></th>
</tr>
</thead>
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<table>
<thead>
<tr>
<th>Mon 29</th>
<th><strong>2020 Mid-year re-examinations commence</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Strategic Resource Allocation Committee (08:30)</td>
</tr>
<tr>
<td></td>
<td>Welcome and Orientation: Study Abroad students</td>
</tr>
<tr>
<td></td>
<td>BTech Block 2 modules end (Forestry and Wood Technology)</td>
</tr>
<tr>
<td></td>
<td>First day for submission of requests for programme/qualification changes for 2019 registered students for the purpose of 2020 registration (Semester 2)</td>
</tr>
</tbody>
</table>

| Tue 30 | Student Life Development Team Committee (14:00) |

**July**

<table>
<thead>
<tr>
<th>Wed 1</th>
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<tbody>
<tr>
<td>Thu 2</td>
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<tr>
<td>Fri 3</td>
<td><strong>2020 Mid-year re-examinations end</strong></td>
</tr>
<tr>
<td></td>
<td>Last day for submission of requests for programme/qualification changes for 2020 registered students for the purpose of 2021 registration (Semester 2)</td>
</tr>
</tbody>
</table>

| Sat 4 | Library and Information Services Vacation hours 10:00-15:00 (South and Missionvale Campuses only) |

<table>
<thead>
<tr>
<th>Sun 5</th>
<th><strong>Residences open for 2nd semester</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>End of Winter recess for students</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Library and Information Services closed</strong></td>
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</tbody>
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<table>
<thead>
<tr>
<th>Mon 6</th>
<th>Tender Adjudication Committee (09:00)</th>
</tr>
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<tbody>
<tr>
<td></td>
<td><strong>Registration changes commence</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Start of third teaching cycle of lectures</strong></td>
</tr>
<tr>
<td></td>
<td>Library and Information Services: Term hours</td>
</tr>
<tr>
<td></td>
<td>HC Veldfire Management Block I - 2nd semester course commences (First year part-time and full-time)</td>
</tr>
<tr>
<td></td>
<td>**Late registration commences (new intake/first-time and returning students)**¹</td>
</tr>
<tr>
<td></td>
<td>¹ Late registration after 6 July is subject to payment of a late registration fee.</td>
</tr>
</tbody>
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<thead>
<tr>
<th>Tue 7</th>
<th><strong>Schools re-open</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Wed 8</td>
<td>Academic Programme Committee (08:30)</td>
</tr>
<tr>
<td></td>
<td>Publication of provisional re-examination marks for July 2019</td>
</tr>
<tr>
<td></td>
<td><strong>Last day for processing final re-examination/special examination marks by academic departments</strong> (12:00)</td>
</tr>
<tr>
<td></td>
<td>Last day for the submission of re-examination scripts and final mark reports by academic departments to the Examination Section (14:00)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Thu 9</th>
<th>Student Disciplinary Committee (08:30)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fri 10</td>
<td></td>
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<tr>
<td>Sat 11</td>
<td></td>
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<tr>
<td>Sun 12</td>
<td></td>
</tr>
<tr>
<td>Mon 13</td>
<td>Start of 2020 Graduate Recruitment Programme (formal)</td>
</tr>
<tr>
<td></td>
<td>First day for students to apply to the Exams Office if they wish not to write exams on a particular date or time during the exam period due to clashes with religious or cultural observance (Application must be accompanied by a letter from the relevant ordained religious leader or designated authority on an official letterhead)</td>
</tr>
</tbody>
</table>

<p>| Tue 14 | Student Disciplinary Committee (08:30) |</p>
<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wed</td>
<td>15</td>
<td>Management Committee (08:30) General Careers Fair</td>
</tr>
<tr>
<td>Thu</td>
<td>16</td>
<td>General Careers Fair</td>
</tr>
</tbody>
</table>
Fri 17  HC Veldfire Management Block 1 - 2nd semester course ends (First year part-time and full-time) 9999  
Last day for registration and cancellation of modules for the block of lectures that started on 6 July 2020  
Last day for viewing and submission of applications for re-marking of June 2020 examination answer scripts  
Last day for submissions of appeals from students who attempted all their modules during the examination and/or re-examination period and were refused re-admission for the 2020 academic year  
Sat 18  
Sun 19  
Mon 20  Nelson Mandela Anniversary  
Publication of final re-examination/special examination marks for July 2020  
Graduate School - Last day for cancellation of Trimester 2 modules for exam purposes  
HC Veldfire Management Block 2 - 2nd semester course commences (Second year part-time and full-time)  
Tue 21  Research Committee (08:30)  
Admissions Committee (12:30)  
Student Disciplinary Committee (08:30)  
Extended Management Committee (Retreat) (08:30)  
Viewing and application for re-marking of July 2020 examination answer scripts commence  
Wed 22  
Thu 23  Accounting and Law Day  
Student Housing Management Committee (09:00)  
Extended Management Committee (Retreat) (08:30)  
Fri 24  Census Date: Term 3 modules  
Faculty Board Meeting: Faculty of Law (13:00)  
Last day for viewing and submission of applications for re-marking of July 2020 examination answer scripts  
Sat 25  
Sun 26  
Mon 27  Capital Resources Allocation Committee (09:00)  
Graduate School - Last day for cancellation of year block modules with 50% liability  
Tue 28  Central Timetabling Committee (14:00)  
Wed 29  Research Ethics Committee (Human) (14:00)  
Thu 30  Blended Learning Committee (12:30)  
Deans’ Forum Breakaway starts  
Student Life Development Team Committee (14:00)  
Faculty Board Meeting: Faculty of Health Sciences (12:00)  
Fri 31  Deans’ Forum Breakaway ends  
HC Veldfire Management Block 2 - 2nd semester course ends (Second year part-time and full-time)  
Last day for students to apply to the Exams Office if they wish not to write exams on a particular date or time during the exam period due to clashes with religious or cultural observance (Application must be accompanied by a letter from the relevant ordained religious leader or designated authority on an official letterhead)  

August  
Sat 1  
Sun 2  
Mon 3  Diversity month commences  
Tender Adjudication Committee (09:00)  
First closing date for applications for academic admission for 2021  
Tue 4  Executive Committee of Senate (09:00)  
Student Disciplinary Committee (08:30)  
Wed 5  Postgraduate Studies Committee (08:30)  
Research Ethics Committee (Animal) (14:00)
Thu 6  Arts, Culture and Heritage Committee (14:00)
Graduate School - End of Trimester 2 Lectures

Fri 7  Graduate School - Trimester 2 Examinations commence
Last day for submission of treatises, dissertations and theses for the awarding of
master's and doctoral degrees in December 2020

Sat 8  National Women's Day
Library and Information Services closed

Sun 9  Public Holiday
Administrative Offices and Library and Information Services closed

Tue 11  Faculty Board Meeting: Faculty of Education (13:30)
Information and Communication Technology Committee (14:00)

Wed 12  Faculty Board Meeting: Faculty of Business and Economic Sciences (14:00)
Publication of Provisional Examination Timetable without venues

Thu 13  Research and Engagement Committee (08:30)

Fri 14  End of third teaching cycle of lectures
Graduate School - Trimester 2 Examinations end
Faculty Board Meeting: Faculty of Engineering, the Built Environment and Information
Technology (12:00)

Sat 15  Teaching and Learning Committee (14:00)
Faculty Board Meeting: Faculty of Arts (14:00)

Sun 16  Start of fourth teaching cycle of lectures
Graduate School - Trimester 3 lectures commence
HC Veldfire Management Block 3 - 2nd semester course commences (First year part-
time and full-time)

Tue 18  Quality Committee (08:30)
Student Disciplinary Committee (08:30)

Wed 19  Management Committee (08:30)
Census Date: Semester 2 modules

Thu 20  Madibaz Sport Committee (13:00)
Madibaz Sport Committee (13:00)
Student Housing Management Committee (09:00)
Estate and Facilities Management Committee (14:00)

Fri 21  Faculty Board Meeting: Faculty of Science (14:00)

Sat 22

Sun 23

Mon 24  Academic Titles Committee (09:00)

Tue 25  Library and Information Services Committee (14:00)

Wed 26  Employment Equity Forum (14:00)
Student Disciplinary Committee (08:30)
Research Ethics Committee (Human) (14:00)
Co-Curricular Student Development Committee (12:30)
Publication of second Provisional Examination Timetable without venues

Thu 27  Deans' Forum (13:30)
Internationalisation Committee (09:00)
Student Life Development Team Committee (14:00)

Fri 28  Last day for module changes for the block of lectures that started on
17 August 2020
HC Veldfire Management Block 3 - 2nd semester course ends (First year part-time and
full-time)
Last day for submission of intention to submit documentation for examination by
postgraduate students for awarding of master's and doctoral degrees in April 2021

Sat 29

Sun 30
<table>
<thead>
<tr>
<th>Day</th>
<th>Event</th>
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<tbody>
<tr>
<td>Mon 31</td>
<td>September</td>
</tr>
<tr>
<td>Tue 1</td>
<td>Senate (14:00)</td>
</tr>
<tr>
<td>Wed 2</td>
<td>Academic Programme Committee (08:30)</td>
</tr>
<tr>
<td></td>
<td>Tender Adjudication Committee (09:00)</td>
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<tr>
<td></td>
<td>Sexual Harassment and Offences Committee (14:00)</td>
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<tr>
<td></td>
<td>Submission of examination question papers, marking guidelines and module outcomes for November 2020 examinations - all exit level modules (including special/re-examinations for January 2021)</td>
</tr>
<tr>
<td>Thu 3</td>
<td>Student Disciplinary Committee (08:30)</td>
</tr>
<tr>
<td></td>
<td>Research Ethics Committee (Animal) (14:00)</td>
</tr>
<tr>
<td>Fri 4</td>
<td>Risk Management Committee (09:00)</td>
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<tr>
<td></td>
<td>Graduate School - Last day for changes for Trimester 3 modules</td>
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<tr>
<td></td>
<td>Graduate School - Last day for cancellation of Trimester 3 modules without penalty</td>
</tr>
<tr>
<td>Sat 5</td>
<td></td>
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<tr>
<td>Sun 6</td>
<td></td>
</tr>
<tr>
<td>Mon 7</td>
<td>Governance and Ethics Committee (08:00)</td>
</tr>
<tr>
<td></td>
<td>HC Veldfire Management Block 4 - 2nd semester course commences (Second year part-time and full-time)</td>
</tr>
<tr>
<td>Tue 8</td>
<td>Institutional Forum (14:00)</td>
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<tr>
<td></td>
<td>Audit and Risk Committee (09:00)</td>
</tr>
<tr>
<td>Wed 9</td>
<td>Student Services Council (14:00)</td>
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<tr>
<td></td>
<td><strong>Census Date: Term 4 modules</strong></td>
</tr>
<tr>
<td></td>
<td>Publication of final November examination timetable with venues</td>
</tr>
<tr>
<td></td>
<td>Last day for the submission of examination question papers, marking guidelines and module outcomes for November 2020 examinations including special/re-examination for December 2020</td>
</tr>
<tr>
<td>Thu 10</td>
<td>Student Disciplinary Committee (08:30)</td>
</tr>
<tr>
<td></td>
<td>Finance and Facilities Committee (13:00)</td>
</tr>
<tr>
<td></td>
<td>Human Resources and Remuneration Committee (09:00)</td>
</tr>
<tr>
<td>Fri 11</td>
<td>End of 2020 Graduate Recruitment Programme (formal)</td>
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<td>Sat 12</td>
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<tr>
<td>Sun 13</td>
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<tr>
<td>Mon 14</td>
<td>Scholarship and Bursaries Committee (09:00)</td>
</tr>
<tr>
<td>Tue 15</td>
<td>Transformation Committee (14:00)</td>
</tr>
<tr>
<td>Wed 16</td>
<td>Admissions Committee (12:30)</td>
</tr>
<tr>
<td></td>
<td>Student Disciplinary Committee (08:30)</td>
</tr>
<tr>
<td></td>
<td>E-submission of all question papers internally and externally moderated complete for November 2020 examinations (including December 2020 re-examinations)</td>
</tr>
<tr>
<td>Thu 17</td>
<td>Executive Committee of Council (09:00)</td>
</tr>
<tr>
<td>Fri 18</td>
<td><strong>Schools close</strong></td>
</tr>
<tr>
<td></td>
<td>Senior Management Appointments Committee (09:00)</td>
</tr>
<tr>
<td></td>
<td>HC Veldfire Management Block 4 - 2nd semester course ends (Second year part-time and full-time)</td>
</tr>
<tr>
<td>Sat 19</td>
<td><strong>Start of Spring recess for students</strong></td>
</tr>
<tr>
<td></td>
<td>Library and Information Services: Vacation Hours Library and Information Services Vacation hours: 10:00-15:00 (South and Missionvale Campuses only)</td>
</tr>
<tr>
<td>Sun 20</td>
<td><strong>Library and Information Services closed</strong></td>
</tr>
<tr>
<td>Mon 21</td>
<td>Strategic Resource Allocation Committee (08:30)</td>
</tr>
<tr>
<td></td>
<td>Library and Information Services Vacation Hours</td>
</tr>
<tr>
<td></td>
<td>CTLM Academic Induction (BYJ) First offering: (2nd leg) commences</td>
</tr>
<tr>
<td>Tue 22</td>
<td>CTLM Academic Induction (BYJ) First offering: (2nd leg) ends</td>
</tr>
<tr>
<td>Wed 23</td>
<td>Management Committee (08:30)</td>
</tr>
<tr>
<td></td>
<td>Research Ethics Committee (Human) (14:00)</td>
</tr>
</tbody>
</table>
Last day for cancellation of registration, as well as the cancellation of particular modules for the purposes of November examinations
### General Prospectus

**Nelson Mandela University**

#### Heritage Day
- **Thu 24**
- **Heritage Day**
- Student Housing Management Committee (09:00)
- Administrative Offices and Library and Information Services closed

#### University Holiday
- **Fri 25**
- **University Holiday**
- **Census Date: Trimester 3 modules**
- Administrative Offices and Library and Information Services closed
- Last day for submission of experiential training reports and applications for module credit requests for graduation in December 2020
- **Library and Information Services closed**

#### End of Spring recess for students
- **Sun 27**
- **End of Spring recess for students**
- Library and Information Services closed

#### Last day for submission of experiential training reports and applications for module credit requests for graduation in December 2020

#### End of Spring recess for students
- **Sat 26**
- Library and Information Services closed

#### Mon 28
- Lectures resume
- Library and Information Services: Term Hours

#### Schools re-open
- **Tue 29**
- **Schools re-open**
- Deans' Forum (08:30)
- Student Disciplinary Committee (08:30)
- Student Life Development Team Committee (14:00)
- Closing date for late applications for undergraduate academic admissions for 2021 academic year
- Closing date for International applications for academic admissions for 2021 academic year

#### October

#### Thu 1
- **Council** (09:00)
- Finalisation of class marks

#### Fri 2
- **End of fourth teaching cycle of lectures**
- Senior Management Appointments Committee (09:00)
- Calculation of examination admission marks
- Publication of class marks on Student Portal
- Final date for approval by Faculty Postgraduate Studies Committees for the appointment of external examiners for awarding of master's and doctoral degrees in April 2021
- Final date for approval of master's and doctoral degree examination reports and approval of manuscripts in article format for doctoral candidates for graduation in December 2020

#### Sat 3
- **Sun 4**

#### Mon 5
- Study break commences
- Tender Adjudication Committee (09:00)
- Faculty Board Meeting: Faculty of Business and Economic Sciences (14:00)

#### Tue 6
- Study break ends
- Executive Committee of Senate (09:00)

#### Wed 7
- Research Ethics Committee (Animal) (14:00)

#### 2nd semester examinations commence
- **Thu 8**
- Extended Management Committee (Retreat) (08:30)
- **Fri 9**
- Blended Learning Committee (12:30)
- Extended Management Committee (Retreat) (08:30)

#### Sat 10
- **Sun 11**

#### Mon 12
- Honorary Doctoral Degrees Committee (08:30)

#### Tue 13
- Central Timetabling Committee (14:00)
- Faculty Board Meeting: Faculty of Arts (14:00)

#### Wed 14
- Student Orientation Committee (12:30)

#### Thu 15
- **Fri 16**
- Faculty Board Meeting: Faculty of Law (13:00)

#### Sat 17
- **Sun 18**
Mon 19  Quality Committee (08:30)  
Research Committee (08:30)  
Graduate School - Last day for cancellation of Trimester 3 modules for exam purposes  

Tue 20  Arts, Culture and Heritage Committee (14:00)  
Student Housing Management Committee (09:00)  

Wed 21  Management Committee (08:30)  
Faculty Board Meeting: Faculty of Science (14:00)  
Faculty Board Meeting: Faculty of Education (13:30)  

Thu 22  Madibaz Sport Committee (13:00)  
Postgraduate Studies Committee (09:00)  
Madibaz Sport Committee (13:00)  
Faculty Board Meeting: Faculty of Health Sciences (12:00)  

Fri 23  Co-Curricular Student Development Committee (12:30)  

Sat 24  

Sun 25  

Mon 26  Information and Communication Technology Committee (14:00)  

Tue 27  Library and Information Services Committee (14:00)  

Wed 28  Research Ethics Committee (Human) (14:00)  

Thu 29  Deans' Forum (08:30)  
Capital Resources Allocation Committee (09:00)  
Student Life Development Team Committee (14:00)  

Fri 30  Last day of 2nd semester examinations  
Faculty Board Meeting: Faculty of Engineering, the Built Environment and Information Technology (12:00)  

Sat 31  Residences close for 2nd semester  
Start of Summer recess for students  

November  

Sun 1  Residences close for 2nd semester  
Library and Information Services closed  

Mon 2  Teaching and Learning Committee (14:00)  
Library and Information Services Vacation Hours  
First day for submission of requests for programme/qualification changes for the purpose of graduation in April 2021  

Tue 3  Senate (14:00)  

Wed 4  Internationalisation Committee (09:00)  
Research Ethics Committee (Animal) (14:00)  
Sexual Harassment and Offences Committee (14:00)  
Last day for processing Continuous Assessment Marks - Semester 2 and Year modules  
Last day for processing of November 2020 final examination marks by academic departments (12:00)  

Thu 5  Estate and Facilities Management Committee (14:00)  
Graduate School - End of Trimester 3 Lectures  

Fri 6  

Sat 7  Library and Information Services: Vacation hours10:00-15:00 (South and Missionvale Campuses only)  

Sun 8  Library and Information Services closed  

Mon 9  Higher Education Committee (09:00)  
Governance and Ethics Committee (09:00)  
Graduate School - Trimester 3 Examinations commence  

Tue 10  Institutional Forum (14:00)  
Audit and Risk Committee (09:00)
Wed 11  Student Services Council (14:00)
Employment Equity Forum (14:00)
Publication of final results (16:00)
Publication of last outstanding results, November 2020 examination timetable and
annual results
Thu 12  Finance and Facilities Committee (13:00)
Human Resources and Remuneration Committee (09:00)
Fri 13  Admissions Committee (12:30)
Graduate School - Trimester 3 Examinations end
Last day for submission of final copies of treatises/dissertations/theses for graduation in
December 2020
Sat 14  Library and Information Services Vacation hours 10:00-15:00 (South and Missionvale
Campuses only)
Sun 15  Library and Information Services closed
Mon 16  Research and Engagement Committee (08:30)
2020 Year-end re-examinations commence
Tue 17  Transformation Committee (14:00)
Publication of provisional December 2020 Graduate list
Wed 18  Management Committee (08:30)
Thu 19  Executive Committee of Council (09:00)
Student Housing Management Committee (09:00)
Fri 20  Senior Management Appointments Committee (09:00)
Sat 21  Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale
Campuses only)
Sun 22  Library and Information Services closed
Mon 23  Strategic Resource Allocation Committee (08:30)
Tue 24  Risk Management Committee (09:00)
2020 Year-end re-examinations end
Wed 25  Tender Adjudication Committee (09:00)
Research Ethics Committee (Human) (14:00)
Thu 26  Deans' Forum (13:30)
Academic Titles Committee (09:00)
Student Life Development Team Committee (14:00)
Fri 27  Last day for processing November 2020 final re-examination marks by Academic
Departments (12:00)
Last day for submission of examination scripts and final mark reports to the Examination
Section (14:00)
Submission of Graduate School and Development Studies treatises for the awarding of
master's degrees in April 2021
Final date for the approval by Faculty Postgraduate Studies Committees of applications
for the extension of the duration of studies for master's and doctoral students
Sat 28  Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale
Campuses only)
Sun 29  Library and Information Services closed
Mon 30  Academic Programme Committee (08:30)
General Prospectus

December

Tue 1  Publication of provisional November 2020 re-examination/special examination results
Wed 2  Schools close
Deans' Forum (08:30)
Thu 3  Council (09:00)
Fri 4  Senior Management Appointments Committee (09:00)
       Publication of Final November 2020 re-examination/special examination results
       Submission of treatises, dissertations and theses for the awarding of master's and
       doctoral degrees in April 2021
       Last day for submission of November 2020 examination scripts and final marks reports
       to the Examination Section (14:00)
Sat 5  Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale
       Campuses only)
Sun 6  Library and Information Services closed
Mon 7  Management Committee (08:30)
       First day for submissions of appeals from students who were refused re-admission for
       the 2021 academic year
Tue 8  PE Summer Graduation Ceremonies commence
Wed 9  
Thu 10  
Fri 11  
Sat 12  PE Summer Graduation Ceremonies end
       Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale
       Campuses only)
Sun 13  Library and Information Services closed
Mon 14  
Tue 15  
Wed 16  Day of Reconciliation
       Administrative Offices and Library and Information Services closed
Thu 17  
Fri 18  
Sat 19  Library and Information Services: Vacation hours 10:00-15:00 (South and Missionvale
       Campuses only)
Sun 20  Library and Information Services closed
Mon 21  
Tue 22  University closes for Summer recess. Administrative Offices and Library and Information
       Services close (13:00)
Wed 23  
Thu 24  
Fri 25  Christmas Day
Sat 26  Day of Goodwill
Sun 27  
Mon 28  
Tue 29  
Wed 30  
Thu 31  

33
OFFICE-BEARERS OF THE UNIVERSITY

CHANCELLOR
DR GJ FRASER-MOLEKETI: MAdmin (UP), DPhil (hc) (Mandela University)

CHAIRPERSON OF COUNCIL
AMBASSADOR NP JANUARY-BARDILL: BA, Cert in Ed(UBL), MA(Essex University, UK), Dip HR Management (Damelin)

VICE-CHANCELLOR
PROF SW MUTHWA: BA(SW)(Fort Hare), BA(SW)Hons(Wits), MSc, PhD(London University, UK)

DEPUTY VICE-CHANCELLOR: LEARNING AND TEACHING
PROF CD FOXCROFT: BA, BAHons, MA, DPhil(UPE)

DEPUTY VICE-CHANCELLOR: PEOPLE AND OPERATIONS
MR LE HASHATSE: BA(Journalism and Media Studies), BAHons(Rhodes), MA(Edith Cowan University)

DEPUTY VICE-CHANCELLOR: RESEARCH, INNOVATION AND INTERNATIONALISATION
VACANT

EXECUTIVE DIRECTOR: FINANCE
MR MR MONAGHAN: BCom(UPE), BComHons(UNISA), Professional Accountant(SA)

EXECUTIVE DIRECTOR: HUMAN RESOURCES
MS N BAM: BSocSc(UCT), PGDip(UFH), MBL(UNISA)

DEAN OF STUDENTS
MR LP JACK: NDip(PMA)(EC Technikon), BTech(PM)(PET), BAPhil(US), MCom(UKZN)

REGISTRAR
MR E DE KOKER: BA(Pub Admin)(UCT), BAHons(Pub Admin)(UNISA), M(Pub Admin) (University of Warwick, UK)

EXECUTIVE DEANS OF FACULTIES:

ARTS
VACANT

BUSINESS AND ECONOMIC SCIENCES
PROF HR LLOYD: BCom, BComHons, MCom, DCom(UPE)

EDUCATION
DR SF MOENG: BA, HDE, BEdHons(UPE), MSc(St Cloud State University, USA), DEd(NMMU)

ENGINEERING, THE BUILT ENVIRONMENT AND INFORMATION TECHNOLOGY
PROF BJ VAN WYK, PrEng, PrTechEng, SMIEEE, PhD(Wits)

HEALTH SCIENCES
PROF L PEPETA: MBChB(Unitra), FCPAED(SA), DCH(SA), Cert Cardiology (SA), MMed (Wits), FSCAI

LAW
PROF A GOVINDJEE: BA, LLB(RU), LLM(UPE), LLD(NMMU)

SCIENCE
PROF A MURONGA: BSc, UED(UNIVEN), BScHons, MSc(UCT), PhD (University of Minnesota, USA)
DEAN OF LEARNING AND TEACHING
VACANT

CAMPUS HEADS

CAMPUS PRINCIPAL: GEORGE CAMPUS
VACANT

CAMPUS DIRECTOR: MISSIONVALE CAMPUS
DR P NTSHONGWANA: Diploma in Transitional Justice(UCT), MA International Relations (Commonwealth University, UK), MSc International Development (Bath University, UK), DPhil Social Policy (Oxford University, UK)

SENIOR MANAGEMENT

CHIEF INFORMATION OFFICER
DR S BOSIRE: BBA-MIS (Andrews), MBA (Heriot-Watt), MPA (UFH), MCSSA, DBA(NMMU)

COMMUNICATION AND STAKEHOLDER LIAISON
MS CC JANNEKER: BA(UNISA), MBA(UNISA-SBL), Dip Public Relations(PRISA); Dip(Academy of Learning)

EXECUTIVE SUPPORT TO THE VICE-CHANCELLOR
DR L BEST: BSocial Science(UCT), BAHons, MA Development Studies(NMMU), PhD(NMMU)

FINANCE
MRS M JOGEE-JAMAL: BComHons(UPE), CA(SA)

HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT
MS N SISHUBA: MSc Public Policy Mngt(London University), MBA(South Eastern Louisiana University); MAdmin(UFH); Project Mgt(Damelin)

INTERNAL AUDIT
VACANT

OFFICE FOR INTERNATIONAL EDUCATION
DR B MTYINGIZANA-BUHLUNGU: BA(Law)(Wits), BAHons(Soc)(Wits), MA(Soc)(Wits), PhD (Soc)(Rhodes)

OFFICE FOR INSTITUTIONAL STRATEGY AND ADVANCEMENT
PROF HJ NEL: BA, BAHons, MA, DPhil(UPE)

STRATEGIC RESOURCE MOBILISATION OFFICE
PROF D WEBB: DLitt et. Phil

PRESIDENT OF ALUMNI ASSOCIATION
MR K BLOSE BSc(Construction Economics), BScHons(Quantity Surveying)(NMMU)
The Council, established in terms of section 27(4) of the Higher Education Act, Act 101 of 1997, as amended and constituted in accordance with paragraph 5 of the Institutional Statute, is the governing body of the University and consists of –

(a) members appointed in terms of par 5(3)(a) of the Statute:
   - Mr S Mhlaluka (Vice-Chairperson)
   - Mr D Argyrakis
   - Dr G Govender
   - Ms HB Khan
   - Adv B Linchwe-Thlakung
   - Mr D MacLean
   - Ms M Manyama
   - Dr N Maphazi
   - Mr S Ncume
   - Mr R Piyose
   - Prof M Singh
   - Ms Z Tshefu

(b) members appointed by the Alumni Association:
   - Mr K Blose
   - Ms M Mbaco

(c) members appointed by the Minister of Education:
   - Ms NP January-Bardill (Chairperson)
   - Dr C Beck-Reinhardt
   - Mr L Mosana
   - Rev M Sibeko
   - Mr S Somdyala

(d) the Vice-Chancellor:
   - Prof S Muthwa

(e) three Deputy Vice-Chancellors:
   - Learning and Teaching
     - Prof C Foxcroft
   - People and Operations
     - Mr L Hashatse
   - Research, Innovation and Internationalisation
     - Vacant

(f) two members elected by the Senate:
   - Dr SF Moeng
   - Dr N Mzilikazi

(g) two students elected by the SRC
   - Mr B Matiwane
   - Mr S Mdani

(h) one academic employee of the University elected by such employees:
   - Mr D Chauke

(i) one employee, other than an academic employee, of the University, elected by such employees:
   - Ms L Roodt

(j) chairperson of the Institutional Forum
   - Prof W Shakantu

(k) Co-opted member:
   - Prof D Van Greunen

(l) Advisory Members:
   - Executive Director: Finance
     - Mr M Monaghan
   - Executive Director: Human Resources
     - Ms N Bam

(m) Secretariat:
   - Registrar
     - Mr E de Koker
   - Deputy Director: Governance Administration
     - Mrs C Lategan
COUNCIL COMMITTEES

EXECUTIVE COMMITTEE OF COUNCIL (EXCO)

The Executive Committee of Council consists of –

(a) the Chairperson of Council  Ms NP January-Bardill
(b) the Vice-Chairperson of Council  Mr S Mhlaluka
(c) the chairpersons of the following committees of Council:
   - Audit and Risk Committee  Ms M Manyama
   - Finance and Facilities Committee  Mr D MacLean
   - Governance and Ethics Committee  Ms Z Tshefu
   - Higher Education Committee  Mr L Mosana
   - Human Resources and Remuneration Committees  Mr S Mhlaluka
(d) the Vice-Chancellor  Prof S Muthwa

Advisory members

Mr M Monaghan (Executive Director: Finance)
Ms N Bam (Executive Director: Human Resources)

AUDIT AND RISK COMMITTEE (ARC)

Ms M Manyama (Chairperson)
Mr L Billings
Ms H Adams-Abader
Mr M Mawasha
Mr S Ncume
Adv B Thlakung
Mr G Zamisa

Invitees

Prof S Muthwa (Vice-Chancellor)
Mr M Monaghan (Executive Director: Finance)
Mr L Hashatse (Deputy Vice-Chancellor: People and Operations)
Ms O Van Zyl (Acting) Senior Director: Internal Audit
Dr S Bosire (Chief Information Officer)
Ms N Bam (Executive Director: Human Resources)
Nexia SAB&T: External Auditors

FINANCE AND FACILITIES COMMITTEE (FFC)

Mr D Maclean (Chairperson)
Mr D Argyrakis
Mr M Lorgat
Mr S Mhlaluka
Mr M Odayar
Prof S Muthwa (Vice-Chancellor)
Mr L Hashatse (Deputy Vice-Chancellor: People and Operations)
Mr M Monaghan (Executive Director: Finance)

Invitees

Vacant (Senior Director: Estates and Facilities Management)
Mr G Gouws (Acting) (Director: Infrastructure Services and Sustainability)
Mr M Syce (Director: Maintenance Services)
GOVERNANCE AND ETHICS COMMITTEE (GEC)

Ms Z Tshefu (Chairperson)
Mr D Argyrakis
Prof S Muthwa (Vice-Chancellor)
Mr K Blose
Prof M Singh
Dr G Govender

Co-opted member
Prof D van Greunen

HUMAN RESOURCES AND REMUNERATION COMMITTEE (HRREM)

Mr S Mhlaluka (Chairperson)
Mr D Maclean
Mr M Odayar
Mr R Piyose
Ms Z Tshefu
Dr N Maphazi
Prof S Muthwa (Vice-Chancellor)
Ms N Bam (Executive Director: Human Resources)

Advisory member
Mr M Monaghan (Executive Director: Finance)

HIGHER EDUCATION COMMITTEE (HEC)

Mr L Mosana (Chairperson)
Prof S Muthwa (Vice-Chancellor)
Vacant (Deputy Vice-Chancellor: Research, Innovation and Internationalisation)
Prof CD Foxcroft (Deputy Vice-Chancellor: Learning and Teaching)
Prof M Singh
Ms HB Khan
Ms M Mbaco

Advisory member
Prof D Webb (Senior Director: Strategic Resource Mobilisation and Advancement)

Invitee
Dr K Mzilikazi

JOINT COMMITTEE OF COUNCIL AND SENATE

The Honorary Awards Committee consists of the following members:

HONORARY DOCTORAL DEGREES AWARDS COMMITTEE (HDDAC)

The Chairperson of Council Ms NP January-Bardill (Chairperson)
The Vice-Chairperson of Council Mr S Mhlaluka
The Vice-Chancellor Prof S Muthwa
The Deputy Vice-Chancellor: Research, Innovation and Internationalisation Vacant
The Deputy Vice-Chancellor: Learning and Teaching Prof C Foxcroft
Three members who are not employees or students of the University, appointed by Council Chancellor: Dr GJ Fraser-Moleketi
Rev M Sibeko
Prof M Singh

The two student members on Council Mr B Matiwane
Mr S Mdani
A member of Senate from each faculty (appointed by the respective Faculty Boards)

- Arts                  Prof R Masango (Prof LL Kwatsha)
- Business and Economic Sciences Prof H Lloyd (Prof M Mey)
- Education             Prof N Mdzanga (Dr H Sathorar)
- Engineering, the Built Environment and Information Technology Prof D van Greunen (Prof WMW Shakantu)
- Health Sciences       Prof S James (Prof L Stroud)
- Law                   Prof A Govindjee (Dr J Botha)
- Science               Prof Z Tshentu (Prof V Kakembo)

**Secretariat**
The Registrar or his/her nominee acts as secretary to Committees of Council.
SENATE

The composition and functions of Senate, as well as other matters related to the activities of Senate, as described in paragraphs 21 and 22 of the Statute.

Vice-Chancellor: Prof S Muthwa (Chairperson)
Deputy Vice-Chancellors:
- Learning and Teaching: Prof C Foxcroft
- People and Operations: Mr L Hashatse
- Research, Innovation and Internationalisation: Vacant
Registrar: Mr E de Koker
Executive Deans:
- Arts: Vacant
- Business and Economic Sciences Prof H Ré Lloyd
- Education: Dr S F Moeng
- Engineering, the Built Environment, and Information Technology: Prof BJ van Wyk
- Health Sciences: Prof L Pepeta
- Law: Prof A Govindjee
- Science: Prof A Muronga
Dean of Learning and Teaching: Vacant
Campus Principal: George Campus: Mr D Alexander (Acting)
Campus Principal: Missionvale Campus: Dr P Ntshongwana
Senior Director: Office for International Education: Dr B Mtyingizana-Buhlungu
Senior Director: Institutional Strategy and Advancement: Prof HJ Nel
Directors of School (excluding full professors):
Dr DR du Preez (School Of Environmental Science), Prof EE Draai (Political and Governmental Studies), Prof H Fourie (Accounting), Prof M L Crous (Language, Media and Communication), Dr R Jonas (Business School), Mr DA Jones (Music, Art and Design), Prof N Mdzanga (DoS: Initial Teacher Education), Dr A Schmidt (Natural Resource Management), Prof N Smith (Clinical Care Sciences and Medicinal Sciences), Dr A Petratos (School of ICT), Mr B Varghese (DoS: Architecture), Mr AG Roberts (School of Engineering), Prof ZR Tshentu (Science).
Heads of Department (excluding full professors):
Prof K Asmah-Andoh (Public Management and Leadership), Dr S R van Zyl (Tourism), Ms TG Beck (Applied Accounting), Dr NT Kubashe (Acting) (Pharmacy), Mr CJ Allen (Construction Management), Prof JC Botha (Public Law), Dr W Brettenney (Statistics), Mr PR Celliers (Agriculture and Game Management), Vacant (Information Technology), Mr GT Cook (Logistics), Ms A du Preez (Applied Informatics), Dr P Gama (Acting) (Botany), Mr F Grebe (Electrical Engineering), Prof A Gresse (Dietetics), Dr B Hlanghoti (Chemistry), Mr T Machaba-Hove (Business Management), Prof L Hunter (Textile Sciences), Ms G Kleyn (Mechanical Engineering), Prof E Knoetze (Private Law), Dr AS Lourens (Industrial Engineering), Mr NE Louw (Emergency Medical Care), Dr JC Lück (Applied Languages Studies), Dr Z Made (Language and Literature), Dr J Maritz (Mathematics and Applied Mathematics), Dr S Moodley (Acting HoD: Media and Communication), Mr LW Mouton (Leadership Academy), Prof V Nyoni (Visual Arts) Prof L Ntombana (Sociology and Anthropology, Mr AG Palframan (Architecture), Prof C Arnolds (Graduate School of Business), Mr CM Qoto (Environmental Health), Prof BM Scholtz (Computing Sciences), Dr B Somai (Biochemistry and Microbiology), Prof F Smith (Mechatronics), Prof L Snodgrass (Political and Conflict Studies), Prof Z Soji (Social Development Professions), Prof M Nqobile-Sithole (Psychology), Ms C Swanepoel (Environmental Health), Dr P Tai Hing (Management Practice), Prof M Tait (Mercantile Law), Prof AE Tshivave (Criminal and Procedural Law), Mr J van der Merwe (Civil Engineering), Dr M van Eyk (Marketing Management), Prof R van Niekerk (Industrial and Organizational Psychology), Prof A Venter (Physics), Prof C Walter (Human Movement Science), Prof A Werner (Human Resources Management), Ms R Williams (Radiography), Ms L Zondie (Medical Laboratory Sciences).
Director: Academic Administration: Mr TT Kungune
Director: Academic Planning: Ms C Dwyer
Director: Library and Information Services: Vacant
Director: Research Management: Dr N Mzilikazi
Director: Research Capacity Development: Dr D Schael-Gama (Acting)
Director: Innovation Office: Dr R Levendal
Director: Transformation, Monitoring and Evaluation: Dr R Levendal

Full Professors:
Prof K Abou-El-Hossein, Prof JB Adams, Prof E Albertyn, Prof CA Arnolds, Prof SE Blignaut,
Prof JR Botha, Prof RA Botha, Prof NS Buys, Prof AP Calitz, Prof J Cherry, Prof RM Cowling,
Prof MDM Cullen, Prof G de Lange, Prof MJ de Wit, Prof GMA Duker, Prof SM Farrington, Prof
H Fourie, Prof IA Gorlach, Prof DG Hattingh, Prof A Hurst, Prof S James, Prof V Kakembo, Prof
A Keet, Prof GH Kerley, Prof A Konik, Prof E Knoetze, Prof IN Litvine, Prof M Lombard, Prof P
Makasa, Prof RS Masango, Prof MR Mey, Prof A Mukheibir, Prof WA Olivier, Prof R Perissinotto,
Prof S Perks, Prof P Poisat, Prof D Pottas, Prof MJ Roberts, Prof C Rootman, Prof WMW
Shakantu, Prof P Singh, Prof A Singleton, Prof JJ Smallwood, Prof EE Smith, Prof L Stroud,
Prof N Strydom, Prof J Strümpfer, Prof FW Struwig, Prof M Tait, Prof I Truter, Prof HJ van As,
Prof EE van Dyk, Prof D van Greunen, Prof T van Niekerk, Prof RM van Rooyen, Prof E Venter,
Prof PHG Vrancken, Prof P Watts, Prof JL Wesson.

Two members of Council, designated by the Council: Rev M Sibeko, Ms Mbaco

Four members of the SRC (2018): Mr B Matiwane, Mr S Mdani, Mr B Blaauw, Ms V Gwam
An academic employee from each faculty, elected by the respective faculty boards:
- Arts: Prof P Binsbergen (2019/03/06 - 2022/03/05)
- Education: Dr N Rasana (2016-09-01 – 2019-08-31)
- Engineering, the Built Environment, and Information Technology: Mr SNN Mazomba (2016-
2022-02-22)
- Health Sciences: Prof V Goliath (2016-11-01-2019-11-01)
- Law: Dr L Biggs (2019-03-01 - 2022-02-28)
- Science: Dr G Mahed (2018/10/23 – 2021/10/22)

An academic employee from the George Campus, elected by such employees:
Dr S Webber (2018-05-18 – 2021-05-17)

An academic employee from the Missionvale Campus, elected by such employees:
Vacant

A non-academic employee from each faculty, elected by such employees of each faculty:
- Arts: Ms D Nzioki (2018-08-24 - 2021-08-23)
- Education: Ms P Roach (2019-08-31 – 2022-08-30)
- Engineering, the Built Environment, and Information Technology: Mr L Somdaka (2019-03-
2022-02-28)
- Law: Ms N Sompondo (2018-03-23 – 2021-03-22)
- Science: Mr Gratian Hewitt (2018/10/23 – 2021/10/22)

A non-academic employee from the George Campus, elected by such employees:
Dr S Roshaba (2018-05-18 – 2021-05-17)

A non-academic employee from the Missionvale Campus, elected by such employees:
Vacant

A “Black” academic employee from each faculty elected by the academic employees of each faculty:
- Arts: Dr S Nzioki (2019/03/06 - 2022/03/05)
- Business and Economic Sciences: Dr T Ngxukumeshe (2016-03-09 – 2019-03-08)
- Education: Mr S Nofemele (2016-09-01 – 2019-03-08)
- Engineering, the Built Environment, and Information Technology: Ms E Ayesu-Koranteng
(2019/03/01 - 2022-02-28)
- Health Sciences: Dr Annaline Keet (2019-05-17 - 2022-05-16)
- Law: Mr D Abrahams (2019-03-01 - 2022-02-28)

Chairperson: Central Timetabling Committee: Dean: Learning and Teaching: Vacant
Additional members appointed in terms of par 22 (1) (y) of the Statute: None
COMMITTEES OF SENATE

EXECUTIVE COMMITTEE OF SENATE (ECS)

The Executive Committee of Senate consists of the following members:

(a) Vice-Chancellor (Chairperson)
(b) Deputy Vice-Chancellors
(c) Registrar
(d) Executive Deans of Faculties
(e) Campus Principals/Directors
(f) Two members of the SRC
(g) Two members of the Senate who are academic employees, elected by Senate, with due regard to racial and gender representivity
(h) Dean of Learning and Teaching
(i) Senior Director: Office for International Education
(j) Senior Director: Institutional Strategy and Advancement
(k) Director: Academic Administration (non-voting member)

MANAGEMENT COMMITTEE OF THE ECS (ECS MANCO)

The Management Committee of the ECS consist of the following members:

(a) Vice-Chancellor or nominee (Chairperson)
(b) Deputy Vice-Chancellor: Learning and Teaching
(c) Deputy Vice-Chancellor: Research, Innovation and Internationalisation (at discretion of the Vice-Chancellor)
(d) Deputy Vice-Chancellor: People and Operations (at discretion of the Vice-Chancellor)
(e) Registrar
(f) Executive Dean(s) concerned
(g) Such other members as the Chairperson may determine

ACADEMIC PROGRAMME COMMITTEE (APC)

The Academic Programmes Committee consists of the following members:

(a) Director: Academic Planning (Chairperson)
(b) Director: Academic Administration
(c) Director: Centre for Teaching, Learning and Media
(d) Director: Quality Advancement
(e) Senior Manager: Academic Planning
(f) Additional members: (Such co-opted members as may be determined by the committee from time to time.)

ACADEMIC TITLES COMMITTEE (ATC)

The Academic Titles Committee consists of the following members:

(a) Vice-Chancellor (Chairperson)
(b) Deputy Vice-Chancellor: Learning and Teaching
(c) Deputy Vice-Chancellor: Research, Innovation and Internationalisation
(d) The relevant Executive Dean/Senior Director
(e) One of the two Senate members on Council
ADMISSIONS COMMITTEE (AC)

The Admissions Committee consists of the following members:

(a) Dean of Learning and Teaching (Chairperson)
(b) Director: Centre for Access Assessment and Research or nominee
(c) A representative from the Student Counselling Career and Development Centre
(d) Senior Manager: Admissions
(e) Manager: Admissions
(f) Two representatives from Senate
(g) Two representatives from the SRC
(h) Centre for Access Assessment and Research representative (George Campus)
(i) Other experts who might need to be co-opted from time to time for specific input regarding
an admissions decision or a policy matter

RESEARCH AND ENGAGEMENT COMMITTEE (REC)

The Research and Engagement Committee consists of the following members:

(a) DVC: Research, Innovation and Internationalisation (Chairperson)
(b) DVC: Learning and Teaching
(c) DVC: People and Operations or nominee
(d) ED: Finance or nominee
(e) George Campus Principal or nominee
(f) Missionvale Campus Director or nominee
(g) Dean: Learning and Teaching
(h) SD: Institutional Planning or nominee
(i) SD: Office for International Education or nominee
(j) SD: Communication and Stakeholder Liaison or nominee
(k) D: Innovation Office
(l) D: Engagement Office
(m) D: Research Capacity Development
(n) D: Research Management
(o) D: Library and Information Services
(p) D: Transformation Monitoring and Evaluation or nominee
(q) FRTIC Chairperson: Arts
(r) FRTIC Chairperson: Business and Economic Sciences
(s) FRTIC Chairperson: Education
(t) FRTIC Chairperson: Engineering, the Built Environment and Information Technology
(u) FRTIC Chairperson: Health Sciences
(v) FRTIC Chairperson: Law
(w) FRTIC Chairperson: Science
(x) D: Research and Engagement Institute: CMR
(y) D: Research and Engagement Institute: SAIMI
(z) D: Research and Engagement Institute: AEON-ESSRI
   (aa) D: Research and Engagement Institute: eNtsa
   (bb) D: Research and Engagement Institute: InnoVenton
   (cc) D: Research and Engagement Institute: CANRAD
   (dd) D: Research and Engagement Institute: CIPSET
   (ee) SRC representative
   (ff) Executive Deans Ex-officio members
   (gg) Student Governance and Development representative
   (zz) Additional Members (Such co-opted members as may be determined by the committee
from time to time on an ad hoc basis)

FACULTY BOARDS

(a) Executive Dean (Chairperson)
(b) Heads of academic departments and directors of schools, where applicable
(c) Permanent full-time academic staff members in the faculty
(d) One or more representatives of the students in the faculty, as the Faculty Board may
determine, elected by the students concerned in accordance with the constitution of the
SRC
(e) The Manager: Faculty Administration or Faculty Administration Managers
(f) Such other persons co-opted by the Faculty Board on such conditions as the Faculty Board
may determine

**Subcommittees of Faculty Boards**

**Faculty Management Committee (FMC)**

A Faculty Management Committee is established for each faculty. The composition of a FMC
is determined by the Faculty Board, provided that the chairperson of the Faculty Board is the
chairperson of the FMC.

**Faculty Postgraduate Studies Committee (FPGSC)**

A Faculty Postgraduate Studies Committee (FPGSC) is established for each faculty. The
FPGSC consists of the following members:

(a) Executive Dean (Chairperson)
(b) Faculty Members: To be determined by the Faculty Board, but should preferably provide
for representation of the following groupings: Directors of Schools, Head of Departments
and the person representing the faculty on the Postgraduate Studies Committee of the
University.
(c) Member *ex officio*: Director: Research Capacity Development
(d) Additional Members: Such other members as may be determined by the Committee from
time to time

**Faculty Research and Engagement Committee (FREC)**

A faculty RTI Committee is established for each faculty. The Faculty RTI Committee consists of
the following members:

(a) Faculty RTI coordinator (Chairperson)
(b) Executive Dean
(c) Faculty Members: To be determined by the Faculty Board, but should preferably provide
for representation of the following groupings: Directors of Schools, Head of Departments,
Heads of research entities and the person representing the faculty on the Research Ethics
Committee: Human / Animal
(d) Members *Ex Officio*: Director: Research Management, Director: Innovation Office,
Director: Research Capacity Development and Director: Transformation Monitoring and
Evaluation
(e) Additional Members: Such other members as may be determined by the Committee from
time to time

**Faculty Teaching and Learning Committee (FTLC)**

While each Faculty Board should determine the composition of its Faculty TLC, it should
comprise of the following core members:

(a) Executive Dean (*Ex Officio*)
(b) Chairperson
(c) One other representative from each School and/or Department (Preferably programme
coordinators and acclaimed good lecturers or lecturers with a passion for teaching)
(d) Senior Manager: Professional Staff Development (CTLM) (*Ex Officio*)
Such additional members as may be determined by the Faculty Board

**LIBRARY AND INFORMATION SERVICES COMMITTEE (LISC)**

The Library and Information Services Committee consists of the following members:

(a) Deputy Vice-Chancellor: Research, Innovation and Internationalisation (Chairperson)
(b) Director: Library and Information Services
(c) One representative from each Faculty appointed by the respective Faculty Boards:
   - Arts
   - Business and Economic Sciences
   - Education
   - Engineering, the Built Environment and Information Technology
   - Health Sciences
   - Law
   - Science
(d) Chief Information Officer
(e) Missionvale Campus Director
(f) George Campus Principal (or nominee)
(g) Deputy Director: Library Information Systems and Digital Applications
(h) Deputy Director: Bibliographic Services
(i) Deputy Director: Information Services and Training
(j) Deputy Director: Circulation Services
(k) Two representatives from the SRC

**Subcommittees of REC**

**Innovation Committee (IC)**

(a) Deputy Vice Chancellor: Research, Innovation and Internationalisation (Chairperson)
(b) Director: Innovation Office
(c) REC representatives: Two members of the REC with a good understanding of innovation and technology transfer, nominated on a biennial basis.
(d) Other representatives: Director: Research Management; Director: Legal Services and a representative from Finance
(e) Additional members: Such co-opted members as may be determined by the committee from time to time. One co-opted member should have expertise in social aspects of innovation
(f) Senior Director: Internal Audit (advisory member)

**Publications Committee (PC)**

(a) Deputy Vice Chancellor: Research, Innovation and Internationalisation (Chairperson)
(b) One representative from each faculty
(c) Director: Library and Information Services
(d) Director: Research Management
(e) Chief Information Officer
(f) Additional members: Such co-opted members as may be determined by the committee from time to time, including external members with specific expertise in Intellectual Property Law and publishing experience.

**Research Committee (RC)**

(a) Director: Research Management (Chairperson)
(b) Faculty representatives: A faculty representative nominated by each faculty on a biennial basis.
(c) Additional members: Such co-opted members as may be determined by the Committee from time to time.
(d) Deputy Vice Chancellor: Research, Innovation and Internationalisation (Ex Officio)
Research Ethics Committee – Animal (REC-A)

Membership should be representative of active research disciplines including both clinical and non-clinical fields of research. Each of the following categories should be represented in the membership of the committee.

(a) A person(s) with qualifications in veterinary science.
(b) A person(s) with substantial recent experience in the use of animals in scientific or teaching activities. This shall include two representatives (academic and technician) from each of the departments of Biochemistry and Microbiology, Pharmacy, and Zoology.
(c) A person(s) with commitment to and experience in the welfare of animals who is not associated with the institution, and who is not involved in the care and use of animals for scientific purposes.
(d) An independent person(s) who does not currently and has not previously conducted scientific or teaching activities using animals.
(e) Additional members: such co-opted experts or persons from a specific discipline to provide expertise on specific issues or seek written advice as may be determined by the committee from time to time.

(An individual may represent more than one category, but the committee shall comprise of at least four persons.)

Research Ethics Committee – Human (REC-H)

Membership should be representative of active research disciplines including both clinical and non-clinical fields of research. Each of the following categories should be represented in the membership of the committee (given that one individual may represent more than one category).

(a) A medical practitioner or relevant health professional
(b) A person with the relevant legal expertise
(c) A non-employee of the Nelson Mandela University
(d) A representative from Research Capacity Development
(e) A member of the Research Ethics Committee (Animal)
(f) A person from the Ethics Unit of the Nelson Mandela University Business School
(g) A representative from each Faculty RTI Committee taking into consideration issues of succession when nominating members and secundi.
(h) Additional members: New members may be appointed as required by shifts in research directions or new strategic research partnerships.

TEACHING AND LEARNING COMMITTEE (TLC)

The Teaching and Learning Committee consists of the following members:

(a) Deputy Vice Chancellor: Learning and Teaching (Chairperson)
(b) Executive Deans of Faculties
(c) Deputy Deans
(d) The chairperson of each of the seven Faculty TLCs
(e) George Campus representative from the Faculties of Business Economic Sciences and Science
(f) George Campus representative from CTLM
(g) Dean of Learning and Teaching
(h) Dean of Students
(i) Director: Centre for Teaching, Learning and Media
(j) Director: Quality Advancement
(k) Director: Academic Planning
(l) Senior Director: Office for International Education
(m) Director: Transformation Monitoring and Evaluation (Ex Officio)
(n) Senior Manager: Academic Staff Professional Development (CTLM)
(o) Senior Manager: Student Academic Development
(p) Senior Manager: Blended Learning Technology Enhanced Learning
(q) Deputy Director: Faculty Administration and Timetabling
(r) Faculty Learning/Curriculum Designers
(s) Missionvale Campus Director (or Learning and Teaching Representative)
(t) Academic Advisors in Faculties (RADAR)
(u) Two students appointed by the SRC
(v) Additional members can be co-opted when necessary

Subcommittee of Teaching and Learning Committee

Co-Curricular Student Development Committee (CCSDC)

The Co-Curricular Student Development Committee consists of the following members:

(a) Chairperson: Dean of Learning and Teaching or nominee
(b) Senior Manager: Arts and Culture
(c) Manager: Student Life and Events
(d) Senior Manager: Leadership Training and Development
(e) Coordinator: Orientation
(f) Director: Residences
(g) Two academic representatives from the TLC
(h) One representative from each of the following sections appointed by the relevant Executive Director/Senior Director/Director:
   ▪ Centre for Teaching Learning and Media
   ▪ Student Counselling Career and Development Centre
   ▪ Engagement Office
   ▪ Office for International Education
   ▪ HIV and Aids Unit
   ▪ Organisational Transformation Monitoring and Evaluation (Ex Officio)
   ▪ Madibaz Sport
   ▪ Student Housing
   ▪ The Student Development Services on the George Campus
   ▪ SRC
(i) Such additional members as may be determined by the committee in consultation with the TLC.

POSTGRADUATE STUDIES COMMITTEE (PGSC)

The Postgraduate Studies Committee consists of the following members:

(a) Deputy Vice Chancellor: Research, Innovation and Internationalisation Chairperson)
(b) Deputy Vice Chancellor: Learning and Teaching (Ex-Officio)
(c) Dean of Learning and Teaching
(d) Director: Research Capacity Development
(e) Senior Director: Office for International Education
(f) Director: Academic Administration
(g) Faculty Representatives
(h) Two student representatives (preferably postgraduate students nominated by the SRC)
(i) Co-opted members as determined by the PGSC

STUDENT ORIENTATION COMMITTEE (SOC)

The Student Orientation Committee consist of the following members:

(a) Dean of Learning and Teaching (Chairperson)
(b) One representative from each Faculty appointed by the relevant Executive Dean. In the case of larger faculties, more than one representative should be appointed.
(c) One student representative from each faculty appointed by the relevant Executive Dean.
(d) Coordinator: Orientation
(e) Disability Officer (Ex Officio)
(f) Two representatives from each of the following sections appointed by the relevant Executive Director/Registrar/Senior Director/ Director:
   - Academic Administration
   - Centre for Teaching, Learning and Media
   - Student Counselling, Career and Development Centre
   - Communication Stakeholder Liaison
   - Office for International Education
   - SRC
   - Two student representatives appointed by the Dean of Students.
(g) One representative from each of the following sections appointed by the relevant Executive Director/Senior Director/Director:
   - Centre for Access Assessment and Research
   - Student Life and Development
   - Arts and Culture
   - Financial Aid
   - Health Services
   - Library and Information Services
   - Student Accommodation
   - Madibaz Sport
   - Student Accounts
   - George Campus

INTERNATIONALISATION COMMITTEE (IC)

The Internationalisation Committee consists of the following members:

(a) Deputy Vice-Chancellor: Research, Innovation and Internationalisation (Chairperson)
(b) Deputy Vice-Chancellor: Learning and Teaching
(c) Deputy Vice-Chancellor: People and Operations or nominee
(d) Executive Deans of Faculties
(e) George Campus Principal or nominee
(f) Campus Director: Missionvale Campus
(g) Director: Research Management
(h) Director: Research Capacity Development
(i) Dean of Learning and Teaching
(j) Director: Academic Administration
(k) Dean of Students
(l) Executive Director: Finance or nominee
(m) A member of the SRC
(n) Senior Director: Office for International Education
(o) Senior Director: Human Resources Management or nominee
(p) Senior Director: Institutional Strategy and Advancement
(q) Special Assistant to the Vice-Chancellor
(r) Registrar or nominee

INSTITUTIONAL FORUM (IF)

The Institutional Forum consists of representatives of the following bodies/constituencies:

<table>
<thead>
<tr>
<th>Body</th>
<th>Representative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council</td>
<td>Mr R Piyose</td>
</tr>
<tr>
<td></td>
<td>Adv B Thlakung</td>
</tr>
<tr>
<td>Management</td>
<td>Prof H Nel</td>
</tr>
<tr>
<td></td>
<td>Prof A Keet</td>
</tr>
<tr>
<td></td>
<td>Prof W Shakantu (Chairperson)</td>
</tr>
<tr>
<td>Senate</td>
<td>Prof NE Mazibuko</td>
</tr>
</tbody>
</table>

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Academic employees

Dr P Tai-Hing
Dr T Ngxukumeshe
Mr G Sarpong
ALUMNI ASSOCIATION (AA)

The Alumni Association consists of the following members:
(a) the Vice-Chancellor and members of the Extended Management Committee;
(b) persons to whom a degree or a diploma, including honorary degrees, has been awarded or conferred by the University, the former University of Port Elizabeth or the former Port Elizabeth Technikon, including diplomats of the former institutions which preceded the establishment of the Port Elizabeth Technikon;
(c) academic employees appointed to permanent positions at the University;
(d) professors emeriti and other retired academic employees of the University and former institutions;
(e) such employees who were entitled to membership of the Convocations of the former University of Port Elizabeth and former Port Elizabeth Technikon; and
(f) any person to whom the Executive Committee of the Association, upon invitation to or application by such person, has granted membership of the Association.

Executive Committee of Alumni Association
President Mr K Blose
Vice President Ms M Mbaco
Treasurer Mr W Kupangwa
Secretary, being the Head: Alumni Association Mr P Geswindt
Elected Additional Member Mrs A Mlatsha
Elected Additional Member Adv T Nkala
Elected Additional Member Mr A Sityata
Elected Additional Member Mr L Xotyeni
Member elected to Council Mr K Blose
Member elected to Council Ms M Mbaco
Member elected to the Institutional Forum Mr K Matiso
Dean of Students Mr L Jack
Chairperson of Student Alumni Society Mr L Cakwebe
SRC President Mr M Matiwane
Senior Director: Strategic Resource Mobilisation and Advancement Dr D Webb
Senior Director: Communication and Stakeholder Liaison Ms CC Janneker
Executive Dean designated by the Deputy Vice-Chancellor: Dr SF Moeng
Learning and Teaching

STUDENT SERVICES COUNCIL (SSC)

The Student Services Council consists of the following members:

(a) Dean of Students (Chairperson)
(b) One representative from each of the following departments/units -
   (i) Student Governance and Development
   (ii) Student Housing
   (iii) Financial Aid
(iv) Student Sport  
(v) Student Support Services  
(vi) Disability Services  
(vii) Campus Health Services  
(viii) Arts and Culture  
(ix) Finance  
(x) Student Academic Administration  
(xi) Student Counselling, Career and Development Centre  
(xii) Campus Protection Services  
(xiii) Legal Services  
(xiv) Representatives from Missionvale and George Campuses  
(xv) Director: Transformation Monitoring and Evaluation  
(c) One Dean, appointed by the Deputy Vice-Chancellor: Learning and Teaching  
(d) Six members of the SRC or nominees  
(e) Invited representatives (at the discretion of the Chairperson or at the request of the committee.)

**MANAGEMENT COMMITTEE (MANCO)**

MANCO consist of the following members:  
(a) Vice-Chancellor (Chairperson)  
(b) Deputy Vice-Chancellor: People and Operations  
(c) Deputy Vice-Chancellor: Research, Innovation and Internationalisation  
(d) Deputy Vice-Chancellor: Learning and Teaching  
(e) Registrar  
(f) Executive Director: Finance  
(g) Dean of Students  
(h) The persons co-opted in terms of paragraph 58(2)(a) of the Statute on MANCO in an advisory capacity are –  
   - Executive Director: Human Resources;  
   - the Senior Director: Internal Audit; and  
   - the Senior Director: Institutional Strategy and Advancement  
   - Dean: Learning and Teaching  
   - Such other persons as invited by the Chairperson

**COMMITTEES OF MANAGEMENT COMMITTEE (MANCO)**

**EXTENDED MANAGEMENT COMMITTEE (EXTENDED MANCO)**

The Extended MANCO consists of the following members:  
(a) Vice-Chancellor (Chairperson), and other members of MANCO  
(b) Registrar  
(c) Dean of Students  
(d) Campus Principal of the George Campus  
(e) Campus Director of the Missionvale Campus  
(f) Executive Deans of Faculties  
(g) Dean of Learning and Teaching  
(h) Senior Director: Internal Audit  
(i) Senior Director: Institutional Planning  
(j) Senior Director: Finance  
(k) Chief Information Officer  
(l) Senior Director: Office for International Education  
(m) Senior Director: Communication and Stakeholder Liaison  
(n) Senior Director: Estate and Facilities Management  
(o) Senior Director: Human Resources  
(p) Special Assistant to the Vice-Chancellor  
(q) Director: Transformation Monitoring and Evaluation
ARTS, CULTURE AND HERITAGE COMMITTEE (ACHC)

The Arts, Culture and Heritage Committee consists of the following members:

(a) Deputy Vice-Chancellor: People and Operations (Chairperson)
(b) Deputy Vice-Chancellor: Learning and Teaching (Ex Officio)
(c) Deputy Vice-Chancellor: Research, Innovation and Internationalisation (Ex-Officio)
(d) Executive Dean: Faculty of Arts or nominee
(e) Executive Director: Finance (or nominee)
(f) Senior Director: Institutional Strategy and Advancement (or representative)
(g) Dean of Students
(h) Director: School of Music, Art and Design
(i) Director: School of Architecture
(j) Senior Director: Communication Stakeholder Liaison or nominee
(k) Special Assistant to the VC
(l) HOD: Visual Arts
(m) HOD: Music
(n) Deputy Director: Arts and Culture
(o) Curator: Nelson Mandela University Archives and Exhibition Centre
(p) The SRC representative for the arts portfolio
(q) George Campus Principal
(r) Missionvale Campus Director
(s) Director: Alumni Association or nominee
(t) Any other co-opted persons (for such period as determined by the committee) on account of their expertise

CAPITAL RESOURCES ALLOCATION COMMITTEE (CRAC)

The Capital Resources Allocation Committee consists of the following members:

(a) Executive Director: Finance (Chairperson)
(b) A senior member from the Department of Finance appointed by Executive Director: Finance
(c) Director: Research Management
(d) Director: Information and Communication Technology Services and Operations
(e) Deputy Director: Procurement and Assets
(f) Deputy Director: Integrated Media Services
(g) Director: Infrastructure Services and Sustainability
(h) Two Senate members appointed by Senate

CENTRAL DISCIPLINARY COMMITTEE FOR STUDENTS (CDC)

The Central Disciplinary Committee for Students consists of the following members:

(a) Chairperson: A Jurist appointed by the Vice-Chancellor
(b) Dean of Students or his/her nominee
(c) Member of SRC appointed by SRC

HEALTH CARE COMMITTEE (HCC)

The Health Care Committee consists of the following members:

(a) A representative from Senior Management, appointed by MANCO, who acts as Chairperson
(b) Executive Director: Human Resources or nominee
(c) Deputy Director: Human Resources Specialised Services  
(d) Executive Director: Finance or nominee  
(e) Dean of Students or nominee  
(f) A representative of Transformation Monitoring and Evaluation  
(g) A representative of Nelson Mandela University pensioners with a secundus  
(h) A representative from NEHAWU with a secundus  
(i) A representative from NTEU with a secundus  
(j) By invitation, in an advisory capacity, representatives from the Nelson Mandela University Healthcare Consultants, without voting rights.  
(k) By invitation, in an advisory capacity, appropriate experts as and when required, without voting rights.

**HUMAN RESOURCES DEVELOPMENT COMMITTEE (HRDC)**

The Human Resources Development Committee consists of the following members:

(a) Executive Director: Human Resources (Chairperson)  
(b) Senior Director: Institutional Planning  
(c) Skills Development Facilitator  
(d) One representative from Human Resources (Organisational Development field)  
(e) One representatives from Centre for Teaching, Learning and Media  
(f) One representative from the Research Capacity Development Department  
(g) One representative from Institutional Planning and Information Analysis  
(h) One representative from the Transformation Monitoring and Evaluation Unit  
(i) Two representatives from each of the recognised trade unions, one representing academic staff and one representing administrative and service staff  
(j) One representative from Continuing Education and Community Engagement  
(k) Two senior academics elected by the Deans Forum - one from Social Sciences and Humanities and one from Science, Engineering and Technology (At least one of these representatives should be from the historically disadvantaged group.)

**INFORMATION AND COMMUNICATION TECHNOLOGY COMMITTEE (ICTC)**

The Information and Communication Technology Committee consists of the following members:

(a) Deputy Vice-Chancellor: People and Operations (Chairperson)  
(b) Chief Information Officer  
(c) Director: Information and Communication Technology Services and Operations  
(d) Executive Director: Finance or nominee  
(e) Two academic staff members appointed by the Deputy Vice-Chancellor: Learning and Teaching  
(f) Dean of Students  
(g) Director: Academic Administration  
(h) Deputy Director: Information and Communication Technology Service Delivery  
(i) One member from Management Information Services  
(j) One member from Internal Audit Department (advisory member)  
(k) One member from Library Services  
(l) One representative from George Campus  
(m) Such other members as determined by MANCO

**ESTATE AND FACILITIES MANAGEMENT COMMITTEE (EFMC)**

The Estate and Facilities Management Committee consists of the following members:

(a) Senior Director: Estate and Facilities Management (Chairperson)  
(b) Executive Director: Finance or nominee  
(c) Director: Employee Relations  
(d) Director: George Campus Operations
(e) Director: Campus Health Services  
(f) Director: Infrastructure Services and Sustainability  
(g) Director: Maintenance Services  
(h) Director: Protection Services  
(i) Director: Sport Bureau or nominee  
(j) Director: Student Housing  
(k) Acting Director: Support Services  
(l) Deputy Director: Faculty Administration and Timetabling  
(m) One academic employee designated by the DVC: Learning and Teaching  
(n) GRM2 (1) Compliance Engineer  
(o) Senior Manager: Health, Safety and Environment  
(p) A member from each recognised trade union  
(q) Two representatives from the SRC

**RISK MANAGEMENT COMMITTEE (RMC)**

The Risk Management Committee consists of the following members who will also serve as Risk Champions:

(a) Senior Director: Internal Audit (Chairperson)  
(b) A representative from each faculty (preferably Executive Dean, Head of Department/Director of School)  
(c) A representative from Missionvale Campus  
(d) A representative from George Campus  
(e) Director: Library and Information Services  
(f) Senior Director: Office of International Education  
(g) Director: Academic Administration  
(h) Dean of Students  
(i) Dean of Learning and Teaching  
(j) Senior Director: Estate and Facilities Management  
(k) Senior Director: Office for Institutional Planning  
(l) Senior Director: Communication and Stakeholder Liaison  
(m) Senior Director: Strategic Resource Mobilisation and Advancement  
(n) Chief Information Officer  
(o) Senior Director: Finance  
(p) Deputy Director: Human Resource Development and Organisational Development  
(q) Audit and Risk Practitioner (responsible for risk management)  
(r) MANCO members (Ex Officio)

**SPORT COMMITTEE (SC)**

The Sport Committee consists of the following members:

(a) Dean of Students (Chairperson)  
(b) A member of Senate  
(c) Chairperson of the Sport Council  
(d) Three (3) other members of the Sport Council  
(e) Senior Director: Communication Stakeholder Liaison or nominee  
(f) Head: Department of Human Movement Science or nominee  
(g) Executive Director: Finance or nominee  
(h) Manager: Disability Office or nominee  
(i) Director: Sport or nominee  
(j) Campus Director: Missionvale Campus or nominee  
(k) Campus Principal: George Campus or nominee  
(l) Two (2) members who are representative of the local community who are invited by the committee

**TENDER ADJUDICATION COMMITTEE (TAC)**

The Tender Adjudication Committee consists of the following members:
TRANSFORMATION COMMITTEE (TC)

The Transformation Committee consist of the following members:

(a) Director: Transformation Monitoring and Evaluation (Chairperson)
(b) Deputy Vice-Chancellor: Learning and Teaching (or nominee)
(c) Deputy Vice-Chancellor: Research, Innovation and Internationalisation (or nominee)
(d) Executive Director: Human Resources (or nominee)
(e) Dean of Students
(f) Executive Director: Finance (or nominee)
(g) A member appointed by each of the recognised trade unions
(h) One member of the Institutional Forum
(i) Two members of the Senate
(j) Chairpersons of subcommittees e.g. Equity, Disability Forum, Sexual Harassment, Gender, etc.
(k) One representative from Communication Stakeholder Liaison
(l) One representative from the HIV and Aids Unit
(m) One SRC representative
(n) Any other ad-hoc members required to perform functions of the Committee

Subcommittee of Transformation Committee

Sexual Harassment Committee (SHC)

The Sexual Harrassment Committee consist of the following members:

(a) One representative from Student Counseling, Career and Development Centre (PE and George campuses)
(b) One representative from the Student Governance and Development Services (PE and George campuses)
(c) One representative from Campus Health Services (PE and George campuses)
(d) Residence Managers (all campuses)
(e) Human Resources Consultant representative
(f) Consultant: Human Resources Equity Office
(g) Director: Transformation, Monitoring and Evaluation (Chairperson)
(h) Director: Employee Relations and Human Resources Operations
(i) Dean of Students
(j) Director: Residences
(k) A nominee from the Faculty of Law
(l) One representative from each of the recognised unions

JOINT COMMITTEES OF MANAGEMENT COMMITTEE AND SENATE

CENTRAL TIMETABLING COMMITTEE (CTC)

The Central Timetabling Committee consinst of the following members:

(a) Dean: Learning and Teaching (Chairperson)
(b) The Manager: Central Timetabling Office
(c) One representative from Academic Administration, as nominated by the Registrar
(d) One representative from Support Services
(e) One representative from Estate and Facilities Management
(f) One representative each from the George and Missionvale Campuses, who will be able to represent the interest of academic staff on that campus (the faculty and campus representation may overlap.)
   The George and Missionvale Campus representatives are appointed by the respective Campus Principals.
(g) One or more representatives, as determined by each FMC, for each faculty present on the South, 2nd Avenue and North campuses, who will be able to represent the interests of academic staff on that campus (the faculty and campus representation may overlap), who will perform, functions including, but not limited to, the following:

(a) to advise the FMC on timetabling matters
(b) to liaise with the CTO on timetabling matters

(h) The committee has the right to co-opt additional members as required, including, but not limited to, Support Services, Technical Services, Infrastructure Projects, SRC, Learning and Teaching Collaborative for Success, and so on. There will be an alternate for each member.

**SCHOLARSHIPS AND BURSARIES COMMITTEE (SBC)**

The Scholarship and Bursaries Committee consist of the following members:

(a) Deputy Vice-Chancellor: Research, Innovation and Internationalisation (Chairperson)
(b) Deputy Vice-Chancellor: People and Operations
(c) Deputy Vice-Chancellor: Learning and Teaching
(d) Executive Director: Finance or nominee
(e) Senior Director: Strategic Resources Mobilisation Office
(f) Director: Research Capacity Development
(g) Director: Engagement Office
(h) Deputy Director: Financial Aid
(i) Dean of Students
(j) Dean of Learning and Teaching or nominee
(k) Executive Deans or nominees
(l) Campus Director: Missionvale Campus
(m) Campus Principal: George Campus
(n) SRC representation: One undergraduate; one postgraduate; one George Campus SRC member
(o) Senior Director: Communication and Stakeholder Liaison or nominee
(p) Such additional members as may be determined by the SBC.

**Subcommittee of Scholarships and Bursaries Committee**

**Student Financial Aid Committee (SFAC)**

The Student Financial Aid Committee consist of the following members:

(a) Dean of Students (Chairperson)
(b) Executive Director: Finance or nominee
(c) Director: Student Counselling, Career and Development Centre
(d) Deputy Director: Financial Aid
(e) One representative from the Financial Aid Office (George Campus)
(f) One representative from Communication and Stakeholder Liaison
(g) Disability Officer *(Ex Officio)*
(h) One student appointed by SRC
(i) One student from the George Campus SC
(j) Additional members as determined by the SFAC

**QUALITY COMMITTEE (QC)**

The Quality Committee consist of the following members:

(a) Senior Director: Institutional Planning (Chairperson)
(b) Deputy Vice-Chancellor: People and Operations
(c) Deputy Vice-Chancellor: Research, Innovation and Internationalisation
(d) Deputy Vice-Chancellor: Learning and Teaching
(e) One Dean, designated by the Deputy Vice-Chancellor: Learning and Teaching
(f) Dean: Learning and Teaching
(g) Dean of Students
(h) Senior Director: Internal Audit (or nominee)
(i) Senior Director: Office for International Education
(j) Director: Quality Advancement
(k) Director: Academic Planning
(l) Director: Engagement Office
(m) Director: Transformation Monitoring and Evaluation
(n) Director: Research Capacity Development
(o) Deputy Director: Human Resource Management Information (or nominee)
(p) Finance Department nominee
(q) Invitees: Quality Consultant: Academic Review, and Quality Consultant: Support Functions
**EXECUTIVE MANAGEMENT AND SUPPORT STAFF**

### OFFICE OF THE VICE-CHANCELLOR
**Vice-Chancellor**
Prof SW Muthwa  BA(SW)(Fort Hare), BA(SW) Hons(Wits), MSc (London School of Economics, UK), PhD(London University, UK)

**Special Assistant to the Vice-Chancellor**
Dr L Best  BSocial Science(UCT), BAHons, MA Development Studies, PhD (NMMU)

**Personal Assistant**
Ms B Shushu  Nat Dip HRM (DIT), Dip Lab Law (GIMT), Mast Dip HRM (UJ)

### OFFICE OF THE DEPUTY VICE-CHANCELLOR: LEARNING AND TEACHING
**Deputy Vice-Chancellor: Learning and Teaching**
Prof CD Foxcroft  BA, BAHons, MA, DPhil(UPE)

**Personal Assistant**
Ms Y Ferreira  NHC: Private Secretary(Uitenhage Technical College)

### OFFICE OF THE DEPUTY VICE-CHANCELLOR: PEOPLE AND OPERATIONS
**Deputy Vice-Chancelor: People and Operations**
Mr LE Hashatse  B(Journalism and Media Studies), BAHons(Rhodes), MA(Edith Cowan University)

**Personal Assistant**
Ms M Murphy  NDip Off Mgt & Tech(NMMU), BTech Mgt(NMMU)

### OFFICE OF THE DEPUTY VICE-CHANCELLOR: RESEARCH, INNOVATION AND INTERNATIONALISATION
**Deputy Vice-Chancellor: Research, Innovation and Internationalisation**
Vacant

**Personal Assistant**
Mrs N Ntsenyana  NDip (Office Mgt and Tech), PGD (Maritime Studies) (NMMU)

### OFFICE OF THE EXECUTIVE DIRECTOR: FINANCE
**Executive Director**
Mr MR Monaghan: BCom(UPE), BComHons (UNISA), Professional Accountant(SA)

**Personal Assistant**
Ms D Harris  ND (Bus Man) (Tech) (Free State), MDP (Business School UFS)

### OFFICE OF THE REGISTRAR
**Registrar**
Mr E de Koker  BA(Pub Admin)(UCT), BAHons(Pub Admin)(UNISA), M(Pub Admin) (University of Warwick, UK)

**Personal Assistant**
Ms SD Brümmer  NDip Exec Secr(PET)

### OFFICE OF THE DEAN OF STUDENT LIFE AND DEVELOPMENT
**Dean of Students**
Mr LP Jack  NDip (PMA) (EC Technikon), BTech (PM) (PET), BA Phil (US), MCom (Leadership Studies) (UKZN)

**Personal Assistant**
Mrs S Sam  BA Psychology (NMMU), PG Diploma Marine & Maritime (NMMU)
SENIOR MANAGEMENT AND SUPPORT STAFF

OFFICE OF THE EXECUTIVE DIRECTOR: HUMAN RESOURCES

Executive Director  N Bam MBL (UNISA); BSocSc (Economics, Public Admin) (UCT), PGDip (Employment Law, Social Security) (UFH)

Personal Assistant  B Qabaka NDip:Public Admin & Mgt (PENTECH), BTech (Public Management – CPUT ) MBA (NMMU), Project Mgt (Mandela Uni)

EXECUTIVE DEANS OF FACULTIES

Arts
Executive Dean  Vacant
Executive Secretary  Ms N Mtise National Diploma: Public Management (NMMU), BTech: Public Management (WSU), Post Graduate Diploma: Archives & Records Management (UFH)

Business and Economic Sciences
Executive Dean  Prof H R Lloyd BCom (UPE), BComHons (UPE), MCom (UPE), DCom (UPE)
Executive Secretary  Ms R Petersen
Deputy Dean  Prof M R Mey NH Dip (Mgt Prac) (PET), BCom (UPE), BComHons (UNISA), MTech (PET), DTEch (HRM) (NMMU), MIPM, RPP
Secretary  Ms K Alexander NDip (PRM) (NMMU), BTech (PRM) (NMMU)

Education
Executive Dean  Dr SF Moeng BA, HDE, BEdHons(UPE), MSc (St Cloud State University), DEd(NMMU)
Executive Secretary  JL Smith BSocSci (Rhodes)
Deputy Dean  Prof NN Mdzanga BA (Ed), BAHons (UNITRA), MA (WSU), MEd (Research) cum laude, PhD (NMMU)

Engineering, the Built Environment and Information Technology
Executive Dean  Prof BJ van Wyk PrEng, PrTechEng, SMIEEE, PhD (Wits)
Executive Secretary  Ms C Dale
Deputy Dean  Prof D Pottas (Acting) BScHons(PU CHE), PhD (RAU), MCSSA

Health Sciences
Executive Dean  Prof L Pepeta MBChB, (Unitra) FCPAED(SA), DCH(SA), Cert. Cardiology (SA), MMed (Wits), FSCAI
Deputy Dean  Prof D van Rooyen BCur, BHons, MCur, PhD, PGD Edu & CC, ACGM, ANSAf
Executive Secretary  Ms A Maasdorp
**Law**

Executive Dean: Prof A Govindjee: BA, LLB(RU), LLM (Labour Law) *cum laude* (UPE), LLD(NMMU), Attorney of the High Court

Executive Secretary: Mrs S Mtyhobile National Diploma Management (NMMU)

Deputy Dean: Dr L Biggs: BCom (Law), LLB (UPE), LLM (Labour Law) *cum laude*, LLD (NMMU)

**Science**

Executive Dean: Prof A Muronga BSc, UED(UNIVEN), BScHons, MScUCT, PhD (University of Minnesota, USA)

Executive Secretary: Ms D Ntintili

Deputy Dean: Dr G Mahed BSc (UWC), BScHons (UWC), MSc (UWC), PhD (NMMU)

**OFFICE OF THE DEAN OF LEARNING AND TEACHING**

Dean: Vacant

Executive Secretary: Mrs SJ Ruffer Commercial Diploma (KWTTC)

**CAMPUS HEADS**

Campus Principal: George Campus

Vacant

Personal Assistant: Ms L Muller

Campus Director: Missionvale Campus

Dr P Ntshongwana Diploma in Transitional Justice (UCT), MA International Relations (Commonwealth University, UK), MSc International Development (Bath University, UK), DPhil Social Policy (Oxford University, UK)

Personal Assistant: Ms G Slabbert

**SENIOR DIRECTORS**

**OFFICE OF THE SENIOR DIRECTOR: INTERNAL AUDIT**

Senior Director: Vacant

Executive Secretary: Vacant

**OFFICE OF THE CHIEF INFORMATION OFFICER**

Chief Information Officer: Dr S Bosire BBA -MIS (Andrews), MBA (Heriot-Watt), MPA (UFH), MCSSA, DBA(NMMU)

Personal Assistant: Ms N Moodley Cert PR (PRISA-accredited - Varsity College, Business Management Programme (NMMU Business School), Project Management (NMMU)

**OFFICE OF THE SENIOR DIRECTOR: COMMUNICATION AND STAKEHOLDER LIAISON**

Senior Director: Ms CC Janneker BA (UNISA), MBA (UNISA-SBL), Dip Public Relations (PRISA); Dip (Academy of Learning)

Executive Secretary: Ms S van der Vyver NSDip (CATE)
OFFICE OF THE SENIOR DIRECTOR: ESTATE AND FACILITIES MANAGEMENT
Senior Director: Vacant
Executive Secretary: N Jacobs-Stokwe  Cert.HRFM (Rhodes University), ILP (NMMU Business School), Protocol Int.Cert. (EU International School of Protocol)

OFFICE OF THE SENIOR DIRECTOR: FINANCE
Senior Director: Mrs M Jogee-Jamal  BComHons(UPE),CA(SA)
Executive Secretary: Mrs R de Doncker (Acting)

OFFICE OF THE SENIOR DIRECTOR: INSTITUTIONAL PLANNING
Senior Director: Prof HJ Nel  BA, BAHons, MA, DPhil(UPE)
Personal Assistant: Ms K Moodley  BCom (UNISA), PGCE (NMMU)

OFFICE OF THE SENIOR DIRECTOR: INTERNATIONAL EDUCATION
Senior Director: Dr B Mtyingizana-Buhlungu  BA (Law)(Wits), BAHons (SOCL) (Wits), MA (SOCL) (Wits), PhD (SOCL) (Rhodes)
Personal Assistant: A Xanti
# Professors Emeriti

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<td>ERWEE. JA (Director: CENCE)</td>
<td>MEIRING, MH (Public Administration and Management)</td>
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<td>FURSTENBERG, JP (Zoology)</td>
<td>MÜLLER, AL (Economics and Economic History)</td>
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<td>NAUDÉ, RJ (Biochemistry and Microbiology)</td>
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NICOL, IG (Professional Training of Teachers)
OLIVIER, B (Journalism, Media and Philosophy)
OLIVIER, MAJ (Education)
PAUW, HC (Sociology and Anthropology)
PIENAAR, P (Philosophy of Education)
PIETERSE, JJ (Graduate School of Business)
POTGIETER, B (Pharmacy)
POTGIETER, JF (Planning Research)
POTGIETER, JM (Applied Mathematics)
POTGIETER, MC (Social Development Professions)
PRINSLOO, KS (Accounting)
RAMSAY-SLOGROVE, SD (Accounting)
ROBERTSON, BL (Botany)
ROHWER, HE (Chemistry)
ROUSSEAU, GG (Industrial and Organisational Psychology)
ROWLANDS, JE (Accounting)
RUST, IC (Geology)
SCHOEMAN, SJ (Philosophy)
SIMPSON, LGL (Accounting)
SHARWOOD, DW (Applied Science)
SMITH, JH (Economics and Economic History)
SNYMAN, HC (Vice-Chancellor: Port Elizabeth Technikon)
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TAYLOR, CA (Didactical Pedagogics)
TERBLANCHE, HO (History)
TERBLANCHE, SS (History)
THERON, JD (Architecture)
THIPA, HM (African Languages)
TROSKIE, AJJ (Music)
TWIGG, D (Mechanical Engineering)

VAN DER WESTHUIZEN, CP (Education)
VAN NIEKERK, WP (Business Management)
VAN ZIJL, J (Semitic Languages)
VAN ZYL, FJ (Private Law)
VAN ZYL, GJJ (Mathematical Statistics)
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WOOD, NG (Education Law)
WOOLDRIDGE, TH (Zoology)

ZEELIE, JJ (Health)

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KAKEMBO, V (Geosciences)
LOUBSER, MMM (Port Elizabeth Teachers' College)

Extraordinary Professors
VELDSMAN, DP (Textile Science)
VERMAAK, JS (Physics)
<table>
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<th>ACADEMIC STAFF IN FACULTIES</th>
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**FACULTY OF ARTS**

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*Executive Secretary*  Ms N Mtise National Diploma: Public Management (NMMU), BTech: Public Management (WSU), Post Graduate Diploma: Archives & Records Management (UFH)

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Vacant

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Dr S Pillay BAdmin (NMMU), MPhil (Pub Admin) (NMMU), DPhil (Pub Admin) (NMMU)  
Mr SK Santi BA (NMU), BAHons (NMU), MA (Mandela Uni)

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Vacant

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Vacant

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Ms F P J Herbst Candidata in Historia (Rijks Universiteit Utrecht), Doctoranda in Historia (Rijks Universiteit Utrecht), Tech Dip (Rijks Universiteit Utrecht)  
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Ms Q Maqabuka B Soc Sci (Rhodes), BSocSciHons (Rhodes), M Soc Sci (Rhodes)  
Ms G Dlamini BA (Wits), BA Hon (Wits), MA (Wits)  
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Ms C van der Merwe BA, BAHons, MA (UWC)

Vacant

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Mr L Chauke, BA(UJ), BA honours Applied Linguistics(UJ)

Mr E Erasmus-Morton BA (UCT), HED (UP), BAHons (Applied Linguistics) (UNISA)

Ms N Ntantiso, SED (Vista), B Tech (PE Tech),BA Hons (NMMU), MA (Applied Languages) (Mandela Uni)

Mr M Raban Dip. Linguistics (Arabic), BA, BAHons, BTech (IPL) (IU, KSA); SoTLC (NMMU); MA (TELL) (Stellenbosch)

Department of Media and Communication

Head of Department

Dr S Moodley BA *cum laude*, BAHons, MA *cum laude*, PhD (UKZN)

Professors

Prof A Hurst BAHons (Beeldende Kunste) (US), BAHons (Philos) (UPE), MA (Philos) (UPE), MA (Philos) (Villanova Univ), DPhil (Philos) (Villanova Univ) SARCHI Chair (Identities and Social Cohesion in Africa)

Prof A Konik BAHons (UPE), MA (UPE), D Litt et Phil (UNISA)

Associate Professor

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Principal Lecturer

Dr H S Fourie BBibl (UOFS), BBibHons (UNISA), BAHons (Philosophy) *cum laude*, MA (Philosophy) *cum laude* (UOFS), MBL (UNISA), PhD (US)

Senior Lecturers

Dr S Moodley BA *cum laude*, BAHons, MA *cum laude*, PhD (UKZN)

Mr S Nzioki BA MCC (UPE), MPhil (NMMU), PhD in African Studies (UFS), Director of Centre for Philosophy in Africa
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- Mr M Dyantyi BA, BAHons (Wits), MA (University of Kansas), MA Creative Writing (Rhodes)
- Ms V Jacobs SPTD (Cape College of Education), BA (Vista University), BAHons (UPE), MA (Media Studies) (NMMU)
- Mr J Mathurine, NDip Journ (Technikon Natal) cum laude, B.Tech Journ (Technikon Natal) cum laude; MA Media Studies (Rhodes)
- Ms T Rennie NDip (GD) (PET), MA (Media Studies) (NMMU)
- Dr J Siwak BA MCC, MA (Media Studies), DPhil (NMMU)
- Mr S Xulu, BA in Creative Brand Communication (Vega School of Branding), MA (Media Studies) (NMMU)

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- Mr Mtshali BSS (UKZN), BSS Hons (UKZN), MA (Wits)

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- Mr B M Marais MA (UKZN)
- Ms N L Morkel BA (MCC) (UPE), BAHons (English) (UPE), MA (English) (NMMU), PGDHET (UFH)
- Dr A Mvanyashe MA (NMMU), DLitt (Mandela Uni)
- Prof A N Otto BA (US), BAHons (US), MA (US), D.Litt (US)
- Dr M Vrancken BAHons (French) (UCT), MA (French) *cum laude* (UCT), PhD (French) (UCT)

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- Ms M de Wet BA (UPE), BAHons, MA (NMMU)
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**Professor**  
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Prof G Campaner

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Dr R Bower BMus (NMMU), MMus (NMMU), DPhil (NMMU), LTCL, UPLM  
Mr D Bester BMus, MMus (US), MMus (Artesis Plantijn University)

Mr J Edwards BMus (UKZN), MMus (UKZN)

**Lecturers**  
Mr M A Brand BMus (UPE), BScHons (NMMU), MScEng *cum laude* (US)  
Dr E Cloete BMus, MMus, DPhil (NMMU)  
Dr G Holtzman BMus (UCT), PhD (University of Pennsylvania)  
Mr N Mthimkhulu PDO, PGO (UCT), PD, MMus (SMU, Tx Dallas)  
Mr G Williams BMus (NMMU)

**Administrative Assistant**  
Ms T Cunliffe

### Department of Visual Arts

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Prof V P E Nyoni BAFA (UN), MAFA (UKZN)

**Secretary**  
Ms H Roman

**Administrative Assistant**  
Ms N Xubane NDip PR (NMMU), BTech PR (NMMU), BAHons (NMMU)

**Professor**  
Prof G M A Duker NDip (FA) (PET), NH Dip (FA) (PET), MTech (FA) (PET)

**Associate Professors**  
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Prof H Saayman-Hattingh DTech (Pho) (VUT)

**Principal Lecturer**  
Mr B S Cadle NH Dip (GD) (PET), MTech (GD) (NMMU)

**Senior Lecturers**  
Mr D A Jones NDip FA (PET), NH Dip FA (PET), MTech FA (PET)  
Mr G M Meyer Dip (Gemology) (Asian Inst. of Gemological Sciences, Thailand), BTech (Pho) (PET), MA (Portsmouth)  
Ms A Wentzel NDip (FA) (PET), BTech (FA) (PET), MTech (FA) (NMMU)

**Lecturers**  
Ms R J Collett BA (FA) (US), MA (FA) (US)
Mr T James NH Dip (FDT) (PET)
Mrs J Luyt NH Dip (TD) (PET)
Mrs M Muir BTech (GD), M Tech (GD) (NMMU)
Mr S Ngcai BTech (FA) *cum laude* (WSU) MFA (VUT)
Ms J L Staple BAVA (FA) *cum laude* (US) MAVA (FA) *cum laude* (US)
Mr M L Swanepoel BTech (GD) (PET), M Tech (Entrepreneur) (NMMU)

**Associate Lecturers**

Ms R Adriaan BTech (FD) (NMMU)
Mr N C Botchway NDip (GD) (PET), BTech (GD) (PET)
Ms R van Wyk NDip (Pho) (NMMU), BTech (Pho) (NMMU)

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**Units**
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**Centre**
Centre for Philosophy in Africa

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*Executive Secretary*
Ms R Petersen

*Human Resources Consultant*
Mrs I van Rensburg BTech (HRM) (UNISA)

*PG Administrator*
Ms L van Rensburg (South Campus) NDip (Mgt) (NMMU), BTech (Mgt) (NMMU)

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Ms M Mazinyo BA (UPE), BAHons (NMMU)
Mrs F Ngubo NDip (Com Adm) (PET)
Mr X Sipoyo ND: Tourism Management (CPUT)

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Ms N Bulembu BCom (Vista)
Ms D Gert
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Ms N du Plessis HC (IT User Support) Mandela Uni

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Ms Z Ngqoyiya

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Ms J Junicke

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*Logistics Management*  
Mrs C Vögts

*Management Practice*  
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*Marketing Management*  
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*Tourism: Administrative Assistant*  
Ms J Keir

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*Personal Assistant: Business School*  
Ms J-A Hadwen

*Receptionist*  
Mrs L Qinqa ND: SBM (WSU)

*Adjunct Professor*  
Prof C M Adendorff NDip (Human Resources Management) (NMMU), BTech (Human Resources) (NMMU), BCom (Rhodes), MCom (Rhodes), MPhil (*cum laude*) in Future Studies (Stellenbosch), DBA (NMMU), PhD (Philosophy) (Rhodes). PhD in Development Studies (Trinity University, USA)

*Human Resource Consultant*  
Mrs I van Rensburg BTech (HRM) (UNISA)

*Media/IT Support*  
Mr T Scheinberg CCNA (NMMU)

*Marketing Material Practitioner*  
Mr D Kriel BA (MCC) (NMMU), MA (Applied Media Studies) (Mandela Uni)

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Mr D Giyose NDip Electrical Engineering (CPUT), MBA (NMMU)
Dr H Janse van Rensburg BCom (UPE), BComHons (Acc) (UPE), HDE (UPE), MCom (FMS) (UP), PhD (NMMU)

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Research Academic
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Ms T Ferreira

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Secretary Graduate School Unit
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Head: Marketing & Relationship Office
Ms C Castelyn

Marketing and Admission Co-ordinator
Ms L van Wyk

MBA Co-ordinator
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Ms N Crause

Senior Programme Specialist Open Programmes (BMP/ALP/MDP)
Ms S Whitehouse

Programme Co-ordinator
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Ms M Truter Dip (HRM), BTech (HRM) (NMMU)
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**Programme Coordinator** Vacant

**Manager: KZN** Ms L Folker BAHons (Ind Psych) (UFS)

**Programme Co-ordinator** Ms K Udemans

**Senior Programme Co-ordinator** Ms L Fritz BA (HRM), BAHons (Group Dynamics) (NMMU)

---

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**School Administrator** Mrs R Kock BTech (Man) (NMMU)

**Secretary** Ms B D Hayes

**Honorary Professor** Prof L M Van Vuuren MCom (UP), PG Dip (TE) (UNISA), ACMA CA (SA)

**Applied Accounting**

**Head of Department** Ms TG Beck Dip (CMA) (PET), BTech (CMA), MTech (CMA) (NMMU), Professional Accountant (SA)

**Senior Lecturers** Ms L Bester ND (Int Aud) (PET), BTech (Int Aud) (PET), MTech (CMA) (NMMU), Professional Accountant (SA)

Mr T A V Jodwana BCom, HDE (RU), MTech CMA (NMMU), Professional Accountant (SA)

Mr M Labuschagne ND (Int Aud) (PET), BTech (Int Aud) (NMMU), MCom (Accounting) (NMMU), Certified Internal Auditor (CIA), Certified Control Self Assessor (CCSA), Certified Fraud Examiner (CFE)

Ms J Struwig BCom, BComHons (US), BComptHons (UNISA), BComHons (Tax) (UP), MCom (Tax) (UP), CA (SA)

**Lecturers** Ms R Abrahams BCom, BTech (CMA), MTech (CMA) (NMMU)

Ms M Chalmers BComHons (UPE), CA (SA)
Mr D Chauke PGD IA (UNISA), PIA (IIA SA)
Ms CS Grondt BCom (NMMU), PGDip Accounting Sciences (UNISA), AGA (SA)
A Koeberg BCom (Acc) (UPE), MBA (NMMU)
Ms L Mangisa BComHons (NMMU), CA (SA)
Mr L Roodt BTech (CMA) (PET), MTech (CMA) (NMMU), Professional Accountant (SA)
Ms L Schoeman BTech (CMA), MTech (CMA) (NMMU)

**Associate Lecturers**
Ms A Govender BCom (Accounting) (KZN), PG Diploma (Accounting) (SA)
Mr A Khan NDip (CMA) BTech (CMA) (NMMU), Professional Accountant (SA)
Mr B Van Der Ross Dip Int Aud, BTech Internal Aud (NMMU)
Ms L van Niekerk BCom (UPE)

**George Campus**
**Associate Lecturer**
Vacant

**Accounting Sciences**

**Head of Department**
Prof A Singleton BCom (UPE), BComHons (UPE), MCom (UPE), CA (SA)

**Emeritus Professors**
Prof A J N Brettenny BComHons (UCT), M Acc (UN), CA (SA)
Prof D Forsyth BCom (UN), CTA (RU), CA (SA)

**Professors**
Prof A Singleton BCom (UPE), BComHons (UPE), MCom (UPE), CA (SA)

**Senior Lecturers**
Ms J Christian BComAcc (Hons) (UNISA), CA (SA), MCom (Accounting) (UP)
Ms S Diedericks BComHons (UPE), CA (SA), MCom (Accounting) (UP)
Ms L D De Villiers BCom (UPE), HED, BEdHons (UPE), MCom (Accounting) (NMU)
Mr K D Freeman BCom (UPE), BComHons (UN), CA (SA)
Ms A Le Roux BComHons (NMMU), CA (SA), MCom (Taxation) (NMMU)

**Lecturers**
Mr P Brodrick BCom(UPE) CA (SA)
Ms C Fourie BComAcc (Hons), CA (SA), MCom (Taxation) (NMMU)
Mr T Jagwanth BComAcc, (UKZN), (PGDip Acc Science) (UNISA), MComAcc (UKZN).
Ms L Macpherson BComAcc (Hons) (NMMU), CA (SA)
Mr L Molatlhwe BCom (RAU), BComHons (RAU), CA (SA)
Ms S Moolman BAccHons (US), CA (SA)
Mr E le Roux BAcc (US), CA (SA)
Ms F Oliveria BComAcc (NNMU), Post grad Dip Acc (UKZN), CA (SA)
Ms J Pienaar BComHons (UFS), CA (SA)
Mr G Sarpong BCom (NNMU) CA (SA)
Ms S Snyders BComAcc Hons (NNMU), CA (SA)
Mrs S Terblanche BCom (US), HED (US)

**Associate Lecturer**
Ms B Peter BCom (Hons) (Vista), BTech (CMA) (NNMU)

**Administrative Assistants**
Ms A Abrahams
Ms Y Belani BTech (Man) (NNMU)
Ms C Cupido
Ms YA de Beer
Ms Z Ngqoyiya NDip (Off Man & Tech) (NNMU)
Ms S Snyders BComAccHons (NNMU), CA (SA)
Mrs S Terblanche BCom (US), HED (US)

**Administrative Assistant**
Ms B Peter BComHons (Vista), BTech (CMA) (NNMU)

**School Administrator**
Mrs RA Kock

**Departmental Secretaries**
Mrs A Abrahams (2nd Avenue Campus)
Mrs BD Hayes (South Campus)

**Administrative Assistants**
Mrs Y Belani
Mrs YA de Beer
Mrs Z Ngqoyiya

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**SCHOOL FOR ECONOMICS, DEVELOPMENT AND TOURISM**

**Director of School**
Prof M R Nowadi BA (Vista) BAHons (Vista), MA (Economics) (UPE), PhD (NNMU)

**Administrative Assistant**
Ms J Keir

**Economics**

**Head of Department**
Vacant

**Honorary Professor**
Prof R W K Parsons BCom (UCT), BAHons (UCT), DCom (hc) (UPE), FstD

**Emeritus Professors**
Prof P le Roux BCom (PU for CHE), BComHons (UOFS), MCom (UOFS), PhD (Vista)
Prof C V R Wait BCom (US), BCom (Honours) (US), MCom (US), DCom (US)

**Associate Professor**
Prof S Mishi BCom *cum laude* (UFH), BComHons (Financial Markets) *cum laude* (UFH), MCom (Economics) (UFH), DCom (Economics) (UFH)

**Senior Lecturers**
Dr N S Dyubhele BCom (RU), BComHons (RU), HDE (RU), AdvDipl (Mkt Mgt) (UNISA), PG Dip (Economic Impact Assessment) (Molde College, Norway), MCom (Vista), DCom (NNMU)
Dr L Jeke BCom *cum laude* (UFH), BComHons (UCT), MCom (Economics) (UFH), DCom (Economics) (UFH)
Dr A Phiri BCom (NWU), BComHons (NWU), MCom (NWU), DCom (NWU)


**Lecturers**

Mr S Dingela BCom (NMMU), BComHons (NMMU), MCom (NMMU)
Ms A Fotoyi BCom (NMMU), BComHons (NMMU), MCom (NMMU)
Ms W Matekenya BCom (UFH), BComHons (UFH), MCom (UFH)
Dr T Qabhobho BCom (NMMU), BComHons (NMMU), MCom (NMMU), PhD (Mandela Uni)
Ms S E Tessendorf BCom (UPE), BComHons (UPE), MCom (NMMU)

**Associate Lecturers**

Mr C B Johnson BCom Law (NMMU), BComHons (NMMU), MCom *cum laude* (Mandela Uni)
Ms C Mpuku BComRat (NMMU), BComHons (NMMU), MCom (Mandela Uni)
Mrs G S Pereira BA (Vista) BAHons (Vista)
Ms Z Sikhunyana BA (Dev Studies) (NMMU), BComHons (Financial Markets) (UFH), MCom (Economics) (UFH)

**Administrative Assistants**

Ms D Erasmus BA (App Lang Studies) *cum laude* (UPE), BAHons *cum laude* (NMMU)
Ms J Keir
Ms E Moodley NDip (GD) (NMMU) (2nd Avenue Campus)

**Development Studies**

*Head of Department*

Prof J M Cherry BA (UCT), BAHons (UCT), MA (UCT), PhD (Rhodes)

*Professors*

Prof J M Cherry BA (UCT), BAHons (UCT), MA (UCT), PhD (Rhodes)
Prof S Mago PGHET (UFH), BSc (Economics) (University of Zimbabwe), MBA (Zimbabwe Open University), PhD (UFH)

*Lecturers*

Dr S Leonard BSc (Geog Sci) *cum laude* (UKZN), BSc Hons (Geog) *cum laude* (UKZN), MA (UKZN), PGCE (UNISA), PhD (NMMU)
Mr S Phiri BAHons (Economics) (Newcastle-upon-Tyne, UK), MA (Dev Studies) (NMMU)
Dr B Snow MSc (UPE), PhD (Mandela Uni)
Dr A van den Berg BA, BAHons (Dev Studies), MA (UPE), PhD (NMMU)
Dr F Modiba BA, BAHons, MA, DLitt et Phil (UNISA)
Ms D Tembo BSc (Enviro Sciences), MA (Dev Studies) (NMMU)

*Administrative Assistant*

Vacant

**Tourism**

*Head of Department*

Dr S R van Zyl BA HDE(UPE), MSc Tourism Development and Management (Bucks-Chilterns UK), DPhil Development Studies (NMMU)

*Principal Lecturer*

Dr H H Bartis BA, BScHons (UFH), MA (Ohio, USA), HDE (PG) (Sec) (RU), DPhil (Tourism Management) (Mandela Uni)

*Lecturers*

Dr L C Jonas NDip (Tourism Mgt) *cum laude* (VUT), BComHons (Tourism Mgt), MEd *cum laude* (NMMU), PhD (Education) (Mandela Uni)
Ms T Mbane NDip (Tourism Management) (CPUT)
B Tech (Tourism Management) (CPUT)  MTech (Tourism and Hospitality Management) (CPUT)

**Administrative Assistant**
Vacant

**George Campus**

**Senior Lecturer**
Dr T Ramukumba BA (Ed) (UniVen), NDip (Tourism Mngt) (PET), B Tech (Tourism Mngt) (PET), MTech (Tourism & Hosp) (TUT), MA (Development Studies) (NMMU), DPhil (Dev Studies) (NMMU)

**Associate Lecturer**
Ms T Vapi NDip (Tourism Management), B Tech (Tourism Management) (NMMU) PGCE (UNISA)

**SCHOOL OF MANAGEMENT SCIENCES**

**Director of School**
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**Secretary**
Ms V Smith NDip (Info Tech) (PET)

**Business Management**

**Head of Department**
Mr T M Matchaba-Hove BCom (NMMU), BComHons (NMMU), PG Dip (Fin Plan) (NMMU), MCom (NMMU)

**Professors**
Prof S Perks BCom (UPE), HED PG (UNISA), PhD (Vista), MBA (Buckingshire Business School, London)
Prof C Rootman BCom (UPE), BComHons (UPE), MCom (NMMU), PhD (NMMU)
Prof E E Smith BComHons (UPE), MCom (Vista), PhD (Vista)
Prof F W Struwig HDE (UPE), BComHons (UPE), MCom (UPE), PhD (Vista)
Prof E Venter BComHons (UOFS), HDE (UOFS), MCom (US), MBA (Ghent), DCom (UPE)
Prof S M Farrington BComHons HDE (UPE), MBA (Ghent), DCom (NMMU)

**Associate Professor**
Prof J Krüger BComHons (UPE), MCom (Vista), PhD (NMMU)

**Senior Lecturers**
Dr R Lillah BCom (NMMU), BComHons (NMMU), MCom *cum laude* (NMMU), DCom (NMMU)
Ms J B Palframan BA(RU), Dip in Retirement Funds Mgt, ILPA, MCom (NMMU), CFP®

**Lecturers**
Ms AP Deliwe BCom (KwaZulu Natal), BComHons (UNISA), PG Dip (Management) (Witwatersrand(Wits), MCom (KwaZulu Natal)
Mrs J E Kinsman BCom (NMMU), BComHons (NMMU), MCom *cum laude* (NMMU)
Ms BA Gray BComHons(UPE), MCom (NMMU) *cum laude*
Dr A Nelmapius BCom (UPE), BComHons (UPE), NHD PSE (PET), MCom (NMMU), PhD (Stellenbosch)
Dr SB Beck BCom (NMMU), BComHons (NMMU), MCom *cum laude* (NMMU) DCom (Mandela Uni)
**Associate Lecturer**
Mr. R Pandie BCom (NMMU), PG Dip (Fin Plan) (NMMU)

**George Campus**
**Principal Lecturer**
Vacant

**Lecturer**
Mr A C Peters BAdmin (Ind Psych & Pub Admin), BAdminHons (Pub Admin) (UWC), MBA (Advanced) (Curtin Univ of Tech, Australia)

**Logistics**
**Head of Department**
Mr G T Cook NDip (PurMgt), NDip (Mkg& Sales), BTech (Bus Adm) (PET), MTech (NMMU)

**Associate Professor**
Prof P Hove-Sibanda BCom (UFH), BComHons (UFH), MCom (UFH), MSc Decision Making in Supply Chain (Vrije University, The Netherlands), DTech (VUT), PGDIP (VUT)

**Senior Lecturer**
Mr R C van den Berg BCom (Ed), MCom (UPE)

**Lecturers**
Mrs J K Howell BCom (UKZN), BTech (Purch) (PET)
Mr AG Jappie BCom (NMMU) BComHons (NMMU) MCom (Mandela Uni)
Ms A Mavela NDip (Inventory and Stores Management), BTech(Logistics)
Mr S Pillay BTech (Log Mgt) (NMMU), MCom (Log Mgt) (Mandela Uni)

**Management Practice**
**Head of Department**
Dr P Tai-Hing NHD (Prod Man) *(cum laude)*, BTech (BA) *(cum laude)* (PET), MTech (BA), PhD Bus Man (NMMU)

**Senior Lecturers**
Dr T Ngxukumeshe NDip (CMA) (Tech SA), BTech (CMA), MBA, PhD (Business Management) (NMMU)
Dr E J Zeelie BCom (UPE), NH Dip MgtPrac, MTech BA (PET), DBA (NMMU)

**Lecturers**
Mr H Mohamed NDip (HR), BTech (HR), MTech (BA) (NMMU)
Dr R Muller MDP, MBA, PhD Bus Man (NMMU)
Mrs AA Makochieng BCom Law *(cum laude)* (UFH), BComHons (Bus Mgt) (UNISA), MCom (Mgt) (Rhodes)

**George Campus**
**Lecturer**
Dr Z S Webber Snr Primary Teacher's Dip (CCE), B.Bbl (UFH), BTech (Educ Mgt) (PET), Honours (Info Science) (UNISA), MPhil (Info and Knowledge Mgt) (US)

**Marketing Management**
**Head of Department**
Prof M van Eyk NDip (Tourism Mgt), BTech (Tourism Mgt), MTech (Mktg) (PET), DTEch (Mktg) (NMMU)

**Senior Lecturers**
Dr F Amoah HND (Mktg) (Koforidua Polytechnic, Ghana), BTech (Mktg) (UNISA), MTech (Mktg) (NMMU), DTEch (Mktg) (NMMU)
Dr DP Ferreira Dip Tour Ops (Varsity Collage), BCom Hons (Tourism) (NMMU), MCom (Bus Mgt) (NMMU), PhD (Bus Mgt) (Mandela Uni)

**Lecturers**
Dr A G Jonas NDip (Tourism Mgt), BTech (Tourism Mgt), MTech (Mktg) (NMMU), PhD (Mktg) (Mandela Uni)
Mr A Marriott BCom (Bus Mgt), BComHons (Bus Mgt), MCom (Bus Mgt) (NMMU), TEFL Intl Cert (UK)
Mrs T Shrosbree NDip (Mktg), NH Dip (Mgt), BTech (Bus Adm) (PET), MTech (Mktg) (NMMU)

**George Campus**

**Lecturers**

Mr V Hau-Yoon MDP, BCom, MBL (UNISA)
Dr A Potgieter BCom (Ind Psych), BComHons (Inv Mgt)(RAU), MCom (Bus Mgt), PhD (Bus Mgt) (NMMU)

**SCHOOL OF INDUSTRIAL PSYCHOLOGY AND HUMAN RESOURCES**

**Director of School**
Vacant

**Secretary**
Ms K Alexander NDip (PRM), BTech (PRM) (NMMU)

**Human Resource Management**

**Head of Department**
Prof A Werner BA (Comm), MA (Potch), DTech (HRM) (NMMU)

**Secretary**
Mrs R Felix NDip (TOU) (NMMU)

**Lecturers**
Ms N Agherdien NDip (HRM), BTech (HRM), MTech (HRM) (NMMU)
Ms B de Villiers BA (Psych, English), BAHons (Psych) (UPE), MTech (HRM) (NMMU)
Ms Y Dube NDip (HRM), BTech (HRM), MTech (HRM) (NMMU)
Ms M Mavuso BAdmin (IPS & PM), BAdminHons (IPS), M(Admin) (IOP)
Ms O Veldkornet BA (Psych) (UPE), BAHons (LR & HR), MA (Soc)

**Associate Lecturer**
Mr S Puza NDip (HRM), BTech (HRM) (NMMU) (George Campus)

**Industrial and Organisational Psychology**

**Head of Department**
Prof R van Niekerk BA (Theol), BAHons (Psych) (US), MA (Clin Psych) (UPE), MA (Ind Psych) (US),
MED GETP (RU), PhD (Psych) (UPE)

**Secretary**
Ms K-L Roodt BTech (Mgt), MTech (Bus Admin) (NMMU)

**Associate Professor**
Dr G Freedman BComHons (IOP) (UNISA), MCom (IOP) (UNISA), DCom (IOP) (UNISA)

**Lecturers**
Dr C Harris BComHons (UPE), MCom (NMMU), DCom (NMMU)
Ms R Koeberg, BCom (Rhodes) BCom Hons (Org Psy) (Rhodes), MA (Psychology) (Rhodes), MCom (IOP) (NMMU)
Ms I Dzivhani BCom (UP), BComHons (UP), MCom (UP)

**Registered Entities/Units**

**Family Business Unit**

**Entity Manager**
Prof E Venter BComHons (UOFS), HDE (UOFS), MCom (US), MBA (Ghent), DCom (UPE)
Unit for Positive Organisations

Entity Manager
Prof M R Mey NH Dip (Mgt Prac) (PET), BCom (UPE), BComHons (UNISA), MTech (PET), DTech (HRM) (NMMU), MIPM, RPP

Unit for Economic, Development and Tourism (UFEDT)
Prof R Ncwadi BA (Vista) BAHons (Vista), MA (Economics) (UPE), PhD (NMMU)

FACULTY OF EDUCATION
Office of the Dean
Executive Dean Dr SF Moeng BA, HDE, BEdHons (UPE), MSc (St Cloud State University), DEd (NMMU)
Deputy Dean Prof NN Mdzanga BA (Ed), BAHons (UNITRA), MA (WSU), MEd (Research) cum laude, PhD (NMMU)
Executive Secretary Ms JL Smith BSocSc (RU)
Faculty Operations Manager Dr T Morar PTD (Dower College), BA (UPE), BEdHons (RU), MEd (Leeds, UK), BCom (Vista), DEd (Curtin, Australia)
School Secretary Ms G Daniels-Smith NDip (Management) (Mandela Uni)

Faculty Administration
South Campus
Senior Manager: Faculty Administration (Acting) Ms L Roodt BComm (NMMU)
Manager: Faculty Administration Mr R Salie NDip (Management) (NMMU)
Faculty Administrator Ms J Hay
Missionvale Campus
Faculty Administrator Vacant

SCHOOL FOR INITIAL TEACHER EDUCATION
Head: BEd Foundation Phase (Acting) Ms TL Hlam Junior Prim Dip, FDE (Maths Ed), BEdHons (RU), MEd (NMMU)
Head: BEd Intermediate Phase (Acting) Dr TE Mapasa STD (Griffiths Mxenge College of Education), BA Ed (UNISA), BTech (Ed Mgt) (PET), MEd (NMMU), PhD (NMMU)
Head: BEd Further Education and Training and PGCE (Acting) Dr HH Sathorar BCom, HDE cum laude, BEdHons cum laude (UPE), MBA cum laude (NMMU), PhD (Mandela Uni)
Associate Professors Prof L Athiemoolam BPaed (UDW), BEd (RU), BAHons (English) cum laude, BAHons Psych (NMMU), DSE (UNISA), MEd, DEd (UPE)
Prof AC Delport BMus (Ed) (US), BMusHons, MMus (UP), DEd (UPE), ULVM (UNISA)
Prof A du Plessis HDE (PETC) with distinction, BA (UPE) cum laude, MEd (RU) cum laude, PhD (NMMU)
Senior Lecturers Dr M Childs HDE (PET), BA, MPhil (UPE), DEd (NMMU)
Dr B Ismail BCom (UWC), BComHons (Vista), MCom (Vista), PhD (NMMU)
Dr CAG Jordaan BA, DEd (UPE)
Dr B Khoboli BSc Ed (National University of Lesotho), MSc (University of Reading), PhD (UKZN)
Ms H Oosthuizen BScHons Zoology, HDE Post Grad (UPE), BScHons Info Systems (UNISA), MSc (UPE)
Dr HH Sathorar BCom, HDE *cum laude*, BEdHons *cum laude* (UPE), MBA *cum laude* (NMMU), PhD (Mandela Uni)

**Lecturers**

Ms S Deysel HDE (PETTC), FDE *cum laude* (UPE), BEdHons *cum laude*, MEd (NMMU)
Mr R Gallant BA HDE (UWC), BEdHons, M Ed (Mandela Uni)
Dr D Geduld HDE (Dower College), BEdHons, MEd, DEd (NMMU)
Ms TL Hlam Junior Prim Dip, FDE (Maths Ed), BEdHons (RU), MEd (NMMU)
Mr O Kagola BEd FP (NWU), BEdHons: Learner Support (NWU)
Mr D Koen BA, BAHons (Afrikaans & Dutch), MA (Afrikaans & Dutch), PGCE (NMMU)
Dr TE Mapasa STD (Griffiths Mxenge College of Education), BA Ed (UNISA), BTech (Ed Mgt) (PET), MEd (NMMU), PhD (NMMU)
Mr V Matsha BSc, BEd, HDE (UFH), MEd (Leeds)
Dr NV Msutwana HDE (SecTeach), BEdHons, MEd *cum laude* (NMMU)
Mr S Nofemele SSTC (LL Sebe College), Dip Labour Law (NMMU), BSc (UPE), BEdHons (NMMU)
Ms KZ Papu BA (Media, Communication and Culture) (NMMU), BAHons (English), MEd *cum laude* (Mandela Uni)
Ms R Notshulwana BA Art Education (Miami University, Ohio), MA Sociology & Education (Teachers College, Columbia University, NY)
Ms R Thorne HDE IV (SP) (Dower College of Education), BEdHons, MEd (Science and Language) (NMMU)
Dr ME van Heerden B.Mus (UPE), UVLM (UNISA), RSLM (Royal Schools of Music, London), MMus (UPE), PhD (NMMU)
Ms M van Zyl BPrimEd FP, FDE *cum laude*, BEdHons (UPE), MEd (NMMU)
Ms A Vermaak Dip Ed (Foundation), Dip Spec Ed: MHT, Specialised Tech Ort-Step (UPE), BEdHons Edu Mgmt (NMMU), MEd *cum laude* (NMMU)
Mr W Zivanayi Cert Ed, BEd (Chem), MSc (Maths and Science) (UZ)

**Associate Lecturer**

Ms P Magangxa PTD (Masibulele College of Ed), FDE (RU), B SocSci (UFH), BEd Honours (PU), Honours in Interdisciplinary Studies (UFH)

**Education Access and Retention Officer**

Ms M Laufs BEd, BEdHons (NMMU)

**Administrative Assistants**

Ms D Botha
Ms B Brooks
Ms M Geswint
Resource Centre Coordinator

Ms M Oliphant
Ms P Roach NDip (Management) (NMMU)

SCHOOL FOR EDUCATION RESEARCH AND ENGAGEMENT

Head of Programme: BEdHons (Acting)
Dr DWM Edley BA, BAHons, MA, HDE, PhD (Natal)

Head of Programme: DEd and MEd (Acting)
Dr EMA Scheckle BA (Ed), BAHons (English), Bed (Wits), MPhil (TELI, US), PhD (RU)

Professors
Prof SE Blignaut BA, BAHons, HDE (UWC), BEd (UPE), MEd (UPE), DEd (NMMU)

Associate Professors
Prof M Khau BScEd (Nat Univ of Lesotho), PGDE (Life Orientation) cum laude (RAU), BEdHons summa cum laude, MEd summa cum laude, PhD (UKZN)
Prof K Pillay Dip Edu (Dower), HDE (Hewat), BAHons (UDW), MEd (UN), PhD (NMMU)

Senior Lecturers
Dr CBA Felix BSc, HDE, BEd, MEd (UWC), PhD (RU)
Dr CF Pienaar HDE Snr Prim, BA, BEdHons, MEd (Psych), DEd Psych (UPE)
Dr NH Rasana BA, BAHons (UNISA), DiplInst (Christchurch, Canterbury), DiplInst (Ohio, Athens), PG Dip (Man) (RU), PG Dip (Int Rel) (RU), MEd (RU), PhD (Bangor, North Wales)
Dr EMA Scheckle BA (Ed), BAHons (English), BEd (Wits), MPhil (TELI, US), PhD (RU)
Dr VS Tshazibana BA, Bed (Vista), MEd (UDW), JSTC (LLSC), PhD (NMMU)

Lecturers
Dr B Damons STD (UWC), ACE School Leadership, BEdHons, MEd, PhD (NMMU)
Mr L Maluleke BSocSci, BEdHons (Educ&Dev), MEd Adult Education (UKZN)
Ms N Musthan BSocSci, PGCert: Multilingual Education, PGCE (UCT)
Mr L Rusi NDip Technical Education (WSU), ACE (UP), BEdHons (UP), MEd (UFH)

Administrative Assistants
Ms C Poisat
Ms N Yamile NDip Mgt, BTech Mgt, MA Development Studies (NMMU)

Ms N Ntshangase BSc (RU)

Registered Entities

Centres
Centre for the Community School
Director
Dr B Damons STD (UWC), ACE School Leadership, BEdHons, MEd, PhD (NMMU)
**FACULTY OF ENGINEERING, THE BUILT ENVIRONMENT AND INFORMATION TECHNOLOGY**

**Office of the Dean**

- **Executive Dean**
  - Prof BJ van Wyk PrEng, PrTechEng, SMIEEE, PhD (Wits)

- **Deputy Dean**
  - Prof D Pottas (Acting): BScHons(PU CHE), PhD(RAU), MCSSA

- **Executive Secretary**
  - Ms C Dale

- **Faculty Research Administrator**
  - Ms A Labuschagne NDip (PR), BTech (PR) (NMMU)

- **Faculty Experiential Training Administrator**
  - Ms J Holmes

- **Faculty Marketing Officer**
  - Mrs S Mekuto NDip (Marketing Management)

**Faculty Administration**

- **Senior Manager: Faculty Administration**
  - Vacant

**Summerstrand North Campus**

- **Manager: Faculty Administration**
  - Mr J Dorothy NDip (HRM) (PET)

- **Faculty Administrators**
  - Mr J Ah Tow BCom (NMMU), BComHons (Business Management) (NMMU)
  - Ms H Bosshoff BEd (FP) *cum laude* (NMMU), BBA (NMMU), MBA (Mandela Uni)
  - Ms VT Mbola NDip (Mgt) (NMMU), BTech (Mgt) (NMMU), BComHons (Business Management) (Mandela Uni)

**SCHOOL OF ARCHITECTURE**

- **Director**
  - Mr BP Varghese  B Arch (Kerala), M Des (IIT Mumbai)

- **Secretary**
  - Ms L Smith

**Department of Architectural Technology and Interior Design**

- **Head of Department**
  - Mrs C Deacon-Edgar PrArch (SA), BBuild(UPE), BArch (UPE) MIArch

- **Secretary**
  - Mrs P Peters

- **Senior Lecturer**
  - Ms N S Pannell PrArch (SA), MIArch.BAS, BArch (Wits), MPhil CBE (UCT)

- **Lecturers**
  - Ms C Boatwright Dip (Int Des) (NMMU), BTech (Int Des) (NMMU), MTech (Interior Design)(UJ)
  - Ms C Deacon-Edgar PrArch (SA), BBuild(UPE), BArch (UPE) MIArch
  - Ms H Fouche PrSnr Arch Tech (SA), BTech (Arch Tech) (PET), MSc (BE) (NMMU)
  - Mr H B Tonga PrArch (SA), MArch, BAS (NMMU)
  - Mr J A Vosloo BBuild (UPE), BArch (UPE)
  - Ms L Vosloo PrSnr Arch Tech (SACAP), BTech (Arch Tech) (PET)

- **Programme Coordinator**
  - Mrs L Smit BHE (Int Des) (UP)
Associate Lecturer
Ms M Tsosane BTech (ArchTech)(NMMU), PrSnrArchTech (SACAP)

Department of Architecture
Head of Department
Mr A G Palframan BBuild (UPE), BArch (UPE), M.EESI (KTH Stockholm), PrArch (SA), MIA

Professor
Prof P Makasa BArch (Univ of Zambia), PG Dip (Poverty Alleviation) (IHS-Rotterdam), PG Cert HDM (Lund-Sweden), PG Cert (Research Methods for Development) (ISS-the Hague), PG Cert OSHH (San Jose Costa Rica), M.Arch (Helsinki Univ of Tech), PhD (Delft Univ of Tech)

Associate Professor
Vacant

Secretary
Ms L Smith

Senior Lecturers
Mr J Andrews BBdgA (UPE), MArch (Prof) (NMMU)
Mr J Basson BAS (NMMU), MArch (Prof) (NMMU)
Mr J B W Bradley BBuild (UPE), BArch (UPE), PrArch (SA)
Mr G Eckley BBdgA (UPE) BArch (UPE)
Mr J D Flint BBuild (UPE), BArch (UPE), Pr.Arch (SA), MIA
Mr C Johnson-Goddard BBdgA(UPE), MArch (Prof.) (NMMU), MCPUD (UCT)
Dr M Minguzzi B Arch (luav, Venice), M Arch (luav, Venice), PhD (luav, Venice), OAPPC.Ra (Italy)
Mr BP Varghese B Arch (Kerala) M Des (IIT Mumbai)

SCHOOL OF ENGINEERING
Director of School
Mr AG Roberts NCT (PET), NHCT (PET), NDT (PET), NH Dip Tech (PET), NH Dip PSE (PET), MDip Tech Elec Eng (PET), Pr Tech Eng, SMSAIIEE, MIEEE

Administrative Professional
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Department of Civil Engineering
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**Lecturers**

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Mr E Sambu

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Chair

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Mr H Nel

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**Research Leader Battery Storage: uYilo**
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Ms R Pittiwa

**Project Manager ISFAP**
Ms B Mbathe
<table>
<thead>
<tr>
<th>Position</th>
<th>Name and Qualifications</th>
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<tbody>
<tr>
<td><strong>Marine Project Coordinator</strong></td>
<td>Ms P Hobongwana NDip (HRM)</td>
</tr>
<tr>
<td><strong>Marine Project Manager</strong></td>
<td>Mr H Theunissen NDip (Mech Eng), BTech (Mech Eng), MTech (Mech Eng) (PET), Pr Tech Eng S Giannotti Chief Eng. (CL 1) CoC STCW III/2</td>
</tr>
<tr>
<td><strong>Marine Lecturer Marine Engineering</strong></td>
<td>Mr John Fernandes NDip (Elec Eng), BTech (Elec Eng) (NMMU), M Eng (Mechatronics) Candidate Pr Tech Eng</td>
</tr>
<tr>
<td><strong>Marine Lecturer Automation &amp; Electrical</strong></td>
<td>Mr H Theunissen NDip (Mech Eng), BTech (Elec Eng) (NMMU), M Eng (Mechatronics) Candidate Pr Tech Eng</td>
</tr>
<tr>
<td><strong>Marine Lecturer Naval Architecture</strong></td>
<td>Mr Boswell Douse BTech (NMMU)</td>
</tr>
<tr>
<td><strong>Administrative Assistant</strong></td>
<td>Ms J Daya</td>
</tr>
<tr>
<td><strong>Ford Engine Research Unit (FERU)</strong></td>
<td>Mr G Kleyn NDip (MechEng) (PET), NH Dip (Mech Eng) (Tech Wits), MTech (Mech Eng) (NMMU), MSAIRAC, MS AIMechE, Pr Tech Eng</td>
</tr>
<tr>
<td><strong>Project Supervisor</strong></td>
<td>Mr M D Knoesen NTD Mech (PET)</td>
</tr>
<tr>
<td><strong>Administrative Assistant</strong></td>
<td>Mrs L Ferreira</td>
</tr>
<tr>
<td><strong>Technician</strong></td>
<td>Mr T Wilson</td>
</tr>
<tr>
<td><strong>Technical Assistants</strong></td>
<td>Mr A Basi, Mr B Tait</td>
</tr>
<tr>
<td><strong>STEM in Action</strong></td>
<td></td>
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<tr>
<td><strong>Programme Manager</strong></td>
<td>Ms I van Gend BSc, HDE (UNISA)</td>
</tr>
<tr>
<td><strong>Operations Manager</strong></td>
<td>Ms T Roberts BSc, PGCE</td>
</tr>
<tr>
<td><strong>Lecturers</strong></td>
<td>Ms V Campbell BSc, PGCE</td>
</tr>
<tr>
<td><strong>Administrative Support</strong></td>
<td>Mr M Sonnekus MSc (Botany)</td>
</tr>
<tr>
<td><strong>Project Co-ordinator</strong></td>
<td>Ms V Koenaiete BA (Tourism)</td>
</tr>
<tr>
<td><strong>Interns</strong></td>
<td>Mr JP Stoffberg BTech (PRM) (NMMU), Mr C Mukasvanga MSc (Chemistry)</td>
</tr>
<tr>
<td></td>
<td>Mr T Mlungulu</td>
</tr>
<tr>
<td><strong>Wind Energy Research Group (WERG)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Manager</strong></td>
<td>Prof R L Phillips MDip Tech (Mech Eng) (PET), DTech (Mech Eng) (NMMU), Reg Eng Tech, MSAIMechE</td>
</tr>
<tr>
<td><strong>MerSETA Chair Industry Project Co-ordinator</strong></td>
<td>Dr S Poole PhD (Mech Eng) (NMMU)</td>
</tr>
<tr>
<td><strong>Administrative Assistant</strong></td>
<td>Ms J Daya</td>
</tr>
<tr>
<td><strong>SCHOOL OF THE BUILT ENVIRONMENT</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Director of School</strong></td>
<td>Prof W M W Shakantu BSc (Building) (Copperbelt), MSc (CM) (Reading), PhD (CM) (Glasgow Caledonian), Pr.CM (SACPCMP), MCI OB (UK), AEIZ (Zambia), MSIZ (Zambia)</td>
</tr>
<tr>
<td><strong>Secretary</strong></td>
<td>Ms N Sam NDip (Office Mgt and Tech) (PET)</td>
</tr>
<tr>
<td><strong>Postgraduate Programmes Co-ordinator</strong></td>
<td>Vacant</td>
</tr>
</tbody>
</table>
**Department of Building and Human Settlement Development**

**Head of Department**
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**Secretary**
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**Department of Construction Management**

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**Lecturers**
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Secretary
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Registered Entities

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Administrator for BHSD Academic and
Student Affairs
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Dr B Haskins NDip (IT) (TFS), B Tech (CUT, FS), MTech (IT) (CUT, FS), PhD (IT) (NMMU)
Mr A Kayode Adesemowo MSc (UWC), C Eng (UK), CISM, CISP, Print2 Practitioner, CCNA (Security), MCSE (Cloud)
Ms C H Schröder NH Dip (Comp Systems) (PET), BSc (UPE), M Tech (IT) (PET)

### Lecturers
Mr L Feyt BCom (CS & IS), BComHons (CS&IS) (NMMU)
Dr M Makalima NDip (IT), B Tech (IT), M Tech (IT) PhD (IT) (NMMU)
Ms Y Moutzouris NDip (IT), B Tech (IT) , M Tech (IT) (PET)
Mr P Nlatywa NDip (IT) (WSU), B Tech (IT) (WSU), M Tech (IT) (NMMU)
Mr D L Steenberg BCom (IT), B ComHons (Potch), M Tech (BIS) (NMMU)
Mr L Tekeni NDip (IT), B Tech (IT), MIT (NMMU)
Mr S Vincent NDip (IT) (PET), B Tech (IT) (TSA)

### Associate Lecturers
Mr V S Mdunyelwa NDip (IT), B Tech (IT) (NMMU)
Mr A Ndzondzo NDip (IT), B Tech (IT) (NMMU)
Mr T Speckman NDip (IT), B Tech (IT) (NMMU)

### Senior Laboratory Technician
Mr D P Müller NDip (IT) (PET), B Tech (IT) (NMMU)

### Laboratory Technician
Ms T Cedras NDip (IT), B Tech (IT) (NMMU)
Registered Entities

Centre for Community Technologies (CCT)
Director
Prof D van Greunen HDE (UPE), FDE (UPE), BAHons (UPE), MA (UPE), PhD (UNISA), PMIITPSA, MICSIT

Centre for research in Information and Cyber Security (CRICS)
Director
Prof RA Botha BSc, BSchons (UPE), MSc, PhD (RAU), PGCHE (NMMU), PMIITPSA

Southern Africa Cisco Academy Support Centre
Manager/Lecturer
Mr G Kudyatche B Eng. (Electronics) Hons (N.U.S.T., Zim), MSc.Tel. (University of Pittsburgh, USA), MBA (NMMU)

FACULTY OF HEALTH SCIENCES
Office of the Dean
Executive Dean
Prof L Pepeta: MBChB, (Unitra) FCPAED(SA), DCH(SA), Cert. Cardiology (SA), MMed (Wits), FSCAI

Executive Assistant
Ms A Maasdorp

Administrative Assistant
Ms CC Fleur: NDip Public Relations Management

Administrative Advisor
Ms NN Nelani BZSA (Mandela Uni)

Deputy Dean
Prof R M van Rooyen Cert GM (UPE), DipIntN (UPE), DipNEd (UPE), BCur (UPE), BACurHons (UNISA), MCur (UPE), DCur (UPE)

Project Coordinator: Deputy Dean
Ms S Page BA (SW) (UPE)

Research Assistant
Dr W Ten Ham Baloyi BCur (CHE, Ede, The Netherlands), MCur (NWU), PhD (NWU), NDip Nursing Education (NMMU)

Project Coordinator: NHI
Ms L Wales-Du Plessis MPhil (Stellenbosch)

Financial Controller (P/T)
Mrs D Claassen N3 Commercial, Financial Management (Damelin), Financial Accounting (Damelin)

Financial Assistants
Mrs N Smith Business Management (Damelin), Practical Management (Tredcor Academy), N3 Trial Balance, Financial Management (Damelin)

Academic Advisor
Ms NN Nelani BSW (Student Intern NMU)

Operations Coordinator
Ms K Dao BCom Financial Planning (Mandela Uni), Hons (Business Management) (Mandela Uni), MCom Business Management (Mandela Uni), ,PGD (Financial Planning) (Mandela Uni), MA (Development Studies) (Mandela Uni)

Faculty Administration
Senior Manager: Faculty Administration
Ms N J Kato NDip (Com Adm), BTech (Com Adm) (PET), BTech (HRM) (NMMU)

South Campus
Manager: Faculty Administration
Mrs N Isaacs NDip (HRM) (PET)

Faculty Administrators
Mrs M Afrikaner NDip (Com Adm) (PET), BTech (Man) (NMMU)
Mrs V Heunis NDip (Office Mgt & Tech) (PET)
Mrs H Levack NDip (Office Mgt & Tech) cum laude (NMMU)

SCHOOL OF BEHAVIOURAL SCIENCES
**Director of School**
Prof L-A Stroud BCur, MA (Clin Psych), DPhil (UPE)

**Secretary**
Vacant

**Office of Director: Medical Program**

**Director**
Prof F Nomvete MBChB (Natal), FCP (SA), Cert. Gastroenterology (SA) Phy

**Administrative Assistant**
Mr S King: Nelson Mandela University NDip (Cost and Management)

**Curriculum Coordinator**
Dr E du Toit: MBBCh (Wits), MPH (UCT), Dip EC (CMSA), DA (CMSA)

**Department of Environmental Health**

**Acting Head of Department**
Mrs C L Swanepoel NDip (Pub Health) (TWR), NH Dip (Pub Health) (TWR), MTech (UJ)

**Secretary**
Mrs T Tsewu NDip (Com Adm) (PET)

**Professor**
To be appointed

**Associate Professor**
Prof P E Melariri BSc (Zoology Parasitology) (Abia State University, Nigeria), MSc (Medical Parasitology, Public Health) (University of Nigeria), PhD (Pharmacology) (UCT)

**Research Associates**
Prof A Mathee Dip (General Nursing), Dip (Midwifery), BSc, BScHons, MSc, PhD (Public Health)
Dr N Naicker MBBCh (Wits), FCPHM (CMSA), MMed (Community Health) (Wits), PhD (Public Health) (Wits)
Prof C Y Wright B Soc Sc (Natal), BSocScHons (Natal), M Soc Sc (Natal), PhD (Public Health) (Otago)
Ms J Teare MSc (Med) (Wits)

**Senior Lecturer**
Dr S Ramroop MTech (Env Health) (DUT), BComHons (UNISA), Master of Business Administration (MBA) (Buckinghamshire Chiltons University – UK), Doctor of Business Administration (UKZN)

**Lecturers**
Mr W P Michau NH Dip (Pub Health) (CPUT)
Ms C S Mtembu NDip (Env Health) (CUT, FS), BTech (Env Health) (CUT, FS)

**Associate Lecturer**
Ms SD Hambury NDip (Env Health) (NMMU), BTech (Env Health) (NMMU)

**Part-time Lecturers**
Mrs L N Amoah BSc (WSU), BScHons (UNISA), MSc (Wits)
Mr D Lesch NDip EH (Pen Tech), NHDip EH (Pen Tech)
Mr M C Qoto NDip (Pub Health) (Edendale), BCom (Vista), BTech (Env Health) (PET), MPH (Medunsa)
Mrs C M Whittle NH Dip Environmental Health (TWR), MPH (UNSW)
Mr A Swanepoel NH Dip (Pub Health) (TWR)
Ms OS van Rooyen Dip (Social work) (UOVS)

**WIL Co-ordinator**
Ms Shireez Brown NDip (Env Health) (NMMU), BTech (Env Health) (NMMU)

**Department of Psychology**

*Head of Department*
Prof M B Ngcobo-Sithole BSoc Sc. (UCT), BSocScHons (UKZN), MA Clin Psych (UPE), PhD (UKZN)

*Professors*
Vacant

*Associate Professor*
Prof Y Ally BA Health Sciences and Social Services *cum laude* (UNISA), BAHons Psychology *cum laude* (Wits), MA Research Psychology (Wits), DLitt et Phil (UNISA), BPsych Counselling (UNISA)

*Lecturers*
Mr J O August B (Psych) (UPE), BAHons (Psych) (Vista), MA (NMMU)
Mr J Cronjé BA, BAHons (UPE), MA (Psych) (NMMU)
Ms L Currin BCur, BAHons (Psych) (UPE), MA (Couns Psych) (NMMU)
Ms U De Klerk BPsych Degree, BAHons (UPE), MA Health &Welfare Management (NMMU)
Dr T Lambert BSc, HDE (UPE), BScHons *cum laude* (US), MA Couns Psych, PhD (NMMU)
Dr T Mabusela B.LIS (Hons)( UFH), BAHons (Psych) (UFH), MSc Clin Psych Medunsa, PhD (University of Melbourne, Australia)
Dr K Navsaria BA (Psych), BAHons (Psych), MA (Cons Psych), PhD (Psych) (NMMU)
Dr A Sandison MA (Couns Psych) (NMMU) PhD (Mandela Uni)
Mr A Navsaria BA (Psych), BAHons (Psych) (NMMU), MA (Clin Psych) (Rhodes)

*Secretary*
Vacant

**Registered Entity**

**University Psychology Clinic**

*UClin Manager*
Prof J G Howcroft BA (UPE), BAHons (UPE), MA (Clin Psych) (UPE), PhD (Vista)

*Secretary*
Ms N Busakwe

**Department of Social Development Professions**

*Head of Department*
Prof Z Soji BA (SW) (UFH), MA (H&W Mgt) (NMMU), PG Dip (Family and Marriage Guidance & Couns) (UPE), DPhil (Social Work) (NMMU)
**Senior Lecturers**

Prof V Goliath BA (SW) (UPE), BAHons (Psych) (UPE), MA (Clin Psych) (UPE), Dipl Human Resource Management (Varsity College), DPhil (Social Work) (NMMU)
Dr A Keet Dip Social Work (UWC), MSW, DPhil (SW) (UP)

**Lecturers**

Dr Z Abdulla BA (SW) (UPE), MA (SW) (NMMU), DPhil (Social Work) (Mandela Uni)
Mrs Z S Gwam BA (SW) (UWC), MA (SW) (NMMU)
Dr A Luck BA (SW) (UPE), BAHons (Psych) (NMMU), MA (SW) (UPE), DPhil (Social Work) (NMMU)
Mrs N Mansvelt BA (SW) (US), MA (SW) (Welfare Program Mgt) (US)
Dr N Perumal BA (SW) (UDW), MSW (UKZN), DPhil (UFH))
Dr R Nordien-Lagardien BA (SW) (UPE), MA (SW) (NMMU), DPhil (Social Work) (Mandela Uni)

**Secretary**

Mrs J Coetzee BA (Psych) (NMMU), BAHons (Psych) (NMMU)

**SCHOOL OF LIFESTYLE SCIENCES**

**Director of School**

Prof L-A Stroud BCur (UPE), MA (Clin Psych) (UPE), DPhil (UPE)

**Department of Dietetics**

**Head of Department**

Prof A Gresse BScEd (Home Econ) (US), BScHons (Home Econ) (US), MSc (Home Econ) (UFS), DSc (Diet) (Potch), RD (SA)

**Secretary**

Mrs J Plaatjies, NDip Comm Admin (PE Technikon)

**Associate Professor**

Prof A Gresse BScEd (Home Econ) (US), BScHons (Home Econ) (US), MSc (Home Econ) (UFS), DSc (Diet) (Potch), RD (SA)

**Lecturers**

Mrs P Mkontwana BSc, BScHons (Diet) (UCT), MA Health and Welfare Management (NMMU), RD (SA)
Mrs E van Tonder BSc Diet (US), M Nutr (US), RD (SA)
Ms ZH Mfono BSc Diet (UKZN), Post Grad Dip Diet (UKZN), Post Grad Dip (Marketing) (UNISA), M Public Health (UKZN) RD (SA)

**Associate Lecturer**

Mrs T Marais BSc Diet (UFS), RD (SA)

**Contract Lecturers**

Mrs T Maliehe BSc (Diet) (UWC), MSc Public Health (Brunel, UK), RD(SA)
Mrs N Robertson BSc (Diet) (US) RD(SA)
Dr L Steenkamp BSc (Diet) (UFS), PhD (Diet) (UFS), RD (SA)

**Laboratory Technician**

Vacant

**Student Supervisor**

Vacant
Department of Human Movement Science

Head of Department
Prof C M Walter BA (Phys Ed) (UDW), UHDE (UDW), BAHons (UPE), BEd (RU), MEd (UFH), DPhil (NMMU)

Secretary
Ms S Ellis BTech (Management) (NMMU)

Associate Professor
Prof C M Walter BA (Phys Ed) (UDW), UHDE (UDW), BAHons (UPE), BEd (RU), MEd (UFH), DPhil (NMMU)

Senior Lecturers
Dr M L Baard BA Ed (UPE), BAHons (Biokinetics) (US), MA (US), DPhil (US)
Mr V Oosthuizen BA (Ed) (UPE), BAHons (UPE)

Lecturers
Dr Aayesha Kholvadia BHMS (UPE), BAHons (HMS) (NMMU), MA (NMMU), PhD (Wits)
Dr K Bahdur BSc (Sport Science) (UJ), BScHons (Sport Science) (UJ), MPhil (Sport Science) (UJ), DPhil (Sport Science) (UJ)
Mr M Bonnesse BHMS (NMMU), BAHons (HMS) (Sports Science) (NMMU), MA (HMS) (Sports Science) (NMMU)
Mrs L P Grenfell BA (HMS) (Rhodes), (HDE) (Rhodes), BAHons (HMS) (Biokinetics) (UPE), MA (HMS) (UPE)
Mrs G Halforty, NDip (Sport Admin and Mng) (PET), BTech Mk (PET), MTech Mk (NMMU)
Mrs S Kock BHMS (NMMU), BAHons (HMS) (Biokinetics) (NMMU), MA (HMS) (NMMU)
Dr M Kramer BCom (NMMU), BAHons (HMS) (Biokinetics) (NMMU), MA (NMMU), PhD (Mandela Uni)
Mr R Raffan B HMS (NMMU), BAHons (HMS) (Sport Science) (NMMU), MA (NMMU)

Associate Lecturer
Mr M Biko BHMS (NMMU), BAHons (HMS) (Biokinetics) (NMMU)

Laboratory Technician
Mr L Maqina NDip (Sport & Exercise Science) (TUT), BTech (Biokinetics) (TUT)

Registered Entity

Biokinetics and Sport Science Unit
Senior Biokineticist and Manager
Mrs L P Grenfell BA (HMS) (Rhodes), (HDE) (Rhodes), BAHons (HMS) (Biokinetics) (UPE), MA (HMS) (UPE)

Secretary
Ms K Van Rensburg

SCHOOLS OF CLINICAL CARE AND MEDICINAL SCIENCES

Director of School
Prof N Smith PhD (UPE)

Secretary
Mrs D Bowers

Department of Emergency Medical Care

Head of Department (Acting)
Mr N E Louw BEng (Industrial) (UP), NDip (EMC) (TWR), BTech (EMC) (DUT), MSc MED (EM) (Wits)
**Lecturers**

<table>
<thead>
<tr>
<th>Name</th>
<th>Qualifications</th>
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<tbody>
<tr>
<td>Mr P Allan</td>
<td>NDip (EMC), BTech (EMC)</td>
</tr>
<tr>
<td>Mr D Brink</td>
<td>NDip EMC (CPUT), BTech EMC (CPUT)</td>
</tr>
<tr>
<td>Mr R Menkveld</td>
<td>NDip AEC (Wits Tech), BTech EMC (UJ)</td>
</tr>
<tr>
<td>Mr M Rowland</td>
<td>Dip (Mgmt) (Damelin) Ndip (EMC) CM (CPUT) BTech (EMC)</td>
</tr>
<tr>
<td>Mr J N Wolhuter</td>
<td>NDip AEC (Natal Tech), BTech (EMC) (DUT)</td>
</tr>
<tr>
<td>Mr D Brink</td>
<td>NDip EMC (CPUT), BTech EMC (CPUT)</td>
</tr>
<tr>
<td>Mr R Menkveld</td>
<td>NDip AEC (Wits Tech), BTech EMC (UJ)</td>
</tr>
<tr>
<td>Mr M Rowland</td>
<td>Dip (Mgmt) (Damelin) Ndip (EMC) CM (CPUT) BTech (EMC)</td>
</tr>
<tr>
<td>Mr J N Wolhuter</td>
<td>NDip AEC (Natal Tech), BTech (EMC) (DUT)</td>
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**Contract Lecturers**

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Ms N Krwentela</td>
<td>NDip (EMC) (DUT) BTech (EMC) (DUT)</td>
</tr>
<tr>
<td>Ms S Puffet</td>
<td>BMus (NMMU) NDip (EMC) (CUT)</td>
</tr>
<tr>
<td>Dr W ten Ham-Baloyi</td>
<td>BCur (CHE, Ede, The Netherlands), MCur (NWU), PhD (NWU), NDip Nursing Education (NMMU)</td>
</tr>
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**Secretary**

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Ms S Mlalandle</td>
<td>BTech (PR) (NMMU)</td>
</tr>
</tbody>
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**Department of Medical Laboratory Science**

**Head of Department**

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Mrs L Zondie</td>
<td>BTech (Biomed Tech) (PET), MTech (Biomed Tech) (NMMU)</td>
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**Departmental Secretary**

<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>Mrs D Bowers</td>
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**Senior Lecturer**

<table>
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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Dr N Wickens</td>
<td>MTech (Biomed Tech) (PET), DTech (NMMU)</td>
</tr>
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**Lecturers**

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Mrs MM Buckle</td>
<td>BSc (Physiology and Biochemistry) (US), BSChons (Biochemistry) (US), PGCHE (NMMU), MHSc (Medical Laboratory Science) (Mandela Uni)</td>
</tr>
<tr>
<td>Mrs F van Rayner</td>
<td>NDip (Biomed Tech) (Pen TECH), NHD (Biomed Tech) (PET), MBA (NMMU)</td>
</tr>
<tr>
<td>Mrs S P Tili</td>
<td>BTech (Biomed Tech) (PET), MTech (Biomed Tech) (NMMU)</td>
</tr>
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</table>

**Laboratory Technicians**

<table>
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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Ms T Bada</td>
<td>BTech (Biomed Tech) (NMMU)</td>
</tr>
<tr>
<td>Mrs L Beyleveld</td>
<td>NDip (Biomed Tech) (PET)</td>
</tr>
</tbody>
</table>

**Department of Nursing Sciences**

**Head of Department**

<table>
<thead>
<tr>
<th>Name</th>
<th>Qualifications</th>
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<tbody>
<tr>
<td>Prof S V James</td>
<td>Dip GN and Midw (Livingstone Hosp), BCur (I et A) (UPE), MCur (UPE), MCur (Adv Mid) (UFH), DCur (NMMU)</td>
</tr>
<tr>
<td>Prof E J Ricks</td>
<td>Dip GN (Livingstone Hospital), Dip Midw (Somerset Hospital), Dip CNS (Peninsula Technikon), Dip NAdm (UPE), BCur (I et A) (UPE), BCurfHons (UPE), MCur (UPE), DCur (NMMU)</td>
</tr>
</tbody>
</table>

**Senior Lecturers**

<table>
<thead>
<tr>
<th>Name</th>
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</thead>
<tbody>
<tr>
<td>Dr M Williams</td>
<td>Dip GN (SCNC), Dip Midw (SCNC), Dip NAdm (UNISA), BACur (I et A) – Education &amp; Community Health Nursing (UNISA), MCur (NMMU), PhD (Nurs Sci) (NMMU)</td>
</tr>
<tr>
<td>Dr S Jardien-Baboo</td>
<td>DipNEd (UPE), BCur (UPE), BAHons (UPE), MA Soc (NMMU) PhD (NMMU)</td>
</tr>
<tr>
<td>Dr D G Morton</td>
<td>BA (UPE), BAHons Geog (UPE), MA Geog (UPE), PGCE (UPE), DPhil Sociology (NMMU)</td>
</tr>
</tbody>
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**Lecturers**

<table>
<thead>
<tr>
<th>Name</th>
<th>Qualifications</th>
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</thead>
<tbody>
<tr>
<td>Ms A H du Plessis</td>
<td>BSc Nursing (UCT), Dip Ned (UPE), Project Management (Short Course, NMMU), Advance Health Management Program (FPD/Yale University), MCur (Adv Mid) (NMMU)</td>
</tr>
</tbody>
</table>
Associate Lecturers

Ms A S F du Plessis Dip (GN, Midw, CNS, Psych), Adv Dip in Child Psych (UOVS), Dip NEd (NMMU), BCurHons (Psych), M Nur (NMMU)

Ms K Gerber Cert Wound Care and Burn Care (UK), Dip NEd (NMMU), BCur (UPE), MCur (NMMU)

Mr T Nyangeni Dip (GN, Midw, CNS & Psych), Dip NAdm (NMMU), Dip NEd (NMMU) M Nur *cum laude* (NMMU)

Ms N Rall BCur (NMMU), MCur (NMMU), Dip N Ed (NWU)

Ms L Smith Dip (GN), Dip (Psych N), Dip (Com N & Midwifery) (ECCN), BA Cur (Nursing Adm and Nursing Ed) *cum laude* (UNISA), MCur (Adv Psych Nursing) *cum laude* (NMMU)

Vacant

Ms J M de Vega Dip NEd (NMMU), B Cur (UPE)

Ms M V Kramer Dip (GN, CNS & Psych, Mid) *cum laude* (ECCN) B Cur (ED et ADM) *cum laude* (NWU)

Ms T Boyers, BCur, MCur

Ms A Mlatsha B Cur, Dip N Ed

Mr M Moeta Dip (GN. Midw, CNS & Psych) Dip NEd (NMMU)

Ms Z Roets BCur (NMMU)

Mr B S I Sonti BCur (NMMU), MCur (NMMU)

Ms C Williams Dip (GN.) and Neph Dip (NMMU)

Ms Adams Dip Management, BCur, MCur

Research Associates

Prof J Strümpfer BCur (UP), BCur (I et A) (UP), BCur Hons (PsN) (UPE), MCur (UPE), D Cur (UPE)

Dr W ten Ham-Baloyi BCur (CHE, Ede, The Netherlands), MCur (NWU), PhD (NWU), NDip Nursing Education (NMMU)

Academic Administrator

Z G Mpompa BA (Vista), BAHons (Social Behaviour Studies in HIV/Aids) (UNISA), Dip (Health and Welfare Management) (NMMU)

Departmental Secretary

Ms C D Campbell BA (Psych), BAHons (Psych) (NMM)

Resources and Clinical Laboratory Manager

Ms E L Smith Dip Gen N and Dip Midw (PHPE); Dip Ps (EDH); Adv Dip NAdm & CNS (UNISA)

Laboratory Assistant

Ms C Du Plessis Cert Basic Ambulance Assistant, Health Care Work, Cert Level One First Aid

Simulation Technician

Mr M Bailey CCNA (c) (NMMU)

Mobile Clinical Simulation Laboratory Co-ordinator

Ms S Olivera Dip (Com N & Midwifery) (Shirley Cribb Nursing Campus) Advance Primary Healthcare Hons) (NMMU) Dip (Health & Welfare) (NMMU)

Project Co-ordinator

Ms M Manjezi

Department of Pharmacy

Head of Department(Acting)

Dr NT Kubashe BPharm (UPE), MPharm (NMMU), PhD (NMMU)

Professor

Prof I Truter BPharm, MSc, DCom (UPE), PhD (Potch)

Associate Professor

Prof S Burton Dip (Pharm) (TN), MSc (Pharm) (RU), PhD (Pharm) (NMMU)
Lecturers
Ms CR Clark BSc, BSChons (UPE), MSc (NMMU)
Dr N Dambuza BSc (UPE), BSChons (UPE), MSc (NMMU), PhD (UCT)
Ms T-L Fogarty BPharm (UPE), MPharm (UPE)
Ms N Isaacs BPharm (NMMU), MSc (NMMU)
Dr L Kritiotis BPharm (UPE), MSc (NMMU), PhD (Mandela Uni)

Associate Lecturers
Ms J Barry BPharm (UPE)
Ms C Naude BPharm (UPE)

Secretary
Ms S van Staden

Clinical Co-ordinators
Ms H Pretorius BPharm (UPE)
Ms J Rishworth BPharm (UPE)
Ms M Telford BPharm (UPE)
Ms C Bowker BPharm (Rhodes)

Laboratory Technicians
Ms S Skweyiya NDip (Info Tech) (Tech App), PGDip Bus Admin (NMMU)
Ms J Taylor Post-Basic Pharmacist Assistant Community Pharmacy (HSA)
Ms P Tsewu BCur (NMMU), NDip (Admin Mgt) (UNISA)
Ms A van Jaarsveld BSc (UPE)
Ms J van Jaarsveld BSChons (Chemistry) (UPE)

Department of Radiography
Head of Department
Mrs R Williams NDip Rad (D) (PET), BTech Rad (D) (PET), MTech Rad (Research) (NMMU)

Departmental Secretary
Mrs B Connelly NHC Private Secretary (PET)

Associate Professor
Vacant

Senior Lecturer
Mrs A D Grobler NDip Rad (D) (UOFS), BTech Rad (D) cum laude (CUT), Adv Dip Rad (D) (MRI) (UFS), MTech Rad (D) (CUT)

Lecturers
Mr S S Campbell NDip Rad (D), BTech Rad (D) (PET), MTech Rad (Research) (NMMU)
Mrs A Edwards NDip Rad (D), BTech Rad (D) (PET)
Mrs M Willemse NDip Rad (D) (PET), BTech Rad (D) (NMMU), Cert: Mammography (CPUT), MA (Health and Welfare Management) (Mandela Uni)

Associate Lecturers
Mrs H Hodgson NDip Rad (D) cum laude, BTech Rad (D) cum laude (PET)
Mr R van de Venter NDip Rad (D) cum laude, BTech: Rad (D) cum laude (NMMU), TEFL Certificate (Global Language Training, London: UK), MTech (Research) cum laude, PDTE with distinction (UNISA)

Registered Entity
Units
Drug Utilisation Research Unit
Prof I Truter BPharm, MSc, DCom (UPE), PhD (Potch)
**FACULTY OF LAW**

**Office of the Dean**

**Executive Dean**
Prof A Govindjee: BA, LLB (RU), LLM (Labour Law) *cum laude* (UPE), LLD(NMMU), Attorney of the High Court

**Deputy Dean**
Dr L Biggs: BCom (Law), LLB (UPE), LLM (Labour Law) *cum laude*, LLD (NMMU)

**Executive Secretary**
Mrs S Mtyhobale NDip (Management) (NMMU)

**Secretaries**
- Mrs R Redcliffe
- Mrs N Sompando BSW (NMMU)
- Mrs E Strydom
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- Prof V Kakembo MSc (RU), PhD (RU)

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- Dr H W Britz NDip (CapeTech), UNIGIS (PETech)
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- Vacant

**Laboratory Technician**
- Mr W Deysel

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Prof K Little BScHons (Geography) (UN), HDE (UN), PhD Botany (UN)

**Lecturer and Programme Leader**
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Mr S J van Zyl NDip (Forestry) (NMMU), BTech (Forestry) *cum laude*, MTEch (Forestry) *cum laude* (NMMU)
Ms T Mapeto NDip (Forestry) (Zimbabwe College of Forestry), BTech (Forestry) *cum laude* (NMMU), MTEch (Forestry) *cum laude* (NMMU)

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**Veldfire Management Programme**

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**Lecturer**
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Nature Conservation and Game Ranch Management Programme

Senior Lecturer and Programme Leader
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Lecturers
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Registered Entities
Telkom Centre of Excellence Smart Unit
Head Prof J L Wesson BCom (UPE), BComHons (UPE), MCom (UPE), PhD (UPE), MIITPSA, MICSIT
Vice-Head Dr D Vogts BSc (UPE), BScHons (UPE), MSc (UPE), PhD (UPE)
Administrative Assistant Mrs D E van der Walt Dip (Education) (PECE), Cert in Org and Work Study (Tech Pta)

Telkom Centre of Excellence - Optical Fibre Research Unit
Head Prof A W R Leitch BSc (UPE), BScHons (UPE), MSc (UPE), PhD (UPE)
Manager Prof T B Gibbon BSc (UPE), HDE (UPE), BScHons (UPE), MSc (NMMU), PhD (NMMU)

Telkom Centre of Excellence - Photovoltaics Unit
Head Prof E E van Dyk PhD (UPE), PrSciNat, PrPhys

Centre of Expertise in Forecasting
Director Prof I N Litvine MSc (Kiev State Shevchenko Univ), PhD (Kiev State Shevchenko Univ)

Centre for African Conservation Ecology
Director Prof G I H Kerley BSc, BScHons (UPE), MSc (UP), PhD (UPE)
Deputy Director Prof V Kakembo MSc, PhD (RU)
Staff Prof E E Campbell BSc (US), BScHons, MSc, PhD (UPE)
Dr D R du Preez BSc, BScHons (Wits), MSc (UPE), PhD (UPE)
Dr N Mzilikazi, BSc, BScHons (Unitra), MSc, PhD (UKZN)
Dr A G Schmidt BSc (UN), MSc (UP), PhD (Mandela Uni)
Dr S L Wilson BSc, BScHons, MSc, PhD (UPE)

Administrator
Vacant

**Institute for Coastal and Marine Research**

*Director*
Dr B Snow BScHon (UPE), MSc (UPE), PhD (Mandela Uni)

*Deputy Director*
Prof JB Adams BSc (UPE), BScHons (UPE), PhD (UPE)

**InnoVenton and the Downstream Chemicals Technology Station**

*Director*
Dr G Dugmore DTech Chemistry (PET)

*Deputy Director*
Mr B Tait MBA (Wits)

*Secretary*
Mrs S Balkisoon

**Centre for High Resolution Transmission Electron Microscopy**

*Director*
Prof J H Neethling BSc (UPE), BScHons (UPE), MSc (UPE), PhD (UPE), MAcad

*Staff*
Ms N Agherdien BTech (Public Relations) (NMMU)
Ms C Blom BSc (UPE)
Mr W E Goosen MSc (NMMU)
Dr A Janse van Vuuren PhD (NMMU)
Ms M Kolver NDip (FIS) (NMMU)
Prof M E Lee MSc (UPE)
Dr G Marx PhD (Mandela Uni)
Mr N W Mfuma NDip (Mech Eng) (Vaal)
Mr E Minnaar MSc (NMMU)
Dr J H O’Connell PhD (NMMU)
Dr E J Olivier PhD (NMMU)
Dr J E Westraadt PhD (NMMU)

*Research Associate*
Prof J A A Engelbrecht PhD (UPE), MAcad, PrSciNat

**Sustainability Research Unit (George and Summerstrand South)**

*Head: George Campus*
Dr B Currie Dip (Nature Cons) (NMMU), BTech (Nature Cons) (NMMU), MTECH (Nature Cons) (NMMU), DPhil (Botany) (Mandela Uni)

*Administrative Assistant: George Campus*
Ms L Visagie Hons Psych (Mandela Uni)

*Research Associates*
Prof J Adams PhD (UPE)
Dr K Badenhorst PhD (UJ)
Dr J Barendse PhD (Mandela Uni)
Dr J Dabrowski PhD (UP)
Dr JM Dabrowski PhD (UCT)
Prof R Fincham PhD (Rhodes)
Adj Prof H Fritz PhD (UPMC Paris)
Dr J Nel PhD (UCT)
Dr P Novellie DSc (UP)
Adj Prof D Roux PhD (UJ)
Prof L Snodgrass DPhil (Mandela Uni)
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<tr>
<th>Role</th>
<th>Name</th>
<th>Institution(s)</th>
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<tbody>
<tr>
<td>Emeritus Professor</td>
<td>Prof C Fabricius</td>
<td>PhD (UCT)</td>
</tr>
<tr>
<td>Research Fellow</td>
<td>Dr C Guerbois</td>
<td>PhD (MNHN Paris)</td>
</tr>
<tr>
<td>Post-doctoral Fellow</td>
<td>Dr M Mbiba</td>
<td>PhD (Wits)</td>
</tr>
<tr>
<td>Statistician</td>
<td>Mrs J Pauw</td>
<td>MSc (UNISA)</td>
</tr>
</tbody>
</table>
ACADEMIC SUPPORT STAFF

ENGAGEMENT OFFICE

Professor and Director  G J de Lange BA, HDE(UPE), BAHons (UNISA), MDip (Tech Mgt)(PET), APR (PRISA)
Secretary to Director  L Weelson
Manager: Engagement Information and Development  B du Plooy NDip (PRM) (PET), BA, BAHons cum laude, MA cum laude, DLitt et Phil (UNISA)
Manager: Co-operative Education  T Dissel NDip (Log Mgt)(NMMU)
Administrative Assistant  P J Steyn
Senior Manager: Continuing Education  Y M August Dip (GN, Mid, Psych, CHN) – Charlotte Searle Nursing College in Association with UNISA, PG Dip NE (US), MBA (NMMU)
Senior Short Course Co-ordinator  J Williams NDip(HR), BTech (NMMU)
Short Course Co-ordinator  N M Domingo NDip (PRM)(Varsity College, PE), BTech (PRM)(NMMU)
Senior Manager: Graduate and Student Placement  R Rizzo NDip (HR), BAHons (Group Dynamics) (NMMU)
Senior Co-ordinator: Co-operative Education and Graduate and Student Placement  A N Jooste NDip(PRM), BTech (PRM)(NMMU)
Co-ordinator: Graduate and Student Placement  N L Gqirana NDip (PRM), BTech (PRM) (NMMU)
CDU Project Manager  Z Sofayiya BA (Psych) (NMMU)
CDU Training Co-ordinator  D Mattheus NDip (FA) (PET)

HIGHER EDUCATION ACCESS AND DEVELOPMENT SERVICES

Professor and Dean of Learning and Teaching  Vacant
Executive Secretary  SJ Ruffer Commercial Diploma (KWTTC)

Centre for Access Assessment and Research

Director  D Jenkings BScHons, HDE (UCT), NHD (Ed Man) (PET), BScHons (UNISA), MEd (Ed Psych) (Zululand)
Administrative Assistant  Vacant
Senior Manager: Access Assessment  C L Davies NDip (Office Admin) (PET), BA, BAHons, MA (Psych) (UPE)
Senior Researcher: Access Assessment Consultants: General  A S R Watson BA, BAHons, MA (UPE)
Assessment Consultants: General  G Rossoow BPsych (Couns) (UPE), MA (Health and Welfare Management) (NMMU)
Senior Researcher: Access Assessment Consultant: Database  E J Oakes BA, BAHons, MA (Couns) (UPE)
Assessment Consultant: Database  K Hurter B Psych (Couns) (UPE), MA (Couns) (NMMU)
Assessment Consultant: General  U L Silo BA, BAHons, MA (Psych) (UWC)
Senior Researcher: Access Assessment Practitioner  T-A Jones B Psych, BAHons (UPE), MA (Psych) (RU), MA (Ind Rel) (NMMU)
Assessment Practitioner  M Saaiman B Psych (Couns) (NMMU)

Centre for Teaching, Learning and Media

Director  Dr MN Toni Senior Primary Teachers Diploma (SPTD) (Cape College of Education), BPrim Ed (UPE), BEd (UPE), MEd (UPE), DEd (NMMU)
Secretary  K A Grobler NDip Office Adm(PET)
<table>
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<tr>
<th><strong>Student Academic Development</strong></th>
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<tbody>
<tr>
<td><strong>Senior Manager Student Academic Development</strong></td>
<td>S Milborrow</td>
</tr>
<tr>
<td><strong>Office Administrator</strong></td>
<td>L Smith BAHons(UPE)</td>
</tr>
<tr>
<td><strong>Senior Academic Development Professional (Supplemental Instruction Development)</strong></td>
<td>P Kitching B Psych, MA (Psych), PhD Psych (NMMU)</td>
</tr>
<tr>
<td><strong>Academic Development Professional (Supplemental Instruction Implementation)</strong></td>
<td>R Plaatjes BA Ed (UPE), MPhil (Christian Studies) (NMMU)</td>
</tr>
<tr>
<td><strong>Senior Academic Development Professional (Academic &amp; Life Skills)</strong></td>
<td>F de Vega BA, BAHons (UPE), BAHons (Psych) (NMMU)</td>
</tr>
<tr>
<td><strong>Academic Development Professional (Students)</strong></td>
<td>M Brophy BAHons (SW) (UPE), MSW (NMMU)</td>
</tr>
<tr>
<td><strong>Associate Lecturer Academic and Life Skills Development</strong></td>
<td>S Greeff BA (UPE), BAHons (UNISA), MEd (NMMU)</td>
</tr>
<tr>
<td><strong>Associate Lecturer Academic and Life Skills Development</strong></td>
<td>G Coetzee de Vos BA, HDE (UPE), BEdHons (Potch), MEd (NMMU)</td>
</tr>
<tr>
<td><strong>Associate Lecturer Academic and Life Skills Management</strong></td>
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<td><strong>Associate Lecturer Academic and Life Skills</strong></td>
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<tr>
<td><strong>Senior Manager Professional Staff Development</strong></td>
<td>S Ruffer Commercial Dip (KWTTTC)</td>
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<td>Vacant</td>
</tr>
<tr>
<td><strong>Senior Academic Development Professional</strong></td>
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<tr>
<td><strong>Academic Development Professional</strong></td>
<td>E Champion STD (Griffiths Mxenge College), Further Dip (Edu Man) (RAU), BEcon, BComHons (UFH), MEd (NMMU)</td>
</tr>
<tr>
<td><strong>Academic Development Professional</strong></td>
<td>A Olsen BA (Psych), BAHons (UPE), MA (English) (NMMU), PGDTE (UNISA), PG Dip in HE Academic Development (Rhodes)</td>
</tr>
<tr>
<td><strong>Language Development Professional</strong></td>
<td>T Batyi PTC (Lovedale), SEC, SED, BAHons (Vista &amp; UPE), MA (UPE), MA (NMMU), PhD (NMMU), PGDip in HE for Academic Development (Rhodes)</td>
</tr>
<tr>
<td><strong>Writing Centre Consultant (2nd Avenue Campus)</strong></td>
<td>G Fransman BA, BAHons, MA (UWC)</td>
</tr>
<tr>
<td><strong>Writing Centre Consultants (South Campus)</strong></td>
<td>L Mostert BA, BAHons (UPE), PGCHE, MA (NMMU)</td>
</tr>
<tr>
<td><strong>Writing Centre Consultant (George Campus)</strong></td>
<td>S Kieswetter TTHD (Wits), ACE (UPE), BEdHons (UNISA)</td>
</tr>
<tr>
<td><strong>Writing Centre Consultant (Missionvale)</strong></td>
<td>A Mhlahlo Cert (UCT), BSocSc (UCT), BAHons (UWC), PgDip (Stell), MPhil (Stell), MA (Rhodes)</td>
</tr>
<tr>
<td><strong>Administrative Assistant: Teaching Evaluations</strong></td>
<td>N Nzenze STD (Griffiths Mxenge College)</td>
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<thead>
<tr>
<th><strong>Integrated Media Services</strong></th>
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<tbody>
<tr>
<td><strong>Deputy Director: Integrated Media Services</strong></td>
<td>S Sheldon Dip (HRM) (Damelin)</td>
</tr>
<tr>
<td><strong>Office Administrator</strong></td>
<td>A Bruinjies Dip (Systems Eng) (Damelin Comput School), Microsoft Certified Professional Ce (Prometric), PC Support Tech Dip (Damelin Comput School)</td>
</tr>
<tr>
<td><strong>Senior Media Officer</strong></td>
<td>Vacant</td>
</tr>
<tr>
<td><strong>Senior Graphic Designer – South Campus</strong></td>
<td>Vacant</td>
</tr>
</tbody>
</table>
### Graphic Designer – North Campus
E Waring BTech (GD) (NMMU)

### Photographer - South
L Bower NDip (Photography) (PET), BTech (Photography)

### Video Producer - South
P Mabena NDip (Journalism) (NMMU)

### Audiovisual Technician
M Malotana BA (HRM) (NMMU)

#### Media Assistants – Missionvale Campus
S Stafaans

#### Media Officer – Missionvale
Vacant

#### Media Officers – North Campus
M Macota

### Media Officer – North Campus
S Sam

#### Media Officer – Second Avenue Campus
V Sodayisi BAHons (Eng) (Vista), Computer Repair Cert (Micrographics)

#### Media Assistants – South Campus
P Genge ABET Level 4

**Student Counselling, Career and Development Centre**

<table>
<thead>
<tr>
<th>role</th>
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<tbody>
<tr>
<td>Director</td>
<td>P P Kota-Nyati BA(Vista) , BAHons, MA Couns Psych (UPE)</td>
</tr>
<tr>
<td>Co-ordinator Research and Development</td>
<td>D L Gradidge BA, BAHons, MA (UPE)</td>
</tr>
<tr>
<td>Co-ordinator Orientation</td>
<td>D W Estrais BA (Psychology) (UPE), BAHons Psychology (NMMU)</td>
</tr>
<tr>
<td>Assistant Co-ordinator: Orientation</td>
<td>Z S P Magele Dip PR Mgt (Mandela Uni)</td>
</tr>
<tr>
<td>George Campus</td>
<td>C A Persence BA, HDE, BEd (Psych) (UWC), FDE (Ed Man) <em>cum laude</em> (UP), MEd (Psych -first class) (UZ)</td>
</tr>
<tr>
<td>Student Counsellor</td>
<td>Vacant</td>
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<tr>
<td>Administrative Officer</td>
<td>I Joshua, BA General (UNISA)</td>
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#### North Campus

<table>
<thead>
<tr>
<th>role</th>
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<tbody>
<tr>
<td>Senior Student Counsellor</td>
<td>R E Connelly BA (HED) (RU), BAHons, MA (UPE), DPhil (NMMU)</td>
</tr>
<tr>
<td>Student Counsellor</td>
<td>S Pietersen BA (Psych), BAHons, MA (CounsPsych) (NMMU)</td>
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#### Junior Student Counsellor
Vacant

<table>
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<tr>
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<tr>
<td>Administrative Assistant</td>
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#### Second Avenue Campus

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<tbody>
<tr>
<td>Senior Student Counsellor</td>
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<tr>
<td>Student Counsellor</td>
<td>L George BA SW (UFH), BAHons (Psych) (UFH), MA (CounsPsych) (UPE)</td>
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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Administrative Assistant</td>
<td>S L Graham NDip (PET)</td>
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#### South Campus

<table>
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<tbody>
<tr>
<td>Senior Student Counsellors</td>
<td>J M van Lingen BA, BAHons (UOFS), MA (Couns Psych) (UPE), DPhil (NMMU)</td>
</tr>
<tr>
<td></td>
<td>K Ramasamy BA, BAHons (History), BAHons (Psychology), MA (Clin Psych) (UPE), DPhil (NMMU)</td>
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<tr>
<td>Student Counsellors</td>
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<tr>
<td></td>
<td>I Lekganya BA, (IUA) MEd (Guidance &amp; Counselling) (IIUM), MHSc (Clin Psych) (IIUM), MPsych (Clin Psych) (UWC)</td>
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<tbody>
<tr>
<td>Junior Student Counsellor</td>
<td>B Smith B Psych, MA Psych (Research) (NMMU)</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>S L Henning</td>
</tr>
<tr>
<td>Secretary</td>
<td>M H Sharp NDip (PET), BTech (NMMU)</td>
</tr>
</tbody>
</table>
Missionvale Campus
Senior Student Counsellor
N Ntlokwana BAEd, BAHons (Vista), MA (Couns Psych) (NMMU)
Administrative Assistant
L van Wyngaardt ND Mgt (NMMU), BPsysch (Mandela Uni)

INNOVATION OFFICE
Director
N A C Gumede PhD (Medical Microbiology) (UKZN), PGDip (Bus Management) (UN)
Departmental Secretary
Vacant
Technology Transfer Manager
M H S Kgaria MMIS (WBS), BSc (Mat and Met Eng) (Wits)
Business Development Manager
Vacant

RESEARCH CAPACITY DEVELOPMENT
Director (Acting)
DM Schael BSc (Zoology) (University Wisconsin), MSc (Zoology) (North Carolina State University), PhD (Zoology) (UCT)
Secretary
A Denakie
Research Manager
I Khan BSc (NMMU)
Internal Scholarships Coordinator
D Gerber
Postgraduate Administrative Officer
Ms T Mnonopi BA (Psych), BAHons (Group Dynamics) (NMMU)

RESEARCH MANAGEMENT
Director
N Mzilikazi PhD, Zoology(UKZN), MSc, Zoology (UKZN), BSChons, Zoology(Unitra) , BSc, Zoology, Chemistry(Unitra)
Senior Manager: Research Management
K H Johnson BA (UWC), HDE (Vista/UPE)
Senior Manager: Research & Partnerships
Vacant
Research Officers
V Coopasamy PGCE (UNISA), BA (NMMU)
C C van Leeve NDip (IT) (UNISA)
RIMS Administrator
Vacant

OFFICE FOR INSTITUTIONAL STRATEGY AND ADVANCEMENT
Associate Professor and Senior Director
H J Nel BA, BAHons, MA, DPhil (UPE)
Institutional Researcher
M Neale-Shutte BAHons (Psych), MA (Research Psych) (UPE)
Personal Assistant
K Moodley BCom (UNISA), PGCE (NMMU), MBA (NMMU)

Academic Planning
Director
C Dwyer BA, MPhil in Political Management (SUN)
Administrative Co-ordinator
N Mrara ND (Public Relations), BTech in Public Relations (Cum Laude), BHons in Corporate Communication (NMMU)
Senior Manager
M R Sibuqashe BTech (Education Mng) (Pretoria Technikon), MTECH (Education) (TUT), PhD (Education) (Mandela Uni)

Management Information
Director
C Sheppard BSc, HED (Potch), BED (UNISA), MEd, PhD (UP), AEEP (Wits)
Senior Information Analyst
G van Leeve NDip (IT) (PET), BTech (IT) (NMMU)
HEMIS Officer and Information Analyst
T Webb BSc (UCT), MBA (Mandela Uni)
HEMIS Officer and Information Analyst
M H Voges NH Dip (Office Adm) (PET)
Senior Statistician
Vacant
**Quality Advancement Unit**

**Director**

P H Roodt NDip (Ind Eng), NH Dip (Ind Eng), NH Dip (Mech Eng), M Dip Tech (Mech Eng) (PET), Pr Tech Eng

**Administrative Co-ordinator**

N Mrara ND (Public Relations), BTech in Public Relations (Cum Laude), BHons in Corporate Communication (NMMU)

**Quality Consultant (Academic Review)**

L Jackson BSc (Natal), BScHons (UCT), MSc (Med) (UCT Medical School)

**Quality Consultant (Support Services)**

Vacant

**Transformation, Monitoring and Evaluation**

**Director**

R-A Levendal BSc, BScHons, MSc (UWC), MPhil (UPE), PhD (Wits)

**Project Co-ordinator**

RM Pillay BA, BAHons (NMMU)

**Institutional Researcher**

Vacant

**Centre for Integrated Post-School Education and Training**

**Director**

I Baatjies BSc Ed (UWC), MA (Dalhousie, Canada)

**FET Researcher**

U Baduza BA (UWC), PG Dip (Museum and Heritage Studies) (UCT/UWC/RIM), MA (UWC)

**Administrative Assistant**

A Jeftha
### ADMINISTRATIVE AND SUPPORT STAFF

#### INTERNAL AUDIT

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>Senior Director</td>
<td>Vacant</td>
</tr>
<tr>
<td>Executive Secretary</td>
<td>Vacant</td>
</tr>
<tr>
<td>Internal Auditors</td>
<td>R Chetty BCom (Natal), BComHons (Natal)</td>
</tr>
<tr>
<td></td>
<td>O van Zyl BCom (UPE), BComHons (Natal)</td>
</tr>
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#### CHIEF INFORMATION OFFICER

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
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<tbody>
<tr>
<td>Chief Information Officer</td>
<td>S M Bosire BBA -MIS (Andrews), MBA (Heriot-Watt), MPA (UFH), MCSSA, DBA (NMMU)</td>
</tr>
<tr>
<td>Executive Secretary</td>
<td>N Moodley Cert PR (PRISA-accredited -Varsity College, Business Management Programme (NMMU Business School), Project Management (NMMU))</td>
</tr>
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#### Information and Communication Technology Services and Operations

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>Director: ICT Service Delivery and Operations</td>
<td>Vacant</td>
</tr>
<tr>
<td>Secretary</td>
<td>R. Allison NMP (USB), MDP (USB), Business Communication Skills Programme (NMMU), VIP Payroll; Prince2</td>
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#### ICT Service Delivery Section

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>Deputy Director: ICT Service Delivery</td>
<td>E van der Westhuizen NDip (IT) (PET), BTech (IT) (PET), MTech (IT) (NMMU)</td>
</tr>
<tr>
<td>Assistant to Deputy Director, Service Delivery</td>
<td>J Schaefer</td>
</tr>
<tr>
<td>Lab Co-ordinator – South Campus</td>
<td>J Schaefer</td>
</tr>
<tr>
<td>Senior Manager ICT: End-User Support</td>
<td>S S Maqoqa BCom (Vista)</td>
</tr>
<tr>
<td>Lab Co-ordinator – Missionvale Campus</td>
<td>T Charlie</td>
</tr>
<tr>
<td>Head: ICT Helpdesk</td>
<td>R Steenberg BTech (Mgt) (NMMU)</td>
</tr>
<tr>
<td>Helpdesk Assistants</td>
<td>F Agherdien</td>
</tr>
<tr>
<td></td>
<td>B Bido</td>
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<tr>
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<td>A Mentoor</td>
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<td></td>
<td>S Scheepers</td>
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<td>G Ludick</td>
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<td>B Moodalay</td>
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<td>S Sauls</td>
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<td>A Gardner</td>
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<td>A Kase</td>
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<td>S Naidoo</td>
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<td>M Njokweni</td>
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</table>

- - -
M Mqeyi
Vacant
R Pityana
L Baskiti
N Jansen
Vacant

**ICT Operations Section**

**Deputy Director: ICT Operations**
G Ownhouse  BSc (UPE)

**Senior Systems Engineer**
M de Jager  NDip (IT) (PET)

**Systems Engineer: Firewall**
B Smith  BTech (IT) (PET)

**Systems Engineer: DBA**
M Mokoena  NDip (IT)

**Systems Engineer: Networks**
Z Abdullah  NDip (IT) (PET), Dip (PC ENG) (Damelin)

**Systems Engineer: Active Directory**
Vacant

**Systems Engineer: ERP/DMS**
N Lubambo  NDip (Com Admin),  BTech (IT) (PET), M Tech (IT) (NMMU)

**Systems Engineer: Email/Messaging**
W Cameron  BAHons

**Systems Engineer: SharePoint**
C Robey  BTech IT (PET)

**Systems Engineer: Mobility**
R Domingo  NDip IT

**Senior Network Engineer**
C van Zyl  NDip (IT) (PET)

**Senior Telecommunications Engineer**
Vacant

**Telecommunications Administrative Assistant**
B Mpepo

**Network Engineer**
C Bagley  NDip (Elec Eng) (PET)

**Telecommunications Engineer**
W Pio

**Telecommunications Assistants**
J Gcakasi
J Madolo

**George Campus**

**Senior Manager**
R Khamali

**Systems Engineer**
TWS Blane

**Senior Support Technician**
JP Flanagan

**Information and Cyber Security**

**Senior Systems Engineer: Security**
R Boshoff  NDip (IT), BTech (IT),  M Tech (IT), MBA (NMMU), DBA (Mandela Uni)

**Imaging/Reprographic Services**

**Deputy Director: ICT Facilities Planning**
M Mahlathini  BCom (UNITRA), GCB(PM) (USQ), GWCPM

**Section Head**
D Nefdt

**Supervisor**
J M van der Berg

**Receptionist**
T Pienaar

**Senior Photocopy Operator**
L F Bruintjies

**Photocopy Operators**
T L Bokolo
C Lombard

**Senior Collator/Binder**
Vacant
Collators/Binders  M J Bawushana
                Z P Soul
Senior Imaging Administrator  N Liberty NDip (FIS), PDBA (NMMU)
Project Administrator  N Jack
Imaging Administrator  I Smith
Imaging Admin Assistant  R vd Westhuizen
Assistant Imaging Technician  Vacant
ICT CopyTech Supervisor  D Driscoll
ICT CopyTech Technology Technician  M Domingo
ICT CopyTech Shop Assistant  Z Gwadisa

**Information Systems and Development**

Director: Information Systems and Development  Vacant
Deputy Director: Project Office and ICT Quality Assurance  G J Saunders BCom (Rat), BComHons, MCom (UPE), MIITPSA

**Blended Learning Support Systems**

Senior System Engineer: Blended Learning  S Meyer NDip (Elec Eng) (PET), BTech (IT), MTech (IT) (NMMU)
Systems Engineer: Blended Learning  K Terblanche NDip (FIS) (NMMU), PDBA (NMMU)

**Business Analysts**

Senior Business Analyst (Student Systems)  L Williams BSc (Compt Sc) (UCT)
Senior Business Analyst (Finance Systems)  G L Steenberg BSc (Comp Sc & Stats) (Vista), BTech (IT) (NMMU)

**Business Applications & Development**

Deputy Director: ERP/MIS Development Analyst/Programmers  D Els BScHons (RU), MTech (IT) (NMMU)
                                                   S Bhengu (IT)
                                                   A du Preez BTech (IT)
                                                   C Madyosi (IT)

**Web Systems & Development**

Deputy Director: Web Systems and Development  T Hilmer BSc (Wits), BScHons (UPE), MSc (UPE), PhD (UPE), MPhilITGov (Mandela Uni), MIITPSA
System Engineer: Web Systems and Development  R Sitshetshe NDip (IT) (CPUT), BTech (Quality) (CPUT)

**COMMUNICATION AND STAKEHOLDER LIAISON**

Senior Director  CC Janneker BA (UNISA), MBA (UNISA-SBL), Dip Public Relations (PRISA); Dip (Academy of Learning)
Executive Secretary  S van der Vyver NSDip (CATE)
Secretary  S Adams BHMS (NMMU)
Deputy Director: Communication and Engagement  D Derry B Journ (RU), MA (NMMU)
Deputy Director: Marketing  JCR Daniels BA (UPE), BAHons (Group Dynamics) (NMMU)
Administrative Officer  Vacant
Deputy Director: Branding
V Bongela BTech (Marketing Management) (NMMU) Project Management (DameLIN, EL) Management Development Programme (NMMU: Business School)

Deputy Director: Arts and Culture
M Barry BA (FA), HDE (UCT), MA Ed (NMMU)

Administrative Officer
Vacant

Senior Marketing Communication Practitioner: Branding
M Bothma NDip (PR) (PET)

Communication
Online Community Manager
B A Erickson NDip (PR) (PET)

Internal Communication Practitioner
E C de Koker BA, HED (US), BAHons MDP (UPE)

Publications Practitioner
L Sa Joe-Derrocks NDip (Journ) (NMMU)

Media Manager
Z Mbabela BA (Media, Communication and Culture) (NMMU)

Events
Campus Events Manager
A Olivier NDip (PR) (PET), BTech (PR) (NMMU)

Campus Events Assistant
C Boukes

Student Recruitment and Marketing
Marketing Practitioners: School Leaver Market
P B Botha NDip (Journ) (NMMU)

Marketing Practitioner: Marketing Material
N Mlonzi BTech (Marketing), NDip (Marketing) (CPUT) Cert (Financial Management) BCC FET

Marketing Practitioner: Events
L V Solomons BA, HDE, BAHons (UWC)

Senior Marketing Practitioner: Mature and Postgraduate Market
A J Kock NDip (Mkt Mng) (PET)

Contact Centre
Manager: Contact Centre
D Barnardo NDip (Mgt) (PET), BTech (Mgt) (NMMU)

Contact Centre Practitioners
S Dyolivane BA (App Comm & Mgt) (UFH)
T Mcopela Dip (Ed) (Bellville Education College)
G Paulse Dip (Ed) (Hewitt Education College)
Vacant
Vacant
Vacant

George Campus
Manager: Marketing & Corporate Relations
Vacant
Marketing & Communications Practitioner

M Tshangana
NDip (Mkt) (DUT)
Alumni Relations
Director and Alumni Association Secretary  P Geswindt BComEd (UPE), BComHons (UNISA), PGDE, MA (NMMU)
President of Alumni Association  K Blose BSc (Construction Economics), BScHons (Quantity Surveying), (NMMU)
Alumni Relations Co-ordinator  S Petersen BA (Psych), BAHons (NMMU)
Alumni Administrative Officer  L Hendricks NDip (Journ), B Tech (Journ) (NMMU)

University Shop
Shop Manager  S Du Toit ND (PR), B Tech (PR) (NMMU)
Shop Assistant  W Scheepers

Arts and Culture
Deputy Director  M Barry BA (FA), HDE (UCT), MA Ed (NMMU)
Cultural Co-ordinator  M du Preez
Cultural Officer  L Matiwane NDip (PR); B Tech (PR) (NMMU)
Projects Co-ordinator  N-A Rayepen BAHons (NMMU), Associate Modern and Ballet Dance Teachers (ISTD)
PR Intern  A Howley NDip (PR) (Mandela Uni)

Archives and Exhibitions
Curator  C Grobler Dip(Bib) (Stell)
Student Assistants  N Ntengenyana Cert. (PR Practise) (Boston College) NDip (PRM)(NMMU)

ESTATE AND FACILITIES MANAGEMENT
Senior Director  Vacant
Executive Secretary  N Jacobs-Stokwe Cert.HRFM (Rhodes), ILP (NMMU Business School), Protocol Int.Cert. (EU International School of Protocol)

Infrastructure Services and Sustainability
Director: Infrastructure Services and Sustainability  Vacant
Secretary  Vacant
Deputy Director: Infrastructure Services and Sustainability  G T Gouws NDip (Arch) (PET)
Manager: Planning and Projects  R Thomas
Section Head: HEMIS & Space  T Ebel
Construction Project Manager  G Smit
Construction Project Manager  Vacant
Technician Architectural Services  A Keyter

Horticulture Services
Senior Manager Horticulture  E Storm ND (Horticulture) (Cape Tech)
Horticultural Services: Senior Horticulturist  S A de Villiers BSc Agric (US)
Nature Reserve Ranger  C Breedt ND (Forestry) (PET)
**Maintenance Services**

**Director: Maintenance Services**
M Syce NHD (Arch) (CPUT), MSc (BE) (Fac Man) (UPE), Pr SArchT, MSACAP, MSAIAT

**Secretary**
J Kannemeyer ND (PR) (PET)

**Maintenance Planner**
B Goliath ND Logistics (UNISA), Dipl. Project Management (Varsity College PE), PPM (UP), SAMTRAC Cert (NOSA), Quality Specialist ISO 9001 cert (SABS)

**Section Head Administration**
C Barnardo

**Administration Assistants**
E Louw
B van Rensburg

**General Assistant**
N Mqikela BSc (Chemistry) (Vista)

**Engineering Services**

**Deputy Director: Engineering Services**
P Peters Gov Cert of Competency (Mech & Elec), ND (Elec Eng), ND (Mech Eng), BTech (BA), MBA (NMMU)

**Manager: Engineering Services**
G Petro ND: EEH (Western Province Technical College), Advanced Diploma in Project Management (Damelin), BComHons (University of Western Cape), MBA (University of Stellenbosch (Business School))

**Chief Artisan: Electricity, Air Conditioning, Refrigeration**
J Ferreira

**Senior Electrician**
Vacant

**Chief Artisan: Electrical, Mechanical**
I Kleyn

**Building Services**

**Deputy Director: Building Services**
S Agherdien Ince BSc (Con Studies), BScHons (CM) (NMMU)

**Manager Building Services**
H Minnaar

**Administration Officer**
C Perrow BA (Ed) (Vista), BTech (Bus Admin) (NMMU)

**Administration Assistant**
C Kayser

**Campus Supervisor – Missionvale Campus**
E Mqgolozana Snr Teacher’s Dip (Algoa College of Educ)

**Chief Artisan: Carpentry**
R Landsberg

**Chief Artisan: Plumbing and Bricklaying**
Vacant

**Chief Artisan: Locksmith, Signage, Painting and Carpentry**
W Vorster

**Artisan Assistant**
A Mantile

**Artisan Assistant Electrical**
E Windvogel

**Artisan Assistant**
S Mtakati
**Protection Services**

**Director**
Vacant

**Senior Protection Services Officer**
B Nobadula

**Assistant Electronic Systems Officer**
R T Gallant

**Site Controllers**
G Beer
M Maqude

**Electronic Security Systems Controller**
T Zeelie

**Traffic and Parking Services**

**Senior Traffic Officer**
J de Lange

**Support Services**

**Director (Acting)**
N Brown ND (Mkg Mgt) (PET)

**Secretary to Director**
S Marwayi NDip (Off Mgt & Tech), BTech (Mgt) (NMMU)

**Catering Cleaning and Commercial Services**

**Senior Manager**
N Brown NDip (Mkg Mgt) (PET)

**Administrative Assistant**
K Botes

**Meal Management System Administrator**
Vacant

**Service Controllers**
P Cakwebe
V Woli

**Support Services Co-ordinators**

**South Campus**

**Support Services Co-ordinator**
E Pillay

**North Campus**

**Support Services Co-ordinator**
R Japtha NDip (Mgt), BTech (Mgt) (NMMU)

**Missionvale Campus**

**Support Services Co-ordinator**
T Niemand NDip (Pers Mgt) (PET)

**2nd Avenue Campus**

**Support Services Co-ordinator**
D Myataza

**Meal Management System**
Vacant

**Events**

**Manager**
F Bada

**Conference and Hospitality Coordinator**
V Mtshake BA Media Communication and Culture (NMMU)

**Postal Services**

**Senior Manager**
Vacant

**Supervisor: Operations**
SQ Olivier

**Supervisor: Finance & Missionvale**
MJ Saunders

**Supervisor: Courier**
SJ Sigcu
Despatch Officer: Courier  T Jegels
Despatch Officer: Courier  L Koen
Despatch Officer: Mail  XE Adams
Driver  R Domingo
Driver  S Libi
Mail Handlers  A Brown
Mail Handlers  C Daniels
Mail Handlers  B Kramer
Mail Handlers  PO Mdila
Mail Handlers  ME Plaatjie
Mail Handlers  NS Plaatjie

Safety, Health and Environment
Senior Manager  Vacant
Health and Safety Officer  Vacant

Operations George Campus
Director: Operations  M Loubser BJuris (PU for CHE), LLM (Private Law) (Stell), PGD (Labour Law Prac) (NMMU)
Secretary  R Kuschke NDip (Occ Therapy) (UP)

FINANCE DIVISION
Executive Director: Finance  M R Monaghan  BCom (UPE), BComHons (UNISA), Professional Accountant (SA)
Personal Assistant  D Harris ND (Bus Man) (Tech (Free State), MDP (UFS Business School)

Management Accounting Department
Director: Management Accounting (Acting)  Vacant
Financial Assistant: Management Accounting  SK Perrow NDip (Mgt) (NMMU)
Deputy Director: Budget & Financial Management Information  W C Leander  BCom (UWC), BComHons (UNISA), Professional Accountant (SA)
Deputy Director: Faculty Accountant  I McLaren  BComHons, HDE Postgrad (UPE), MBA (PET), PhD (NMMU)
Senior Manager: Salary Budget Analyst  L Lerm  BCom (UNISA)
Deputy Director: Costing  N C Tsita  Cert (Higher Educ Mgt) (Wits), BCom (WSU)

Operational Finance Department
Senior Director: Finance  Mrs M Jogee-Jamal  BComHons(UPE),CA(SA)
Director  Vacant
Personal Assistant  R de Doncker (Acting)
Deputy Director  H Mouton  BCom (UPE)
Senior Manager: VAT  Vacant
Accountant 3rd Stream Income  R van Onselen  BComHons(UPE)
Accountant Accounts Payable and Systems Manager  F van der Merwe  BCom (UPE)
Accountant Trust and Ad Hoc Payments  D van der Berg
Assistant Accountant Ad Hoc Payments  M Slabbert  NDip (CMA) (PET)
Assistant Accountant Accounts Payable  N C Xotyeni  BCom (UPE), MPhil (NMMU)
Senior Creditors Officer  Vacant
Accounts Payable Officers  E Claassen
Accounts Payable Officers  T Heunis BTech (Management) (NMMU)
Financial Officers: Creditor Reconciliations
- F Bruce
- C Davids
- S Mhambli NDip(FIS)(PET)

Financial Officers: Ad-Hoc Payments
- B Barnard
- Vacant
- S Mkumbeni

Financial Officer: GL Journals
- R de Doncker
- M Gongxeka

Financial Officer: Business School
- M Vuma

Financial Officers: Research and Projects
- A Botha BA (UPE)
- R Kirby
- C B Mkuhl NDip (CMA) (UJ)

Senior Bank Reconciliation Officer
- A Chamberlain

Bank Reconciliation Officers
- Vacant
- NE Matyholweni
- D Minnie

Deputy Director: Payroll
- A Ramji NDip (Fin Acc) (TSA), Adv Cert Tax (RAU)

Senior Salary Officers
- D Hickman-Davis
- B Kapp
- S Teubes

Salary Officers
- J Arthur
- ST Mokhele NDip(Fin Acc) DUT
- C Moodaley
- S Netnou BCom, MA (Dev Stud) (NMMU)
- C Sixaso HR (Management) (Mandela Uni)

Director: Procurement and Assets

Accountant: Assets and Stores
- J Jacobs Dip (Purch) (PMS)

Manager Procurement
- V Ngesi BCom (Commerce)

Senior Buyer
- Vacant

Buyers
- J Bosch NDip (Text Des)
- M Bosch NDip (Exec Secr)
- B Booyseen Dip (Logistics)
- R Clemence Dip (Hotel Catering)
- C Jewnarain NDip (Ed)
- W Kleinbooi NDip (Logistics)
- Y Kock NDip (Logistics)
- A Muller NDip (Anal Chem), BTech (Log)
- F Sifanele NDip (Tourism Management)
- R Somiah

Revenue Management

Director
- Vacant

Deputy Director: Student Accounts
- Vacant

Deputy Director: Financial Aid
- W Muller ND (Pub Admin), NHD (Pub Mgt) (PET), Cert (Adv Mgt) (US)

Manager: Debt Recovery
- R van Wyk ND (Mgt) (NMMU)

Manager: Financial Aid
- S Boniwe - ND Int Aud (PE Tech), BTech Logistics (Mandela Uni), Masters of Business Admin (Mandela Uni), Adv Business Program (Mandela Uni)

Head: Student Accounts
- M van Wyk

Systems Administrator: Student Accounts
- S van der Riet

Senior Financial Officers: Student Accounts
- Vacant
- E Lambrechs ND (Home Econ) (Wits Tech)
### General Prospectus
#### Nelson Mandela University

**Senior Financial Aid Officers; Financial Aid**
- N Motoboli  NDip (Com Adm) (PET), NDip (CMA) (NMMU)
- MF Abdulla – B.Com (Mandela Uni), Cert: Municipal Fin & Budgeting (UWC), Adv Credit Dip (Inst of Bankers)
- S Madatt

**Financial Officers: Student Accounts**
- R Agherdien NDip (Man Assistant) (PECE)
- MF Abdulla – B.Com (Mandela Uni), Cert: Municipal Fin & Budgeting (UWC), Adv Credit Dip (Inst of Bankers)
- L Cannon
- A Jeyi
- W Kritzinger
- M Mauritz BA, BAHons (Group Dynamics) (NMMU), PG Cert (Archival Studies) (UNISA)

**Financial Officers: Debt Recovery**
- Y Hamilton
- M Kitching

**Financial Officers: Financial Aid**
- R Arends ND HRM (Varsity College)
- Y Beta BCom (Vista)
- A Booysen
- J Botha ND Exec Secr (PET)
- Y Ferreira ND (Mgt), BTech (Mgt) (NMMU)
- N Gayiya ND Com Admin (NMMU)
- K Hendricks
- B Tshamlambo NDip HRM, BTech (Mgt) (NMMU)

**Financial Officers: Accounts Receivable**
- C Ball ND (Management)
- S Gin BCom Gen (SIPA)
- A Hendricks BCom (General)

**Cashier Supervisor**
- J Cain NDip (Mgt), BTech (Mgt) (NMMU)

**Cashiers**
- S Ajam NC Banking (Bankseta)
- M Bouw
- N Ntsekisa
- L Shauza NDip (HR) (NMMU)
- L Sishuba NDip (Mgt) (NMMU)

### GEORGE CAMPUS

**Campus Principal**
- Vacant

**Personal Assistant**
- L Muller

**Director: Operations**
- M Loubser BJuris (PU for CHE), LLM (Private Law) (Stell), PGD (Labour Law Prac) (NMMU)

**Secretary**
- R Kuschke NDip (Occ Therapy) (UP)

**Senior Manager: Academic Administration**
- D F Alexander NDip (PA), NH Dip (PMA) (PET), MPA (UPE)

**Co-ordinators: Academic Administration**
- E Labuschagne NDip (Com Admin) (TechPTA)
- Vacant

**Admissions Officer**
- N du Plessis HC (IT User Support) Mandela U

**Examinations Officers**
- S Mayana BA (Admin) (Fort Hare)
- D E Scholtz BAEd (UPE)

**Manager: Communication Stakeholder Liaison**
- Vacant

**Marketing & Communication Practitioner**
- P B Botha NDip (Journ) (NMMU)
Sport Manager

Deputy Director: Student Life and Development

Sport Manager

Residence Manager: Student Housing

Residence Manager: Student Housing

Off Campus Residences

Bennie Schaap

Clinic Sister

HIV Counsellor

Administrative Assistant

Campus Accountant

Senior Administrative Officer: Finance

Financial Aid Officer: George

Logistics & Reprographic Controller Co-ordinator

Technical and Protection Services

Senior Manager: ICT Services

ICT Services: IT Systems Engineer

Receptionist/Cashier

Maintenance Officer: Buildings

Maintenance Artisan Maintenance Services

Artisan: Maintenance

Artisan: Maintenance

Senior Campus Control Officer

HIV & AIDS RESEARCH UNIT

Director

Secretary

Senior Researcher

HUMAN RESOURCES

Executive Director: Human Resources

Personal Assistant

Dr R C Kalenga Dip (Teaching) (Kwame Nkrumah/Zambia), ACE-Maths cum laude, Hons E (Teaching & Learning) (Potch), MEd (Educ Psych), PhD (Educ Mgt) (NWU)

A van der Merwe BA (UOFS)

Vacant

N Bam BSocSc (Economics, Public Admin) (UCT), PGDip (Employment Law, Social Security) (UFH), MBA (UNISA)

B Qabaka NDip:Public Admin & Mgt (PENTECH), BTech Public Management (CPUT), MBA (NMNU), Project Mgt (Mandela Uni)
Senior Director: Human Resources and Organisational Development
N Sishuba MSc Public Policy Mngt, (London University); MBA (South Eastern Louisiana University), MAdmi (UFH); Project Mgt (Damelin)

Organisational Development Specialist
A Ndung’u BAHons, MCom (LR & HR), LLM (Labour Law) (NMU)

Director: Employee Relations
L. Ramoroka BA (Ed) (UNW), IR Skills Development Program (UP), Post Graduate Diploma in Labour Law (UWC)

Employee Relations Specialist
A Ndung’u BAHons, MCom (LR & HR), LLM (Labour Law) (NMU)

Organisational Development Specialist
C Marx LLB (NMU)

Deputy Director: HR Development and Organisational Development
L S T Doria MA (NMU), BAHons (NMU), BAdmi (UNISA), NH Dip (Prod Mgt), NDip (Org & Work Study), RPP, MIPM

Employee Relations and HR Co-ordinator
T Peerbhai

HRD Co-ordinator
L Redcliffe BTech (HRM) (NMU)

HRCM Co-ordinators
N A Somana BTech (HRM) (NMU)

HR Admin Assistant
Vacant

HR Equity Manager
V J Madway Ndip (HRM), BTech (HRM) (PET)

Deputy Director: HR Specialised Services
J Strydom NH Dip (Pers Mgt) (PET), RPP

HR Consultants
D Estrais BA (Psychology) (UPE) BAHons (Psychology) (NMU)
F Grimsel NDip (HR), BTech (HR) (NMU)
N Nokwe
S A Seale Dip (Pers Mg) (IPM)
N Tsotsobe NDip (Pers Mg), BTech (Bus Admin)
I Tserpelis BA (UPE), BAHons (UNISA)

HRMIS Administration Supervisor
B McGuire

HR Administrators
Vacant

Vacant

Filing Assistant
L Kondile BA (NMU)

Leave Consultant (Acting)
G Ndoni

Leave Administrator
E Vosloo

Director: Remuneration, Budgets and HR Operations
B Sampson GRP BA (Psych) (NMU), PG Dip (Financial Planning) (NMU)

Remuneration Specialist
U Leeson BTech (HR), GRP

Deputy Director: HRMIS
Vacant

Senior Business Analyst: HRMIS
B McGuire

HRMIS Analyst and Web Administrator
B Nell

HRMIS Administration Supervisor
Vacant

Vacant

Filing Assistant
L Kondile BA (NMU)

Leave Consultant (Acting)
G Ndoni

Leave Administrator
E Vosloo

Director: Remuneration, Budgets and HR Operations
B Sampson GRP BA (Psych) (NMU), PG Dip (Financial Planning) (NMU)

Remuneration Specialist
U Leeson BTech (HR), GRP

Deputy Director: HRMIS
Vacant

Senior Librarian: ERM
Vacant

LIBRARY AND INFORMATION SERVICES

Director
Vacant

Secretary
N Lindoor NDip (Secretarial: Office Administration) (PENTECH)

Financial Officer
Z Ajam NDip (PET)

South Campus

Deputy Director: Bibliographic Services
N Bell, BTech (LIS) (UNISA), HONS BINF (UNISA), PGDip (Arch) (UNISA)

Senior Librarian: ERM
Vacant
Senior Librarian: Cataloguing
Librarians: Cataloguing
P Nongxa-Tokoyi BTech (LIS) (UNISA)

Librarians: Cataloguing
Vacant
P Sekhabi NDip (LIS) (TUT)
P Tube BTech (LIS) (UNISA)

B Sithetho NDip (LIS) (CPUT)

Librarian: Pre-Cataloguing
Librarians: ERM
Vacant
P Mhlomeli BTech (LIS) (UNISA)

Senior Librarian: Acquisitions
Librarians: Pre-Cataloguing
R Abrahams NDip (Admin Mgt: Finance), BINF (UNISA)

Librarian: Monograph Acquisitions
Librarian: ERM
Vacant

Assistant Librarian: Orders Monographs
S Share

Librarian: ILL
L C Ngabase NDip (LIS) (PET), Programme in Business Management (UNISA)

Assistant Librarian: ILL
K van der Westhuizen

Library Assistant: Receipts Monographs
N K Penny

Library Attendants: Processing
N G Mlambo

Deputy Director: Circulation Services
Z N Makrwede Primary Teacher's Cert, Dip (Sec Educ), BA (Ed), PG Dip (Library Studies) (UNITRA), M (LIS) (Natal)

Senior Librarian: Circulation
Librarian: ILL
M M du Plessis NDip (LIS), BTech LIS (PET)

Assistant Librarian: ILL
L C Ngabase NDip (LIS) (PET), Programme in Business Management (UNISA)

Assistant Librarian: ILL
Z Bob BAHons (UPE)

Library Assistant: IBL
J V Buchner

Librarian: Customer Services
B B B Ntsiko Cert (Ess of Strat Mgt) (RU), NDip (LIS) (PET), MA (Dev Studies) (NMMU)

Library Assistants: Circulation
P Kuse NDip (HR) (NMMU)

Library Assistants: After hours
X G Mafana

Library Assistant: Photocopier, Cash Officer
H Spamer Educ Dip (BOK)

Assistant Librarian: Multimedia
W Scheepers

Library Assistant: Photocopier, Cash Officer
R Peters

Assistant Librarian: Shelving
E Plaatjies

Library Assistant: Shelving
W Scheepers

Assistant Librarian: Shelving
F Hendricks

Library Assistant: Shelving
Vacant

Assistant Librarian: Shelving
R Peters

Library Assistant: Shelving
E Plaatjies

Assistant Librarian: Shelving
W Scheepers

Library Assistant: Shelving
Vacant

Assistant Librarian: Shelving
R Peters

Library Assistant: Shelving
S Magopeni

Deputy Director: Information & Training
Vacant

Senior Librarian: Science
D Gerber NDip (LIS), BTech (LIS) (PET), HON INF (UNISA)

Senior Librarian: Training & Faculty Librarian: Education
M Ward BBiblHons (UFH), MA (Rostov State Univ, Russia)

Faculty Librarian: Arts
J Esau BTech (LIS) (PET), BBibl (UWC)
<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
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<tbody>
<tr>
<td>Faculty Librarian: Business &amp; Economic Sciences</td>
<td>G V Mhlontlo BTech (LIS) (PET)</td>
</tr>
<tr>
<td>Faculty Librarian: Health Sciences and Music</td>
<td>N Bavuma NDip (LIS) (PET), Cert (Archiv Studies) (UNISA)</td>
</tr>
<tr>
<td>Faculty Librarian: Law</td>
<td>S Nyaningwe NDip (Educ), BEdHons (UPE), MEd (NMMU), B Info (UNISA)</td>
</tr>
<tr>
<td>Librarian: Training</td>
<td>H van der Sandt BBibl (US)</td>
</tr>
<tr>
<td>Information Librarian</td>
<td>F Blignaut NDip Library and Info Services (PET)</td>
</tr>
<tr>
<td>Assistant Librarian Information Services</td>
<td>I J Samuels</td>
</tr>
<tr>
<td>Library Assistants: After hours</td>
<td>S Sirayi BTech Management (Mandela Uni)</td>
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<td>M Makananisa BTech Public Management (Mandela Uni)</td>
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<td>L Valentine</td>
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<tr>
<td>Deputy Director: Library Information Systems and Digital Applications</td>
<td>Vacant</td>
</tr>
<tr>
<td>Senior Librarian: Systems</td>
<td>M D Minnaar BA (UCT), HDL (Natal)</td>
</tr>
<tr>
<td>Web Administrator</td>
<td>B Ramollo NDip (IT) (SD) (NMMU)</td>
</tr>
<tr>
<td><strong>Business School</strong></td>
<td><strong>T M Solundwana BA (Information Science &amp; Industrial Psych) (UNISA)</strong></td>
</tr>
<tr>
<td><strong>Second Avenue Campus</strong></td>
<td><strong>D Dos Santos BBibl (UFH), PDIM (UJ), MDP (NMMU Business School), MPhil (Conflict Transformation and Management) (NMMU)</strong></td>
</tr>
<tr>
<td><strong>Branch Librarian</strong></td>
<td><strong>C C Mlahleki BTech (LIS), BTech (Quality) (PET)</strong></td>
</tr>
<tr>
<td><strong>Senior Librarian: Circulation</strong></td>
<td><strong>Vacant</strong></td>
</tr>
<tr>
<td><strong>Information Librarian</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Library Assistants: Circulation</strong></td>
<td><strong>S N Faku</strong></td>
</tr>
<tr>
<td><strong>Library Assistant: After hours</strong></td>
<td><strong>C Marais NDip HR Management (Mandela Uni)</strong></td>
</tr>
<tr>
<td></td>
<td><strong>L Mlumbi</strong></td>
</tr>
<tr>
<td><strong>Library Assistant: After hours</strong></td>
<td><strong>Z Nombande Dip Management (NMMU), BTech in Management (Mandela Uni)</strong></td>
</tr>
<tr>
<td><strong>George Campus</strong></td>
<td><strong>T K Tshukudu BSocSc (Rhodes), PgDipLis (UCT)</strong></td>
</tr>
<tr>
<td><strong>Branch Librarian</strong></td>
<td><strong>L N Magoso LIS Hons (UKZN), Arts and Archival Science Hons(UNISA), BINF(UNISA) Higher Cert. ARM(UNISA)</strong></td>
</tr>
<tr>
<td><strong>Librarian</strong></td>
<td><strong>W Kesa BBibl (UFH), LIS Hons (UFH)</strong></td>
</tr>
<tr>
<td><strong>Assistant Librarian</strong></td>
<td><strong>J Alexander</strong></td>
</tr>
<tr>
<td><strong>Library Assistants: After hours</strong></td>
<td><strong>S Langa NDip (Mandela Uni)</strong></td>
</tr>
<tr>
<td><strong>North Campus</strong></td>
<td><strong>Vacant</strong></td>
</tr>
<tr>
<td><strong>Branch Librarian</strong></td>
<td><strong>Ms F Nombande Sen Teachers Dip(Griffiths Mxenge Training College) BA (UPE), HON INF (UNISA)</strong></td>
</tr>
<tr>
<td><strong>Faculty Librarian: Engineering, the Built Environment &amp; Information Technology</strong></td>
<td><strong>A Mente-Mpako BA (Rhodes), PgDip LIS (UCT)</strong></td>
</tr>
<tr>
<td><strong>Information Librarian</strong></td>
<td><strong>A J W Matroos</strong></td>
</tr>
<tr>
<td><strong>Library Assistants: Circulation</strong></td>
<td><strong>B Tshetsha</strong></td>
</tr>
</tbody>
</table>
Library Assistant: Multimedia 
R van Niekerk

Shelver
S Kolver

Missionvale Campus
C Sopangiso

Branch Librarian
Vacant

Faculty Librarian: Extended Programmes
M Breda NDip, BTech (PET), BAHons Info Science (UNISA)

Librarian: Information
K P Ngcuka NDip (LIS) (PET)

Library Assistants: Circulation
F Jacobs NDip Management (NMMU)
A Kriga
E B Reid

Shelver
M Ndabeni

Library Assistants: After hours
T Hermanus
S Grootboom BAadmin (HR) (NMMU)
N Keseni BAdmin (NMMU)
S Skepu Cert Marketing Management (PE College)

MISSIONVALE CAMPUS

Campus Director
Dr P Ntshongwana Dip (Trans Justice) (UCT), MA (Int Rel) (Commonwealth Univ, UK), MSc (Intl Dev) (Bath Univ, UK), DPhil (Social Policy) (Oxford Univ, UK)

Personal Assistant
G E Slabbert NDip (Mgt)

Manager: Operations Missionvale Campus
S Hoyi BA (Vista), NDip (HRM) (PET), BAHons (NMMU)

Manager: Marketing and Communication Liaison
K Manzini BSocSci (UCT)

Information/Receptionist
B Christians

Campus Driver
G Mlonzi

OFFICE FOR INTERNATIONAL EDUCATION

Senior Director
B Mtyingizana-Buhlungu BA (Law)(Wits), BAHons (SOCL) (Wits), MA (SOCL) (Wits), PhD (SOCL) (Rhodes)

Personal Assistant
A Xanti

Deputy Director: International Student Administration
T Moodien BTech (Bus Adm) (PET), MBA (NMMU)

Manager: Internationalisation at Home and Research
S Heleta BA (SJU), MPhil, DPhil (NMMU)

Manager: International Student Finance
B Sanderson

Manager: International Partnerships
C Raga (BA (MCC) (NMMU)

Study Abroad and Exchange Co-ordinator
M Allen NDip (PRM) (NMMU), BTech (PRM) (NMMU)

Public Relations, Events and International Visitors Co-ordinator
J Wagenaar NDip (PRM) (PET), BTech (PRM) (NMMU)

International Student Administrator
M Connelly NDip (Management) (Mandela Uni)

Postgraduate International Student Administrator
N September NDip (Management) (Mandela Uni)
**Information Centre Co-ordinator**
R Azem NDip (PRM) (NMMU)

**International Student Accounts Finance Officer**
J Bezuidenhout BTech (CMA) (NMMU), M Tech (CMA) (Mandela Uni)

**International Student Accounts Finance Officer**
Vacant

**International Student Administrator**
A Tele NDip (Off Mgt & Tech), B Tech (HRM), MA (Dev Studies) (Mandela Uni)

**Data Capturer**
Vacant

**Marketing and External Communications Co-ordinator**
A Swanepoel NDip (PRM) (PET), Assoc in Mgt Progr (UCT GSB), BAHons (Corp Comm) (Mandela Uni)

**Short Programme Co-ordinator**
D Jithoo NDip (Journ) (NMMU), B Tech (Journ) (NMMU), MA (Media Studies) (NMMU)

**Outgoing Study Abroad Co-ordinator and Assistant Short Programme Co-ordinator**
J van Rensburg BCom (Acc) (NMMU)

**English Programme Co-ordinator**
K Bell BAHons (Hull), PG Cert (Manchester Met)

**Digital Media Co-ordinator**
C Allen NDip (Graphic Design) (PET)

---

**REGISTRAR’S DIVISION**

**Academic Administration**

**Director: Academic Administration**
T T Kungune Cert in Ed (UZ), Cert (Mgt Prac), Cert (HR & IR) (RU), NCert (Mkg), Proj Mgt (PET), Cert (HE Mgt) (Wits)

**Secretary**
Vacant

**Admissions Section**

**Senior Manager: Admissions**
Z Mbuli BA (UNISA)

**Manager: Undergraduate Admissions**
M Calitz BA, BAHons (UPE)

**Manager: Postgraduate Admissions**
J Kakembo NDip (Com Admin), MA (Dev Stud) (NMMU)

**Senior Admissions Officers**
J Messiah NDip (Off Mgt and Tech) (PET), B Tech: Management (Mandela Uni)
V Maseti BA, BAHons (UPE)

**Admissions Officers: Undergraduate**
N Dara BA (UPE)
N Draai BA (Admin) (UPE)
E du Preez BA (Psych) (NMMU)
SG Mabulu B Tech (Pub Admin) (PET)
NP Mwanda
F Mtakati BA (NMMU) BAHons (Sociology (Mandela Uni)
Z Ramncwana JPTD (Algoa College)
M N Sipamla BA (UPE), BAHons (NMMU)
V Whitebooi NDip Management, B Tech Management (NMMU)

**Admissions Officer: Postgraduate**
H Mzingelwa NDip (HR) B Tech (HR) (NMMU) PG Dip (Labour Law Practice) (Mandela Uni)

**Assistant Admissions Officers**
S Mejanie
F Qangule NDip Commercial Admin (PET), BAHons (Group Dynamics) (NMMU)
N Sihlobo
Y Koom
Examinations and Graduation Section

Deputy Director
C L van Heerden  NDip (Bus Comp),  BTech (Bus Adm) (PET), MBA (NMMU)

Manager: Examinations
N Fumba  Dip (Bus Man) (UFH), NDip (Com Adm) (PET)

Senior Examinations Officers
Vacant
Vacant

Postgraduate Examinations Officer
W Mohamed  NDip (HRM), BTech (HRM) (NMMU)

Examinations Officers
J Bosman
J R de Lange
M Kemp
N Maneli  NCert (Off Mgt) (PET)
V Mjuza  NDip (CMA) (NMMU)
N N S Rangana  Bachelor Human Movement Science, MA Development Studies (NMMU)
J Roth  BA(NMMU) BAHons (NMMU) MA (NMMU)
C Scholtz  NCert (Secr), NCert (EDP) (PET), Dip (Mgt) (NMMU)
A Tessner
M S Tukela  BCom (Law) (NMMU)
Vacant

Faculty Administration and Timetabling Section

Deputy Director
H Erasmus  BA (UPE)

Faculty of Arts

Senior Manager: Faculty Administration
N J Kato  NDip (Com Adm), BTech (Com Adm) (PET), BTech (HRM) (NMMU)

South Campus

Manager: Faculty Administration
D Nzioiki  BA (UPE), BAHons (NMMU)

Faculty Administrators
N Azem  NDip (Off Mgt & Tech), BTech (Mgt), NDip (HRM) (NMMU)
N Mngonyama  NDip (Pub Man & Admin), BAHons (NMMU)
N Nzuzo  BSocSc (UCT), MPA (NMMU)

Faculty of Business and Economic Sciences

Senior Manager: Faculty Administration
Z Slabber  BA, BAHons (UPE)

South Campus

Manager: Faculty Administration
Mr A Smith  BCom (NMMU)

Faculty Administrators
Ms N Bobi  NDip (Marketing) (NMMU)
Ms N Bulembu  BCom (Vista)
Ms D Gert
Mr M Klaas  NDip (Off Mgt and Tech) (NMMU)
Ms M Naidoo  NDip (Off Mgt and Tech) cum laude (PET)

Faculty of Education
Senior Manager: Faculty Administration
Vacant

South Campus
Manager: Faculty Administration
R Salie NDip (Mgt) (NMMU)

Faculty Administrator
J Hay

Faculty of Engineering, the Built Environment and Information Technology
Senior Manager: Faculty Administration
Vacant

North Campus
Manager: Faculty Administration
J Dorothy NDip (HRM) (PET)

Faculty Administrators
J Ah Tow BCom (NMMU), BComHons (Business Management) (NMMU)
H Boshoff BEd (FP) *cum laude* (NMMU)
V T Mbola NDip (Mgt) (NMMU)

Faculty of Health Sciences
Senior Manager: Faculty Administration
N J Kato NDip (Com Adm), BTech (Com Adm) (PET), BTech (HRM) (NMMU)

South Campus
Manager: Faculty Administration
N Isaacs NDip (HRM) (PET)

Faculty Administrators
M Afrikaner NDip (Com Adm) (PET), BTech (Mgt) (NMMU)
V Heunis NDip (Office Mgt & Tech) (PET)
H Levack NDip (Office Mgt & Tech) (NMMU)

Faculty of Law
Senior Manager: Faculty Administration
Z Slabber BA, BAHons (UPE)

South Campus
Manager: Faculty Administration
N Terblanche NDip (Bus Comp) (PET)

Faculty Administrator
D Billie NDip (Com Adm) (PET)

Faculty of Science
Senior Manager: Faculty Administration
Vacant

South Campus
Manager: Faculty Administration
L Roodt BCom (NMMU)

Faculty Administrators
F Claassen
Y Tembo

Central Timetabling Office
Manager
R Booyzen NDip (Com Adm), BTech (Post-School Edu) (PET)

Senior Timetable Administrator
M C Mkontswana NDip (Com Adm) (PET)

Timetable Administrators
P S Hobana
V Amosi BCom (Marketing and Business Management) (Damelin)
Vacant
### Student Systems and Records Section

**Deputy Director**

J Harris

**Senior Manager: Student Systems**

R Jappie NDip (Bus Comp) (PET), BTech (Mgt), BAHons (Group Dynamics) (Mandela Uni)

**Student System Administrators**

L Kuscus ND Ceramic Design, BTech Ceramic Design (NMMU)

S Maswana NDip (Com Adm) (PET), NDip (CMA) (NMMU), BAHons (Group Dynamics) (NMMU)

**Manager: Student Records**

S September NDip (Mgt), BTech (Mgt) (NMMU)

**Student Records Officers**

Vacant

**Senior Student Information Officer**

B Brikkels

**Student Information Officers**

M Abrahams

K Dikeni

N Maqoko BTech (Human Resource Management) (NMMU)

### Academic Administration: George Campus

**Senior Manager: Academic Administration**

D F Alexander NDip (PA), NH Dip (PMA) (PET), MPA (UPE)

**Co-ordinators: Academic Administration**

E Labuschagne NDip (Com Admin) (TechPTA)

Vacant

**Admissions Officer**

N du Plessis HC (IT User Support) (Mandela Uni)

**Examinations Officers**

D E Scholtz BAEd (UPE)

S Mayana BA (Admin) (UFH)

### Governance Administration

**Deputy Director**

C Lategan BCom (UWC), BComHons (UNISA)

**Administrative Coordinator**

R du Preez NDip (Management) (NMMU), BTech (Management) (Mandela Uni)

**Committee Secretariat Services**

**Manager**

E Bardien NDip (HR Man) (NMMU)

**Committee Officers**

Vacant

C Browne NCert (Off Mgt & Tech)(NMMU)

S Bulose NDip Lang Prac (DUT)

Z Febana NDip Mkt (NMMU)

S Patel NDip (PR Man) (UNISA), NDip (HRM) (UNISA), BTech (PRM) (Mandela Uni)

U Spies NDip (Com Adm) (PET)

### Records and Information Administration Section

**Manager**

C Green NDip (EDP) (PET), NH Dip (Computing) (PET)

**Records and Information Administration Coordinator**

L Hay
**Legal Services**

**Director**
D Newton

**Secretary**
N O Maswana NDip (PRM) (NMMU), BTech (PRM) (NMMU), BAHons (Group Dynamics) (NMMU)

**Contracts Administrator**
C P Seaman

**Student Disciplinary Hearings Officer**
L Kapp NHSC (Private Secretary)(CATE), Paralegal Diploma(INTEC)

**Legal Advisors**
LA Groener LLB (Mandela Uni)
P P Aphere LLB (UNISA) Practice Management Training (LEAD – LSSA)
N Shange LLB (UKZN)

**STRATEGIC RESOURCE MOBILISATION AND ADVANCEMENT**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Director: Strategic Resource Mobilisation and Advancement</td>
<td>D Webb DLitt et. Phil</td>
</tr>
<tr>
<td>Director: Bursaries and Scholarships</td>
<td>S Sowazi (DBA) (University of Bath, UK)</td>
</tr>
<tr>
<td>Director: Capital Resource Mobilisation and Special Projects</td>
<td>F Hashatse Bachelor of Journalism and Media Studies, Bachelor of Laws (LLB) (Rhodes), LLM (UP)</td>
</tr>
<tr>
<td>Manager: Bursaries and Scholarships</td>
<td>B Yaya BA (PRM), Dip (Mkt and Bus Mgt), BAHons (Corporate Communications)</td>
</tr>
<tr>
<td>Project Coordinator:</td>
<td>S Tutuse NatDip (Civil Engineering)</td>
</tr>
<tr>
<td>New Business Coordinator:</td>
<td>S Gerber BComHons (Bus Mgt) (NMMU)</td>
</tr>
<tr>
<td>Professional Services Officer</td>
<td>Vacant</td>
</tr>
<tr>
<td>Office Coordinator</td>
<td>J Bezuendhout BTech (Mgt)(NMMU)</td>
</tr>
</tbody>
</table>

**STUDENT LIFE AND DEVELOPMENT**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean of Students</td>
<td>LP Jack NDip (PMA) (EC Technikon), BTech (PM) (PET), BA Phil (US), MCom (Leadership Studies) (UKZN)</td>
</tr>
<tr>
<td>Personal Assistant</td>
<td>Ms S Sam BA Psychology (NMMU)</td>
</tr>
</tbody>
</table>

**Campus Health Services**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Campus</td>
<td>N Ngwekazi Dip Gen Nurs, Mid, CHN (Lilitha Nursing College), RGN, RM, RCHN</td>
</tr>
<tr>
<td>Primary Health Care Nurses</td>
<td>C Heera Dip Gen Nursing, Midwifery, DCH, DPN, RGN, RM, RCHN, BCurHons PHC, H Cert in Mgt, Cert in Occ Health, Cert in Audiometry</td>
</tr>
<tr>
<td>Health Secretary</td>
<td>N Pangwa BAA, Office Mgt and Tech (UNISA)</td>
</tr>
</tbody>
</table>
**Occupational Health Practitioners (North)**

K Magielies BCur (UPE), RGN, RM, RCHN, RPN
Cert Occ Health Nursing, Cert. in Audiometry and Spirometry, Accredited in Audiometry and Spirometry

V B Benjamin BCur Hon (NMMU), MCur (NMMU), Dip.GN, Midwifery, Psych. RGN, RM, RPN. Cert Occ Health, SAMTRAC (NOSA), and Master Degree Program (KI)

**Second Avenue**

**Primary Health Care Nurses**

W D Padayachee Dip Gen Nurs, Mid, CHN and Psych (Sarleh Dollie CPT); RGN, RM, RCHN, RPN. Cert in Occ Health and Audiometry

**Health Secretary**

NS Mafanya NDip (Off Mgt & Tech), BAA, BTech (Mgt) (NMMU)

**South Campus**

**Primary Health Care Nurses**

LL Dalton BCur (UPE), RGN, RM, RCHN, Cert. Occ Health Nursing, MA Health and Welfare (NMMU), Higher Cert Management (FPD), DNE(NMMU)

MT Luthaga BA Nurs (Potch), RGN, RM, RPN, RCHN, Dipl in Project Managm (Varsity Coll), Dipl PHC (UP)

M Mbangi BCur (UPE), RGN, RM, RCHN, RPN

BN Bala BA CUR (UNISA), Adv Dipl OCC Health (UFS), Dipl in Psych, RGN, RCHN (UNISA), RM, DNE (UNISA)

**Health Secretary (South)**

PF Van Neel Post Basic Pharmacist Assistant (NMMU), Secretarial Diploma, Public Management (UNISA)

**HIV Counsellor**

S Jeneker BA (Community and Health Psychology), BAHons (Social Behaviour Studies in HIV/AIDS) (UNISA) Registered at CCSA

**Missionvale Campus**

**Primary Health Care Nurse**

S Le Roux RGN, RCHN, RM, Post Grad Dipl HIV Management (US)

**HIV Counsellor (Missionvale)**

N Williams BPsychHons (NMMU), HCert (Mgt) (FPD)

**George Campus**

**Primary Health Care Nurse**

MS Kock RGN, RM, RCHN, Dip CHN & Adm, RNA

**HIV Counsellor (George)**

A Piet BPsychHons (NMMU)

**Universal Accessibility and Disability Services (UADS)**

**Deputy Director/Head of Department**

NE Delubom BAEd (Unitra), BEd, PGDE, MEd (Special Needs and Support Services) Vista University

**Manager**

Vacant

**Administrative Assistant**

T Van Aardt BA (Psych) (NMMU)

**Disability Co-ordinator**

S Nare BA (Psych) (NMMU)

**Information Access Officer**

E Broekhuizen Dip Education (PTA College of Education), BA (Vista)

**Driver: Specialised Vehicle**

S Klaas

**Madibaz Sport**
**Director**
Y Lumka BA (HMS) (Rhodes), BA(Sport Science) Hons (UP)

**Deputy Directors**
P B Boukes BA Ed (PhysEd), BAHons (Phys Ed) (UPE)
R Osman NDip (Sport Adm & Mkg) (PET), BTech (Mkg) (NMMU)
S A Thomas DE (Dower TC), HDE (Bellville TC), BA (Phys Ed) (UWC), BAHons (HMS) (UPE), BAHons (Group Dyn) (NMMU)

**Sports Managers**
M Awu FIFA/CIES/NMMU Cert (Sport Mng) (NMMU), NDip (Sport Mgt) (NMMU)
C J Bothma HED (S Prim) NKP (Normaal Kollege)
C Gie NDip (Sport Adm and Mkg) (PET)
M L Goosen BA (HMS), BAHons (HMS) (Sport Science) (UPE)
T le Roux
B Petersen NDip (Sport Adm & Mkg), NDP (Phys Ed) (Dower College), BA (HR), BAHons (Group Dyn) (NMMU)
S Sibande BTech (Sport Mgt), BTech (Mkg)
M Tommy FIFA/CIES/NMMU Cert (Sport Mng) (NMMU), DE, HDE (Dower TC)

**Facilities Consultant**
K Williamson BA (Psych) (NMMU)

**Events Co-ordinator**
T Hufkie NDip (Sport Mgt) (NMMU)

**Facilities Co-ordinator**
N Barnard NDip (Joinery and Shop fitting) (Olfantsfontein)

**Financial Administrator & PA to Director**
C Button

**Front Line Office Administrator**
S Noorshib NDip (IT) (Oval Intl Comp Educ)

**Student Housing**

**Programmes**
M Ncapayi BA, BAHons (UFH), BAHons (UPE), MA (LR & HR) (NMMU)

**Secretary**
T Blauw, BA (UPE), BAHons (NMMU), MA (Mandela Uni)

**Financial Administration Assistant**
S Solomon

**Senior Manager: Living & Learning Support Services**
R Minne BA, (UPE), HDE (Post Grad), BEdHons (Rhodes), MA (Group Dyn) (UPE)

**Senior Manager: Residence Operations**
K Bada Dip (Snr Teacher) (Cape College of Educ), BA (UNISA), BTech (Educ Mgt) (PET)

**Senior Manager: Off-campus and Vacation Accommodation**
S Nhlangwini NCert (Journ) (PET), Cert (Basic German) (Univ Essen), BA (UFH), BAHons (Group Dyn) (NMMU)

**Student Life Officer**
B A Willemse Cert (Bus Mgt) (NMMU)

**Manager: Admissions, Records & Customer Relations**
V Nomgqokwana NDip(HRM)(NMMU)

**Residence Managers**
Sarah Baartman
Lilian Ngoyi
Solomon Mahlangu

W Reeves
N Zako B Admin (NMMU)

M Goromondo Cert (Pub Rel) (Damelin Bus School), Dip (Practical English) (Cambridge TUT College), Dip (Education) (Unitra)
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Qualification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Claude Qavane</td>
<td>Sanlam Student Village Ikamva</td>
<td>X Xaluva BA (Pub Adm) (UPE)</td>
</tr>
<tr>
<td></td>
<td>Sanlam Student Village Indwe</td>
<td>B L Cain BA (Psych) (UPE), Postgraduate Diploma in Maritime Studies, TLP (Business School), ILP (Business School)</td>
</tr>
<tr>
<td>Yolanda Guma</td>
<td>Charlotte Maxeke</td>
<td>L Beckett NDip (Off Mgt &amp; Tech), BAHons (Group Dyn) (NMMU)</td>
</tr>
<tr>
<td>Hector Pieterson</td>
<td>Protea Residence</td>
<td>V Mentile–Gozongo Dip(JPTD), BTech (Edu Mgt)</td>
</tr>
<tr>
<td>George Campus</td>
<td></td>
<td>K Mvango Hons(Pysc) PGDip(HIV &amp; Management)</td>
</tr>
<tr>
<td>General Maintenance Practitioners</td>
<td></td>
<td>L de Klerk</td>
</tr>
<tr>
<td></td>
<td></td>
<td>V Foley</td>
</tr>
<tr>
<td></td>
<td></td>
<td>P Mbengo</td>
</tr>
<tr>
<td></td>
<td></td>
<td>B Ntlonze</td>
</tr>
<tr>
<td></td>
<td></td>
<td>M Zomba</td>
</tr>
</tbody>
</table>

**Student Governance and Development**

**Deputy Director**
- Dr B Sebake NDip (Public Management) (TUT), BTech (Public Management) (Unisa), MA (Public Management) (TUT), PhD (Public Administration) (Monitoring and Evaluation) (TUT)

**Secretary**
- Ms Asanda Penkese

**South Campus**

**Manager: Student Life & Events**
- K Snyman BA Ed (Vista) BAEdHons, BAHons (Corporate Communication) (NMMU)

**North Campus**

**Societies Officer**
- T Makolota Dip (Prim Ed) (Lyceum College), NDip (HRM), BTech (HRM) (NMMU)

**Societies Officer**
- S Mpepo NDip (PRM) (NMMU)

**Missionvale Campus**

**Society Officer**
- Y Lusasa B (HMS) (NMMU), BAHons (NMMU)

**Driver Training Facilitator**
- P Moss BTech (Business Management)

**Second Avenue Campus**

**Societies Officer**
- S Mdlungu NDip (PRM) (NMMU)
REGISTERED ENGAGEMENT ENTITIES

INSTITUTES

CHAIR FOR CRITICAL STUDIES IN HIGHER EDUCATION TRANSFORMATION (CriSHET)

Chair: Prof A Keet
BA, HDE, BEd, MEd (UWC), PhD (Edu Mang, Law and Policy) (UP)

Housed
Nelson Mandela University, Bird Street Campus, Felsted Building, Ground Floor.

About CriSHET

Purpose
This is a strategic post introduced to drive the Transformation agenda of the University by grounding it in critical studies and framing it within the concept of an African-purposed curriculum in view of the current debates about the decolonisation of the University. This includes being a strategic resource to various key stakeholders internally and externally and supporting the leadership team, positioning Nelson Mandela University strategically within the higher education sector in order to make strategic impact.

Vision
The Chair seeks to be a premier national, regional and international site for critical studies and praxes in higher education transformation with local and global impact.

Mission
The mission of the Chair comprises the study of higher education transformation, connecting such inquiry to critical social justice praxes and the challenges and contestations within higher education against the backdrop of national, regional and global processes.

Objectives of the Chair
The Chair will focus on original scholarship that critically analyses patterns of inclusion and exclusion and configurations of recognitions and misrecognitions within higher education, particularly focusing on:

- Universities as transformational and transformative social systems and the political economy of higher education;
- Institutional and intellectual cultures and the renewal of cultural traditions, practices and knowledge;
- Socially just pedagogies and its interplay with research and institutional culture;
- Social structure of the academy, transformative academic citizenship and the mechanics of academic ‘authority’ and ‘power’;
- The power-relations embedded within the organisation of knowledge, its disciplines and disciples;
- The politics of knowledge and academic publishing;
- Student and staff voices, activism, and the promotion, protection and monitoring of human rights within the sector;
- The connectionist dynamics between higher education and the state, private sector, advocacy and interest groups, pressure formations and the broader society;
- African-purposed curricula and the decolonisation of higher education.
Praxis
The research of the Chair joins up with the practical expression of the strategic transformation imperatives and programmes of Nelson Mandela University and the South African higher education sector, including policy and programmatic work.

**ENTSA**

eNtsa Director                Prof DG Hattingh  
                              MDip Tech (Mech Eng) (PET), PhD (Plymouth), Pr Tech Eng, MSAIMechE

*Director uYilo E-mobility Technology Programme*  
Mr H Parmar MTech (Elec Eng) (NMMU), PDBA (NMMU).  
SAIEE

Housed
Nelson Mandela University, North campus, MTL – Building (Building 261), M-Block, M038

Vision
Engineering innovative solutions for a sustainable future

Slogan
Innovation through engineering

About eNtsa
eNtsa is an engagement institute within the Nelson Mandela University. As an internationally recognised innovation hub, the group focuses on engineering design, component and material testing, prototyping and industrial R&D. Furthermore, through uYilo eMobility Technology Innovation Programme, the institute serves as national multi-stakeholder collaborative programme focused on enabling and facilitating electric mobility technology development (engineering services, coordination, funding) to accelerate the development and commercialisation of electric mobility technologies.

eNtsa continuously strives to enhance technology innovation and to stimulate a climate of sustainable socio-economic growth in South Africa. This engagement institute maintains strong relations with the Technology Innovation Agency (TIA) and the Department of Science and Technology (DST).

The group consists of technical engineering staff, scientists, office professionals, researchers and interns, working full-time on industry projects, utilising advanced skills and technologies to meet the needs of industry and align itself with the Nelson Mandela University’s vision and mission by creating an innovation culture and enhancing social, economic and ecological sustainability.

**SOUTH AFRICAN INTERNATIONAL MARITIME INSTITUTE (SAIMI)**

CEO:                Mr O Mtati  
BA, BJuris (Vista University), Master’s (Development Studies) (Nelson Mandela University)

Objectives and functions
- Co-ordinate, promote and support the education, skills and research needs of the maritime sector
- Increase the quality of teaching, learning and research in the maritime sector.
- Support professional development in the maritime sector. Facilitate international and African continental co-operation
- Broaden the range of education options to meet industry needs.

SAIMI broadly focuses on meeting the identified needs of the maritime sector for:
- Co-ordination of programmes, projects and research
• Promoting co-operation and collaboration amongst industry, educational institutions and other role-players in the sector
• Ensuring educational gaps are filled
• Promoting articulation between levels of qualifications and institutions

**Operation Phakisa Skills Initiative Working Groups**
Marine Protection Services & Governance – Prof Patrick Vrancken (Nelson Mandela University)
Maritime Manufacturing - Ms Vanessa Davidson (MIASA)
Maritime Transport – Prof Ed Snyders (CPUT)
Oil & Gas Exploration – Prof Moctar Doucoure (Nelson Mandela University)
Agriculture – Dr Nial Vine (University of Fort Hare)

**CENTRES**

**ADVANCED MECHATRONIC TECHNOLOGY CENTRE (AMTC)**
Manager: Mr K du Preez  
M Dip Tech Mech Eng (PET), TMSAI Mech E, MSAI Mech E, MSAIRAC

**Objectives and functions**
To develop technologically competent persons who are able to:

• Expand the boundaries of technology by means of technology analysis and innovation.
• Operate independently or with limited supervision in a technology environment.
• Contribute to society, both within the community and the economy.
• Engage in research and development.

**Supporting Objectives**
• Provide resources that assist learners to acquire the intellectual and functional skills needed for technological tasks.
• Provide a mechanism for HR development through further education and recognition of learning.
• Develop entrepreneurial skills so that the learner can engage in meaningful and rewarding business activities.
• Assist SMME’s to implement and manage Learnerships.

**CENTRE FOR COMMUNITY SCHOOL (CCS)**

Director: Dr Bruce Damons STD (UWC), ACE School Leadership, BEdHons, MEd(NMMU), PhD (NMMU)

**Mission**
The Centre for the Community School aims to contribute to educational improvement in South Africa by developing theoretical and practice-based models of school improvement that are relevant and responsive to the contextual realities of schools in South Africa.

**Housed**
The Centre forms part of the Education Faculty and is housed on the Missionvale Campus in Building no 519, 1st Floor

**Objectives and Functions:**
One of the key objectives of CCS is to serve as a national resource centre that elevates the concept of the Community School as a credible, replicable and sustainable model for educational improvement in South Africa. The activities of the Centre will revolve around the following focus areas:

• **Teaching:** The Centre will facilitate the development of a course on the Community School Teacher that focuses on the knowledge, dispositions, and skills required by current and aspiring educators working in Community Schools.
Internships: Students enrolled in Nelson Mandela University's Education Faculty who are taking any of the above courses will be able to do an internship in a Community School and work on a practice/research-based project as part of their coursework. Due to the cross-disciplinary focus of the Centre, internships will also be offered to students from other departments at Nelson Mandela University, for example Psychology, Counselling and Social Work, whose areas of interest have direct relevance to the work of the Community School.

Research and Publications: The Centre will offer research opportunities to master’s and doctoral students through its projects. Faculty members will also produce research articles for publication in accredited journals.

Community School Improvement Programmes: The Centre will offer a programme of events that focuses on school and community improvement, and is aimed at students, parents, teachers and other community members. These programmes will encourage community-wide interest and engagement in school-related activities. It will include workshops, short courses, guest lectures, community conversations, information sessions, and film screenings.

Resource Centre: The Centre will gather information on Community School-related resources, and refer community members, educators, and other school partners to appropriate resources as needed in their efforts to support and advance the Community School concept.

Networking: In seeking to support and promote the concept of the Community School as an important school improvement model, the Centre will establish relationships with other groups and organisations that have a similar focus in South Africa and other countries.

CENTRE FOR INTEGRATED POST-SCHOOL EDUCATION AND TRAINING (CIPSET)

Director: Ivor Baatjes
BSc Ed (UWC); MA (Dalhousie, Canada)

Mission
The mission of the Centre is to support and build progressive capacity in the Post School Education and Training Sector and to inform policy and practice through collaborative research and social action.

Housed
Office of the Deputy Vice Chancellor: Research, Innovation and Internationalisation.

Objectives
- Promoting an intellectual project that focuses on democracy, citizenship and social justice as central to Post School Education (PSE) in South Africa;
- Defining, developing and implementing a research agenda that supports PSE in South Africa;
- Establishing programmes and projects that support PSE in South Africa;
- Collaborating with educational groups, institutions and agencies in order to develop and strengthen PSE;
- Building research capacity that advances the PSE system in South Africa;
- Producing academic and scholarly work in PSE in a manner that promotes social justice and the public good;
- Serve as a regional and national resource centre that focuses on research-informed, evidence-based strategies to enhance the strategic, policy and educational impact of the PSE sector.
- Provide research opportunities for postgraduate students and scholars in respect of PSE.
- Provide strategic direction and central administrative support for the various University initiatives within the PSE sector.
CENTRE FOR LAW IN ACTION (CLA)

Director: Prof HJ van As
BJuris (UNISA), LLB (Vista), LLD (Stell), NDip Pol (SA)

Mission
CLA engages with all sectors of civil society that serve community needs and contributes to sustainable development through capacity building, skills development, the rendering of institutional support and the establishment of best practices and benchmarks. Since 2015 its focus includes sea fisheries and related crimes.

Housed
The Centre is housed in the Faculty of Law with offices at the Bird Street campus, Faculty of Law Services Building in Cuyler Street.

Objectives and functions
Primary aim:
The primary aim of CLA is to improve the levels of service delivery by the different spheres of government through the effective implementation of existing legislation and to increase access to justice for the less fortunate sections of society through:

- The improvement of the skills and capacity of those who are involved in public affairs, and who can make a contribution towards improving service delivery.
- Assisting public authorities to implement and enforce legislation to effectively manage public problems and issues.
- Assisting communities to improve their quality of life through creating access to legal resources.
- Ensuring that government officials comply consistently with legislation and policy directives on migrant rights in general and refugee law in particular.
- Providing paralegal and other pro-bono legal services for refugees, asylum seekers and migrants.
- Improvement of local government, by increasing the effectiveness of councillors and officials.
- Making the results of technical reports available for the benefit of communities and society at large and engaging appropriate government departments, NGO’s and CBO’s.
- Development and registration of short learning programmes.
- Marketing and presentation of short learning programmes.
- Project management, financial and personnel services for the various sub-entities in the Centre.

CLA operates as a number of structures that seek to fulfil various targets within its directive. The main structures are the Fisheries Law Enforcement Academy (FishFORCE) and the Refugee Rights Centre (RRC).

Fisheries Law Enforcement Academy (FishFORCE)

Director: Prof HJ van As
BJuris (UNISA), LLB (Vista), LLD (Stell), NDip Pol (SA)

Housed
The FishFORCE Academy is housed at the Ocean Sciences Campus in Summerstrand.

Objectives and functions
- Establish fisheries crime law enforcement as a new and emerging fisheries compliance model.
- Endeavour to achieve knowledge and intelligence led investigations and increase successful prosecutions of criminals engaged in fisheries crime.
- Build capacity amongst role players in the fisheries crime environment and to also enable fisheries law enforcement officers to obtain formal qualifications in their chosen field of expertise.
**Refugee Rights Centre**

Head: Mr L Harmse  
BA, LLB (Vista)

**Housed**  
The Centre is housed at the Bird Street Campus, Faculty of Law Services Building in Cuyler Street.

**Objectives and functions**
- Ensuring that government officials comply consistently with legislation and policy directives on migrant rights in general and refugee law in particular.
- Providing paralegal and other pro-bono legal services for refugees, asylum seekers and migrants.
- Contributing towards the creation of a just, rights-based and enabling environment for cross-border migration in South Africa.
- Improving the capacity knowledge, skills and networks of the state and civil society service providers, organized migrant and refugee groups, local and provincial government agencies and other relevant stakeholders in South Africa with the regard to the rights and services available to refugees, asylum seekers and migrants.

**GOVAN MBEKI MATHEMATICS DEVELOPMENT CENTRE (GMMDC)**

Head: Prof WA Olivier  
BScHons, MSc, PhD (UPE)

**Housed**  
The Centre is housed in the Felsted Building, 2nd Floor, Bird Street Campus, Central, PE

**Vision**
- To improve the quality of Mathematics and Physical Science teaching and learning at FET College and Secondary School level;
- The effective integration of relevant off-line 21st century technologies in the teaching and learning of Mathematics and Physical Science;
- To create awareness of the importance of Mathematics and Physical Science as gateway subjects for economic growth in SA.

**Mission**
- Develop and implement innovative techno-blended models to improve the quality of teaching and learning of Mathematics and Science in secondary schools and at TVET Colleges;
- Provide effective professional skills development for Mathematics and Physical Science educators;
- Incubate Mathematics and Physical Science learners with potential for access and success at HE institutions;
- Provide quality Mathematics and Physical Science resources for learner support at TVET Colleges/Secondary schools.

**SOUTHERN AFRICA CISCO ACADEMY SUPPORT CENTRE (SACASC)**

Manager: Mr G Kudyachete  
BEng(Electronics) Hons(N.U.S.T., Zim), MSc Tel(University of Pittsburgh, USA), MBA (Nelson Mandela University)

**Vision**
To be a pillar for the provision of Internet technology skills in Southern Africa.
Mission
Provide quality and relevant leadership, support, management and training to the Cisco Networking Academy community in order to achieve social and economic transformation for Southern Africa.

Objectives and functions
The Objectives and major functions of the SACASC are:
- To play a leading role in The Cisco Networking Academy Program in Southern Africa.
- To contribute to the empowerment and sustainable development of all Academies by providing support to all Academies on an equal basis, and facilitating quality, affordable communication networking and related training.
- Support the provision of a diverse range of quality educational and training opportunities in the Post-School Education (PSE) sector to contribute to creating increased opportunities for youth and adults not in education, employment and training.
- Facilitate access and articulation pathways for learners from the PSE sector who fulfil the admissions criteria for career-focused university qualifications, especially in scarce skills fields of study.
- Provide for multi-disciplinary capacity development interventions within the PSE sector to ensure that such institutions become educational providers of first choice regionally and nationally.
- Serve as a national and regional resource centre that focuses on research-informed, evidence-based strategies to enhance the strategic, policy and educational impact of the PSE sector.
- Provide research opportunities for postgraduate students and scholars in respect of PSE.
- Provide strategic direction and central administrative support for the various University initiatives within the PSE sector.

CLINICS

UNIVERSITY PSYCHOLOGY CLINIC (UCLIN)

Director Prof JG Howcroft
BA, BAHons, MA Clin Psych (UPE), PhD (Vista)

Mission
UCLIN is a facility dedicated to the education and professional training of postgraduate psychology students with the end result of registration in specific categories of Clinical, Counselling, Educational or Research Psychology. UCLIN strives towards academic excellence by ensuring that students develop a comprehensive understanding and practical experience of a broad spectrum of psychological, psycho-neurological and psycho-educational problems, as well as assessment procedures and therapeutic interventions that would meet the needs of the diverse South African population.

Housed
The Clinic is housed on the South Campus, Building 7, Lower Ground.

Community Psychology Centre (Missionvale Campus)

Coordinator Vacant

Objectives and functions
The Community Psychology Centre on the Missionvale Campus is a satellite of the University Psychology Clinic. It is also a professional training unit for postgraduate psychology learners in the Faculty of Health Sciences with the end result of registration in the specific category of Counselling Psychology. It was established to provide broad based community psychological services in the form of psychological assessment procedures and therapeutic interventions. Thus through its teaching and training, community service and research, the Centre aims towards the evolving of newer and more contextually relevant models of psychological assessment, counselling and psychotherapy. The three main functions of the Centre are therefore:

- To provide a facility dedicated to the education and training of postgraduate psychology learners leading to professional registration with the Health Professions Council of South Africa.
• To cater for the dire need of mental health services and programmes in the Nelson Mandela Metropolitan region by increasing the access and affordability of such services to the poor and underprivileged surrounding communities.
• To form a scientific research hub for a variety theoretical and applied projects.

UNITS

UNIT FOR BIOKINETICS AND SPORT SCIENCE (UBSS)

Head: Ms LP Grenfell
BA (HMS) (Rhodes), (HDE) (Rhodes), BAHons (HMS) (Biokinetics) (UPE), MA (HMS) (UPE)

Mission
The staff of the Unit for Biokinetics and Sport Science is committed to providing community service at the highest professional level, the best possible academic support, and to actively stimulate and promote research in the various disciplines of Human Movement Science to optimize the potential of our communities towards sustainable development.

Housed
The Unit is housed in the Department of Human Movement Science within the Faculty of Health Sciences.

Objectives and functions
• To create an experiential learning opportunity for the students of the Department of Human Movement Science.
• To engage with the community with the view to deliver a service and to understand their needs.
• To stimulate, promote and facilitate research.
• To generate third steam income for the Department of Human Movement Science.

The function of the UBSS is twofold:
• To promote and restore health (Biokinetics services); and
• To enhance performance (Sport Science services).

LABOUR AND SOCIAL SECURITY LAW UNIT (LSSLU)

Head: Prof JA van der Walt
BJuris, BAHons (UPE), LLB (UNISA)
Deputy Head: Prof A Govindjee
BA, LLB(RU), LLM (Labour Law) cum laude (UPE), LLD(NMMU), Attorney of the High Court

Housed
The Institute is housed at the Faculty of Law, South Campus.

Objectives and functions
• To undertake research on labour and social security law.
• To train students and the broader community in labour and social security law.
• To undertake contractual investigations and research relating to labour and social security law.
• To disseminate information on labour and social security law matters.
• To provide a forum for communicating research findings.
• To fulfil any other function considered by the Board or Committee to be necessary and expedient to promote the interests and objectives of the Unit.
**MARINE ROBOTICS UNIT (MRU)**

Manager: Mr A Lakhani

**About Marine Robotics Unit**
The Marine Robotics Unit has been established within Nelson Mandela University to support researchers based on the new Ocean Science Campus. Nelson Mandela University has been chosen by the IIOE-22 to be the hub for marine robotics in a Western Indian Ocean (WIO) wide research network being established through the UK funded SOLSTICE project.

**Core focus**
The MRU’s core focus is to support WIO-wide research through the deployment and operation of off-the-shelf existing robotics such as autonomous underwater vehicle (AUVs) and gliders. This ‘platform’ will host and maintain this equipment with dedicated Nelson Mandela University engineers and scientists who will also execute data collection missions. Another focus of the MRU is to stimulate innovation in marine robotics, i.e. design and build new robots to support the ocean sciences. This ‘platform’ will also have a strong training component involving postgraduate students from including WIO regional and northern hemisphere institutions.
REGISTERED RESEARCH ENTITIES

INSTITUTES

AEON – EARTH STEWARDSHIP SCIENCE RESEARCH INSTITUTE

Directors

Prof Maarten de Wit
PhD (Cambridge University, UK)

Prof Moctar Doucouré
PhD (University of Paris, France)

Mission

AEON-ESSRI aims to provide a university-wide research and educational environment to seek consilient knowledge and engagement amongst earth and life sciences, engineering, resource economics, human and cultural sciences through application and dissemination of Earth Stewardship Science. It will foster cutting-edge, internationally-connected, science and analytical learning using advanced tools and technologies in an environment that fosters solving complex problems through transdisciplinary science to explore sustainability for people and the planet, particularly in Africa.

Housed

The Earth Stewardship Research Institute is temporarily housed in the Science Faculty (Building 13) South Campus.

History

AEON-ESSRI was established in August 2013 at the Nelson Mandela University out of AEON - Africa Earth Observatory Network, a self-managed research entity founded in 2005 while the co-founders were at the University of Cape Town.

Description of major programs and services

+AEON-ESSRI will endeavour to continue as a lead institute in the DST’s Global Change Grand Challenges program, as AEON has done, and provide an enabling space for the new SARChi Chair of Earth Systems Science and, where appropriate, other existing research units such as the Ethics Research Unit.

- Research and Development

Research at AEON-ESSRI is focused around 4 major programmes of national and international interest, all multidisciplinary in character.

Programme 1: Inkaba yeAfrica – ‘Total interconnectivity’

The purpose of this programme is to understand the interconnectivity between Earth and Space through a blend of pure and applied Earth Systems Science while building scientific capacity in (southern) Africa. The programme has achieved flagship status because of its fully integrated capacity building programme. It was initiated primarily as a joint research programme between German and South Africa research communities (http://www.inkaba.org). The Earth Observation component of this programme now includes a new National Academic Co-Located Seismology Network, with a node being developed at the University, managed from the AEON EarthTech Hub at the Tshwane University of Technology and linked to the Space Geodesy Observatory in Hartebeesthoek (HartRAO).

Programme 2: iKhure – ‘The story is the African wind’

This programme explores the dynamic co-evolution of Earth and Life and their links to tectonics and climate change. It concerns the coupled geo-ecodynamic history of the solid Earth, its fluid envelope and the intervening biosphere, from the early earth to its present state. iKhure was initiated as a cooperation programme between South African and French Earth Science research communities (http://www.ikhure.org). A major scientific project under this programme is TopoAfrica, which aims to reconstruct and quantify the past topography of Africa over the last 250 million years.
Programme 3: iPhakade – ‘Observe the present and consider the past to ponder the future’
Under this programme, AEON-ESSRI aims to induce and catalyse the emergence of a new trans-disciplinary science – Earth Stewardship Science – that will integrate research on, and teaching in, our understanding of the dynamic resilience of our Earth-Life-Social System and help us to better define our life support systems within which we will mitigate, adapt, and manage the global commons in the Anthropocene. Major research and development projects under iPhakade include
- **Karoo Shale Gas Research** (see [www.karooshalegas.org](http://www.karooshalegas.org));
- **Airborne Geophysical Observatory** (AGEO) – a combined multi-sensor data acquisition platform and data processing system to track coastal ecosystems, earth resources and the built environment in partnership with the industry.

Programme 4: Africa Alive Corridors – ‘Journeys through Africa’s autobiography with everyone a stakeholder’
Africa Alive Corridors aims to address major Earth Stewardship goals in Africa by tracking Africa’s biographical journey through a selection of 20 chronologically sequenced corridors. This programme is about a holistic evaluation of unique heritage that are the corridors and offer ideal foci for facilitating sustainable socio-economic development through co-ownership and co-curation of Africa’s natural laboratories.

- **Teaching and learning processes**
AEON-ESSRI through its members contributes to the teaching and facilitation of learning processes in the Geosciences at Nelson Mandela University. It’s Commons, an interactive working space and multi-mentorship environment, host graduate and postgraduate students and researchers across disciplines. The Earth Stewardship Foundation Course, a major programme designed to facilitate learning processes across the university, is considered for implementation at the University through the Chair of Earth Stewardship Science.

- **Services and Engagement**
AEON-ESSRI will offer internal and external services through a number of activities including short courses, earth stewardship club membership for industry, partnerships around the Africa Alive Corridors, and contract services in data processing and training. Outreach programmes for rural communities are being developed including through the Science and Technology Train to be operated by the EarthTech Hub out of a base near the newly established AEON-connected Geodetic Centre at Matjiesfontein. Direct engagement promoting interaction and outreach across the African continent is also provided mainly through the AEON-UNESCO partnership in Geoscience Education in Africa.

**INSTITUTE FOR COASTAL AND MARINE RESEARCH**

**Director**
Dr Bernadette Snow  
BScHon (UPE), MSc (UPE), PhD (Nelson Mandela University)

**Mission**
The CMR aims to be a leading marine sciences institute, conducting cutting-edge research, building capacity and advancing our understanding of the coastal and marine environment, to serve the needs of South Africa, the continent and beyond in a sustainable manner. CMR strives for excellence in interdisciplinary research and training relating to coastal and marine environments.

**Housed**
The CMR is a University-wide Institute, reporting directly to the DVC: Research, Innovation and Internationalisation.

**Objectives and functions**
The CMR is a key element in the Nelson Mandela University vision of providing leadership in generating knowledge, innovation, education and skills development relating to coastal and marine environments. In addressing this, the CMR’s objectives are to:
- **provide a forum** to enhance collaboration among academics, researchers and professionals, and build interdisciplinary teams of critical mass to address complex issues
- **create a strong brand** and market this collective expertise to develop partnerships and source funding in key areas
- **build capacity** in knowledge and skills through research-based postgraduate training and short courses
- **provide community service** through professional consulting, service on external boards and committees, and broader outreach
- **provide infrastructure support** for research, especially relating to diving, boating and specialised marine equipment
- **host meetings**, regional, national and international, and other activities of wide interest to showcase expertise and achievements
- **be the first point of contact** for marine issues at the University and communicate, on behalf of the membership, with the external community and top management

**INNOVENTON: INSTITUTE FOR CHEMICAL TECHNOLOGY AND DOWNSTREAM CHEMICALS TECHNOLOGY STATION (INNOVENTON)**
*(Incorporating the TIA Downstream Chemicals Technology Station)*

Director (interim) Dr G Dugmore  
DTech Chemistry(PET)

**Mission**
InnoVenton’s mission is to:
- Develop (Chemical and Related) technologies for (Socio) economic impact.

**Housed**
The Institute is housed in the Faculty of Science at 1-11 Gomery Road, Summerstrand.

**History of InnoVenton**
InnoVenton has been operating formally as an Institute of Chemical Technology since the start of 2006.

**Description of major programs and services**

**InnoVenton: Institute for Chemical Technology** is a formally registered Research Institute at the University, whose principle research focus is in Product and Process Development. The Institute strives to be self-sustaining through income generated from services to industry, income from technology transfer projects and royalties from patents.

The Institute incorporates the **Downstream Chemicals Technology Station**, a Government funded initiative to make available high level research, technological services and training, to technology based Small and Medium Enterprises, and South African Industry as a whole.

**Key Performance Areas**

The core activities pursued by InnoVenton are divided into two areas of focus, namely operational activities and strategic activities.

The main operational activities are:
- Consultation and feasibility studies
- Quality Assurance, Lab Analysis and Testing Services
- Process and product improvement services
- Technology Demonstration (practical training) and Training (SLP)
- Prototyping and Manufacturing

The main strategic priority activities are:
- Alignment of Resourcing
- Technological capability
- Collaboration
Customer Focus
Ensuring excellence and efficiency

Technology development projects and technology support services are offered to the downstream chemical and related industries. Projects focus on the development and implementation of technologies, products, etc.; Training is aimed at training technologically competent work force that could sustain the technological value chain as well as the development of the economy/society by implementation/operation of new technologies. Services implementation is aimed at deploying effective service renderings in support of the Institute’s own development activities, as well as to the Institute’s stakeholders as part of the wider National Innovation System.

CENTRES

BUILT ENVIRONMENT RESEARCH CENTRE (BERC)

Director Prof WMW Shakantu
BSc (CBU), MSc (Reading), PhD (GCU), MCIOB, Pr.CM Chartered Construction Manager

Mission
The Built Environment Research Centre conducts cross faculty cutting edge built environment industry originated research, facilitates the learning of industry sponsored MSc and PhD candidates, and engages in extensive collaboration with other research institutes regionally, nationally, and internationally.

Housed
The Centre is housed in the School of the Built Environment, C-Block, Room C210, North Campus.

Objectives and functions
The purpose of the Centre is to contribute to the establishment of new research and development thereof, take advantage of research opportunities within the built environment and facilitate knowledge transfer to and from the built environment through research enterprise. The aims are to:

- To provide opportunities for practicing professionals to conduct applied research at MSc and Doctoral level with a view to finding solutions to problems in their immediate work environment (Professional Doctorates);
- Brand the University built environment research excellence;
- Expand built environment research capacity through the harnessing of multi-disciplinary research competencies in the school, faculty and university; and
- Produce research outputs tailored to specific needs of the Built Environment industry stakeholders.

CENTRE FOR AFRICAN COASTAL PALAEOSCIENCE (ACCP)

Director Prof RM Cowling (PhD)
International Deputy Director: Prof CW Marean (PhD)
National Deputy Director: Dr AJ Potts (PhD)

Vision
By 2021, the ACCP will be internationally recognized as a leading institution for conducting research on the Quaternary evolution of the biota (including early humans) of the species-rich south and southeast coast of South Africa.
Mission
The Mission of ACCP is to conduct and coordinate Quaternary palaeoscientific research in an interdisciplinary context on the south and southeast coast of South Africa. The Centre also aims to build human capacity through postgraduate training.

Housed
The Centre is housed in the Faculty of Science, Biological Sciences Building, Floor 1, Room 0114, South Campus.

Strategic objectives
The Centre will:
- conduct and stimulate research across all fields of palaeoscience that provide context for understanding the evolution of biota, with a focus on the human lineage;
- promote and facilitate inter-disciplinary, intra-institutional and inter-institutional palaeoscience research; and
- provide tuition in palaeosciences at undergraduate (by exposing students to the palaeosciences within existing modules) and postgraduate levels, and foster co-supervision of postgraduate students by international leaders in different fields.

CENTRE FOR AFRICAN CONSERVATION ECOLOGY (ACE)

Director Prof G I H Kerley
BScHons(UPE), MSc(UP), PhD(UPE)

Mission
The Mission of ACE is to develop scientific knowledge of the ecology and conservation of African ecosystems, especially in the Eastern Cape and adjacent regions of high biodiversity, which will enable society to make wise environmental management decisions. In achieving its Mission, ACE will build human capacity through postgraduate training.

Housed
The Centre is housed in the Faculty of Science, Biological Sciences Building, Room 12-014, South Campus.

Objectives and functions
To enhance delivery of core services of the Nelson Mandela University by operating an entity that provides an enabling environment to stimulate and integrate cooperative research and training, attract funding to support students and contract researchers, facilitate and co-ordinate interaction with stakeholders and funders. This contributes to the achievement of the University’s goal of addressing the needs of civil society, through the broad field of terrestrial ecology.

CENTRE FOR THE ADVANCEMENT OF NON-RACIALISM AND DEMOCRACY (CANRAD)

Director Mr A Zinn
BA (UCT), HDipEd (RU), Ed. M. (Columbia University, USA), MA (Columbia University, USA)

Mission
The Centre for the Advancement of Non-Racialism and Democracy seeks to harness collective institutional capabilities in relation to academic endeavours in research, teaching and learning, evidence-based advocacy and interventions in advancing non-racialism and democracy. The activities of the Centre will be multi/inter/cross/trans-disciplinary and will be informed by a shared understanding of the interdependence of research, advocacy, education and intervention. Specifically, the Centre will strive to undertake cutting-edge social research, educational engagement and advocacy aimed at raising public understanding and policy support for the pursuit of a non-racial, democratic South Africa.
Objectives and functions
The Centre’s work will bring into focus important and inter-related questions about constructs of racism and its alternatives (non-racialism, multiculturalism, social justice, etc.), the relationship between 'race', class and gender inequality, identity, reconciliation and social cohesion and policies enabling transition to a non-racial, democratic society.

CENTRE FOR COMMUNITY TECHNOLOGIES (CCT)

Director: Prof D van Greunen
HDE, FDE, BAHons, MA (UPE), PhD (UNISA), PMIITPSA, MICSIT

Mission
The mission of the CCT is to promote radical development of the human potential of particularly disadvantaged communities through the use of technologies. In achieving its mission, the CCT will build human capacity through postgraduate training and enterprise development in rural and disadvantaged communities.

Housed
The Center is housed in the Faculty of Engineering, the Built Environment and Information Technology, Room R134, 1st floor of the Goldfields Building on the North Campus.

Objectives and functions
The core functions of the CCT include the advancement of technology research and development that will in turn also lead to not only training and human capital development but also mentorship. As the center is both a research and engagement entity, it seeks to embrace the principles of integrated scholarship by ensuring that scholarly and research-informed interventions are embedded in its interventions in the different communities. The CCT establishes reciprocal and mutually beneficial relationships with external and internal stakeholders that will allow for knowledge sharing and a co-ordinated institutional strategy for community research and engagement.

CENTRE OF EXPERTISE IN FORECASTING (CEF)

Director: Prof Igor N Litvine
PhD (Kiev Shevchenko National University), DEcon (University of Lorraine)

Mission
- To serve the forecasting needs of South Africa through training students and conducting applied research.
- Consolidate and develop existing forecasting expertise in the Department of Statistics.
- Generate meaningful research that is applicable in the South African and international contexts.
- Initiate innovative projects in line with the vision, mission and strategic priorities of the University.

Vision
- To become a recognized centre of forecasting expertise in South Africa and internationally.
- Known for innovative approach to problems.
- Able to work across disciplines.
- Academic rigor combined with practical approach.

Housed
- The Centre is housed in the D-block, North Campus. Enquiries: Room D0107.
- Website: http://www.mandela.ac.za/coef
CENTRE FOR HIGH RESOLUTION TRANSMISSION ELECTRON MICROSCOPY (HRTEM)

Director Prof JH Neethling
PhD (UPE)

Mission
To conduct the most advanced nanoscale materials research on the African continent using an analytical atomic resolution transmission electron microscope and related instruments, and train highly skilled MSc and PhD graduates.

Housed
The Centre is housed in the Faculty of Science, Building 124, South Campus.

Objectives and functions
- The main aim of the Centre for HRTEM is to provide a broad community of SA scientists and students with a full range of state-of-the-art instruments needed for nanoscale materials research.
- The research to be carried out in the Centre for HRTEM, in collaboration with other institutions, will make significant contributions in the following focus areas of the National Nanotechnology Strategy: energy, chemical processing, minerals and advanced materials.
- This research is also well aligned with the 3rd Research Focus Area of the University which is: Materials, infrastructure and process development for industry and manufacturing.
- The Centre for HRTEM will contribute greatly to the University mission as an engaged people-centred University since it will collaborate extensively with other universities, institutions and industry in South Africa and abroad, and it will provide excellent training opportunities for postgraduate students.

CENTRE FOR RESEARCH IN INFORMATION AND CYBER SECURITY (CRICS)

Director Prof RA Botha BSc (UPE), BScHons (UPE), MSc (RAU), PhD (RAU), PGCHE (NMMU, MIITPSA)

Mission
The Mission of CRICS is to advance the knowledge and secure practices in the field of Information and Cyber Security. In achieving its Mission, CRICS will develop human capacity through postgraduate research.

Housed
The Centre is housed in the Faculty of Engineering, the Built Environment and Information Technology, R-block, North Campus.

Objectives and functions
To conduct and disseminate research in the fields of Information and Cyber Security, as well as to engage with governmental, public and private organizations and society at large towards the implementation of safe and secure information and cyber security practices.

CENTRE FOR RUBBER SCIENCE AND TECHNOLOGY (CRST)

Director Dr SP Hlangothi
MSc(UNIN), PhD(NMMU), PDBA(NMMU)

Mission
To build knowledge and expertise for the South African rubber science and technology sector.

Housed
The Centre is housed in the Faculty of Science, Physics & Chemistry Building (13), Room 00-05, South Campus.

Objectives and functions
• Advancement of rubber related research and development programs across various disciplines.
• Provide analytical and technical services to the South African rubber and tyre manufacturing and recycling industries.
• Provide training in rubber science, technology and engineering at both undergraduate and postgraduate levels.

**CENTRE FOR BROADBAND COMMUNICATION (CBC)**

**Director**  
Prof T B Gibbon  
BScHons(UPE), HDE(UPE), MSc(UPE), PhD(NMMU)

**Mission**  
The mission of the CBC is to be a leading provider of knowledge and expertise that can drive the development of advanced broadband infrastructure in South Africa. The Centre focuses on primary research, but drives this towards implementable solutions for the South African and African context. The Centre combines multi-disciplinary teams from different academic departments together with industry and sector-specific specialists to solve current problems and drive the broadband infrastructure agenda. The Centre acts as a nucleus for academic research in the field in South Africa, championing projects while working with industry and government stakeholders to achieve outcomes. Additionally, it initiates new technology development and determines future research themes in the field.

**Housed**  
The Centre is housed in the Faculty of Science, Physics Building, Room 13 -01 53, South Campus, along with share facilities in the Department of Computing Sciences.

**Objectives and functions**  
The CBC focuses on the following objectives and functions:
• To develop the human capacity required to support broadband research and industry implementation in South Africa.
• To ensure new technologies meet local requirements and are appropriate.
• To ensure that the rollout of broadband infrastructure enables South African citizens to participate in the information society.
• To ensure that the data produced by MeerKAT and Square Kilometre Array (SKA) can be adequately transported and aggregated for the benefit of humanity.

**NELSON MANDELA UNIVERSITY/TELKOM CENTRE OF EXCELLENCE (CoE)**

**Head**  
Prof JL Wesson  
PhD(UPE), MIITPSA, MICSIT

**Mission**  
The Nelson Mandela University/Telkom Centre of Excellence (CoE) is a research-based centre that strives to serve the needs of the Information and Communication Technology (ICT) industry by developing highly qualified Master’s and Doctoral graduates through applied research in collaboration with its Industry partners.

**Housed**  
The CoE is housed in the Departments of Computing Sciences and Physics in the Faculty of Science.

**Smart Unit**

**Head**  
Prof JL Wesson  
PhD (UPE), MCSSA, MICSIT

**Objectives and functions**  
SmartAssist: A model for a smart environment using natural interaction and smart devices to improve the quality of people’s lives
The aim of this project is to design a model for a smart environment (SE) using advanced technology that can improve people’s lives. The interaction with this environment will incorporate natural interaction, including gesture-based interaction, multimodal interaction and smart devices. Personalization will be used to recognize the user and allow customization. This SE will serve as a prototype for a smart home or a smart office.

Objectives directly related to the research project

- Design and build a SE, including sensors, actuators and smart devices, to meet the requirements of the SmartAssist project.
- Identify what types of applications, services and wearables are most suitable for SmartAssist users in South Africa.
- Develop supporting technologies required to implement these applications and services. This will include the development of models for users, tasks and environments.
- Develop models for the personalisation and customisation of the SmartLab so that it reacts differently to different users, based on their preferences and information learnt about them.
- Develop prototype SmartAssist applications and services for South African users taking socio-technical aspects into consideration.
- Investigate and design appropriate natural interaction techniques for SmartAssist that leverage the SE and models created.

Optical Fibre Research Unit

Head Prof AWR Leitch
BSc, BScHons, MSc, PhD (UPE)

Objectives and functions
The specific objectives of the Research Unit are the following:

- To research the factors necessary for upgrading to the Next Generation Network (NGN) in South Africa.
- To investigate the factors necessary for the deployment of “Fibre-to-the-Neighbourhood” (FTTX) in metropolitan areas in South Africa.
- To study the issues limiting high-speed optical fibre networks, in particular polarisation mode dispersion (PMD) and chromatic dispersion (CD).
- To support efforts to establish a modern optical fibre network in Africa, through the training of postgraduate students from different African countries in the key technologies.
- To evaluate the cable deployment procedures in order to identify the key factors that may introduce additional PMD.

Housed
The Optical Fibre Research Unit is housed in a modern, well equipped Laboratory in the Physics Department of the Science Faculty.

Photovoltaics

Head Prof EE van Dyk
PhD(UPE), PrSciNat, PrPhys

Objectives and functions
- To undertake a detailed study of various aspects of solar energy module design and performance, in order to provide a University research base that will enable the industrial partners to better utilize energy resources.
- To design and build a prototype Laser Beam Induced Current (LBIC) system for use in characterizing solar cells and PV modules.
- To develop a prototype concentrator photovoltaic system for remote applications.
- To develop human resources through the training of skilled graduates with expertise in the technical aspects of solar energy, for South Africa’s present and future needs as part of Telkom's
Centre of Excellence programme. At present no other university in South Africa offers this specific training.

- To further develop the capabilities of the photovoltaic research facility at the NMMU for the benefit of solar energy users in South Africa and the rest of Africa.

**UNITS**

**DRUG UTILIZATION RESEARCH UNIT (DURU)**

Head  Prof I Truter  
BPharm, MSc, DCom (UPE), PhD (Potch)

**Mission**

The Drug Utilization Research Unit (DURU) at Nelson Mandela University promotes, educates and informs all interested parties about the rational and cost-effective use of health care resources, with specific emphasis on the management of medicines.

**Housed**

Faculty of Health Sciences, Department of Pharmacy, Biology Building (12-02-57), South Campus

**Objectives and functions**

The primary aim of DURU is to be involved in research activities related to the rational and cost-effective use of health care resources.

The scope of activities include:

- Supervision of postgraduate students.
- Generation of research outputs, primarily but not exclusively peer-reviewed journal publications.
- Involvement in the training of health care staff and students in Drug Utilization, Pharmacoepidemiology and various aspects related to Pharmacy Practice, including workshops and short courses.
- Consultation services.

**FAMILY BUSINESS UNIT (FBU)**

Head  Prof E Venter  
BComHons, HDE (UOFs), MCom (Stell), MBA (Ghent), DCom (UPE)

**Mission**

To be the leading Family Business Unit in Africa through academic excellence, practical relevance, and the development and dissemination of knowledge and expertise in the field of family businesses

**Housed**

Department of Business Management, Mainbuilding, Floor 11, Room 12, South Campus

**Objectives and Functions**

In striving to achieve this mission, the University Family Business Unit undertakes to:

- Become the driver and leader of family business research, consultation and training in Africa.
- Value diversity and recognise differences in abilities, beliefs, cultures, education, gender, and professions.
- Build partnerships and business affiliations that contribute to the core purposes of the Unit.
- Create a platform to share knowledge and best practices with family businesses.
- Assist family business leaders and/or managers all over Africa to grow and to prosper by offering executive programmes, workshops, short courses, high-quality research, and consulting.
- Be at the forefront, both nationally and internationally, in producing high-quality research outputs that are published in the top academic journals of the world.
- Gain recognition for the field of family-business research as an independent field of study, in the corporate sector, government, and academia.
- Be the only African university to participate in the global STEP (Successful Transgenertaional Entrepeneurship Practices) project.
**HIV & AIDS RESEARCH UNIT**

Director: Dr RC Kalenga  
Dip (Teaching) (Kwame Nkrumah/Zambia), ACE-Maths *cum laude*, Hons Ed (Teaching & Learning) (Potch), MEd (Educ Psych), PhD (Educ Mgt) (NWU)

**Vision**  
To be a unit recognised for its leadership role in driving a sustainable comprehensive response to the HIV & AIDS pandemic.

**Mission**  
To promote and sustain a collaborative response to the HIV & AIDS pandemic through governance, teaching and learning, research, community engagement and service provision.

**Underlying Principles**  
The unit underpins the values, educational purpose and philosophy of the University.

**Objectives, role and functions**  
The HIV & AIDS unit provides leadership and support in the development and promotion of:  
- HIV & AIDS Teaching and Learning for staff and students.  
- Community engagement, advocacy and HIV & AIDS awareness.  
- The Creation and sustainability of an environment that supports research and scholarship in the area of HIV & AIDS.

**Housed**  
The Unit is located in the Psychology Building, South Campus.

**SUSTAINABILITY RESEARCH UNIT (SRU)**

Head: Dr B Currie  
Dip (Nature Cons) (NMMU), BTech (Nature Cons) (NMMU), M Tech (Nature Cons) (NMMU), DPhil (Botany) (Nelson Mandela University)

**Mission**  
The mission of the Sustainability Research Unit is to be a catalyst of change towards more harmonious relationships between society and the biosphere - a good Anthropocene.

**Housed**  
The Unit is housed on the 1st and 2nd Floor in the Research Building, George Campus.

**Objectives and function**  
The Sustainability Research Unit’s focus is to gather and communicate evidence to promote better understanding of the challenges facing society and the natural environment. The Unit develops the capacity for the sustainable management of ecological, social and economic systems through community engagement, user-inspired research and training. The unit’s objectives are to develop integrated information systems and models, based on good science, to enable more sustainable management of social-ecological systems; provide scientific information about the causes, impacts, consequences and good ecosystem management practices related to climate change; develop and implement strategies to promote sustainability in urban development, tourism, agriculture, forestry, fisheries and biodiversity conservation; offer training courses to raise awareness and build capacity and to promote the health and well-being of society and the ecosystems we are part of.
UNIT FOR ECONOMIC DEVELOPMENT AND TOURISM (UFEDT)

Head
Prof R Nowadi
BA, BAHons (Vista), MA (Economics) (UPE), PhD (NMMU)

Mission and Vision
UFEDT will operate as a specialised research unit within the Faculty of Business and Economic Sciences which will provide the structure needed to conduct research, training and consultation outputs supportive of the Vision and Mission of the Nelson Mandela University relevant to the transformation and development of local communities, the empowerment of staff and graduates, and the acceleration of sustainable economic development in the Eastern Cape, South Africa and the African Continent.

Housed
UFEDT is located within the Department of Economics, Development and Tourism in the Faculty of Business and Economic Science, Main Building, South Campus, 9th Floor Office 0917.

Objectives and Functions
UFEDT will support, facilitate, conduct and disseminate research relative to economic and development planning within the Faculty while encouraging scholarly activity of a basic or applied nature in areas of study accommodated within the Faculty. The UFEDT will also serve as a locus for the stimulating of departmental research, attracting research funds and enhancing the research experience of the faculty, lecturers, students, and visiting scholars. In pursuit of this objective, UFEDT will establish links and strategic partnerships with donors, research institutions and development agencies locally and globally.

UNIT FOR HIGHER EDUCATION INTERNATIONALISATION IN THE DEVELOPING WORLD (UHEIDW)

Head
Vacant

Mission
Unit for Higher Education Internationalisation in the Developing World is the research and engagement arm of University’s Office for International Education. The Unit focuses on current higher education (HE) internationalisation activities, practices and approaches around the world, specifically in the developing and emerging world. Given South Africa’s position and role in Africa and the BRICS, specific focus will be paid to the African continent and BRICS countries.

Housed
Office for International Education, Building 87 (Goldfields South), South Campus.

Functions and objectives
Unit’s research objectives are to conduct research on practices, approaches and theories of HE internationalisation and develop new and more equitable practices and approaches appropriate for the developing and emerging world. In addition, the Unit will engage with universities, research institutions, academics, researchers and experts from South Africa, Africa, BRICS and other countries on research projects and research collaboration aimed at the transformation of higher education internationalisation globally.

In terms of the engagement objectives, the Unit will focus on promotion of HE internationalisation in the developing and emerging world, offer training and courses in HE internationalisation and organise talks, presentations, workshops, conferences and colloquia for students, practitioners and experts in this field. The unit will also engage with post-graduate students interested in HE internationalisation and provide guidance, supervision and bursaries.
UNIT FOR POSITIVE ORGANISATIONS (UPO)

Head Prof MR Mey
NH Dip (Mgt Prac) (PET), BCom (UPE), BComHons (UNISA), MTech (PET), DTech (HRM) (NMMU), MIPM, RPP

Mission
To generate and apply knowledge that will serve to establish and advance positive relationships, organisations and economies on the African continent.

Housed
The Unit is housed in the School of Industrial Psychology and Human Resources.

Objectives
- **Engagement**
  To act as an organisational catalyst by developing organisational leaders and employees of industry to view the organisational world through a positive lens and to live and lead accordingly.

- **Research**
  Creating a research platform for researching positive phenomena in organisations. Our domains of research are Positive Leadership, Organisational Well-being, Meaning and Purpose, Ethics and Virtues, Organisational Trust, High Quality Relationships and Culture in an organizational setting.

- **Lecturing**
  Exposing students of Nelson Mandela University to the theory and academic relevance of Positive Organisational Scholarship (POS) in organisations.

VISUAL METHODOLOGIES FOR SOCIAL CHANGE UNIT (VMSCU)

Head Prof N de Lange
DEd (UPE)

Mission
The Visual Methodologies for Social Change Unit in the Faculty of Education is a research entity that strives to advance the study of visual and participatory methodologies (photovoice, participatory video, digital archives, performance in community-based work) in education settings.

Housed
The Unit is housed in the Faculty of Education, South Campus

Objectives and functions
The objectives of the research-intensive and community engagement unit are to do the following:
- Contribute to the study of visual and participatory methodologies in general: The unit aims to promote the use of photovoice, participatory video, digital archives and performance in community-based-participatory research.
- Provide opportunities for staff at the University to become involved in research projects: The expertise of interested staff members will be channeled and supported within the unit to provide meaningful inputs into education projects. This approach will facilitate and encourage engagement as well as promote developmental and research opportunities and, as such, should help to increase both research outputs and engagement activities.
- Raise the community engagement and research profile of the Faculty: Engaging in projects in collaboration with schools, Education departments, NGOs and funding bodies will raise the community engagement profile of the Faculty and also provide opportunity for both faculty members and students to become involved in research projects for higher degrees and/or for publication purposes.

The unit will achieve its objectives through
- **Use** of established and new research projects.
- **Supervision** of postgraduate degrees, i.e., master's and doctoral research.
- **Generating financial income** for the Faculty and University, in the form of direct funding, postgraduate student subsidy and subsidy for publications.
- **Creating research and engagement** opportunities for the Faculty of Education.
ACADEMIC SUPPORT UNITS

CENTRE FOR ACADEMIC ENGAGEMENT AND COLLABORATION (CAEC)

Objectives and functions
- To facilitate and provide strategic direction for the academic engagement activities of the University in line with its vision, mission, value statements and focus areas.
- To serve as a catalyst in the development of collaborative partnerships between the University and its external community.
- To support the provision of graduate placement, work integrated and service learning opportunities for students.
- To facilitate and support the University community development and outreach projects with marginalised and under-serviced communities.

HIGHER EDUCATION ACCESS AND DEVELOPMENT SERVICES (HEADS)

Mission of Unit
HEADS aims to be a valued centre of excellence that provides sought after institution-wide and research-led services and programmes that focus on optimizing student and staff potential and contribute to higher education transformation.

CENTRE FOR ACCESS ASSESSMENT AND RESEARCH (CAAR)

Objectives and functions
To contribute to broadening access and optimising the development of students by:
- Developing and following fair and equitable admission policies, assessment practices and decision-making processes.
- Conducting research and disseminating information through publications, reports, conference presentations, and workshops to inform admissions criteria and assessment practices, student development, access initiatives, and educational planning.

CENTRE FOR TEACHING, LEARNING AND MEDIA (CTLM)

Objectives and functions
The main purpose of the CTLM is to:
- Enhance the quality of the teaching and learning provided and the assessment practices followed by academic staff through offering workshops, seminars and focused interventions.
- Orientate new academic staff to the teaching, learning and assessment practices promoted at the University.
- Facilitate student development through programmes aimed at enhancing retention, academic and life skills, and language and writing development.
- Provision of turnkey AV technological solutions in support of teaching and learning and the administration of the university

STUDENT COUNSELLING, CAREER AND DEVELOPMENT CENTRE (SCCDC)

Objectives and functions
- To support and enhance wellness and the holistic growth and development of students through co-involvement of the campus community.
- To assist students in identifying and enhancing learning skills which help in effectively meeting their educational and life goals.
- To provide guidance and counselling to students experiencing personal adjustment, vocational, developmental, or psychological problems that require professional attention.
UNIT FOR STATISTICAL CONSULTATION (USC)

Head Vacant

Mission
To enhance the research capacity of Nelson Mandela University staff and senior postgraduate students and to ensure the integrity and quality of research produced at University by providing a comprehensive statistical consultation service to the designated staff and student groups.

Housed
The Unit is housed in the Faculty of Science.

Objectives and functions
The USC provides a free, comprehensive statistical service to master’s and doctoral students and staff who are doing non-contract research that will culminate in at least one article published in an accredited journal. Our functions include support for all stages of primarily quantitative research and to a lesser extent qualitative research.

OFFICE FOR INSTITUTIONAL PLANNING

Mission
Our mission is to be a strategic resource for the leadership of Nelson Mandela University in seeking to promote excellence in all aspects of the university, most particularly its vision of generating cutting-edge knowledge for a sustainable future. To achieve this, we adopt a transformative, evidence-based approach to strategic planning, institutional research, management information systems, and institutional performance monitoring and evaluation. This involves providing decision-making support to executive management through sophisticated data analyses, developing and maintaining a cycle of institutional research studies, and contributing to institutional transformation through strategic planning processes and systems.

ACADEMIC PLANNING

Objectives and functions
Our mission is to enable the University to achieve excellence across its academic programmes and organizational systems and processes, through the development, facilitation and provision of academic planning processes that support the University's leadership, academic and professional support staff in the core processes of academic planning and the design and delivery of learning programmes, as well as the provision of effective professional support services.

MANAGEMENT INFORMATION

Objectives and functions
The purpose of this Unit is to direct the effective and efficient provision of management information in order to guide institutional strategic planning and decision-making processes in a manner that is responsive to the demands of the external regulatory environment for Higher Education in South Africa as determined by the Ministry of Higher Education and Training, the Higher Education Quality Committee, Higher Education South Africa, and other role-players. This Unit aims to support executive management in their decisions by modelling future trends through interpretive data analysis techniques, performing statistical analyses of data, developing comparative data and benchmarks in respect of other higher education institutions, and managing timeous and accurate student, staff and space HEMIS submissions in accordance with statutory requirements.

QUALITY ADVANCEMENT

Objectives and functions
The Quality Advancement Unit strives to promote awareness and initiatives around quality assurance within the institution and its various organisational units, so that the University can achieve its strategic priorities with respect to institutional innovation and excellence and the provision of a quality learning experience for all learners. The Unit works with both academic and administrative departments and sections in the design and implementation of quality assurance processes that address both internal and external requirements and benchmarks in a manner that is commensurate with the complex challenges facing higher education. To promote a culture of continuing quality enhancement, the Unit...
facilitates capacity development within the institution in the context of the core academic responsibilities of teaching, learning, research and engagement, as well as academic and non-academic support services.

**TRANSFORMATION, MONITORING AND EVALUATION**

**Objectives and functions**
The purpose of this Unit is to provide ongoing strategic and policy support and advice to the Office of the Vice-Chancellor and MANCO on the pace and efficacy of institutional transformation. This will be achieved through ongoing implementation monitoring and outcomes evaluation of the transformation dimensions identified in the strategic plan to enhance improvement, accountability, organisational learning, dissemination of information, and the alignment between strategic goals and the Vision of the University.

**ARTS AND CULTURE**

Arts and Culture focuses on the holistic development of students by creating opportunities for their participation in the arts. Arts and Culture provides an environment in which students are able to exercise and develop their need for cultural and artistic expression. It aims at introducing the University to a wider South African community as an institution with a responsibility towards community development and which has a commitment to addressing past imbalances in the arts.

Activities include: First Year’s Concert, Campus Life Festival, Isisusa Music festival, Public Speaking, Light Entertainment, Dance and Drama Performances, Debating, Visual Art, Music Concerts for the external and internal University communities.

The Department organises a variety of concerts and events for the community with both local and international artists.

**LIBRARY AND INFORMATION SERVICES**

Nelson Mandela University has a centralised library and four branch libraries in Port Elizabeth and a branch library in George. Library and Information Services (LIS) are open during office hours and after hours on weekdays as well as Saturdays and Sundays at selected branches.

**Membership** – Nelson Mandela University students and staff are entitled to free membership of LIS upon registration as a library user. Outside persons, subject to certain conditions, may apply as members. LIS provides an effective and efficient lending service of library materials between all six Mandela University campus libraries.

**Information Resources** – In order to support teaching, learning and research, LIS has acquired over 389,613 titles (559,559 volumes, including e-books), plus 27,386 electronic serial titles. We also subscribe to 731 print serials titles (magazines, journals, newspapers, abstracts and indexes) and provide access to 121 online databases.

**Inter-Library Loan (ILL)** - Through Inter-Library Loan Services, library users can obtain materials not available at Nelson Mandela University LIS from other South African libraries or from overseas. This service is offered to all registered Mandela University BTech, honours, master's and doctoral students and staff.

**Information and Training Services** - A team of Librarians provides a people-centered quality information service that helps users with their research and course projects. Scheduled and on-demand training sessions in the use of information resources include:
- Generic training for undergraduate students
- Subject specific training for postgraduate students and researchers
- Training on the Go – at the point of need
- After hours training for working students

**LIS web site** (http://library.mandela.ac.za) provides information to current and potential users about LIS’ services, facilities, events and information resources. Users have access via the web site to the online catalogue, online databases and other electronic resources.
Facilities
- One online system for all branches
- Computer work stations for accessing Internet and library electronic resources
- Information Commons (South campus) – a comfortable study, reading and computer area
- Research Commons – (South, North, 2nd Avenue and Missionvale Campus Libraries) – a comfortable area for postgraduate students and staff to do their research.
- Photocopiers, printers and scanners
- Wireless access
- Services to students with special needs (personal computers with text-enlarging software and magnifiers)

Regulations - Information brochures explaining all rules, services and facilities are available in the library, at registration and also on the staff and student portals, the intranet and internet.
LANGUAGE POLICY OF THE UNIVERSITY

1. **PREAMBLE**

The Language Policy of the Nelson Mandela University is designed to be consistent with Sections 6 and 29(2) of the Constitution of South Africa, Section 27(2) of the Higher Education Act of 1997, the National Plan for Higher Education of 2001, the report from the Council on Higher Education, July 2001 ("Language Policy Framework for South African Higher Education"), and the report from the Gerwel Committee, January 2002, on the position of Afrikaans in the university system. The nature and spirit of these national policy documents suggest that the acceptance of the linguistic realities of South African society by incorporating the principles of multilingualism can only lead to communicative empowerment and the optimisation of our country’s intellectual potential. In the context of the geographical area served by the University, this would mean the appropriate and sensible utilisation of established proficiency in the languages best known to learners, coupled with the enhancement of academic skills in English as the predominant language of tuition and assessment. At the same time, it embraces the imperative to develop and promote the isiXhosa language and culture and to ensure as far as possible the retention and strengthening of Afrikaans as an established language of scholarship and science.

The Language Policy will be:
(i) sensitive to the educational, cultural and language background of students,
(ii) responsive to the changing language needs and circumstances of the staff and students, inclusive, and
(iii) non-discriminatory.

The Language Policy seeks to be in consonance with the Nelson Mandela University’s Vision, Mission and Values Statement. This will be done through the recognition of the linguistic and cultural needs of the University’s diverse communities, the eradication of all forms of unfair language discrimination (in accordance with the Constitution and the Bill of Rights) and the promotion of equal access to knowledge by providing for the development of multilingual skills.

2. **GLOSSARY OF TERMS**

“Additive multilingualism” means the appropriate utilisation of established proficiency in the languages best known to learners in the process of enhancing academic skills in English or another target language.

“Council” means the Council of the Nelson Mandela University.

“English second language student” means a student who took English as a second language in Grade 12.

“Multilingual” means:
(i) the ability to use more than one language;
(ii) the actual use of more than one language; or (iii) tolerance towards the use of more than one language.

“Functional multilingualism” means selecting an appropriate language for communication purposes, with due respect to the requirements of the situation and the proficiency of the interlocutors (partners in the communication context). The implication is that not all official languages need to be used in equal measure for all domains and at all levels of usage, so that certain functions may be performed only in English, others only in isiXhosa or in Afrikaans, others in all three languages, etc.

“Official language” means any one of the languages recognised as such by Council.

“Primary language” means the language in which an individual is most proficient, which is generally the language spoken at home.

3. **A COMMITMENT TO MULTILINGUALISM**

Council, senior management, all staff and students are required to adopt a tolerant approach and a preparedness to give effect to the principles of functional and additive multilingualism through the implementation of this policy.
4. GUIDING PRINCIPLES
The Language Policy is designed:
(i) to promote diversity, equity and reconciliation;
(ii) to be constitutional and in consonance with the Language Policy for Higher Education;
(iii) to be responsive to the needs of the university’s constituency;
(iv) to be sensitive to the changing language needs and circumstances of the staff and students;
(v) to be academically justifiable, inclusive, non-discriminatory and practicable.

5. FLEXIBILITY AND TOLERANCE
It is accepted that the success of this policy is dependent on the adoption, throughout the institution, of a tolerant, flexible approach to matters concerning language and the recognition of the value of language in communicating clearly and providing unimpeded access to knowledge.

6. THE OFFICIAL LANGUAGES OF THE UNIVERSITY
The official languages of the University will be English, Afrikaans and isiXhosa and its corporate image must reflect this lingual identity.

7. LANGUAGE USE FOR COMMUNICATION
For practical reasons and to avoid duplication, the language of internal governance and of administration will be English.

7.1 Internal written communication
- Documentation submitted to decision-making bodies, such as Council, Senate, Faculty Boards, committees, etc., as well as minutes, agendas and such like will be in English.
- Contributors to University publications, both paper-based and electronic, may use the language of their choice, but English gist summaries are recommended to encourage the furtherance of multilingualism.
- In notices to staff and students, the principle of multilingualism will be applied in as far as is practicable.

7.2 Internal oral communication
English is regarded as the default language for meetings, with the proviso that the principle of functional multilingualism will apply when appropriate.

7.3 External written communication
- The language used for general external correspondence aimed at a cross-section of language speakers will be English.
- However, where the language preference of an individual or body is known, communication will be in that official language as far as is practicable.
- Official documentation that has legal implications for the institution will be available in English only.
- General documentation of an informative nature (e.g. for marketing purposes or explaining health matters) circulated to students and the public will increasingly be made available in all three official languages.

7.4 External oral communication
In verbal communication with members of the public, employees of the Nelson Mandela University should establish the language preference of a member of the public at initial contact and honour such preference inasmuch as it is feasible.

8. TEACHING, LEARNING AND ASSESSMENT
- While English is an international language of communication in science and in business, and is the preferred medium of teaching, learning and assessment in most programmes (with the exception of language and literature departments where other languages are studied), it is the primary language of not more than one third of the Nelson Mandela University's students.
- Whereas it is a major objective to ensure optimal access to language-mediated knowledge, two avenues to achieve this objective need to be pursued:
(i) Effective literacy in English, by means of which all students should acquire the ability to communicate through the spoken and written word in a variety of contexts - academic, social, and in their future careers in this language; and
(ii) Optimum use of students’ primary language (if not English) to ensure cognitive assimilation into the university sphere of knowledge acquisition.

These two aims should be pursued through an appropriate programme of language development based on additive multilingualism.

- Where assessment is conducted in English, allowances may be made for English second language (see Glossary) and English foreign language students.
- If the language needs in a particular programme and practical considerations (such as the language ability of lecturers, external examiners and students, class size and composition and infrastructure) warrant it, a faculty board can be requested to allow isiXhosa or Afrikaans to be used as the language of teaching and assessment. However, the choice of language must not have a negative impact on access for other language groups.
- Where an entire class shares Afrikaans or isiXhosa as first language, teaching and assessment may be conducted in that language, subject to the ability of the lecturer.
- Language departments will be able to determine the language to be used in their respective units.
- To ensure internal coherence, the teaching and assessment policies of the Nelson Mandela University must be in equilibrium with the language policy.

9. SIGNAGE
All three official languages will be used to generically identify offices and facilities.

In deciding on the language used for the generic component of names of buildings or facilities (if applicable), the criterion of functionality must be applied. The principle of multilingualism could be exercised by alternating the language in cases where multiple signs for the same entity are required.

10. THE DEVELOPMENT OF ISIXHOSA AS AN ACADEMIC LANGUAGE
- Resources should be made available to develop and expand the isiXhosa language for educational and technological purposes as required.
- Staff and students should be made aware of the value and importance of such development.
- The development of these resources should not detract from the importance of maintaining and developing resources in Afrikaans and English.

11. TRAINING AND CAPACITY BUILDING
The Nelson Mandela University will support the development of training programmes which enhance the capacity of employees and students to become proficient in any of the official languages.

12. LABOUR RELATIONS
The principle of functional multilingualism and recognition of the language rights of the employee will be maintained in respect of service contracts, letters of appointment, notifications, explanatory documents (e.g. with reference to pension benefits).

13. IMPLEMENTATION OF THE LANGUAGE POLICY
A joint Senate Management Committee, consisting of relevant stakeholders in the University community, will be appointed and be responsible for overseeing the implementation of the Language Policy.

The University acknowledges that the implementation of this policy may give rise to uncertainties in its practical application from time to time. For that reason, the University commits itself to playing a supportive role in assisting staff to meet their commitments in terms of the policy. The Implementation Committee is empowered to issue guidelines at the request of individual staff members and/or faculties to serve as guidelines on how this policy should be applied.
NELSON MANDELA UNIVERSITY ADMISSIONS POLICY

1. PURPOSE
The purpose of this policy is to spell out how the Nelson Mandela University gives effect to its commitment to enrolling students based on academic merit and fostering equity of access, opportunities and educational outcomes through its approach to admissions and the criteria employed in making an admission decision. In this regard, the policy addresses the principles that underpin Nelson Mandela University’s approach to student admissions, the setting of admission requirements, and the admissions process.

2. DEFINITION OF TERMS
Access “The widening of access to higher education is an equity-driven concern and relates to the strategies and procedures that an institution undertakes to make its educational services accessible to a diversity of students” (Council for Higher Education, 2004, ITL Resource No. 3. Access & Admissions, p. 3). In order for access to be meaningful, students who gain access must have a reasonable possibility of succeeding in their studies. To this end, Osborne and Gallacher (2004) conceptualise access as consisting of three components, namely, “getting in, getting through, and getting on” (p. 11). This implies that universities should:
   a. have flexible admissions criteria, pathways/articulation routes and admissions procedures and processes in place (getting in);
   b. respond to a diversifying student body by aligning the programmes, services, support mechanisms and approaches to curriculum development, teaching and learning that it has in place to enable students to persist at their studies and graduate (getting through); and
   c. educate students for life and work in the 21st century (getting on).

Access Routes A range of access or entry routes to Higher Education (HE) studies should be in place. These include access assessment/testing, foundational / bridging / access programmes, Recognition of Prior Learning (RPL), and articulation possibilities between programmes and institutions.

Admissions Requirements Minimum admissions requirements for qualifications offered at HE institutions are legislated nationally (see section 3.2.3). Furthermore, HE institutions may set additional admission requirements for specific programmes.

Admissions Management This entails the policies, systems, procedures, structures and staffing that are in place to manage the admission, selection, placement and streaming of students. This includes student recruitment, processing applications, making admissions decisions and admissions offers, and integrating admissions offers with other services (e.g., financial aid, student housing) as well as the provision of student support.

Capping In some undergraduate and postgraduate programmes, the number of first-time entering applicants that are admitted has to be limited/capped in accordance with:
   a. The enrolment plan agreed to with the Department of Higher Education and Training (DHET).
   b. Available resources, infrastructure and staff capacity.
   c. Prescriptions of professional bodies.
Therefore, Senate and Council approve the capping of student numbers in specific programmes annually. In view of this, applicants are made aware that meeting the minimum admission requirements does not guarantee acceptance.

Enrolment Management Enrolment refers to the regulation and management of admissions. HE institutions develop enrolment plans and reach agreement with the DHET regarding enrolment targets, which includes equity targets. Institutions then institute procedures and processes to manage their enrolments according to the agreed targets.
**Placement**
As part of the admissions process, should an applicant not be admitted to a mainstream programme, he/she could be placed in an extended, articulation or developmental programme, where relevant.

**Selection**
To meet enrolment targets, especially in programmes with a limited intake or with very specific admissions criteria (e.g., in some professional programmes), selection is undertaken. Selection needs to be done in a transparent way using published selection criteria and a process which is sensitive to achieving equity and redress.

**Streaming**
Where a range of cognate programmes (e.g., Higher Certificate, Diploma, and Degree) are available in the discipline/career focus for which an applicant has applied, an applicant who is unsuccessful for one programme could be [offered] directed to [an admissions place in] a cognate programme for which she/he qualifies.

3. **CONTEXT**
Admission to study at University is informed and guided by:
- The *Constitution of the Republic of South Africa*, national policies and legislation pertaining to promoting equity of access and outcomes and admission requirements.
- Related University policies such as the *Recognition of Prior Learning Policy*, the *Readmission to Undergraduate Programmes Policy*, the *Teaching and Learning Policy*, *Policy for Academic Programme Articulation* [Articulation Policy] and the *Master’s and Doctoral Degrees Policy*.

3.1 **Equity, Redress, Diversity and Access for Success**
In the *Bill of Rights* contained in Chapter 2 of the *Constitution of the Republic of South Africa* (Act 108 of 1996), it is indicated in paragraph 29 (1) that all South Africans have the right “(a) to basic education … and (b) to further education, which the state, through reasonable measures, must make progressively available and accessible”. Building on this, in the *Education White Paper 3* (2007) one of the focus areas in higher education is identified as being “an inequitable distribution of access and opportunity for students and staff along lines of race, gender, class and geography” (p. 8)¹. Consequently, “equity and redress” is identified as being a fundamental principle in terms of providing opportunities for students to gain access to higher education studies and to be successful in such studies (*Education White Paper 3*, 2007). This is echoed in the *National Plan for Higher Education in South Africa* (2001)² in that it is indicated that higher education institutions need to “promote equity of access and fair chances of success to all who are seeking to realise their potential through higher education, while eradicating all forms of unfair discrimination and advancing redress for past inequalities” (p. 6). As reflected in this statement, the onus on Nelson Mandela University is to broaden access in a responsible way as students who are admitted should have a reasonable chance of succeeding in their studies and actualising their potential by providing a supportive, transformative learning environment.

Furthermore, promoting social equity and redress enables Nelson Mandela University to enrol a diverse student body which creates a vibrant “diverse intellectual and social”³ learning environment that enriches the quality of the student learning experience, intellectual debate and “greater social cohesion in our deeply fractured society” (Badat, 2011, p. 7)⁴.

3.2 **Legislative, Regulatory and Policy context**

3.2.1 *White Paper for Post-school Education and Training*⁴
The South African post-school system requires expansion and diversification to meet the training and HR development needs of our society. Consequently, the *White Paper for Post-s**
School Education and Training was released by the Department of Higher Education and Training (DHET). Among the key objectives outlined in the White paper are to develop “a post-school system that can assist in building a fair, equitable, non-racial, non-sexist and democratic South Africa”, “a single, coordinated post-school education and training system”, and to achieve “expanded access, improved quality, and increased diversity of provision” (p. xi). The White Paper sets out a vision for a transformed post-school system which “…will be more equitable, much expanded and more diverse” (p. xvii-xviii) with a view to contributing to economic growth and development as well as reducing poverty.

The Higher Education sector is one of the key role players in the post-school system in South Africa. As such, Nelson Mandela University needs to be responsive to broadening access and articulation opportunities to learners from the envisaged expanded post-school system as a means of contributing to our country’s development agenda.

3.2.2 Higher Education Act:
Section 37(4) of the Higher Education Act, Act 101 of 1997 as amended, makes provision for universities, with the approval of Council and Senate, to determine their admission requirements. These requirements must be transparent in that they must be published and must be sensitive to facilitating access for a diverse range of students that have the potential to succeed.

3.2.3 Minimum admission requirements:
Applicants must meet the minimum admissions requirements that have been legislated for all the programme types included in the Higher Education Qualifications Sub-Framework (HEQSF). Furthermore, minimum admission requirements for Higher Certificate, Diploma and Degree programmes based on different qualifications on Level 4 of the National Qualifications Framework (NQF) and for international/foreign school-leaving qualifications have been gazetted and must be complied with when admitting applicants to undergraduate programmes. In addition, Section 37(4) of the Higher Education Act, Act 101 of 1997 as amended, makes provision for universities, with the approval of Council and Senate, to determine additional admission requirements (over and above the statutory minimum admission requirements) for each programme.

3.2.4 Enrolment Planning
Enrolment to universities is regulated through six-year enrolment plans (or as otherwise required) that universities submit and agree to with the Department of Higher Education and Training. University subsidies are partly linked to enrolment targets. In developing the enrolment targets a number of variables are used such us undergraduate and postgraduate numbers; enrolments per faculty and in scarce and critical skill areas, and enrolments by race, gender, class and geographical location. Furthermore, enrolment plans also take available resources and staff capacity into account. Enrolment planning is linked to admission in that the number of students enrolled in a year is shaped by the agreed upon enrolment plans.

3.2.5 Key strategies that focus on building capabilities of individuals and the South African economy and society
When determining the nature of the qualifications into which students are admitted and also Nelson Mandela University’s enrolment plan, imperatives related to responsiveness to economic and societal needs in the following national and provincial strategic plans and strategies are inter alia taken into account:

a. National Development Plan Vision for 2030

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6 Minimum Admission Requirements for Higher Certificate, Diploma and Degree Programmes (Government Gazette, No. 31231, July 2008).

7 Minimum Admission Requirements for Higher Certificate, Diploma and Bachelor’s Degree Programmes requiring a National Senior Certificate (Government Gazette, No. 27961, August 2005), and Minimum Admission Requirements for Higher Certificate, Diploma and Degree Programmes requiring a National Certificate (Vocational) at Level 4 of the National Qualifications Framework (Government Gazette, No. 32743, 26 November 2009), and Minimum Admissions Requirements for Higher Certificate, Diploma and Bachelor’s Degree Programmes for Holders of the Senior Certificate (Amended) and the Revocation of the Designated List of Subjects (Government Gazette, No. 41473, 2 March 2018).
8 Committee of University Principals: Requirements and Conditions for Matriculation Endorsement and Issuing of Certificates of Exemption to Bachelor’s Degree Studies (Government Gazette, No. 31674, 5 December 2008).
9 National Planning Commission, National Development Plan Vision for 2030

3.3 Nelson Mandela University Context

Nelson Mandela University’s approach to the admission of students is underpinned and guided by its Vision, Mission, Values and research themes and focus areas. The Vision 2020 Strategic Planning Framework positions Nelson Mandela University as a responsive and engaged institution that contributes to a sustainable future through inter alia providing access and equality of educational outcomes to a diverse range of students with the potential to succeed academically, and especially for those groups that were historically disadvantaged or continue to be disadvantaged and under-represented (e.g., rural students). In addition, in accordance with Nelson Mandela University's value of Excellence and linked to Vision 2020 strategic goals related to student access, emphasis is placed on attracting a greater number of academically talented students from diverse backgrounds to the University while still catering for students who are less well prepared, but talented academically.

The way in which the University promotes academic merit, equity of access and redress in its admission of students is outlined in the sections below.

4. POLICY STATEMENT

Subject to legislation and higher education policy (see section 3), and mindful of its vision, mission and values, Nelson Mandela University seeks to enrol students who have the potential to succeed at the higher education level. Furthermore, Nelson Mandela University actively seeks to enrol a student body that reflects the broad diversity of cultural, linguistic, ethnic, socio-economic and educational backgrounds, locally, regionally and nationally. Nelson Mandela University further seeks to enrich the diversity of its student body through a process of internationalisation by drawing students from other African countries, as well as from the wider international community.

Nelson Mandela University is committed to both attracting increasing numbers of academically talented students and broadening access to its academic and research programmes through a variety of strategies by increasing the participation rates of students from historically disadvantaged and non-traditional educational backgrounds, from working class and rural backgrounds, of women, and of students in under-represented fields of study. Nelson Mandela University also provides access to students with disabilities16 based on academic merit and within the context of the university’s ability to make reasonable provision for such students.

Nelson Mandela University is mindful that access to education is a basic human right enshrined in the Constitution (see section 3.1). However, this has to be balanced by the availability of resources to ensure that Nelson Mandela University can provide the students that it enrols with the necessary teaching, learning and research resources so that they are provided with a quality learning experience and to enable them to successfully complete their studies. For this reason, enrolments in some programmes may be limited (see section 5.6).

To guide the implementation of this policy statement, eleven underpinning principles have been developed.

5. UNDERPINNING PRINCIPLES
The following principles underpin the implementation of Nelson Mandela University’s Admissions Policy:

5.1 Procedures for the recruitment of students to Nelson Mandela University are clear and explicit and are implemented consistently and professionally.

Ways in which effect is given to this principle include targeted marketing and recruitment strategies, and the availability of scholarships, bursaries and merit awards to attract qualifying applicants. For undergraduate admissions, while targeted marketing and recruitment strategies are largely aimed at Grades 10 to 12, for under-represented groups (e.g., rural learners) such strategies are implemented earlier, the admissions process is unpacked, and assistance is provided to complete and submit application forms.

5.2 Nelson Mandela University’s promotional materials are accurate, relevant, current, and accessible, and provide information that will enable applicants to make informed decisions about their study options.

In terms of equity and redress, ways in which this principle is demonstrated include having promotional materials available in print and electronic forms, school visits and career fairs/exhibitions, advertisements, and through subject choice workshops and career guidance for school learners (some of which is achieved through empowering Life Orientation educators) and career counselling for students. Where a minimum number of student enrolments are required for a programme to be presented, such information is made known in advance with clear closing dates for the submission of applications.

5.3 To broaden access, a range of access and articulation routes are available and information on them is provided to applicants.

This principle is demonstrated through the availability of preparatory, bridging and articulation programmes some of which may be offered by Technical and Vocational Education and Training (TVET) Colleges, in incubator schools, as short learning or research capacity building programmes, as Summer/Winter Schools, or as extended programmes. As a comprehensive university, access to Nelson Mandela University is enhanced by students who enter qualifications at a lower HEQSF level being able to advance to different programme types and/or higher level qualifications through the application of articulation rules between programmes. Furthermore, mature and non-traditional students can obtain information about and gain access to studies through Nelson Mandela University’s recognition of prior learning processes.

5.4 To promote equity of access, admissions criteria and procedures are sensitive to the different starting points of applicants and seek to include those with the potential to succeed.

Effect is given to this principle by:

a. The admissions requirements to the various programmes offered by the University consisting of both the statutory admission requirements as well as additional requirements for admission to specific programmes approved by Senate.

b. Encouraging applications from applicants who meet both the statutory and specific admissions requirements. Nonetheless, the University also makes provision for various forms of alternative access/admission routes into its academic programmes. Alternative admissions routes are provided through [satisfactory performance on admissions assessment measures], interviews, portfolio presentations, submission of a research proposal, the use of Senate’s Discretion admission, the application of a policy and

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17 These principles have been significantly informed by the Quality Assurance Agency for Higher Education (QAA) (2006), Code of Practice for the Assurance of Academic Quality and standards in Higher Education. Section 10: Admissions to Higher Education. Can be accessed from www.qaa.ac.uk

18 These are contained in the relevant programme rules in the Prospectus of each faculty. Articulation rules are guided by progression and articulation stipulations in the HEQSF.

19 Refer to Nelson Mandela University’s Recognition of Prior Learning Policy. (D/365/08)

20 See section 3.2.3

21 See the relevant sections on general and specific admission requirements to programmes and modules in the relevant faculty Prospectus; or the General Information and Admission Requirements for Undergraduate Programmes; or the General Information and Admission Requirements for Postgraduate Programmes.

22 For undergraduate admissions, the access assessment battery used is linked to core entry level competencies that are required to succeed at higher education and is not based on the outcomes of one specific school leaving qualification. For postgraduate admissions research knowledge and competencies, discipline-specific knowledge, or suitability for a career or profession may be assessed.

23 Senate's discretionary admission, which is granted to an applicant who has not met the minimum requirements for degree/
procedures for the recognition of prior learning\textsuperscript{11}, and programme articulation agreements/rules.

c. In addition, should applicants not meet the requirements to be admitted to a certain programme type, they could be streamed\textsuperscript{24} into a related programme type, if available.

d. In terms of equity and redress, Nelson Mandela University actively markets its different undergraduate access and admission routes among schools, Technical Vocational Education and Training (TVET) Colleges, Community Colleges, parents, learners and Life Orientation educators. In terms of the postgraduate access and admission routes, these are marketed to students at Nelson Mandela University, at other universities and the public through various marketing campaigns.

5.5 **Transparent, research-informed admission requirements are published and applied consistently during the admissions decision-making process.**

Nelson Mandela University’s admission requirements:

a. Comply with legislative and regulatory requirements.

b. Are informed by research and are as appropriate and valid as possible.

c. Are transparent and sensitive to both the need to broaden access as well as to admit a diverse range of students with the potential to succeed\textsuperscript{25}.

d. Are formally approved before they can be applied (see Appendix A and B for a flowchart of the approval process for undergraduate and postgraduate qualifications respectively).

e. Are published annually, internally and externally.

The appropriateness of the current undergraduate admissions requirements are to be reviewed at an institutional level every five years.

To enhance the consistency and accuracy of admissions decisions, capacity building opportunities are provided to staff involved in the admissions process. In addition, regular audits and reviews are conducted to ensure that admissions requirements are applied consistently (see also section 5.10).

5.6 **While Nelson Mandela University’s approach to admissions is one of inclusivity, to meet equity-based enrolment targets and where places in programmes are capped/limited, selection mechanisms are made public. As there are normally more applications than places available, entry to these programmes may be competitive and for this reason the selection process is conducted in a confidential way.**

Nelson Mandela University’s admission requirements and processes are designed to include a diverse range of students (see section 4, 5.3 and 5.4). Nonetheless, as indicated in section 3.2.4, Nelson Mandela University’s enrolment plan contains equity-based enrolment targets, which are responsive to national strategic priorities. Furthermore, as indicated in section 2 and in 3.2.4, in some undergraduate and postgraduate programmes, the number of first-time entering applicants that are admitted is capped/limited. Consequently, where certain groups are under-represented in a programme and where the number of students to be admitted to a programme is capped, the University applies selection mechanisms when making admissions offers in these programmes. When determining selection mechanisms care is taken that they facilitate equity and redress rather than enforcing past/present privilege or promoting elitism and that the University’s internationalisation strategy is taken into account. The selection mechanisms must be approved by the Faculty Management Committee, reported to the Admissions section, and be published. In this way applicants are made aware that meeting the minimum admission requirements does not guarantee acceptance whilst being informed of the transparent selection mechanisms and that the process is conducted in a confidential way, with due regard to the applicant’s right to request reasons for a rejection. Selection mechanisms should be implemented in such a way that they expedite rather than delay applicants being informed of the outcome of their application and that selection decisions are appropriately recorded.

\textsuperscript{11} diploma studies but who demonstrates in an assessment process approved by Senate that he/she is suitable for degree/diploma studies or has completed a recognized Access course or a Foundation programme. (http://www.hesa-enrol.ac.za/mb/faq.htm).

\textsuperscript{24} This is based on school and [access test performance as well as] career interests in the case of undergraduate programmes and on previous academic performance and career interests for postgraduate students.

\textsuperscript{25} An example of how this is put into effect is that applicants that do not meet the direct admissions requirements for undergraduate studies could be given a further opportunity to demonstrate their ability to succeed at higher education studies through an assessment process. Applicants’ school/academic performance needs to fall in a certain range for them to be given a further opportunity to gain admission. This range is provided in marketing materials and in the relevant faculty Prospectus.]
5.7 When deciding on the admission of students to master’s and doctoral studies, the admissions requirements are considered together with available resources and the alignment of the applicant's proposed research with institutional and faculty research themes

While Nelson Mandela University is committed to enrolling increasing numbers of students in master’s and doctoral programmes, care is also taken to ensure that the academic department/faculty has the necessary supervisory capacity and research and teaching expertise available to guide the student through the research and learning process to successfully complete the qualification. Furthermore, consideration also needs to be given to the availability of appropriate research laboratories, where relevant, and research funding. Nelson Mandela University’s research agenda is focused on key institutional and faculty research themes/areas and alignment of the applicant’s research focus with these themes is preferable. Consequently, other than meeting the admission requirements, consideration is given to available supervisory, infrastructure and funding resources as well as alignment of the applicant’s proposed research focus with the institutional/faculty research themes before an admissions offer is made.

5.8 The admissions processes is conducted efficiently, consistently, fairly, professionally and courteously according to fully documented operational procedures that are readily accessible to all those involved in the admissions process, both within and without the institution, including applicants.

The University’s admissions procedures are designed to be simple, efficient and fair and staff members discharge their duties courteously, professionally, ethically and as consistently as possible during the recruitment and admissions process. The procedures are documented in Procedures for Implementing Nelson Mandela University’s Admission Policy for Undergraduate Programmes and in the Master’s and Doctoral Degrees Policy. Flowcharts of the undergraduate, honours, and master’s and doctoral admissions processes are provided in Appendix C, D and E respectively. More detail is also provided in section 7.

To ensure efficiency, in instances where final results are not yet available, pre-final results for the school-leaving qualification or the prerequisite prior higher education qualification are used when making an initial admissions offer. Prior to registration, the onus is on the applicant to furnish the university with all the necessary documentation confirming their final results and attainment of a school-leaving qualification or the prerequisite prior higher education qualification.

Procedures are in place in Academic Administration for responding to applicants’ queries about an admission decision, complaints about the admissions process and to ensure that all staff members involved with admissions are familiar with the policies and procedures. The procedures are documented in Procedures for Implementing Nelson Mandela University’s Admission Policy for Undergraduate Programmes and in Master’s and Doctoral Degrees Policy.

5.9 Procedures are in place for informing applicants and staff on what grounds appeals against the outcome of an admissions decision may be considered and how applicants’ appeals are considered and responded to.

Procedures are in place in Academic Administration for informing applicants on what grounds and how they can appeal an admissions decision. An applicant must appeal in writing [to the Admissions office]. Appeals are considered by an individual/committee involving staff not directly involved in the original decision. The Admissions Office communicates the outcome of the appeal to the applicant. Specific detail on appeal processes is contained in the Procedures for Implementing Nelson Mandela University’s Admission Policy for Undergraduate Programmes and in Master’s and Doctoral Degrees Policy. In the case of undergraduate students applying to transfer to a programme in another faculty, the appeal will be considered by the Admissions Committee. In the case of Honours applications, the appeal is dealt with by the Faculty Management Committee (FMC).

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26 The Honours Degree Policy, which will include a section on the admissions process, is being developed. In the interim, the principles outlined in the Admissions Policy and the flowchart of the admissions process in Appendix D should be used.
5.10 Successful applicants are provided with relevant information about their studies and how to access and optimise the learning support available.

Effect is given to this principle by:

a. Informing prospective students at the time an initial admissions offer is made of the obligations placed on them (e.g., that they must inform Admissions of their final school-leaving or course marks for a prior higher education qualification).

b. Informing prospective students timeously of any significant changes to a programme made between the time an initial admissions offer is made and registration is concluded, and advising them on its implications and if relevant, of the options available in these circumstances.

c. Providing successful applicants with information about the registration and orientation of new students and the range of support and holistic development opportunities that the University provides.

5.11 The integrity of admissions information, systems and processes is ensured by implementing quality control procedures.

Examples how this principle is demonstrated include:

a. Quality control procedures that are in place during the admissions process (e.g., computer system validation reports).

b. After each admissions cycle, conducting regular audits and reviews of student admissions, selection mechanisms, the admissions process and the data that have been captured, and quality assurance interventions instituted by the University.

c. The role played by the Admissions Committee and the Postgraduate Studies Committee in reviewing the admission process and decision-making standards.

6. APPLICANTS’ RIGHTS AND RESPONSIBILITIES

Throughout the admissions process outlined in section 5 and spelt out in more detail in the Procedures for Implementing Nelson Mandela University’s Admission Policy for Undergraduate Programmes and in the Master’s and Doctoral Degrees Policy, the applicant has the right to expect that:

- Nelson Mandela University will apply the published admissions principles, criteria and procedures.
- Their application will be processed in a careful and fair way based on principles that are consistently applied during an admissions cycle.
- They will not be discriminated against based on race, ethnicity, nationality, gender, sexuality, religion, disability or age.
- They will receive the outcome of their application within a reasonable time-frame.
- Should their application be unsuccessful, they have a right to seek information about why the application was unsuccessful and appeal the decision.
- Should their application to their first-choice programme be unsuccessful, they could request to be considered for an alternative programme.
- Where their application is successful, that Nelson Mandela University will provide them with information regarding the submission of final marks and registration requirements.

Applicants to Nelson Mandela University also have certain responsibilities, which, if they are met, will ensure that applications are processed and admissions decisions are reached as soon as possible. Applicants need to accept responsibility to:

- Read the instructions on the Application Form carefully before completing and submitting their application.
- Complete the Application Form honestly and accurately.
- Provide complete and verified supporting documentation with the application where requested.
- Where previous post-school studies have been undertaken, complete academic records/transcripts must be submitted along with a statement of good conduct.
- Accept the conditions as set out in the Declaration by applicant [(section F of] in the Application Form[)]

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27 An applicant who submits a document in support of their application, which contains a false statement, is altered or forged, will be prosecuted both criminally as well as in terms of the Student Disciplinary Code. The findings of the Disciplinary Committee will be communicated to all tertiary institutions in the country.
7. EQUITY OF ACCESS AND SUCCESS

Nelson Mandela University’s commitment to promoting equity of access and enrolling a diverse student body is evident both prior to and beyond the admissions process. To contribute to the preparation of high school learners for university studies, Nelson Mandela University partners with schools to provide summer and winter schools in gateway subjects, enhance mastering Mathematics and Science in Grades 10 to 12, provide educator in-service training, career fairs, and school visits, for example.

As Nelson Mandela University is working progressively towards enhancing access for students with disabilities, applicants with a disability are encouraged to disclose this on their application form. This ensures that in addition to considering the admission requirements to the programme applied for, additional requirements that may be necessary to ensure that reasonable accommodation can be made can also be considered. This enables the University to evaluate the nature of the reasonable accommodations that will be needed to support a disabled applicant’s learning and whether such accommodations can be made. Failure on the part of applicants to disclose a disability may impact on the University’s ability to make reasonable accommodations for them.

Once admitted, students are provided with effective support and capacity-building opportunities to enable them to cope with the demands of their academic programmes and to prepare them for the demands of their work and life. This support may include developmentally-focused assessment of student needs; academic development and co-curricular programmes; foundational/fundamental modules and resources; research capacity development; writing development and guidance on upholding academic integrity in all scholarly activities; accessing language editing; access to computers and the Internet; library and information services; peer-facilitated learning in small groups; counselling and career guidance; and effective teaching and learning practices that facilitate epistemological access.

Nelson Mandela University also assists students, who have the potential to succeed academically, to access research funding and financial aid from bursaries and loans that are made available by Nelson Mandela University as well as by other sources. By means of the strategies outlined in this section, Nelson Mandela University endeavours to create a supportive learning environment so that students that are admitted have the opportunity to achieve their potential and complete their programmes successfully. As students need to take co-responsibility for their learning experience, they need to exercise responsibility to make use of the support and development opportunities that the University provides.

8. IMPLEMENTATION OF ADMISSIONS POLICY

As indicated in section 5.7, in reaching a decision on admission, the University makes use of an admissions process that is fair and transparent.

Detailed admissions procedures for implementing the Admissions Policy for undergraduate and postgraduate admissions are documented separately. Academic Administration is responsible for making these documents accessible to applicants and all those involved in the admissions process.

In implementing the Admissions Policy, cognisance is also taken of general and faculty specific rules and related policies.

The following role players are responsible for effecting various aspects of the admissions process:

28 Refer to Teaching and Learning Policy for more information in this regard.
29 A Central Applications System (CAS) is being developed nationally. The CAS will receive all applications for undergraduate university study and distribute them to the universities that applicants indicate. Universities will still be responsible for making admissions decisions. CAS will be phased in over the next decade and currently does not impact on Nelson Mandela University’s undergraduate admissions procedures.
30 Inter alia the Recognition of Prior Learning Policy and the Readmission to Undergraduate Programmes Policy. The Readmission Policy is applied when readmitting and registering or refusing readmission to returning undergraduate students each year.
a. Executive Deans
   i. Directing mechanisms for broadening access to programmes in the faculty.
   ii. Directing enrolment planning in the faculty as well as equity-based admissions target setting.
   iii. Directing the setting and approval of admission requirements.
   iv. Directing the mechanisms for selecting applicants in limited intake/capped programmes.
   v. In exceptional circumstances making a decision to admit a meritorious late applicant.
   vi. In exceptional circumstances, in consultation with the HoD/DoS, adjusting the approved cap for a programme during an intake.

b. HoDs/Programme Coordinators/Heads of Programmes
   i. Proposing the overall admissions requirements and subject requirements (where relevant) for a programme and submitting them for approval to relevant committees.
   ii. Proposing admission requirements stipulated by professional or external accrediting bodies and submitting them for approval to relevant committees.
   iii. Proposing alternative selection mechanisms, where relevant.
   iv. [Approval of testing bands and access assessment standards for undergraduate applicants admitted on the basis of school and access assessment results.]
   v. Identifying programmes where targeted groups are under-represented and/or where enrolment must be capped and proposing selection mechanisms in these programmes to the Faculty Management Committee.
   vi. Making admissions decisions for postgraduate applicants and for undergraduate applicants with further or additional education and training or for transferring students.

c. Admissions Officers
   i. Making direct entry admissions decisions to undergraduate programmes based on:
      1. Statutory requirements
      2. Composite point score
      3. Subject requirements
   ii. Such decisions may also require implementing selection mechanisms approved by the Faculty Management Committee where the new intake into a programme is capped or where the number of admissions of applicants from under-represented groups needs to reach a specific proportion.
   iii. [Referring applicants for undergraduate studies whose composite point score falls in the testing band to CAAR for access assessment.]
   iv. Consulting with HoDs and Programme Coordinators regarding the application of admissions criteria, particularly in difficult cases.
   v. Regularly communicating with HoDs and Programme Coordinators regarding the number of applicants accepted, the requirements of professional or external accrediting bodies, and regarding applicants with further studies and transferring students.
   vi. Ensuring that quality control measures are in place and are adhered to for the purposes of data and decision-making integrity.

d. CAAR Consultants
   i. [Development of profile-based access assessment standards for undergraduate programmes.] Provide data / information for the regular review of undergraduate admissions requirements.
   ii. Advising / collaborating with academic departments on [testing bands,] admissions criteria and selection approaches.
   iii. [Admissions decisions to undergraduate programmes based on approved access assessment standards.] Build capacity in faculties to interpret developmental and diagnostic assessments.
   iv. [Admissions decisions to undergraduate programmes based on approved access assessment standards and other relevant information, such as relevant work experience and other studies, in conjunction with the HoD/Programme Coordinator if necessary.]
   v. [Consulting with HoDs and Programme Coordinators regarding the application of admissions criteria, particularly in difficult cases.]

31 The Management Information section supplies data to guide capping and the identification of programmes where targeted groups are under-represented. The Centre for Access Assessment and Research (CAAR) can assist in the design of selection mechanisms and processes.
vi. [Communicating] Sharing learning analytics with HoDs and Programme Coordinators regarding the profile of students accepted [placed after CAAR testing and the range of developmental recommendations made.] into their programmes into school performance and any other additional information which may impact on the academic performance and developmental support needs of their students.

vii. [Ensuring that quality control measures are in place and adhered to for the purposes of test data and decision-making integrity.]

e. **Departmental Selection Panels**
   Informed by the principles underpinning the University’s approach to admissions outlined in section 5, these panels are responsible for:
   i. Proposing and gaining approval for the selection process to be used.
   ii. Determining and gaining approval for the composition of selection panel and the frequency of the panel’s meeting dates.
   iii. Putting mechanisms in place to ensure that the decision-making process is fair and transparent.
   iv. Communicating the admissions decisions to the Admissions Office.

f. **Faculty Management Committees**
   The Faculty Management Committees are responsible for:
   i. Instituting enrolment planning.
   ii. Determining the number of students that can be accommodated in each programme in the faculty, on the basis of which caps are proposed to the Executive Committee of Senate, where appropriate.
   iii. Approving selection criteria, mechanisms and processes to be used in programmes where selection is required.
   iv. Where appropriate, approving the composition of a departmental selection panel and the date by when the selection process will be concluded.
   v. Using data provided from Management Information, monitor the number of students admitted throughout the admissions process.
   vi. Dealing with admissions appeals where the admissions decision has been made by a HoD/DoS.

g. **Office for International Education**
   i. Receive applications for international applicants
   ii. For undergraduate applications, the Office for International Education works in collaboration with Admissions to effect admissions decisions.
   iii. For postgraduate applications, the Office for International Education refers the application to the relevant HoD/DoS for a decision.

h. **Universal Accessibility and Disability Services (UADS)**
   The Universal Accessibility and Disability Services (UADS) is responsible for:
   i. Identifying prospective applicants who have confirmed disabilities, in conjunction with school principals and Nelson Mandela University Marketing and Corporate Relations, and advising them of the assistance that can be provided.
   ii. Together with Student Counselling, Career and Development Services, faculties and other relevant stakeholders exploring the most appropriate career choices for prospective applicants.
   iii. Consulting with HoDs and Programme coordinators regarding reasonable accommodation concessions, assistive devices and study material conversion requirements for prospective applicants.
   iv. Providing additional information (e.g., regarding Braille or JAWS screen proficiency, mobility, and assistive devices) to Admissions Officers, [CAAR consultants,] Departmental Selection Panels and HoDs, where relevant, that can assist in reaching an admissions decision.
   v. Once admitted, issuing accommodation letters to students and introduction letters to HoDs and Programme coordinators.
   vi. Regularly communicating with HoDs and Programme coordinators regarding the number of students accepted and disabilities involved.
   vii. Adhering to all aspects with regard to confidentiality.

i. **Admissions Committee**
   As a committee of Senate, the Admissions Committee:
   i. Provides guidance related to admissions decisions.
ii. Considers and reaches decisions about undergraduate appeals in an ethical and transparent way.

iii. Advises Senate on appropriate admission criteria and methods and mechanisms for managing capping targets or the admission of under-represented groups.

iv. Submits reports to Senate regarding the efficiency of undergraduate admissions decision-making process and suggested improvements.

v. Monitors the implementation of the Admissions Policy and the procedures for its implementation for undergraduate studies and suggests refinements when necessary.

j. Postgraduate Studies Committee (PGSC)

As a committee of Senate, the PGSC *inter alia*:

i. Advises Senate on appropriate postgraduate admission criteria and methods and mechanisms for managing capping targets or the admission of under-represented groups.

ii. Submits reports to Senate regarding the efficiency of postgraduate admissions decision-making process and suggested improvements.

iii. Monitors the implementation of the Admissions Policy and the procedures for its implementation for postgraduate studies and suggests refinements when necessary.

k. Faculty Postgraduate Studies Committee (FPGSC)

The FPGSC *inter alia*:

i. Ratifies postgraduate admissions decisions based on the recommendation of HoDs.

ii. Considers and reaches decisions about postgraduate admissions appeals in an ethical and transparent way.

9. MONITORING IMPLEMENTATION OF, REVIEWING AND UPDATING THE ADMISSIONS POLICY

Nelson Mandela University’s Senate has established an Admissions Committee and a Postgraduate Studies committee *inter alia* to:

a. monitor the admissions process and the consistency of admissions decision-making for undergraduate and postgraduate admissions respectively;

b. ensure that the Admissions Policy and procedures for implementing it continue to support the vision, mission, values and strategic priorities of the University as well as national priorities, and that they remain current and valid; and

c. advise Senate on matters related to the admissions policy, processes, standards and requirements and when necessary, make recommendations regarding changes and refinements to Senate via the faculty and institutional committee structures.
Appendix A

Setting/Changing Undergraduate Admissions Requirements: Process Followed

1. Collect information to support request to set/change admissions requirements
   - The Department can consult:
     1) Relevant CAAR consultant for data relevant to admissions criteria [the tested admitted students]
     2) MIS for data on all registered students

2. Get sign-off for UG requirements/changes from relevant CAAR consultant & Senior Manager: Access Assessment
   - Before the UG requirements/changes serve at formal structures, formal consultation with & sign-off is needed from CAAR.

3. Get approval for requirements/changes by following faculty processes (e.g., Board of Study/Advisory Board; FMC or Faculty Board)
   - The normal channels must be followed in the faculty to propose requirements/changes (with motivation and research back-up) and obtain approval

4. Proposed requirements/changes serve timeously at the Academic Planning Committee (APC) for approval
   - The APC considers the application & recommends to ECS & Senate that the requirements/changes be approved

5. Proposed requirements/changes serve at the Executive Committee of Senate (ECS) and Senate for formal approval
   - ECS and Senate consider the application and recommend to Council that the requirements/changes be approved

6. Proposed requirements/changes approved by the Council
   - According to the HE Act, Council must approve all admission requirements

7. Admission requirements published & come into effect at start of next intake
   - Requirements/Changes must be approved at least 12 months prior to the intake in which they will be applied to allow for changes to Marketing materials and the faculty prospectus
Appendix B
Setting/Changing Postgraduate Admissions Requirements: Process Followed

Collect information to support request to set/change admissions requirements

Get approval for requirements/changes by following faculty processes (e.g., Board of Study/Advisory Board; FMC or Faculty Board)

Proposed requirements/changes serve at the Academic Planning Committee (APC) for approval

Proposed requirements/changes serve at the Executive Committee of Senate (ECS) and Senate for approval

Proposed requirements/changes approved by Council

Admission requirements/changes published & come into effect at the start of the next intake

The Department can consult:
- MIS for data on all registered students

The normal channels must be followed in the faculty to propose requirements/changes (with motivation and research back-up) and obtain approval

The APC considers the application & recommends to ECS & Senate that the requirements/changes be approved

ECS and Senate consider the application and recommend to Council that the requirements/changes be approved

According to the HE Act, Council must approve all admission requirements

Requirements/Changes must be approved at least 12 months prior to the intake in which they will be applied to allow for changes to Marketing materials and the faculty prospectus
Appendix C
Flowchart of Undergraduate Admissions Process: Applicant’s Perspective

Application
• Application submitted to Admissions office either online or as hard copy

Processing
• Application processed
• Further information may be necessary
  • [Possible referral for access testing to inform UG admission decision.]
  • Where indicated, selection mechanisms are implemented

Admissions Decision
• Decision reached
• Decision communicated by Admissions to applicant

After Admissions Decision
• Indicate acceptance
• OR lodge an appeal which is considered by the Admissions Committee, or where relevant, the FMC
• OR request consideration for admission to alternative programme
• OR be referred for assistance
Appendix D
Flowchart of Honours Admissions Process: Applicant’s Perspective

Application
- Application submitted to PG Admissions officer either online or as hard copy

Processing
- Application processed
- Referral to the HoD.
- Where indicated, selection mechanisms are implemented

Admissions Decision
- Decision reached by HoD
- Decision ratified by FMC/FPGSC
- Decision communicated by Admissions to applicant

After Admissions Decision
- Indicate acceptance
- OR lodge an appeal with FMC
- OR be referred for assistance
Appendix E
Flowchart of Postgraduate Admissions Process: Applicant’s Perspective

Application
- Application submitted to PG Admissions officer either online or as hard copy

Processing
- Application processed
- Referral to HoD
- Where indicated, selection mechanisms are implemented

Admissions Decision
- Decision reached by HoD
- Decision ratified by the FPGSC
- Decision communicated by Admissions to applicant

After Admissions Decision
- Indicate acceptance
- OR lodge an appeal with the FPGSC
- OR be referred for assistance

After Admissions Decision
- Indicate acceptance
- OR lodge an appeal with the FPGSC
- OR be referred for assistance
1. PURPOSE OF THE POLICY

Section 37(4) of the Higher Education Act, Act 101 of 1997 as amended, stipulates as follows:

(4) Subject to this Act, the Council may, with the approval of senate:
   (a) determine the entrance requirements in respect of particular higher education programmes;
   (b) determine the number of students who may be admitted for a particular higher education programme and the manner of their selection;
   (c) determine the minimum requirements for readmission to study at the public higher education institution concerned; and
   (d) refuse readmission to a student who fails to satisfy such minimum requirements for readmission.

The purpose of this policy is to indicate both the process by which Senate determines readmission requirements and who has the authority to refuse readmission to a student who fails to satisfy such minimum requirements for admission. The policy furthermore addresses where a student can obtain information on readmission requirements and the process to be followed to appeal a readmission refusal decision.

2. POLICY

2.1 Review of academic progress

Among the principles underpinning learning at the Nelson Mandela University is that lecturers have high expectations that students will succeed in their studies. Consequently, many learning and development opportunities are provided by lecturers and professional academic support staff to develop and assist students in their learning endeavours and to foster academic success. Furthermore, in accordance with sound educational practices related to enhancing academic success, procedures need to be in place to regularly review the academic progress of students. Each Faculty Board must thus approve a process to review the performance of students at a module and/or programme level in their Faculty, submit the process to the University Teaching and Learning Committee for approval, and monitor the implementation of the review process. It is foreseen that for faculties to effectively manage the review of student progress, certain administrative processes might have to be collaboratively developed by the faculties and Faculty Administration. The review must be done regularly (so that lecturers/programme coordinators/Heads of Departments are better informed of the progress of students, and they could become aware of any personal, academic or other circumstances that might be negatively impacting on the progress of students). Where specific student needs and problems are identified, students should be referred to resources and professional services that can assist them (e.g., referral to Keys to Success workshop; Supplemental Instruction; Student Counselling, Career and Development Services; Financial Aid; Campus Health). It is the responsibility of the student to contact the support service that they have been referred to and to participate in the various development and support activities that could assist them to succeed academically.

2.2 Minimum Requirements for Readmission

1 Policy on the Underpinning Principles of Learning Experience Provision and the University Teaching and Learning Policy
Minimum requirements for readmission must be determined by faculties, submitted for approval to Senate and published in the faculty prospectus. **It is thus the responsibility of each Faculty Board to ensure that:**

2.2.1 The general principles for determining readmission rules contained in Appendix A are used as a guideline when determining the minimum requirements for undergraduate programmes in the faculty.

2.2.2 Readmission requirements for each programme (for all year levels) are determined, submitted for approval to Senate via the Academic Planning and Quality Committee, and published in the faculty prospectus. Faculty Boards may decide to determine generic readmission requirements for all or groups of programmes in the faculty instead of determining the requirements per programme. Generic faculty readmission requirements must also be submitted for approval to Senate via the academic Planning and Quality Committee and must be published in the faculty prospectus.

2.2.3 The attention of students is drawn to the readmission requirements during the registration process. This is especially important if a student’s academic progress is unsatisfactory and conditions are placed on his/her readmission. In this instance, the Faculty Management Committee (FMC) in collaboration with Faculty Administration must determine the process to be followed to record the conditions for readmission on the student record and to notify the student of the conditions.

2.3 **Process to determine if Readmission Requirements Have Been Met and to Refuse Readmission**

The following process must be followed when reaching a decision that a student has not met the readmission requirements:

2.3.1 The performance of all students registered for a programme in a faculty must be reviewed against the readmission requirements. Unless the Faculty Board decides otherwise, this review will normally take place at the end of an academic year. The Faculty Officer will identify the students that do not meet the readmission requirements and discuss them with the Head of Department/Director of School/Executive Dean (whichever is applicable). The Head of Department/Director of School/Executive Dean has the delegated authority to refuse the readmission of students who have not met the readmission requirements.

2.3.2 The Head of Department/Director of School in collaboration with the Faculty Officer must convey the fact that readmission has been refused and the reasons for this in writing to the student. A copy of this letter must be attached to the Student Record. The Head of Department/Director of School must be able to provide the detailed information that informed the decision, should the decision to refuse readmission be appealed.

2.3.3 A student who has been refused readmission can apply to be enrolled in a different programme via the Admissions office provided that he/she had only been refused readmission on one occasion². The Head of Department/Director of School, (whichever is applicable) has the delegated authority to decide whether or not the student should be admitted. The decision is guided by whether the student meets the admissions requirements for the programme and possible additional information such as a recommendation from the CAAR assessment consultant regarding the student’s results on the Access Assessment Battery, and/or a recommendation from a student counsellor regarding the alignment between the student’s career aspirations and aptitude and the programme applied for. When deciding to admit the student, the Head of Department/Director of School may impose reasonable requirements that the student must meet in an attempt to enhance the chances that the student will be admitted.

² If a student has been refused readmission more than once, he/she cannot apply for admission to a different programme.
academically successful. The outcome of the application for admission must be communicated to and placed on the student’s record by the relevant Admissions Officer.

2.4 Appeal procedure

The student has the right to appeal against a decision to refuse readmission. The appeal will normally be handled by the Faculty Management Committee, unless the Faculty Board determines that another faculty committee must consider the appeal. In the latter instance, the Faculty Board must determine the composition of the committee. The decision reached by the appropriate faculty committee regarding the readmission appeal will be final and no further appeal will be permitted.

The process followed to apply for, consider and deal with a readmission appeal is as follows:

2.4.1 A student must submit their appeal in writing on a prescribed readmission appeal form, with full motivation and supporting documentation, to the Faculty Administration by either the last day of the re-examination period or within five (5) working days of receiving notification of readmission refusal, whichever date is the latest. The Faculty Administration must forward the appeal, together with a copy of the student’s study record and the letter in which the student was informed that he/she was being refused readmission, to the Faculty Management Committee.

2.4.2 The Faculty Management Committee will then handle the appeal where consideration could be given to factors such as:
(a) The student’s academic record.
(b) The appropriateness of the reasons for the refusal to readmit the student
(c) Whether there are any special circumstances related to the student’s unsatisfactory academic performance that should be taken into account and which could mitigate against refusing readmission

2.4.3 A statement of the outcome of the appeal and a motivation for the decision reached must be communicated to and placed on the student’s record by the Faculty Administration.

3. APPLICATION OF THIS POLICY AND MONITORING OF IMPLEMENTATION

This policy is applicable to all students, academic lecturing staff and relevant administrative staff.

The Executive Dean of each Faculty must annually submit a report on the number of decisions to refuse readmission, and on the appeals lodged and how these were dealt with, to the University Teaching and Learning Committee, whose responsibility it will be to review the application of the policy across the faculties, to report to the Executive Committee of Senate on the readmissions process annually, and to recommend revisions to the policy when necessary.

4. ABBREVIATIONS USED IN THIS DOCUMENT

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>HoDs</td>
<td>Heads of Departments</td>
</tr>
<tr>
<td>DoSs</td>
<td>Directors of Schools</td>
</tr>
<tr>
<td>FMC</td>
<td>Faculty Management Committee</td>
</tr>
<tr>
<td>CAAR</td>
<td>Centre for Access Assessment &amp; Research</td>
</tr>
</tbody>
</table>
APPENDIX A

GENERAL PRINCIPLES FOR DETERMINING READMISSION RULES FOR UNDERGRADUATE PROGRAMMES (Excluding Honours & BTech)

1. General Principles
   The following general principles will apply:
   a) Faculties should consider not only a level (i.e., number of credits accumulated per year of registration) at which students are excluded, but also a range in which conditional readmission/warnings will apply;
   b) Faculties should have the discretion to determine the minimum credit value for readmission to a particular programme;
   c) In the light of all the factors that impact on students in their first year of study, students should normally be given a second chance, subject to possible conditional readmission/warnings;
   d) In terms of space constraints and the resultant capping of student numbers in certain programmes, the conditions attached to the readmission of a student who has made unsatisfactory progress after their first year of study, should be considered very carefully so that good students that are applying for the first time are not turned away;
   e) Where the maximum study period has been reached, but a student is close to graduating in that he/she only requires a few credits to graduate, the Faculty should have clear criteria in place to apply discretion to readmit the student;
   f) Faculties should have the discretion to deal with possible exceptions, including readmitting students not complying with the stated readmission requirements.

2. After the 1st year of registration
   Students will normally be eligible for readmission to the 2nd year. Students who have obtained less than a specified number of credits (see section 6) will normally only be allowed to register for the next year subject to certain conditions. Such conditions may include being referred to the Student Counselling, Career and Development Center for assessment and intervention, limiting the modules for the next year and/or deregistration of modules at the end of the first semester should defined performance requirements not be met. However, depending on certain circumstances in a particular programme, like space limitations, faculties can set minimum conditions for readmission to the 2nd year. In other words, students who have obtained less than a specified number of credits (see section 6) cannot be readmitted. Other options include the channelling of students to other programmes, career guidance, etc.

3. Subsequent years of registration (e.g. 2nd, 3rd, 4th year)
   Students must have obtained a specified number of credits to be eligible for readmission (direct readmission). Students, who have obtained less than the credits required for direct readmission, but more than a specified number of credits, will be allowed to register for the next year subject to certain conditions (conditional readmission). Such conditions may include limiting the modules for the next year and/or deregistration of modules at the end of the first semester should the specified performance requirements not be met. Students who have obtained less than a specified number of credits will not be eligible for readmission to the same programme. Students who have been refused re-admission to their current qualification will only be allowed one further opportunity to change qualification. Students who had a break in studies of one academic year or more will be required to re-apply for admission.
4. **Maximum period of study**

4.1. **Full time:** The following maximum periods of study are allowed for full-time students:

<table>
<thead>
<tr>
<th>Programme Credits</th>
<th>Minimum Period of Study</th>
<th>Maximum Period of Study</th>
</tr>
</thead>
<tbody>
<tr>
<td>120 credits</td>
<td>1 year</td>
<td>2 years</td>
</tr>
<tr>
<td>360+ credits</td>
<td>3 years</td>
<td>5 years</td>
</tr>
<tr>
<td>480+ credits</td>
<td>4 years</td>
<td>6 years</td>
</tr>
</tbody>
</table>

4.2. **Full time Extended Programmes:** The following maximum periods of study are allowed for full-time students in extended programmes:

<table>
<thead>
<tr>
<th>Programme Credits</th>
<th>Minimum Period of Study</th>
<th>Maximum Period of Study</th>
</tr>
</thead>
<tbody>
<tr>
<td>120 credits</td>
<td>2 years</td>
<td>3 years</td>
</tr>
<tr>
<td>360+ credits</td>
<td>4 years</td>
<td>6 years</td>
</tr>
<tr>
<td>480+ credits</td>
<td>5 years</td>
<td>7 years</td>
</tr>
</tbody>
</table>

4.3. **Part Time:** The following maximum periods of study are used as a guideline for part-time students taking due cognisance of personal circumstances:

<table>
<thead>
<tr>
<th>Programme Credits</th>
<th>Minimum Period of Study</th>
<th>Maximum Period of Study</th>
</tr>
</thead>
<tbody>
<tr>
<td>120 credits</td>
<td>2 years</td>
<td>3 years</td>
</tr>
<tr>
<td>360+ credits</td>
<td>4 years</td>
<td>7 years</td>
</tr>
<tr>
<td>480+ credits</td>
<td>6 years</td>
<td>8 years</td>
</tr>
</tbody>
</table>

5. **Maximum period of study exceeded**

In the event that a student exceeds the maximum allowable period of study, the student will only be readmitted under special circumstances (e.g. when the student, with due consideration of his/her academic record, is likely to complete his/her qualification by the end of the year).

6. **Progress-based readmission criteria in table format**

6.1. **Full time students**

The following template serves as an example to be used by faculties for full time students:

<table>
<thead>
<tr>
<th>Period of Registration</th>
<th>3 year programme (360+ credits)</th>
<th>4 year programme (480+ credits)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No action</td>
<td>No action</td>
</tr>
<tr>
<td></td>
<td>Conditions</td>
<td>No readmission</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No action</td>
</tr>
<tr>
<td>After 1 year</td>
<td>*72+</td>
<td>Less than 72</td>
</tr>
<tr>
<td></td>
<td></td>
<td>None</td>
</tr>
<tr>
<td>After 2 years</td>
<td>144+</td>
<td>80 – 143</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Less than 80</td>
</tr>
<tr>
<td>After 3 years</td>
<td>216+</td>
<td>150 – 215</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Less than 150</td>
</tr>
<tr>
<td>After 4 years</td>
<td>288+</td>
<td>240 – 287</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Less than 240</td>
</tr>
<tr>
<td>After 5 years</td>
<td>All, unless special circumstances</td>
<td>400+</td>
</tr>
<tr>
<td></td>
<td></td>
<td>360 – 399</td>
</tr>
<tr>
<td>After 6 years</td>
<td></td>
<td>All, unless special circumstances</td>
</tr>
</tbody>
</table>

(*Note: The credit values indicated serve as a guideline only*)
### 6.2. Full time students in extended programmes

The following template serves as an example to be used by faculties for full time students in extended programmes:

<table>
<thead>
<tr>
<th>Period of Registration</th>
<th>4 year programme (360+ credits)</th>
<th>5 year programme (480+ credits)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No action</td>
<td>Conditions</td>
</tr>
<tr>
<td>After 1 year</td>
<td>*45+</td>
<td>30 - 44</td>
</tr>
<tr>
<td>After 2 year</td>
<td>72+</td>
<td>44 - 71</td>
</tr>
<tr>
<td>After 3 years</td>
<td>144+</td>
<td>80 – 143</td>
</tr>
<tr>
<td>After 4 years</td>
<td>216+</td>
<td>150 – 215</td>
</tr>
<tr>
<td>After 5 years</td>
<td>288+</td>
<td>240 – 287</td>
</tr>
<tr>
<td>After 6 years</td>
<td></td>
<td>All, unless special circumstances</td>
</tr>
<tr>
<td>After 7 years</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(*Note: The credit values indicated serve as a guideline only)

(*Note: Students that have not completed the foundational modules after the third year of study will be refused readmission to the same programme.)

### Part time students

The following template serves as an example to be used by faculties for part time students:

<table>
<thead>
<tr>
<th>Period of Registration</th>
<th>3 year programme (360+ credits)</th>
<th>4 year programme (480+ credits)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No action</td>
<td>Conditions</td>
</tr>
<tr>
<td>After 1 year</td>
<td>*44+</td>
<td>Less than 44</td>
</tr>
<tr>
<td>After 2 year</td>
<td>90+</td>
<td>40 - 89</td>
</tr>
<tr>
<td>After 3 years</td>
<td>135+</td>
<td>88 – 134</td>
</tr>
<tr>
<td>After 4 years</td>
<td>180+</td>
<td>140 – 179</td>
</tr>
<tr>
<td>After 5 years</td>
<td>225+</td>
<td>190 – 224</td>
</tr>
<tr>
<td>After 6 years</td>
<td>270+</td>
<td>240 – 269</td>
</tr>
<tr>
<td>After 7 years</td>
<td>315+</td>
<td>288 – 314</td>
</tr>
<tr>
<td>After 8 years</td>
<td></td>
<td>All, unless special circumstances</td>
</tr>
<tr>
<td>After 9 years</td>
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</tr>
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<td>After 10 years</td>
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</table>

(*Note: The credit values indicated serve as a guideline only)
STATEMENT ON THE UNIVERSITY’S INTERVENTION IN THE EVENT OF POSSIBLE DISRUPTIONS TO ACADEMIC ACTIVITIES

From past experience the University knows that circumstances beyond our control may disrupt our academic activities. The University therefore reserves the right to implement certain emergency measures when deemed necessary to manage such situations. Please note that the University shall not be held liable for any inconvenience, damage or other negative consequence resulting from the implementation of such emergency measures.

BURSARIES ADMINISTERED BY THE FINANCIAL AID OFFICE

Scholar Merit Awards

First-year students, studying at tertiary level for the first time, can qualify for a scholar merit award. The criteria for these awards are that prospective students
(i) must have matriculated not more than 2 years prior to registration;
(ii) their registration at University must be their First registration at a Higher Education institution;
(iii) the Applicant Score “AS” based on their final matric results (remarks are not considered) will be used to calculate the merit award;
(iv) must be studying fulltime;
(v) are SA students.
(vi) No application is necessary – these are automatic awards;
Head Prefect (or Learner Council President) can qualify for a once off School leadership award on presentation of proof thereof (conditions apply)
Further details are available from the Financial Aid Office.

Student Merit Awards

Undergraduate students can qualify for merit awards based on their final results, provided that they will be continuing with undergraduate studies the following year. The criteria for these awards are that students
(i) must obtain a minimum weighted average of at least 70% in the following faculties
   - Faculty of Science
   - Faculty of Health Sciences
   - Faculty of Engineering, the Built Environment and Information Technology
   - Faculty of Law
   must obtain a minimum weighted average of at least 75% in the following faculties
   - Faculty of Arts
   - Faculty of Education
   - Faculty of Business and Economic Sciences
(ii) must have been registered for a minimum RCW of 0.8
(iii) must have passed all modules registered for at the first attempt
(iv) are SA students and International students
(v) Occasional students do not qualify for this bursary
(vi) No application is necessary – these are automatic awards
Further details are available from the Financial Aid Office.

Honours Bursaries (Nelson Mandela University and NRF)

Full-time students who are accepted into the Honours programme are eligible to apply for Nelson Mandela University Honours bursaries. The criteria for these bursaries are that:
(i) students must have obtained a minimum average of 55% in the previous year
(ii) Only SA and SADC students can apply
Application forms are available from Research Development Centre – closing date 31 October.

Corporate bursaries

A bursaries brochure is available on the Nelson Mandela University website, under “Study with us – Financial”. This brochure contains details of bursaries and where to apply for these. Further details are available from the Financial Aid Office.
### QUALIFICATIONS OFFERED BY THE UNIVERSITY

1) Minimum duration refers to the duration after completion of the pre-requisite qualification or after having complied with the entrance requirements.

<table>
<thead>
<tr>
<th>Qualification</th>
<th>1) Minimum Duration</th>
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<tr>
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</tr>
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<td>National Diploma: Ceramic Design</td>
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</tr>
<tr>
<td>National Diploma: Public Management</td>
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</tr>
<tr>
<td>National Diploma: Public Relations Management</td>
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</tr>
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<tr>
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</tr>
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</tr>
<tr>
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<tr>
<td>Bachelor of Arts Honours</td>
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</tr>
<tr>
<td>Bachelor of Arts Honours (Afrikaans and Dutch)</td>
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</tr>
<tr>
<td>Bachelor of Arts Honours (Anthropology)</td>
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</tr>
<tr>
<td>Bachelor of Arts Honours (Applied Languages)</td>
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<td>Bachelor of Arts Honours (History)</td>
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<tr>
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<tr>
<td>Bachelor of Arts Honours (Journalism)</td>
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<tr>
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<tr>
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</tr>
<tr>
<td>Bachelor of Arts Honours (Political and Conflict Studies)</td>
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</tr>
<tr>
<td>Bachelor of Arts Honours (Public Administration)</td>
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<tr>
<td>Bachelor of Arts Honours (Sociology)</td>
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<td><strong>Master of Arts</strong></td>
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<tr>
<td>Master of Arts: Afrikaans and Dutch</td>
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</tr>
<tr>
<td>Master of Arts: Anthropology</td>
<td>1 year</td>
</tr>
<tr>
<td>Master of Arts: Applied Language Studies</td>
<td>1 year</td>
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<tr>
<td>Master of Arts: Conflict Transformation and Management</td>
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<tr>
<td>Master of Arts: Creative Writing</td>
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<tr>
<td>Master of Arts in Creative Media Production</td>
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<tr>
<td>Master of Arts: English</td>
<td>1 year</td>
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<tr>
<td>Master of Arts: Fashion</td>
<td>1 year</td>
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<td>Master of Arts: Fine Art</td>
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<tr>
<td>Master of Arts: Graphic Design</td>
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<tr>
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<tr>
<td>Master of Arts: Media Studies</td>
<td>1 year</td>
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<tr>
<td>Master of Arts: Philosophy</td>
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</tr>
<tr>
<td>Master of Arts: Photography</td>
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<tr>
<td>Master of Arts: Political Studies</td>
<td>1 year</td>
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<tr>
<td>Master of Arts: Public Administration</td>
<td>1 year</td>
</tr>
<tr>
<td>Master of Arts: Sociology</td>
<td>1 year</td>
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<tr>
<td>Master of Arts: isiXhosa</td>
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<tr>
<td>Master of Music</td>
<td>2 years</td>
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<tr>
<td>Qualification</td>
<td>¹) Minimum Duration</td>
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<td>-------------------------------------------------------</td>
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<tr>
<td>Master of Music in Applied Choral Conducting</td>
<td>2 years</td>
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<tr>
<td>Master of Music in Composition</td>
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<tr>
<td>Master of Music in Performing Arts</td>
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<td>Master of Music Research</td>
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<td>Master of Architecture (Professional)</td>
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<td>Master of Architecture</td>
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<tr>
<td>Doctor of Architecture</td>
<td>2 years</td>
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<tr>
<td>Doctor of Philosophy</td>
<td>2 years</td>
</tr>
<tr>
<td>Doctor of Philosophy: Anthropology</td>
<td>2 years</td>
</tr>
<tr>
<td>Doctor of Philosophy: Biblical and Religious Studies</td>
<td>2 years</td>
</tr>
<tr>
<td>Doctor of Philosophy: Conflict Management</td>
<td>2 years</td>
</tr>
<tr>
<td>Doctor of Philosophy: History</td>
<td>2 years</td>
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<tr>
<td>Doctor of Philosophy: Media Studies</td>
<td>2 years</td>
</tr>
<tr>
<td>Doctor of Philosophy: Music</td>
<td>2 years</td>
</tr>
<tr>
<td>Doctor of Philosophy: Philosophy</td>
<td>2 years</td>
</tr>
<tr>
<td>Doctor of Philosophy: Political Studies</td>
<td>2 years</td>
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<tr>
<td>Doctor of Philosophy: Public Administration</td>
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<tr>
<td>Doctor of Philosophy: Sociology</td>
<td>2 years</td>
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<tr>
<td>Doctor of Literature</td>
<td>2 years</td>
</tr>
<tr>
<td>Doctor of Literature: Afrikaans and Dutch</td>
<td>2 years</td>
</tr>
<tr>
<td>Doctor of Literature: Applied Languages</td>
<td>2 years</td>
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<tr>
<td>Doctor of Literature: isiXhosa</td>
<td>2 years</td>
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<tr>
<td>Doctor of Music</td>
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</table>

**Faculty of Business and Economic Sciences**

<table>
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<tr>
<th>Qualification</th>
<th>¹) Minimum Duration</th>
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<tr>
<td>Higher Certificate in Accountancy</td>
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<tr>
<td>Higher Certificate in Business Studies</td>
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<tr>
<td>Diploma in Accountancy</td>
<td>3 years</td>
</tr>
<tr>
<td>Diploma in Economics</td>
<td>3 years</td>
</tr>
<tr>
<td>Diploma in Human Resource Management</td>
<td>3 years</td>
</tr>
<tr>
<td>Diploma in Inventory and Stores Management</td>
<td>3 years</td>
</tr>
<tr>
<td>Diploma in Logistics</td>
<td>3 years</td>
</tr>
<tr>
<td>Diploma in Management</td>
<td>3 years</td>
</tr>
<tr>
<td>Diploma in Marketing</td>
<td>3 years</td>
</tr>
<tr>
<td>Diploma in Tourism Management</td>
<td>3 years</td>
</tr>
<tr>
<td>National Diploma: Accounting</td>
<td>3 years</td>
</tr>
<tr>
<td>National Diploma: Cost and Management Accounting</td>
<td>3 years</td>
</tr>
<tr>
<td>National Diploma: Financial Information Systems</td>
<td>3 years</td>
</tr>
<tr>
<td>National Diploma: Internal Auditing</td>
<td>3 years</td>
</tr>
<tr>
<td>Advanced Diploma in Business Studies</td>
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</tr>
<tr>
<td>Advanced Diploma in Economics</td>
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</tr>
<tr>
<td>Bachelor of Arts</td>
<td>3 years</td>
</tr>
<tr>
<td>Bachelor of Commerce</td>
<td>3 years</td>
</tr>
<tr>
<td>Bachelor of Commerce in Financial Planning</td>
<td>3 years</td>
</tr>
<tr>
<td>Bachelor of Commerce in Hospitality Management</td>
<td>3 years</td>
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<tr>
<td>Bachelor of Commerce (Rationum)</td>
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<tr>
<td>Bachelor of Commerce (Accounting Sciences)</td>
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<tr>
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<tr>
<td>Bachelor of Technology: Financial Information Systems</td>
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<tr>
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<tr>
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<tr>
<td>Qualification</td>
<td>¹) Minimum Duration</td>
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<td>-------------------------------------------------------------------------------</td>
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<tr>
<td>Bachelor of Arts Honours</td>
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<tr>
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<td>Bachelor of Education: Further Education and Training – No New intake</td>
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<tr>
<td>Bachelor of Education in Intermediate Phase Teaching</td>
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<td>Bachelor of Education in Senior and Further Education and Training Teaching</td>
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<tr>
<td>National Diploma: Engineering: Mechanical</td>
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<td>National Diploma: Information Technology (Software Development)</td>
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<tr>
<td>National Diploma: Information Technology (Communication Networks)</td>
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</tr>
<tr>
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**Faculty of Health Sciences**

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<tr>
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<tr>
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G1 GENERAL RULES FOR ALL QUALIFICATIONS

SCOPE AND DEVIATIONS

Scope

Unless stipulated otherwise elsewhere, these rules apply to all qualifications or programmes and students registered in 2020.

Students must familiarise themselves with the general rules, financial rules and other policies of the University. These documents can be accessed on the Student Portal.

Deviations

Students and staff of the University must comply with these rules. In accordance with the Document on Delegation of Authority, any deviation from these rules must be considered by the Executive Committee of Senate or its delegated committee.

G1.1 Definition of Terms

In these rules, unless the context otherwise indicates:

G1.1.1 “articulation” refers to enabling progress and mobility of students within and across HEQSF qualifications;

G1.1.2 “assessment/s” of learning refers to collecting relevant evidence and making informed judgements to evaluate a student’s achievement of learning outcomes/performance through various assessment modes and methods which could include:

G1.1.2.1 Traditional assessment modes e.g. tests, quizzes, essays, assignments, oral exams, performance-based assessment, and examinations; and

G1.1.2.2 Innovative assessment methods e.g. case analysis, computer simulations; participating in global dialogues; creating a digital artefact to demonstrate learning, developing a detailed concept map, e-portfolios, and capstone projects;

G1.1.2.3 Continuous assessment which is a connected, coherent assessment system in which the quality of a student’s work is judged by various pieces of work and not by one final examination. Continuous assessment has formative opportunities for monitoring student progress and summative opportunities for capturing information about student achievement and performance over time;

G.1.1.3 “assessment criteria” refers to criteria used to judge whether the required level (or standard) of performance has been achieved;

G1.1.4 “class/classes” refers to a lecture, tutorial, laboratory session, field trip, practicum, supervisory session, and other contexts in which teaching is occurring;

G1.1.5 “compulsory module” refers to a module that must be successfully completed as part of a qualification or programme in order to comply with its requirements;

G1.1.6 “continuous assessment” refers to a connected, coherent assessment system in which the quality of a student’s work is judged by various pieces of work and not by one final examination. Continuous assessment has formative opportunities for
monitoring student progress and summative opportunities for capturing information about student achievement and performance over time;

G1.1.7 “co-requisite” refers to a module that must be taken concurrently with another module;

G1.1.8 “coursework master’s degree” refers to a master’s degree where, in addition to the treatise, study modules are prescribed as part of the qualification or programme;

G1.1.9 “curriculum/curriculum content” refers to an approved content that must be successfully completed, by means of completing a set of modules, in order to comply with the requirements for a qualification or programme;

G1.1.10 “dissertation” refers to the written or other approved research work (e.g. artefacts, original music compositions, etc.) submitted in fulfilment of the requirements set for obtaining a research master’s degree;

G1.1.11 “elective modules” refers to modules which form part of a curriculum for a qualification or programme which are not compulsory and in respect of which students can exercise a choice;

G1.1.12 “examination” refers to a scheduled formal assessment for a module of a student’s knowledge or proficiency in a subject (field of study) or skill during a set time period in a controlled environment;

G1.1.13 “examination script/s” include examination scripts for normal examinations, re-examinations, extraordinary examinations and special examinations;

G1.1.14 “exemption” refers to the approval of a concession, by the respective Head of Department, not to complete specific academic work or activities based on proven competency in such knowledge or activities;

G1.1.15 “exit level module” refers to a module which has outcomes and level descriptors at the exit level of the qualification;

G1.1.16 “external examiner or external moderator” refers to a person who is not an employee of the University and not involved with any academic work with the University, who is appointed to assess or moderate academic material;

G1.1.17 “family” include the following persons: student’s spouse or life partner or student’s parents, brother, sister, adopted parents, grandparent, child, adopted child, grandchild, or his/her legal spouse’s parents;

G1.1.18 “final results” refers to results which have been approved by the relevant Faculty structure and recorded on the student’s record;

G1.1.19 “formative assessment” refers to low-stakes assessment activities coupled with feedback which provide students with information about their learning and how to enhance it as well as preparing them for high-stakes summative assessment;

G1.1.20 “full-time student” refers to a student who is registered for an approved full-time qualification or programme;

G1.1.21 “learning outcome” refers to statements that describe significant and essential learning that students have achieved, and can reliably demonstrate at the end of a module, qualification or programme. Learning outcomes include the knowledge, skills
and attributes students should attain on successful completion of the module, qualification or programme;

G1.1.22 “major module” refers to an exit level module which has been identified in the faculty rules as a core to a major field of study/ specialisation in a qualification or programme. These modules define the character or essence of the specialisation in the qualification or programme. They are usually linked to the qualifier and/or programme name and usually have a clear progression route from first year through to exit level. Major modules are linked to CESMs (major fields of study) as described and approved in the Programme Qualification Mix (PQM) of the University.

G1.1.23 “medical practitioner” refers to medical doctor, registered nurse/sister or registered traditional healer;

G1.1.24 “moderation” refers to the practice of the assurance of academic quality and standards in higher education in which individuals (apart from the examiner) are appointed by the University to ensure that the standard of the examination and its accompanying marking framework and response exemplars are of an acceptable standard;

G1.1.25 "module" refers to a coherent, self-contained unit of learning, which is designed to achieve a set of specific learning outcomes that are assessed within that unit of learning, and is a unit for which a final result is entered in the student record;

G1.1.26 “module credit” refers to the acknowledgement of similar academic content and level completed at an accredited institution in lieu of module content for the purposes of recognition and retention of credits for a module that forms part of a qualification or programme at the University;

G1.1.27 "occasional student" refers to a student who has registered for one or more modules at the University, but who is not registered at the University as a student for a specific formal qualification or programme;

G1.1.28 “part-time student” refers to a student who is registered for an approved part-time qualification or programme;

G1.1.29 “pipeline programme” refers to a qualification or programme which is being phased out, has no new intake and has been indicated as such in the Faculty Rules;

G1.1.30 “pipeline student” refers to a student who is registered for a pipeline qualification or programme;

G1.1.31 “plagiarism” refers to a form of academic dishonesty and means the failure to acknowledge, whether intentionally or negligently, that one has made use of someone else’s work in producing what one has submitted as one’s own work;

G1.1.32 “pre-requisite” refers to a requirement that must be met prior to a student being allowed to register for a specific module;

G1.1.33 "programme" refers to a coherent set of learning outcomes contained in modules leading to a programme;

G1.1.34 “provisional results” refers to results which have not yet been approved by the relevant Faculty structure.
“qualification” refers to a formal qualification listed in the Programme and Qualification Mix (PQM) of the institution as approved by the Department of Higher Education and Training;

“re-assessment” refers to a second assessment opportunity of learning outcomes for all modules assessed, including continuous assessment and any other alternative assessed method;

"recognition of prior learning" (RPL) refers to the granting of credit or exemption to a student for specified knowledge and experience previously obtained in whatsoever manner;

“re-examinations” refers to a second examination opportunity for a student who complies with the requirements for a re-examination;

"research module / treatise module / thesis module" refer to a module as part of a postgraduate qualification or programme that reflect the research component within such qualification or programme and is subject to the provisions of the Policy on Master and Doctoral Degree;

“results” refers to the overall percentage for a module and/or Pass/Fail indication, awarded by Examiners;

"student" refers to any person registered with the University for any form of study, and includes an applicant or prospective student who has lodged an application for any form of study at the University, as well as any person attending an orientation programme, prescribed for new entrants, at the University;

“summative assessment” refers to the process of collecting relevant evidence and making informed judgements to evaluate a learner’s achievement of learning outcomes or performance. The achievement level is recoded in the form of a result assigned by a lecturer for a module;

"syllabus" of a module refers to a description of amongst others the learning outcomes and learning content dealt with in the module;

“test” refers to an assessment in a controlled environment that is traditionally scheduled during the academic cycle to assess a portion of the required outcomes for a module;

"thesis" refers to the written or other approved research work submitted in fulfilment of the requirements set for obtaining a doctoral degree or partial fulfilment in the case of a professional doctoral degree;

"treatise" refers to the written or other approved research work that is submitted in partial fulfilment of the requirements set for a postgraduate qualification or a professional bachelor’s degree;

“weighted average mark” refers to the average of a set of final results, each of which has been weighted by the credit value of the individual module.

“work day” refers to Mondays to Fridays excluding public holidays;
### G1.2 Admission

**G1.2.1 Admission requirements:**
The admission requirements for all formal qualifications or programmes are set out in the Admissions Policy and the Faculty Prospectuses of the University. Admission of International applicants is also subject to the conditions set out in the Immigration Act, 2002, as amended.

**G1.2.2 Admission methods:**

- **G1.2.2.1** An applicant must apply to be admitted to the University on the prescribed application form. This form is completed electronically.
- **G1.2.2.2** The prescribed fee, for international students, together with relevant documentation, must accompany the application.

**G1.2.3 Acceptance of University Rules and Regulations:**
By submitting the official application form, students confirm their acceptance of the rules and regulations of the University, their liability to pay prescribed fees and any amendments thereto for the duration of their studies. It is the student’s responsibility to be acquainted with all the rules and regulations of the University.

**G1.2.4 Closing dates for applications for admission:**
Applications for admission as a student received after the official closing dates shall be regarded as “late” applications. The closing dates for applications are published in the General Prospectus of the University.

**G1.2.5 Certificate of good conduct and full academic record:**
An applicant, who was previously registered at another/other university/ies, must submit an official certificate of good conduct and a full academic record.

**G1.2.6 Selection and notification of admission:**
All applications for admission are subject to selection. An applicant will be notified of the outcome of his/her application via electronic communication.

**G1.2.7 Rescinding of admission offer:**
The University reserves the right to rescind an admissions offer should the student not confirm his/her intention to register at the institution when requested to do so by a specified date.

**G1.2.8 Compliance with admission requirements:**
The onus remains on the student to ensure that he/she complies with the admission requirements. The university reserves the right to withdraw an erroneous admission of a student.

**G1.2.9 Change of qualification or programme:**
A student will be limited in the number of opportunities to change between qualifications or programmes during his/her studies at the university as determined by ECS.
G1.2.10 Recognition of Prior Learning:

G1.2.10.1 Applicants for undergraduate studies who do not possess a formal school-leaving qualification but have appropriate work and/or study experience, may be considered for admission in terms of the University’s Policy for Recognition of Prior Learning (RPL). RPL is a formal assessment conducted and moderated by the relevant academic experts.

G1.2.10.2 RPL candidates will be guided and advised with respect to the presentation of evidence needed for the assessment.

G1.3 Re-admission of Students

G1.3.1 Council has the legal authority to refuse re-admission of a student and will do so, if a student is considered not to be making satisfactory academic progress in a programme he/she may be refused re-admission in terms of the policy approved by Council.

G1.3.2 Re-admission rules applicable to a particular Faculty, qualification or programme are published in the Faculty Prospectus.

G1.3.3 A student who has been refused re-admission more than once, may not apply for admission to a different programme.

G1.4 Registration as a Student

G1.4.1 Submission of original documents for first time entering students:

A student, who registers at the University for the first time, where applicable, must furnish proof (original documents) that he/she complies with the prescribed admission requirements.

G1.4.2 Student contact details:

G1.4.2.1 Students have to provide their correct contact details, which include four addresses (namely a postal, account, study and home address) and cell phone number.

G1.4.2.2 If, during the course of the academic year, any changes to a student’s contact details occur, the Student Records Office must be notified of this in writing.

G1.4.2.3 Official correspondence sent to the contact details thus provided by the student will be deemed to have been received by him/her.

G1.4.3 Maximum number of credits that may be registered for per academic year:

A student shall not be allowed to register for modules with a combined credit value of more than 120 credits per academic year unless prescribed in the relevant Faculty Rules. In exceptional cases, a deviation may be approved by the Head of the Department.

G1.4.4 Online registration:

In order to pursue studies at the University, a student must register online. Prior to registration, a student must ensure that all the required fees have been paid.

G1.4.5 Responsibility for being correctly registered:

After the completion of registration, it is the student’s responsibility to check his/her proof of registration to ensure that he/she is correctly registered for the qualification or programme and modules.

G1.4.6 Compliance with qualification or programme requirements:
The onus is on the student to ensure that the module(s) he/she is registered for will enable him/her to complete the qualification or programme within the prescribed period.

**G1.4.7 Annual renewal of registration:**

G1.4.7.1 A student must renew his/her registration for study on an annual basis until he/she has complied with all the prescribed requirements for the qualification or programme.

G1.4.7.2 Students who do not renew their registrations on an annual basis will be required to re-apply for admission before continuing with their studies.

G1.4.7.3 Registration must take place within the normal registration period as stipulated in the General Prospectus of the University.

G1.4.7.4 Late registrations shall be accepted up to the predetermined date published in the General Prospectus of the University.

G1.4.7.5 No person who is in arrears with the payment of any fees due to the University shall be registered as a student.

G1.4.7.6 Registration for experiential learning is subject to the requirements stipulated above.

**G1.4.8 Registration of modules:**

G1.4.8.1 Students are required to register for all the prescribed modules applicable for the particular academic year or period subject to rule G1.4.3.

G1.4.8.2 Students shall register for a module before the commencement of such module.

G1.4.8.3 Late module registrations or module registration amendments shall be accepted up to the pre-determined date published in the General Prospectus only if the student has attended the module(s) in question from the commencement thereof.

G1.4.8.4 After the last day for registration, a student may only be allowed to participate in academic activities in modules for which he/she has been registered.

G1.4.8.5 Academic staff may not mark any assessments (e.g. assignments, tests or examinations) for unregistered modules of a student.

**G1.4.9 Cancellation of Qualification, Programme or Module registrations:**

G1.4.9.1 Written notification of qualification, programme or module cancellations must be submitted to the Faculty Administration Office.

G1.4.9.2 The date on which such written notification is received will be deemed as the official date of cancellation.

G1.4.9.3 Module cancellations may be submitted electronically (online).

G1.4.9.4 The onus is on the student to ensure that he/she is registered correctly.

**G1.4.10 Change of qualification or programme:**

G1.4.10.1 A student applying for a change of qualification or programme, must apply in writing to the Faculty Administration Office by the date published in the General Prospectus of the University.

G1.4.10.2 Applications will be subject to selection by the relevant academic department. It is the student’s responsibility to apply for recognition of credits already completed.

G1.4.10.3 The onus remains on the student to ensure that he/she complies with the admission requirements. The university reserves the right to withdraw an erroneous admission of a student.

G1.4.10.4 A student will be limited in the number of opportunities to change between qualifications or programmes during his/her studies at the university as determined by ECS.
**G1.4.11 Offering of qualifications, programmes and modules:**

**G1.4.11.1** Subject to the provisions of rule G1.28.2, Senate may, with the approval of Council, determine the minimum and/or maximum number of students who must or may register for a qualification /programme/module for it to be offered.

**G1.4.11.2** Once a qualification/programme/module offering has commenced, the offering thereof shall continue for at least the time within which the registered students could reasonably have been expected to complete the qualification/programme/module.

**G1.4.11.3** If only a small number of students wish to register for an elective module in any year, the Faculty Management Committee may, after consideration of the staffing resources and after consultation with the Head of the Department concerned, decide that such module shall not be offered in that year, provided that students are advised of this before the commencement of the second week of lectures.

**G1.4.12 Special requisites for particular modules:**

A student shall not be permitted to register for a particular module unless he/she has met the requisite requirement(s) as stipulated in the faculty rules. In exceptional circumstances, a deviation may be approved by the Faculty Management Committee.

**G1.4.13 Cancellation of modules when requisite requirements are not met:**

If it becomes clear that a student is following a module for which he/she has not met the requisite requirement(s), the registration for the module will be cancelled.

**G1.4.14 Study Elsewhere:**

**G1.4.14.1** Subject to rule G1.6, a student who wishes to complete his/her studies at the University by registering for module/s at another university recognised by Senate for this purpose, may do so only with the permission of the Head of Department.

**G1.4.14.2** An Application to Study Elsewhere must be submitted prior to registration at the other institution.

**G1.4.14.3** The relevant application form is available on the student portal (online) and from the Faculty Administration Office.

**G1.4.15 Concurrent registration:**

**G1.4.15.1** Except by permission of the Faculty Management Committees, no student shall concurrently be registered, in the same academic year for more than one qualification or programme at the University.

**G1.4.15.2** Subject to rule G1.4.16, except by permission of the Faculty Management Committees, a student may not, in the same academic year, be registered for a formal qualification, programme or module(s) at another higher education institution.

**G1.4.16 Registration as an Occasional Student:**

**G1.4.16.1** An applicant who does not wish to register for an approved formal qualification or programme, but is only interested in a specific module(s), may register as an occasional student for non-formal-qualification purposes. The normal admission and registration rules shall apply.

**G1.4.16.2** Students registered for formal qualifications or programmes who wish to register for additional modules on an occasional basis must apply for permission from the relevant Head of Department.
G1.4.17 Transfer of students’ registration between campuses:

G1.4.17.1 A student who has registered for a qualification or programme at a given delivery site or campus, will participate in academic activities including assessments only at that site or campus. For purposes of this rule, the North and South Campuses are considered as one campus.

G1.4.17.2 Upon application and approval by the Faculty Management Committee, transfer to another site or campus may occur only at the beginning of a subsequent registration period.

G1.5 Timetabling:

G1.5.1 Lecture timetables:

G1.5.1.1 Lecture timetables are prepared in accordance with qualification and programme curricula linked to the academic year of study.

G1.5.1.2 Students who intend to register for modules across years of study will normally experience clashes.

G1.5.2 Module clash on lecture timetables:

G1.5.2.1 Modules are scheduled without clashes on the timetable in terms of the qualification/programme curriculum requirements, but they do not make provision for a clash-free timetable:

G1.5.2.1.1 Across the multiple year levels of a qualification/programme curriculum; OR
G1.5.2.1.2 For students repeating modules within or across years; OR
G1.5.2.1.3 For all elective modules within a qualification/programme curriculum.

G1.5.2.2 Students may not register for modules that clash on lecturing timetables, except with the permission of the Head of Department concerned.

G1.5.2.3 It is the responsibility of the student to ensure that he/she is not registered for modules that clash on the timetable.

G1.5.2.4 In the event of a clash, the responsibility rests with the student to amend his/her registration accordingly.

G1.5.3 Class attendance:

G1.5.3.1 A student must ensure that he/she attends the class group (including practicals and tutorials) he/she is assigned to.

G1.5.3.2 Where a module has been linked to a class group, the onus is on the student to ensure that it does not result in a clash with another module on his/her timetable.

G1.5.3.3 If a clash is determined after registration, the onus is on the student to amend his/her registration accordingly.
### G1.5.4 Class attendance for part-time and full-time students:

Students registered as full-time or part-time for their respective qualification or programme shall attend classes which may be scheduled during day or evening periods as published on the official lecture timetable.

### G1.5.5 Academic week:

Classes, assessments and other academic activities normally extend from Mondays to Fridays, with e.g. the first classes of the day starting at 07:45 and the final classes ending at 20:45. Classes, assessments and other academic activities may also be scheduled on Saturdays as required.

### G1.5.6 Scheduling of formal classes during official examination periods:

No formal classes may be scheduled during the official examination periods without prior approval from Executive Committee of Senate on recommendation of the Central Timetabling Committee except for additional support activities which should be scheduled in terms of the examination timetable to prevent clashes.

### G1.5.7 Alteration of academic facility:

Equipment standard to an academic facility (e.g. number of tables and chairs, number of blackboards / whiteboards, overhead projector, etc.) may not be altered or moved from one academic facility to another without approval of the Central Timetabling Office.

### G1.6 Recognition and Retention of Credits

#### G1.6.1 Approval of credits:

The relevant Head of Department where the modules resides may grant a credit for module/s completed and passed at the University or at another accredited institution, where outcomes are sufficiently similar to those required for the module in question.

#### G1.6.2 Credits from other accredited institutions:

A student may on grounds of having completed sufficiently similar modules at other accredited institutions, be granted credits in respect of modules with a cumulative credit value of not more than 50% of the total credit value of the relevant qualification or programme at the University.

#### G1.6.3 Credits from a completed qualification:

A student may be granted credits in respect of modules obtained towards a completed qualification or programme, provided that such credits shall not constitute more than 50% of the credits required for the new qualification or programme.
G1.6.4 Credits from an incomplete qualification or programme at the University:

G1.6.4.1 A student may on grounds of having completed sufficiently similar modules as part of an incomplete qualification or programme at the University or from another accredited institution, be granted all credits in respect of modules of the relevant programme or qualification at the University.

G1.6.4.2 Rule G1.6.4.1 is limited with the provision that no more than 50% of credits required for another qualification or programme are credits that have already been used for a completed qualification. The purpose of this provision is to avoid the awarding of multiple qualifications for the same work undertaken and to ensure that qualifications with different purposes are not embedded within each other.

G1.6.5 Approval of exit level module credits:

G1.6.5.1 A student shall be required to complete all the exit level modules at the University.

G1.6.5.2 The Faculty Management Committee may approve that not more than half of the total credit value of the exit level modules may be completed at another institution.

G1.6.5.3 On recommendation of the Faculty Management Committee, the Executive Committee of Senate may approve a deviation in respect of more than half of the total credit value of the exit level modules.

G1.6.6 Applications for recognition of credits:

G1.6.6.1 Applications for recognition of credits must be submitted before the commencement of study.

G1.6.6.2 In the case where modules from another institution are presented for recognition of credits, the academic record of the student and the relevant year's syllabi of the modules must accompany the application.

G1.6.6.3 The prescribed form must be completed in full and be submitted to the Faculty Administration Office.

G1.6.7 Applications for recognition of credits for graduation in particular year:

If a student wishes to graduate in a particular year, written application for recognition of credits must reach the University annually by the date published in the General Prospectus of the University.

G1.6.8 Approval of credits after a break in studies:

Where a student has had a break in studies for a year or longer, such student must re-apply for admission. In some instances, the retention of credits may be subject to departmental or equivalent structure approval.

G1.7 Articulation:

G1.7.1 Articulation between qualifications or programmes is managed in terms of the official articulation policy of the University.

G1.7.2 A student or applicant who has completed a Higher Certificate, Advanced Certificate or Diploma and who may not have obtained the required endorsement status on his/her National Senior Certificate (NSC) may be admitted to a cognate qualification or programme if:
G1.7.2.1 The applicant's qualification (Higher Certificate, Advanced Certificate or Diploma) which must be registered on the HEQSF is in a cognate field, in which case it will meet the statutory minimum admission requirements for entry into bachelor's degree study and no Matriculation Board exemption certificate is required; and

G1.7.2.2 The applicant's achievements meet the University's minimum admission requirements for the respective qualification or programme.

G1.7.3 The University may grant credit(s) for modules required for the qualification or programme that is being articulated to on the basis of work completed towards the completion of the respective Higher Certificate, Advanced Certificate or Diploma.

G1.7.4 Module credit(s), obtained for the completed qualification or programme, may be granted for up to 50% (half) of the total credits of the qualification or programme that is being articulated to.

G1.8 Attendance Requirements

G1.8.1 Setting of academic participation requirements:

G1.8.1.1 A department may set academic participation requirements, in which case satisfactory academic participation must be clearly defined.

G1.8.1.2 Students must be notified thereof in writing through the module guide at the commencement of each module.

G1.8.2 Unsatisfactory academic participation:

Departments may exclude students from an assessment or examination in a module on the basis of unsatisfactory academic participation.

G1.9 Assessment

G1.9.1 Assessment Manner:

The assessment of all students in every module shall be in the manner as approved by Senate and the final mark/result so obtained for a module shall be entered into the academic records of the students.

G1.9.2 Notification of Assessment Manner:

At the commencement of a module, the student shall be informed by means of the module guide of the manner in which assessment of a module will take place, as well as any further requirements in respect of the module. This information must include the way in which a final mark/result will be calculated and the manner in which a re-assessment will be conducted.

G1.9.3 Final Assessment:

G1.9.3.1 Time and venue for final assessments:

The time and venue for the final assessment of a module shall be determined by the Academic Department or the Examination Department where applicable.

G1.9.3.2 Assessments for continuous and alternative assessments:

Assessments for continuous and alternative assessment modules must normally be completed prior to the start of the official examination period.
G1.9.3.3 Re-assessments for continuous and alternative assessments:
Re-assessment for continuous and alternative assessment modules must be finalised in context of student examination timetables to prevent clashes and must take place before the due date for finalisation of normal examination marks (June and November).

G1.9.4 Absence from Assessments (e.g. tests, practicals):

G1.9.4.1 Satisfactory documentary evidence, e.g. a medical certificate, is required for absence from all types of assessments.

G1.9.4.2 Such documentary evidence must be submitted to the relevant lecturer no later than three (3) working days after the assessment.

G1.9.4.3 Students who choose not to participate in assessments on particular dates/times due to religious or cultural observance or sporting events may apply to the lecturer concerned to participate in such assessments at an alternative date/time.

G1.9.4.4 Any such application must be supported by proof on a letterhead from the relevant ordained religious leader or designated authority confirming that the identified dates/times are of particular significance.

G1.9.4.5 The lecturer will endeavour to accommodate the students where possible.

G1.10 Examinations:

G1.10.1 Students whose religious or cultural observance coincide with the examination period:

G1.10.1.1 Students who object on grounds of religious or cultural observance to writing examinations on particular dates/times during the examination period may apply to the Examinations Office to have the examinations not scheduled on the dates/times in question.

G1.10.1.2 The Examinations Office will endeavour to reasonably accommodate the students by not scheduling the affected examinations on the dates/times in question.

G1.10.1.3 If this is not possible, the students will be allowed to apply for special examinations in terms of rule G1.11.

G1.10.1.4 Any such application must be submitted on the prescribed form by the published date in the General Prospectus of the University.

G1.10.1.5 Any such application must be supported by proof on a letterhead from the relevant ordained religious leader or designated authority confirming that the identified dates/times are of particular significance.

G1.10.2 Examination Timetable:

G1.10.2.1 Official notification of the examination timetable will be by means of email to the student’s University email addresses as well as on the Student Portal.

G1.10.2.2 A provisional examination timetable normally precedes the final examination timetable and the onus is on students to ensure that their modules do not clash and point out any clashes to the Examinations Office.

G1.10.2.3 It remains the responsibility of a student to consult the final examination timetable when it is published as dates and/or times may have changed when compared to the provisional timetable.
### G1.10.3 Determination of Class Mark:

**G1.10.3.1** A class mark is determined by means of the assessment (during the course of an academic term or semester) of a student's performance in a module through various methods, e.g. tests, practical work, assignments, etc.

**G1.10.3.2** A class mark is not transferable and is valid only for the specific registration period in which it has been achieved.

### G1.10.4 Examination Admission and Notification:

**G1.10.4.1** Subject to rule **G1.8**, a class mark of at least 40% must be obtained in a specific module for admission to the examination in that module.

**G1.10.4.2** Request from faculties for exceptions may be approved by Senate subject to satisfactory empirical investigation and motivation. Such exceptions will be clearly indicated in the module guides.

**G1.10.4.3** Class marks will be published on the student portal and the onus is on the student to ascertain whether he/she qualifies for examination admission.

### G1.10.5 Writing of Examinations:

**G1.10.5.1** When a student registers at the University, he/she simultaneously registers for the examination in those modules for which he/she registers, provided that he/she meets the examination admission requirements.

**G1.10.5.2** A student may only sit for his/her examination at the examination centre for which he/she has been registered.

**G1.10.5.3** Notwithstanding **G1.10.5.2** above, an undergraduate study abroad student or a local student who officially participates in a study abroad programme, who qualifies for a re-examination, special examination or extraordinary examination in a module, but is unable to write such examination at the University due to being abroad at the time of the examination, may apply to sit for the examination at any of the University’s Partner Universities abroad or any other university abroad as determined by the relevant committee, at its discretion.

**G1.10.5.4** Any such application must be submitted on the prescribed application form to the Office for International Education at least five (5) working days before the commencement of the re-examination/special examination period.

**G1.10.5.5** The prescribed fee for writing the examination is payable upon the relevant committee's approval of the application.

**G1.10.5.6** Additional information regarding the application procedure, prescribed fees and conditions applicable to such examinations is available on the University’s website.

**G1.10.5.7** Students should be seated 15 minutes before the examination session commences and may not leave the venue within the first hour or during the last 15 minutes of the examination session. No student will be admitted to the examination venue once the first half hour of the session has passed.

**G1.10.5.8** A student will only be allowed to write the examination if he/she is in possession of his/her valid student card. If a student has misplaced or lost his/her student card on the day of the examination, he/she will only be permitted to write the examination if he/she is in possession of a recent (not older than three months) proof of registration together with his/her identity document or passport.

**G1.10.5.9** All students must abide by the examination instructions as detailed in the examination answer books, as well as those rules read out by the Chief Invigilator prior to commencement of each examination session and during the examination session.
G1.10.5.10 Students, who as a result of acceptable reasons need additional time for the writing of examinations, must apply in writing to the Universal Accessibility and Disability Services. Applications must be lodged in terms of procedures and deadlines published by this Unit.

G1.10.6 Determination of Examination Mark:

G1.10.6.1 In cases where a module has more than one examination paper the examination mark for that module consists of the weighted average mark of the marks obtained for each question paper.

G1.10.6.2 Departments may set sub minima for question papers.

G1.10.7 Determination of Final Mark:

G1.10.7.1 On the completion of an examination a student shall be awarded a final mark not exceeding 100% in each module. Provision may be made in the departmental or faculty rules for the student's class mark, if any, to be taken into consideration for the calculation of the final mark

G1.10.7.2 The final mark of a module is determined by weighting the class mark and the examination mark in a ratio, which is normally in a range between 30:70 and 70:30. In some instances, for example portfolios, the class or examination mark may be set at 100%.

G1.10.8 Pass Requirements:

G1.10.8.1 A student must obtain a final mark of at least 50%, subject to a subminimum mark of 40% for the examination, in order to pass a module.

G1.10.9 Passing of linked modules:

G1.10.9.1 It is acknowledged that certain modules, while being stand-alone modules for which individual credit may be obtained in terms of rule G1.10.8.1 above, are nevertheless intrinsically linked to one or more other modules. Such linkages must be confirmed by specific faculty rules which must adhere to the following general rules:

G1.10.9.2 In the case where learning in the subsequent module builds cumulatively on the learning in the previous module, the previous module may be passed if the weighted average final mark for the two modules is at least 50%, provided that the subsequent module must have been passed on its own and that a minimum final mark of at least 40%, as well as a subminimum mark of at least 40% for the examination, must have been obtained for the first module.

G1.10.9.3 In the case where the content of two or more modules form an integrated whole, these modules may be passed if the weighted average mark of these modules is at least 50%, provided that a minimum final mark of at least 40%, as well as a subminimum mark of at least 40% for the examination, must be obtained for each individual module.

G1.10.9.4 If all linked modules have not been passed in terms of rules G1.10.9.2 and G1.10.9.3 above, credit is retained for the modules which were passed on their own; modules which were not passed must be repeated and individually passed in a subsequent academic year.

G1.10.9.5 The linking of modules and the consequent averaging of marks is only allowed in respect of the same academic year.

G1.10.9.6 A specific faculty rule may determine that the minimum final and subminimum marks referred to in rules G1.10.9.2 and G1.10.9.3 above shall be at least 45%.
The linking of modules and the application of these rules must be explained in the module guide of a linked module which is provided to students at the commencement of each module.

**Passing a module with Distinction:**

A student passes a module with distinction if he/she attains a final mark of at least 75% in that module.

**Release of Provisional Examination Results:**

Provisional results are released for the sole purpose of giving students advance notification of potential re-examinations/ special examinations/ extraordinary examinations/assessments.

The onus is on a student to obtain his/her final examination results when published. (Refer rule G1.14)

**Special Examinations:**

A student prevented from completing, a normal examination due to circumstances beyond his/her control may be granted permission by the Examinations Office to sit for a special examination.

Such a student must submit a written application, supported by documentary evidence to the Examination Office before the first examination, but no later than three (3) working days after the date of the respective examination.

In the case of illness a medical certificate must be submitted.

The medical certificate must clearly indicate the nature of the illness and confirm that the student was, according to the clinical opinion of a medical practitioner, unfit to sit for the examination(s) on the day(s) of the examination(s) in question.

The University also reserves the right to investigate the validity of a medical certificate and to make a final decision informed by the investigation.

In the case of death in the family, a certified copy of the death certificate must be submitted.

In the case of application on religious grounds or cultural practices or observances, a letter from the relevant ordained religious leader or designated authority in charge on an official letterhead must be provided.

In the case of a student who is required to take part in any recognised sport, cultural or other student activities at provincial level or higher, at a time which is likely to affect his/her preparation for and/or writing of an examination.
**G1.11.7 Special examinations to take part in University approved activities:**

Students participating in University approved activities may also be eligible to be granted special examinations.

**G1.11.8 A special examination will not be allowed if a student:**

- Misreads/misinterprets the examination timetable; 
- Acts on unofficial information; 
- Arrives late for an examination; 
- Is unable to identify him- or herself satisfactorily at the examination venue; 
- Has completed an examination and afterwards applies for a special examination on the basis of illness or other circumstances.

**G1.11.9 Failure to write special examination:**

- If a student fails to complete a special examination, the opportunity shall be forfeited, unless deemed otherwise by the Faculty Management Committee. 
- An appeal to the Faculty Management Committee must be submitted within 3 days and must follow the procedure outlined in rule G1.11.

**G1.11.10 Scheduling of special examinations or extraordinary assessments:**

Special or extraordinary examinations may be written at the same time as the re-examination/re-assessment in that particular module.

**G1.11.11 Scheduling re-examinations for special or extraordinary assessments:**

- A student who upon writing a special examination and is eligible for a re-examination or extraordinary examination shall write such examination on a date/time to be determined by the Examination Office. 
- The procedure as described in rule G1.14 is applied for the notification of students for special examinations.

**G1.12 Re-Examinations:**

- Students who have failed the original final examination in a module may qualify for a re-examination of any work (including portfolios) or examination in that module, provided that a re-examination shall not be granted in respect of modules offered in the academic recess periods. 
- In order to qualify for a re-examination, a student must have obtained a final mark of at least 45% in the original examination. 
- In addition to the normal examination periods, re-examinations are normally conducted during a period preceding the commencement of the following academic semester as scheduled in the General Prospectus. 
- A re-examination does not constitute a separate new assessment. The assessment criteria or ratios used in the original calculation of the final mark shall also apply to the re-examination, but the final mark thus obtained may not exceed 50%. 
- If a student fails to complete the re-examination, the opportunity shall be forfeited, unless deemed otherwise by the Faculty Management Committee. 
- An appeal to the Faculty Management Committee must be submitted within 3 days and must follow the procedure outlined in rule G1.11. 
- A fee per module will be debited to the student’s account after the re-examination has been written.
G1.13 Extraordinary Re-assessment/examinations - Last Outstanding Module:

G1.13.1 A final year student or a student registered for an undergraduate one-year qualification or programme who after the completion of the normal semester assessments, examinations or recess programme, needs to pass only one outstanding module to complete a qualification or programme, and has not qualified for a re-assessment/examination in that module, shall nevertheless be granted a re-assessment/examination in that module.

G1.13.2 For the consistent implementation of this rule, the following definitions and sub-rules must be applied:

G1.13.2.1 A final year student is a registered student who has qualified to be categorised as such by virtue of his/her academic progress up to the end of the previous academic year.

G1.13.2.2 One outstanding module refers to one year module, one semester module or the equivalent of one semester module (for example two term modules, which may or may not be from the same discipline), or one term module for which the student has been registered in the current academic year.

G1.13.2.3 The rule must be applied separately and independently in respect of the final results for the academic periods ending in June and November:

G1.13.2.3.1 After the final results are available for the academic periods ending in May: it must be assumed that: the student will pass all year, second semester and term 3 and 4 modules he/she has registered for, as well as all re-assessments/examinations during the June/July re-assessment period.

A student who has not registered for his/her outstanding second semester module(s), should there be any, shall not be eligible for an extraordinary assessment/examination after the June/July re-assessment/examination period.

G1.13.2.3.2 After the final results are available for the academic periods ending in October: the student must have passed all first semester and term 1 and 2 modules.

G1.13.2.4 If the only outstanding module, as defined in G1.13.2.2 above, is a module for which the student did not qualify for admission to the assessment/examination in terms of rule G1.10.4, an extraordinary assessment/examination shall also be granted for that module. However, this sub-rule will not apply if the non-admission to the assessment/examination was the result of non-compliance with a sub-minimum requirement relating to a compulsory laboratory or assignment component of the class mark.

G1.13.2.5 An extraordinary assessment/examination does not constitute a separate new assessment/examination and is therefore subject to rule G1.12.4.

G1.13.2.6 A student shall complete an extraordinary assessment/examination in the period when re-assessments/examinations are written.

G1.13.2.7 This rule shall not apply if a student has failed a re-assessment/examination or an extraordinary assessment/examination in that module. The re-assessment/examination shall not be granted on an extraordinary assessment/examination.

G1.13.2.8 If a student fails to complete an extraordinary assessment/examination, the opportunity shall be forfeited, unless deemed otherwise by the Faculty Management Committee. An appeal to the Faculty Management Committee must follow the procedure outlined in rule G1.11.
## G1.14 Notification of Final Assessment/Examinations Results:

<table>
<thead>
<tr>
<th>G1.14.1</th>
<th>This includes results of examinations, re-examinations or re-assessments, special examinations and extraordinary examinations or assessments.</th>
</tr>
</thead>
<tbody>
<tr>
<td>G1.14.2</td>
<td>Results will only be released if the student account is not in arrears by any of the respective payment dates.</td>
</tr>
<tr>
<td>G1.14.3</td>
<td>The Examinations Office is responsible for notifying a student of the official examination results.</td>
</tr>
<tr>
<td>G1.14.4</td>
<td>The official examination results will indicate whether a student qualifies for a re-examination or re-assessment/special examination/extraordinary examination or assessment.</td>
</tr>
<tr>
<td>G1.14.5</td>
<td>Examination results shall be made available by the Examinations Office by means of email to the students’ University’s email addresses as well as on the Student Portal.</td>
</tr>
<tr>
<td>G1.14.6</td>
<td>Notice of dates, times and venues for re-examinations, special examinations and extraordinary examinations will be included irrespective of fees owed to the university.</td>
</tr>
<tr>
<td>G1.14.7</td>
<td>Examination results may also be made available via SMS to students’ cell phone numbers.</td>
</tr>
<tr>
<td>G1.14.8</td>
<td>Printed examination results will be made available upon request at no cost to the student by Student Records or the Examination Sections.</td>
</tr>
<tr>
<td>G1.14.9</td>
<td>In the event of any discrepancy with regard to the information displayed via the various media, the examination results on the ITS System (Student i-Enabler) shall be regarded as the official examination results.</td>
</tr>
<tr>
<td>G1.14.10</td>
<td>The onus is on the student to ascertain whether he/she qualifies for a re-examination or re-assessment/special examination/extraordinary examination or re-assessment and the time and place of such an examination.</td>
</tr>
<tr>
<td>G1.14.11</td>
<td>A student, who interprets the notification of the re-examination/special examination/extraordinary examination incorrectly, cannot claim another opportunity to be examined.</td>
</tr>
</tbody>
</table>

## G1.15 Viewing of Examination Scripts:

<table>
<thead>
<tr>
<th>G1.15.1</th>
<th>A student has the right to view his/her examination scripts and associated memoranda on application to the Examination Office provided that the student account is not in arrears by any of the payment dates and subject to the following timeframes:</th>
</tr>
</thead>
<tbody>
<tr>
<td>G1.15.2</td>
<td>With respect to normal examination and the special/re-examination periods, the timelines for submitting applications will be as indicated in the General Prospectus of the University.</td>
</tr>
</tbody>
</table>
G1.16  **Re-Marking of Examination Scripts:**

**G1.16.1** If a student is not satisfied with the marking of his/her examination script, he/she may apply for a re-mark of such a script, provided that the student account is not in arrears, subject to completion of the relevant application form at the Examinations Office and payment of the prescribed fees where applicable as determined by the University.

**G1.16.2** The timelines for the application process for the re-marking of an examination script shall be as indicated in the General Prospectus of the University.

**G1.16.3** Applications for re-marking apply exclusively to written examinations.

**G1.16.4** Cancellation of a request for the re-mark of an examination script will not be allowed once the prescribed fee has been paid. The prescribed fee is not refundable, unless the re-mark results in a change to the result.

**G1.16.5** The Head of Department concerned shall appoint a person other than the original examiner/moderator to re-mark the script.

**G1.16.6** The outcome of the re-mark of an examination script, once approved by the relevant Head of Department, will become the official examination mark for that script.

G1.17  **Moderation of assessments:**

**G1.17.1** On behalf of the Senate, the respective Faculty Management Committees appoint at least one examiner and one moderator for the examinations in modules offered by the University.

**G1.17.2** Except by permission of Senate all modules other than exit-level modules or modules for a one-year undergraduate qualification or programme shall be subject to internal moderation.

**G1.17.3** Except by permission of Senate, all exit-level modules shall be subject to external moderation.

G1.18  **Submission of documentation for graduation purposes:**

The final date for the submission of documentation which may have a bearing on the graduation of a student in that particular academic year, shall be as published in the General Prospectus of the University in order to graduate in that particular academic year, e.g. portfolios, log books, applications for module credits, etc.

G1.19  **Obtaining a Certificate/Diploma/Degree:**

The certificate, diploma or degree shall be awarded to a student who obtains at least 50% in each prescribed module.

G1.20  **Awarding a Certificate / Diploma / Degree Cum Laude:**

**G1.20.1** This rule excludes Advanced Diplomas, BTech, Postgraduate diplomas, Honours, Master’s and Doctoral degrees.

**G1.20.2** Unless Senate has approved a different faculty rule, as published in the respective Faculty Prospectus, in respect of rule G1.20.2.4 below, a qualification or programme is awarded cum laude if the student:

**G1.20.2.1** Completed the qualification in the prescribed minimum period of study for the applicable full-time or part-time qualification or programme;
General Prospectus

G1.20.2.2 Passed all the prescribed modules of the qualification or programme at the first attempt for each module;

G1.20.2.3 Obtained a weighted average mark of at least 75% across all the modules of the qualification or programme; and

G1.20.2.4 Obtained a weighted average mark of at least 75% across all the major modules of the qualification or programme as identified in the faculty rules.

G1.20.2.5 In the absence of approved major modules as provided for in G1.20.2.4 no weighted average for exit level modules will be required.

G1.21 Graduation

In terms of the University Statute, degrees are conferred and certificates and diplomas awarded at a congregation of the University. The Chancellor presides or in his or her absence the Vice-Chancellor or Acting Vice-Chancellor presides.

G1.22 Issuing of qualification or programme certificates

G1.22.1 Qualification or programme certificates are issued once only, on the understanding that students who have graduated may, in the case of lost, stolen or damaged certificates, apply in writing (accompanied by an affidavit and the prescribed fee) for a replacement of the original certificate.

G1.22.2 Qualification or programme certificates are only issued once the degrees, diplomas, postgraduate certificates and such other qualifications as determined by the Rules are awarded at a congregation (graduation ceremony) as per the Statute of the Nelson Mandela University.

G1.23 Withdrawal and revocation of a qualification

G1.23.1 The University Council in consultation with Senate reserves the right to withdraw and revoke a qualification or programme that was awarded:

G1.23.1.1 On the basis of a material error on the part of the University provided that such withdrawal and revocation may only take place within a period not exceeding two years after the award; or

G1.23.1.2 As a result of fraudulent or dishonest act in connection with the obtaining of such qualification.

G1.23.2 Prior to withdrawing and revoking the Qualification or programme, the University must:

G1.23.2.1 Notify the recipient of the qualification or programme concerned that a revocation and withdrawal is being considered;

G1.23.2.2 Provide the recipient with relevant information justifying the intended action;

G1.23.2.3 Provide the recipient with an opportunity to obtain assistance and to present his or her case; and

G1.23.2.4 Consider the submissions and representations of the recipient.
**G1.24 Qualifications awarded posthumously**

The University may award a diploma/certificate or confer a degree posthumously if the student already complied with all the requirements of the qualification or programme concerned before passing away.

**G1.25 Conferring of honorary doctoral degrees**

Unless determined otherwise by Council, with the concurrence of Senate, and in terms of its Statute, the University confers honorary doctoral degrees in accordance with criteria contemplated in the Rules of the University.

**G1.26 Withdrawal and revocation of a honorary doctoral degree or award**

**G1.26.1 The University Council in consultation with Senate reserves the right to withdraw and revoke a honorary doctoral degree or award that was awarded:**

- **G1.26.1.1** On the basis of a material error on the part of the University or
- **G1.26.1.2** When the candidate no longer complies with the criteria for conferring of honorary doctoral degree or award as defined in the Rules and Procedures for Conferring of Honorary Awards.

**G1.26.2 Prior to withdrawing and revoking the doctoral degree or award, the University must:**

- **G1.26.2.1** Notify the recipient of the honorary degree concerned that a revocation and withdrawal is being considered;
- **G1.26.2.2** Provide the recipient with relevant information justifying the intended action;
- **G1.26.2.3** Provide the recipient with an opportunity to obtain assistance and to present his or her case and
- **G1.26.2.4** Consider the submissions and representations of the recipient.

**G1.27 Plagiarism and academic dishonesty**

Plagiarism and any instance of academic dishonesty will be dealt with in terms of the Student Disciplinary Code. Students are referred to the Policy on Academic Integrity and Prevention of Plagiarism available on the student portal.

**G1.28 Transitional General Rules for Qualifications or Programmes**

**G1.28.1 Effect of Amendment of Rules:**

If either the general rules for qualifications or programmes or specific faculty rules applicable to an academic qualification or programme are amended, the new rules shall apply to all affected students, unless those rules specifically state that the previous rules shall still apply to students who commenced their studies prior to the amendment.
**G1.28.2 Phasing out of pipeline programmes:**

- **G1.28.2.1** Unless Senate decides otherwise, pipeline qualifications or programmes shall be offered for two years longer than the minimum duration of the qualification or programme.
- **G1.28.2.2** Individual modules offered in qualifications or programmes that are being phased out may be discontinued earlier.
- **G1.28.2.3** Refer to the Faculty Prospectus for the phasing out detail for programmes and modules.

**G2 GENERAL RULES FOR ADVANCED DIPLOMAS AND BTech DEGREES**

Unless stipulated otherwise hereinafter, or unless the context indicates otherwise, the general rules for all qualifications or programmes shall also apply to Advanced Diplomas and BTech degrees - BTech degrees are in the process of being phased out.

**G2.1 Admission**

- **G2.1.1** The holders of an appropriate diploma or other qualifications or programmes approved by Senate, may be accepted as students for Advanced Diplomas and BTech degrees.
- **G2.1.2** Additional requirements relating to the level of competence achieved for the diploma may be stipulated in the faculty rules.

**G2.2 Re-admission**

Students, who have not completed the diploma or degree after two years (full-time) or four years (part-time), must apply for re-admission to the diploma or degree. Should such students be re-admitted, the retention of credits already obtained towards the degree shall be subject to departmental approval.

**G2.3 Duration of Study**

The curriculum for a full-time Advanced Diploma and BTech degree shall be offered over at least one year. The curriculum for a part-time Advanced Diploma and BTech degree shall normally be offered over at least two years. Additional specifications are stipulated in the faculty prospectuses.

**G2.4 Repeating modules**

Unless Senate approves a different rule for a specific qualification or programme, an Advanced Diploma and BTech degree student shall be permitted to repeat a failed module more than once provided that the maximum period of study is not exceeded.

**G2.5 Re-assessment**

- **G2.5.1** A student who has obtained a final mark of 45% for a non-research module, shall be granted a re-assessment in that module.
- **G2.5.2** In the event that the final mark for a non-research module is below 45%, a student may apply for permission from the Faculty Management Committee for a re-assessment in that module, on the grounds of exceptional circumstances,
G2.5.3 The application on grounds of exceptional circumstances must be submitted to the Examinations Office not later than 2 days after the publication of the final marks.

G2.5.4 A re-assessment does not constitute a separate new assessment. The assessment criteria and ratios used in the original calculation of the final mark shall also apply to the re-assessment, but the final mark thus obtained may not exceed 50%.

G2.6 Extraordinary Re-assessment - Last Outstanding Non-Research Module

G2.6.1 Students who are in their final year of study, and who after either the first or second semester final assessments need only one non-research module to obtain his/her qualification or programme shall be granted a re-assessment in that module.

G2.7 Projects

G2.7.1 The date for the submission of projects (where applicable) shall be the first Friday of December for the autumn graduation and the first Friday in August for the summer graduation as published in the General Prospectus of the University, unless an earlier date has been determined in the faculty rules. Students may nevertheless submit their projects after the above-mentioned submission date subject to provisions of rule G2.7.2.

G2.7.2 If the examination of a student’s project is not completed in time for the degree to be awarded, the student must re-register for the academic year concerned.

G2.8 Awarding of Advanced Diploma / BTech degree cum laude

G2.8.1 The Advanced Diploma and the BTech degree shall be awarded cum laude to students who:

- Obtain a weighted average mark of not less than 75% for all the modules prescribed in their curriculum, provided that all the modules have been passed at the first attempt and
- Completed the qualification or programme in the prescribed minimum period of study for the applicable full-time or part-time qualification or programme as stipulated in the faculty prospectus.

G3 General Rules for Postgraduate Certificates and Diplomas

Unless stipulated otherwise hereinafter, or unless the context indicates otherwise, the general rules for all qualifications or programmes shall also apply to Postgraduate Certificates and Diplomas.

G3.1 Admission

G3.1.1 The holders of an appropriate bachelor’s degree, an appropriate Advanced Diploma or of other qualifications or programmes approved by Senate.

G3.1.2 Additional requirements relating to the level of competence achieved for the bachelor’s degree or Advanced Diploma may be stipulated in the faculty rules.
G3.2 **Re-admission**

Students, who have not completed the certificate or diploma after two years full-time and four years part-time study, must apply for re-admission to the certificate or diploma. Should such students be re-admitted, the retention of credits already obtained towards the qualification shall be subject to departmental approval.

G3.3 **Duration of Study**

G3.3.1 The curriculum for a full-time Postgraduate Certificate and Diploma shall be offered over at least one year.

G3.3.2 The curriculum for a part-time Postgraduate Certificate and Diploma shall normally be offered over at least two years.

G3.3.3 Additional specifications are stipulated in the faculty prospectus.

G3.4 **Repeating modules**

Unless Senate approves a different rule for a specific qualification or programme, a Postgraduate Certificate or Diploma student shall be permitted to repeat a failed module more than once provided that the maximum period of study is not exceeded.

G3.5 **Re-assessment**

G3.5.1 A student who has obtained a final mark of 45% for a non-research module, shall be granted a re-assessment in that module.

G3.5.2 In the event that the final mark for a non-research module is below 45%, a student may apply for permission from the Faculty Management Committee for a re-assessment in that module, on the grounds of exceptional circumstances,

G3.5.3 The application on grounds of exceptional circumstances must be submitted to the Examinations Office not later than 2 days after the publication of the final marks.

G3.5.4 A re-examination does not constitute a separate new assessment. The assessment criteria and ratios used in the original calculation of the final mark shall also apply to the re-examination, but the final mark thus obtained may not exceed 50%.

G3.6 **Extraordinary Re-assessment - Last Outstanding Module**

G3.6.1 Students who are in their final year of study, and who after either the first or second semester final assessments need only one non-research module to obtain his/her qualification or programme shall be granted a re-assessment in that module.

G3.7 **Research project**

G3.7.1 The final date for the submission of a research project, should it be prescribed in the curriculum shall be the first Friday of December for the autumn graduation and the first Friday in August for the summer graduation as published in the General Prospectus of the University, unless an earlier date has been determined in the faculty rules.

G3.7.2 Students may submit their research project after the prescribed [above-mentioned] submission dates subject to the provisions of rule G3.7.3.

G3.7.3 If the examination of a student’s research project is not completed in time for the diploma to be awarded, the student must re-register for the academic year concerned.
**G3.8 Awarding of Postgraduate Certificates and Diplomas cum laude**

**G3.8.1 The Postgraduate Certificate and Diploma shall be awarded cum laude to students who:**

- Obtain a weighted average mark of not less than 75% for all the modules prescribed in the curriculum, provided that all the modules have been passed at the first attempt; and
- Completed the qualification or programme in the prescribed minimum period of study for the applicable full-time or part-time qualification or programme.

**G4 GENERAL RULES FOR HONOURS DEGREES**

Unless stipulated otherwise hereinafter, or unless the context indicates otherwise, the general rules for all qualifications or programmes shall also apply to honours degrees.

**G4.1 Admission**

- The holders of an appropriate bachelor’s degree or other qualifications or programmes approved by Senate, may be accepted as students for honours degrees.
- Additional requirements relating to the level of competence achieved for the bachelor’s degree may be stipulated in the faculty rules.

**G4.2 Re-admission**

Students, who have not completed the honours degree after two years full-time and four years part-time study, must apply for re-admission to the honours degree. Should such students be re-admitted, the retention of credits already obtained towards the qualification or programme shall be subject to departmental approval.

**G4.3 Duration of Study**

The curriculum for an honours degree shall be offered over at least one year full-time and two years part-time study. Additional specifications are stipulated in the faculty prospectus.

**G4.4 Repeating modules in Honours degrees**

Unless Senate approves a different rule for a specific qualification or programme, an Honours student shall be permitted to repeat a failed module more than once provided that the maximum period of study is not exceeded.

**G4.5 Re-assessment**

- A student who has obtained a final mark of 45% for a non-research module, shall be granted a re-assessment in that module.
- In the event that the final mark for a non-research module is below 45%, a student may apply for permission from the Faculty Management Committee for a re-assessment in that module, on the grounds of exceptional circumstances,
- The application on grounds of exceptional circumstances must be submitted to the Examinations Office not later than 2 days after the publication of the final marks.
G4.5.4 A re-examination does not constitute a separate new assessment. The assessment criteria and ratios used in the original calculation of the final mark shall also apply to the re-examination, but the final mark thus obtained may not exceed 50%.

G4.6 Extraordinary Re-assessment - Last Outstanding Module

G4.6.1 Students who are in their final year of study, and who after either the first or second semester final assessments need only one non-research module to obtain his/her qualification or programme shall be granted a re-assessment in that module.

G4.7 Treatises/Research/Projects:

G4.7.1 The final date for the submission of a research project, should it be prescribed in the curriculum shall be the first Friday of December for the autumn graduation and the first Friday in August for the summer graduation as published in the General Prospectus of the University, unless an earlier date has been determined in the faculty rules.

G4.7.2 Students may submit their research project after the prescribed submission dates subject to the provisions of rule G4.7.3.

G4.7.3 If the examination of a student’s research project is not completed in time for the diploma to be awarded, the student must re-register for the academic year concerned.

G4.8 Awarding of the Honours degree cum laude

G4.8.1 The honours degree shall be awarded cum laude to students who:

G4.8.1.1 Obtain a weighted average mark of not less than 75% for all the modules prescribed in their curriculum, provided that all the modules have been passed at the first attempt; and

G4.8.1.2 Completed the qualification or programme in the prescribed minimum period of study for the applicable full-time or part-time qualification or programme.

G5 GENERAL RULES FOR MASTER’S AND DOCTORAL DEGREES

Unless stipulated otherwise hereinafter, or unless the context indicates otherwise, the general rules for all qualifications or programmes shall also apply to master’s and doctoral degrees.

G5.1 Admission

G5.1.1 Holders of an appropriate Honours or four year professional bachelor’s degree (in the case of master’s studies) and the holders of a recognised master’s degree (in the case of doctoral studies) or the holders of other qualifications or programmes approved by Senate, may be accepted as students for the relevant degree.

G5.1.2 Students who have passed the examinations on the grounds of which they will be awarded the relevant degree by a University or on the grounds on which the required status may later be granted to them, or who have in any other manner (e.g. RPL) attained a level of competence which in Senate’s opinion is adequate for the purpose of postgraduate studies or research at the required level, may be accepted as students for the relevant degree.

G5.1.3 Apart from the general admission requirements, a student may be required to fulfil further requirements, e.g. supplementary work or an oral/written examination as prescribed by Senate.
G5.1.4 Applicants wishing to pursue either a master's by dissertation or doctoral studies are required, as part of the application process, to provide a broad outline of proposed area of research as per each entity's postgraduate prospectus or research application requirements.

G5.1.5 Applicants wishing to pursue a coursework master's will receive guidance from the assigned postgraduate programme co-ordinator with regard to the choice of a research topic to fulfil the requirements for the treatise component of their chosen degree programme.

G5.1.6 An application for a postgraduate qualification or programme may, after selection by the Head of Department or Director of School, in consultation with the relevant Postgraduate Studies Coordinator, and ratification by the Faculty Postgraduate Studies Committee, be processed by the Postgraduate Admissions Office.

G5.2 Re-admission

G5.2.1 On recommendation of the supervisor, the Faculty Postgraduate Studies Committee may refuse permission for the continued registration of a student on the grounds of unsatisfactory academic progress.

G5.2.1 The university may refuse a student re-admission, if such a student fails to make satisfactory academic progress in terms of agreed upon outcomes with his/her research supervisor.

G5.3 Module Credits

Applications for credits in respect of coursework Master's studies will, on the recommendation of the relevant Head of Department, be considered by the Faculty Postgraduate Studies Committee.

G5.4 Registration and Continuing Registration:

G5.4.1 Subject to rule G5.4.2, The first registration of students for research Master's and Doctoral degree programmes may be at any time during the academic year.

G5.4.2 If in any year a new student for a research degree registers after the last working day of April, their period of registration for that academic year shall not be taken into account for the purpose of rule G5.7.1 and will pay fees on a pro rata basis.

G5.4.3 A student must renew his/her registration for the study on an annual basis, for the full period of study, until he/she has complied with all the prescribed requirements for the degree.

G5.4.4 Registration must take place online, within the normal registration period.

G5.4.5 Late registrations shall be accepted up to the predetermined date published in the General Prospectus of the University.

G5.4.6 If a student fails to renew his/her registration as a student, the registration of his/her research project shall lapse subject to rule G5.6.1.

G5.4.7 The continued registration of a postgraduate candidate is subject to a favourable annual progress report. The postgraduate student is responsible for initiating the report annually, in collaboration with the supervisor, by the date published in the General Prospectus and submitting this for endorsement to the Head of Department/Director of School.

G5.4.8 The years during which the registration has lapsed (that is, where a student has not placed studies in abeyance, or has failed to register, or has not made any contact with the University) would be considered as part of the formal prescribed maximum study period for the completion of the degree.
G5.4.9 If the examination of a student’s treatise/dissertation/thesis is not completed in time for the degree to be awarded in a particular year, the student must re-register for the academic year concerned and pay a fee as determined.

G5.5 Conversion of registration from a master’s to a doctoral degree

G5.5.1 In exceptional cases, where the scope and impact of a Master’s research project which was originally approved by Faculty Postgraduate Studies Committee has grown to a level that is undoubtedly at doctoral level, a student may apply with all supervisors’ concurrence to have his/her registration converted to a doctoral programme.

G5.5.2 Such conversion may only be requested after at least one academic year has been completed after first registration for the Master’s.

G5.5.3 The Faculty Postgraduate Studies Committee will consider the merits of the request based upon the submission of a substantive report each by the candidate and supervisor, and endorsed by the Executive Dean, which puts forward a clear argument of the background to the study, results achieved thus far, and the status of the findings in context of the existing disciplinary knowledge.

G5.5.4 Based on its deliberations Faculty Postgraduate Studies Committee will make a recommendation for final approval by the University’s Postgraduate Studies Committee.

G5.5.5 A student who converts from a master’s to a doctoral study will still have to comply with the minimum study period requirement for doctoral studies of 2 years.

G5.5.6 A student who converts from a master’s to a doctoral study will not be entitled to be awarded a master’s degree and the transfer cannot be reversed.

G5.5.7 In instances where a student converts after the published deadline for registration for Masters and Doctoral research degrees the year would not count towards the requirements of the minimum/maximum period of study.

G5.6 Registration of research project

G5.6.1 Where applicable, a student must submit a research proposal for approval by the Faculty Postgraduate Studies Committee within the prescribed minimum period as stipulated in the Policy on Master’s and Doctoral Degrees. Once such approval has been obtained, an official research project is registered by the Faculty Administration Office on the M & D System.

G5.6.2 Unless the Faculty Postgraduate Studies Committee decides otherwise, no student will be allowed to continue with his/her studies if a research project has not been registered within the prescribed minimum period as stipulated in the Policy on Master’s and Doctoral Degrees.
G5.7 Study in abeyance

G5.7.1 The Faculty Postgraduate Studies Committee can in extraordinary circumstances, on the recommendation of the supervisor, approve a student’s application for studies to be placed in abeyance for a period of up to one academic year; in which case the student must submit a motivated application regarding the above before the last day of February of the relevant year to the relevant Head of Department or Director of School.

G5.7.2 If a student does not apply for studies in abeyance by the published deadline or fails to re-register in the following academic year for the relevant postgraduate degree, such a student forfeits the right of abeyance and will have to re-apply for admission.

G5.7.3 A registered student should request an abeyance within nine (9) months of that year’s registration, if proof can be provided (doctor’s certificate or other documentation) of issues occurring within the first six (6) months of that academic year and consequently no meaningful academic progress was achieved. A strong motivation, with supporting documents, may be submitted to Faculty Postgraduate Committee for consideration for studies being placed in abeyance for the current academic year.

G5.7.4 In exceptional cases, Postgraduate Studies Committee may grant permission for studies to be placed in abeyance for an additional year but such abeyance may not be granted for more than a total of two years during the complete maximum period of study for the degree.

G5.7.5 The period of approved abeyance is not constituted as an academic year.

G5.8 Duration:

G5.8.1 The minimum period of study for a postgraduate research qualification is as follows:

<table>
<thead>
<tr>
<th>Type of Degree</th>
<th>Minimum Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master’s degree</td>
<td>One (1) year</td>
</tr>
<tr>
<td>Doctoral degree</td>
<td>Two (2) years</td>
</tr>
</tbody>
</table>

G5.8.2 Unless Senate approves a different rule for a specific programme, the maximum period of study for Full-time Studies for the following postgraduate qualifications or programmes is as follows:

<table>
<thead>
<tr>
<th>Type of Degree</th>
<th>Maximum Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master’s by coursework and treatise</td>
<td>Three (3) years</td>
</tr>
<tr>
<td>Master’s by dissertation</td>
<td>Three (3) years</td>
</tr>
<tr>
<td>Master in Business Administration</td>
<td>Four (4) years</td>
</tr>
<tr>
<td>Doctoral studies</td>
<td>Four (4) years</td>
</tr>
</tbody>
</table>

G5.8.3 Unless Senate approves a different rule for a specific programme, the maximum period of study for Part-time Studies for the following postgraduate qualifications or programmes is as follows:

<table>
<thead>
<tr>
<th>Type of Degree</th>
<th>Maximum Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master in Business Administration</td>
<td>Six (6) years</td>
</tr>
<tr>
<td>Master in Business Administration block release</td>
<td>Six (6) years</td>
</tr>
<tr>
<td>Master’s by coursework and treatise</td>
<td>Four (4) years</td>
</tr>
<tr>
<td>Master’s by dissertation</td>
<td>Four (4) years</td>
</tr>
<tr>
<td>Doctoral studies</td>
<td>Six (6) years</td>
</tr>
</tbody>
</table>

G5.9 Application for extension of the maximum period of study
G5.9.1 A student must complete the prescribed form and provide comprehensive reasons for the student’s failure to complete the programme within the prescribed period;

G5.9.2 Stipulate his/her proposed date of completion of the programme.

G5.9.3 An application for extension of the maximum period of study is subject to the approval of:

G5.9.3.1 The Faculty Postgraduate Studies Committee for any period up to twelve (12) months;

G5.9.3.2 The University’s Postgraduate Studies Committee, on recommendation of the Faculty Postgraduate Studies Committee, for any period exceeding twelve (12) months.

G5.9.4 Appeals against the decisions of the Faculty Postgraduate Studies Committee and the University’s Postgraduate Studies Committee in the above regard are considered by the University’s Postgraduate Studies Committee and the Executive Committee of Senate, respectively, whose decisions are final.

G5.9.5 Applications for extensions of study period should be submitted to the Faculty Administration Office by the end of November for the following academic year.

G5.10 Outcomes of the Research

G5.10.1 A student must in his/her treatise/dissertation/thesis achieve the relevant outcomes articulated in the University’s Policy on Master’s and Doctoral Degrees, as published on the student portal.

G5.10.2 Students shall conduct their research under the guidance of a supervisor appointed by the Faculty Postgraduate Studies Committee.

G5.10.3 In the event of a supervisor being appointed from outside the University, the Faculty Postgraduate Studies Committee shall also appoint, as co-supervisor, a member of the academic staff of the University, except if this is not practical on account of lack of expertise.

G5.10.4 In terms of G5.10.3 the Faculty Postgraduate Studies Committee shall nevertheless appoint an academic staff member of the University to liaise with the supervisor about implementation of the University’s administrative and academic policies.

G5.10.5 In the event of a supervisor ceasing to be a member of the academic staff, the Faculty Postgraduate Studies Committee may request such supervisor to remain supervisor in all respects of a registered student of the University and to attend, in an advisory capacity, meetings of any committee, at which the promotion will be discussed, so that the supervisor may be available to answer any queries that may arise.

G5.10.6 In compliance with the prescribed learning agreement, the student must liaise with his/her supervisor on a regular basis to report on the progress made with his/her research and to receive guidance from him/her.

G5.10.7 Applications to amend research titles must be approved by the Faculty Postgraduate Studies Committee on recommendation by the supervisor. In the case of a substantial amendment, the Faculty Postgraduate Studies Committee may require an amended research proposal.

G5.11 Submission for examination

G5.11.1 When the treatise/dissertation/thesis nears completion, the student must inform the relevant Faculty Administration Office in writing of his/her intention to submit it for examination.

G5.11.2 Such notice must be given by the deadline as published in the university calendar. This intention to submit is important for the appointment of examiners for the treatise/dissertation/thesis. Failure to submit may lead to a delay in the student’s assessment process.
**G5.11.3** A treatise/dissertation/thesis may only be submitted for examination with the written permission of the supervisor(s) or a statement by the supervisor that the treatise/dissertation/thesis is submitted against the advice of the supervisor.

**G5.11.4** A treatise/dissertation/thesis must be accompanied by a written declaration on the part of the student to the effect that it is his/her own original work and that it has not previously been submitted for assessment to another University or for another qualification. However, material from publications by the student may be embodied in a treatise/dissertation/thesis.

**G5.11.5** For purposes of examination, students must submit at least three (3) securely bound copies and one electronic copy in PDF format of the treatise/dissertation/thesis to the Examinations Office on the first Friday of December for the autumn graduation and the first Friday in August for the summer graduation as published in the General Prospectus of the University.

### G5.12 Editorial Preparation:

**G5.12.1** The technical editing of the treatise/dissertation/thesis must comply with the requirements as determined by the University.

**G5.12.2** The examination as well as final copies of the treatise/dissertation/thesis shall be typed with a font size 12 in at least one and a half spacing.

**G5.12.3** A treatise/dissertation/thesis shall contain an English summary of its contents not exceeding 500 words in the case of a thesis and 300 words in the case of a dissertation. This summary must appear in the front of the treatise/dissertation/thesis following the table of contents and must end with a list of not more than ten key words.

**G5.12.4** The title of the treatise/dissertation/thesis, as well as the name of the student must appear on the cover page.

#### G5.12.5 The title page of the treatise/dissertation/thesis shall contain the following particulars:

**G5.12.5.1** Full title;

**G5.12.5.2** Full name of the student;

**G5.12.5.3** The following formula: “Submitted in fulfilment in the case of a dissertation/thesis and partial fulfilment in the case of a master’s degree by coursework and treatise of the requirements for the degree of ............... in the Faculty of............... at the Nelson Mandela University”;

**G5.12.5.4** Date of submission;

**G5.12.5.5** Name of the supervisor and co-supervisor (if applicable).

### G5.12.6 Bibliography:

A treatise/dissertation/thesis must be satisfactory with regard to form and literary presentation and shall include a full bibliography or resource list of the material, whether published or otherwise, used in its preparation.
G5.13 Submission of citations

G5.13.1 Doctoral students must submit a citation of the doctoral thesis of 100 words in Microsoft Word format together with the PDF copy of the thesis to PGExams@mandela.ac.za.

G5.13.2 The citation must consist solely of information on academic achievements, and it should be divided into two sections, namely:

G5.13.2.1 Previous qualifications; and
G5.13.2.2 The appraisal of the academic merit of the thesis.

G5.13.3 The length of 100 words excludes G5.13.2.1 and the thesis title.

G5.14 Submission of final treatise/dissertation/thesis for Graduation

G5.14.1 Copies of the treatise/dissertation/thesis submitted for examination shall become the property of the University and shall not be returned to the student, provided that examiners choose to return their copies.

G5.14.2 After the treatise/dissertation/thesis has been accepted and the student has made the required amendments, if applicable, he/she must submit the following documents to the Examination Office:

G5.14.2.1 One electronic copy of the final treatise/dissertation/thesis for the library;
G5.14.2.2 One electronic copy of the final treatise/dissertation/thesis for each supervisor;
G5.14.2.3 If applicable, a written declaration by the supervisor that the proposed amendments to the treatise/dissertation/thesis have been effected.
G5.14.2.4 If research is bound by a confidentiality agreement, the words ‘research is subject to a confidentiality agreement’, must be inscribed on the cover of the treatise/dissertation/thesis, as well as on the storage device.
G5.14.2.5 Students who have not effected corrections as directed and/or have not submitted final copies of their treatise/dissertation/thesis as described above, shall be regarded as having not complied with the requirements of the qualification.
G5.14.2.6 Submissions must be made on the dates as published in the General Prospectus of the University before the graduation ceremony: Normally by 2nd Friday in March for April Graduation or 2nd Friday in November for Summer Graduation.

G5.14.3 Students for doctoral degrees are required to submit to their supervisor(s) a manuscript in article format based on the research for their thesis.

G5.14.4 A manuscript shall:

G5.14.4.1 Be prepared in the format required by an appropriate accredited journal,
G5.14.4.2 Be submitted to the supervisor within six weeks of the submission of the thesis for examination, but no later than six weeks before the graduation ceremony at which the degree will be awarded, and
G5.14.4.3 Unless the relevant faculty rules determine otherwise, not be assessed as part of the research work for the degree, but the degree will not be awarded if the manuscript has not been submitted timeously to the supervisor.
A declaration confirming that this requirement has been met shall be submitted via the Examinations Office to serve at the relevant meeting of the Faculty Postgraduate Studies Committee that approves the award of the degree.

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**G5.15 Examination Rules for Master's and Doctoral Degrees:**

**G5.15.1 Constitution of the Examination Panel:**

- **G5.15.1.1** The Faculty Postgraduate Studies Committee appoints the examiners for the treatise/dissertation/thesis.
- **G5.15.1.2** For the examination of a treatise, at least one (1) external examiner should be appointed and one (1) internal examiner who is knowledgeable in the field of study but is not the candidate’s supervisor or co-supervisor; alternatively two (2) external examiners are appointed.
- **G5.15.1.3** For the examination of a dissertation two (2) external examiners are appointed or one (1) external examiner and one (1) internal examiner (who is knowledgeable in the field of study but is not the candidate’s supervisor or co-supervisor).
- **G5.15.1.4** The Faculty Postgraduate Studies Committee shall appoint three (3) examiners for the purpose of assessing a doctoral thesis. Of the three examiners to be appointed, at least two examiners shall be external to the University and consideration should be given to appointing at least one external examiner from outside of South Africa.

**G5.15.2 Examination Process:**

- **G5.15.2.1** Examiners must conduct their assessment in accordance with the guidelines for examiners.
- **G5.15.2.2** The completed reports of all the examiners are submitted via the Examinations Office to the Faculty Postgraduate Studies Committee for consideration and to resolve whether the degree should be awarded or not.
- **G5.15.2.3** A student may be required to submit to an oral examination on the treatise/dissertation/thesis.
- **G5.15.2.4** In the event that a treatise/dissertation/thesis has not been passed by examiners but a candidate is invited to do further work or thoroughly revise the treatise/dissertation/thesis, such resubmission must take place as indicated in rule **G5.16**.
- **G5.15.2.5** In the event of a treatise/dissertation/thesis being rejected, the student may submit a duly motivated appeal in writing to the Executive Dean of the relevant Faculty within one month of the release of the result.
- **G5.15.2.6** The Executive Dean shall submit such appeal, together with the examiners’ reports to the University’s Postgraduate Studies Committee who must decide, within two weeks, whether the appeal must be upheld or not.
- **G5.15.2.7** The Chairperson of the Postgraduate Studies Committee must notify both the Dean and the student in writing of the outcome.
- **G5.15.2.8** If the appeal is granted by the University’s Postgraduate Studies Committee, the Executive Dean notifies the Faculty Postgraduate Studies Committee, who must then appoint an independent external examiner who shall act as an arbiter (as per the Policy on Master’s and Doctoral Degrees).
- **G5.15.2.9** The decision of the arbiter is final and binding.
**G5.16 Allocation of Final Mark for Research Project:**

**G5.16.1 The mark for a Master’s treatise/dissertation is calculated as follows:**

**G5.16.1.1** The mark(s) of the external examiner(s) count at least 50% towards the final mark. If there is more than one external examiner, the average of the marks allocated by them constitutes the external mark. The same applies to the internal examiner(s).

**G5.16.1.2** Where all the examiners pass the student, but there is a significant discrepancy between the marks allocated by the external and internal examiners, the Faculty Postgraduate Studies Committee has the discretion to attach a greater weight to the mark(s) of the external examiner(s).

**G5.17 Resubmission of treatise/dissertation/thesis**

**G5.17.1** In the event of a candidate being granted the opportunity to resubmit a treatise or dissertation for re-examination, the candidate will submit the revised treatise/dissertation to the specific examiner requesting resubmission, through the Examination Section.

**G5.17.2** Candidates will only be permitted one opportunity to make such a resubmission.

**G5.17.3** Masters treatise or dissertation revisions to be completed within three (3) months

**G5.17.4** Doctoral thesis revisions to be completed within six (6) months.

**G5.17.5** The student is expected to re-register for the applicable academic year.

**G5.17.6** If a revised treatise/dissertation/thesis is not resubmitted by the deadline as published in the university calendar, the student’s registration will automatically revert to a full year and will have financial implications.

**G5.17.7** The final mark for the degree will be calculated in terms of the provisions of rule **G5.16**.

**G5.18 Repeating Coursework Modules in Master’s Degrees:**

Unless Senate approves a different rule for a specific programme, a Coursework Master’s student shall be permitted to repeat a failed coursework module more than once provided that the maximum period of study is not exceeded.

**G5.19 Examination and Re-assessment of Coursework Modules in Master’s Degrees:**

**G5.19.1** On the completion of the assessment period for a module, a student shall be awarded a final mark not exceeding 100% in each module.

**G5.19.2** Provision may be made in the departmental or faculty rules for the student’s class mark, if any, to be taken into consideration for the calculation of the final mark.

**G5.19.3** A student who has obtained a final mark of 45% for a coursework module (excluding treatise module), shall be granted a re-assessment in that module.

**G5.19.4** In the event that the final mark for a coursework module (excluding treatise module) is below 45%, a student may apply for permission from the Faculty Postgraduate Studies Committee for a re-assessment in that module, on the grounds of exceptional circumstances.

**G5.19.5** The application on grounds of exceptional circumstances must be submitted to the Examinations Office not later than 2 days after the publication of the final marks.

**G5.19.6** A re-assessment does not constitute a separate new assessment. The assessment criteria and ratios used in the original calculation of the final mark shall also apply to the re-assessment, but the final mark thus obtained may not exceed 50%.
G5.20 Extraordinary Re-assessment - Last Outstanding Coursework Module (excluding treatise module)

G5.20.1 Students who are in their final year of study, and who after either the first or second semester final assessments need only one coursework module (excluding treatise module) to obtain his/her qualification or programme shall be granted a re-assessment in that module.

G5.21 Awarding the Degree:

G5.21.1 A candidate would be deemed to have met all requirements of a qualification when:

G5.21.1.1 There is a clear examination outcome, and
G5.21.1.2 Final electronic copies of the theses/dissertations/treatise have been submitted.

G5.22 Awarding the Degree Cum Laude:

G5.22.1 A Coursework Master's student obtains the degree cum laude if he/she:

G5.22.1.1 Passes all the coursework modules at the first attempt; and
G5.22.1.2 Obtains a weighted average mark of at least 75% for all the coursework modules excluding the treatise module; and
G5.22.1.3 Obtains a final mark of at least 75% for the treatise module; and
G5.22.1.4 Completes the qualification within the prescribed maximum period of study for the applicable full-time or part-time programme.

G5.22.2 A Research degree student obtains the degree cum laude if he/she:

G5.22.2.1 Obtains a final mark of at least 75%; and
G5.22.2.2 Completes the qualification within the prescribed maximum period of study for the applicable full-time or part-time programme.

G5.22.3 A Doctoral degree is not conferred cum laude.

G5.23 Use of doctoral title:

A doctoral student is not entitled to use the title Doctor until the doctoral degree has been conferred at a graduation ceremony.
G6 COPYRIGHT AND INTELLECTUAL PROPERTY

The intellectual property rights resulting from a candidate’s research shall vest in the University. Subject to rule G7, the candidate shall nevertheless be entitled to publish the treatise/dissertation/thesis in the original or amended form within one year of the degree being awarded.

G7 SENSITIVE TREATISES / DISSERTATIONS / THESES

Procedures to be followed with regard to treatises/dissertations/theses which require industrial or other confidentiality:

G7.1 In the case of treatises/dissertations/theses or parts thereof that could possibly contain sensitive information which has been made available by (an) organization(s) and which must be treated as confidential/classified.

G7.2 The relevant Head of Department, via the Faculty Management Committee, makes a submission to the Executive Committee of Senate i.r.o. the degree, nature and period of the required limited access to the treatise/dissertation/thesis in which case the Executive Committee of Senate may then decide that the following will apply:

- The content of the treatise/dissertation/thesis may not be revealed in any document or in any other way within the period as determined by the Executive Committee of Senate, except with the written permission of the organization/candidate/promoter or person who originally requested the classification of the document. The period of confidentiality will commence on the date on which it is handed in for examination purposes.
- Duplication and binding for examination purposes must be done under the strictest supervision.
- The prescribed bound copies as well as the electronic copy must be stored in the Safety Section of the Library for the stipulated period of time, where after it will be released as soon as declassification has taken place or the stipulated period of time has expired.

G7.3 In the case of treatises/dissertations/theses of a sensitive nature, the members of the examination panel will be required to sign a confidentiality agreement.

S. GENERAL STUDENT REGULATIONS

Preamble
Whilst the General Rules for Students are intended to promote cordial relationships between the University Management and the Students as the integral part of the broader Community of the University, it remains the collective responsibility of both Management and the Students to see to the effective operationalisation of these rules, whilst not losing focus of the University’s transformation agenda of creating an affirming and welcoming environment for all who live, study, work, teach and visit the University. One of the core values of the University relate to “Student-Centredness” and with these rules, it is hoped that the University will constantly strive to remain sensitive to the students’ welfare and Code of Good Conduct, whilst recognising their individual and collective rights to fair treatment as the citizens of South Africa.

S1 Miscellaneous Regulations and Student Behaviour
S1.1 Every student is subject to the University’s policies, rules, regulations and disciplinary code and must familiarize himself/herself with these. (Access can be gained to the Institutional Regulatory Code via the Student Portal on the Intranet.)

S1.2 The University may demand an appropriate certificate of good conduct before admitting a student.
S1.3 Only in emergencies may students, their families or friends use the University address or telephone for private correspondence or telephone conversations.

S1.4 The University is not responsible for the loss, theft, damage or destruction of or to the property of students while such property is on University premises or in University buildings, regardless of the cause of such damage or loss.

S1.5 Eating and drinking is prohibited in the University’s venues of instruction.

S1.6 Should the rights and privileges of a student be temporarily or permanently suspended or should he/she be denied the right to continue his/her career as a student, such student shall forfeit all claims of repayment, reduction or cancellation of monies paid or payable to the University.

S1.7 A student must:
\- give notice of any change of address without delay;
\- be conversant with the regulations of the relevant Faculty where he/she has registered as well as the regulations regarding the registration and payment of tuition, hostel and examination fees as set out in the relevant prospectus; and
\- obtain the necessary information from the relevant Executive Dean on the various requirements and regulations regarding the course for which he/she has registered.

S2 Identity Cards
S2.1 Identity/proximity cards are issued to all students on registration.

S2.2 It is compulsory for all students to carry identity/proximity cards on the campus or inside any building of the campus. The card must be displayed on the student’s person in such a manner that it is visible at all times.

S2.3 A student who cannot produce his/her identity/proximity card shall not be allowed to enter any University building.

S3 Student Organisations
Only student organizations which are registered at the University in accordance with the set procedure and within the framework of University policy shall be allowed to operate on the campus and to make use of the facilities of the University.

S4 Dangerous, Contagious and/or Notifiable Infections and Infestations
A student who has been suffering from an infectious disease or who has been exposed to such disease shall furnish to the Registrar a medical certificate to the effect that he/she may resume attendance at the University without the risk of infection to others.

S5 Firearms and Dangerous Weapons
Any specific area, grounds, building or facility of the University is declared a fire arms free zone, in accordance with Section 140 of the Fire Arms Control Act, No 16, 2000. No student on campus may have in his/her possession any other dangerous weapons without the written consent of the Vice-Chancellor.

S6 Student Accommodation
S6.1 To be admitted to a residence, a student must comply with all the admission requirements as stipulated in the University Prospectus.

S6.2 Any person using on-campus and accredited off-campus Student Housing buildings and facilities at any time is subject to the Student Housing Policy and the Student Residence Disciplinary Code and must familiarize himself/herself with these.

S7 Safety of Students
S7.1 The University is not responsible for injuries sustained by a student or applicant while on University premises, regardless of the cause of such injuries.

S7.2 Several courses require visits to factories, businesses, etc. On such occasions students may be required to arrange their own transport although official transport
will be provided whenever possible. This also applies to sporting and other offered student activities. While all reasonable precautions are taken to ensure the safety of students during above-mentioned activities the University is not responsible for accidents, assaults, injuries, damage or loss which a student may suffer during the course of such activities.

S7.3 In cases where students use their own private transport for student visits or sporting activities their attention is drawn to the conditions of their respective motor vehicle insurance policies, if any, in terms of a comprehensive motor vehicle insurance. The onus for effective insurance rests exclusively with the student, his/her parent or guardian. During these excursions students will not automatically be accompanied by a member of staff; this will depend on University requirements.

S7.4 Various courses at the University necessitate practical sessions in laboratories at the University and sometimes at institutions outside the University. The University is not responsible for injuries and/or the acquiring or transmission of infections during these sessions. Students will, however, be informed timeously and thoroughly about the necessary precautionary measures to prevent such injuries and/or infections. These stipulations are also applicable to students who are undergoing in-service training. Where vaccination and/or other forms of injections, medication, etc. are necessary, the onus is on the student to take the necessary precautionary steps. The student is responsible for the costs incurred by such prophylactic medical treatment.

S7.5 Student initiation is forbidden.

TRAFFIC RULES

T 1 All private motor vehicles (including motor cycles) used in coming to the campus by members of staff and students must be registered and must display a parking/access disc issued by the Space Utilization at Maintenance Services on the north campus. This parking disc must be displayed on the inside of the vehicle’s windscreen and not on the dashboard.

T 2 It is the responsibility of vehicle owners to ensure that they request, obtain and attach such parking disc annually.

T 3 Parking is allowed in the various allocated official parking spaces on a campus to campus basis.

T 3 The general speed limit on the campus is 40 km/h and may not be exceeded.

T 4 The right of submitting representations to the HOD: Protection Services in respect of a traffic fine imposed by the Traffic Officer or duly authorized Protection Services Officer is provided for.

T 5 The decision of the HOD: Protection Services in respect of such written submission is final.

T 6 Repeated or serious infringements of traffic rules are punishable under the disciplinary rules of the University and could lead to such driver being restricted in accessing the grounds.

T 7 The Vice-Chancellor is empowered to amend existing or to make new traffic rules.

A complete copy of the latest Traffic Rules is available from Protection Services.
STUDENT DISCIPLINARY CODE

PREAMBLE
The rules in this Student Disciplinary Code have been approved by the Council of the Nelson Mandela University in terms of section 36, read with section 32(2)(d) of the Higher Education Act, 1997 and the relevant provisions of the Institutional Statute. The Council exercises control over student discipline in terms of these rules.

1. DEFINITIONS AND INTERPRETATION
1.1 Central Disciplinary Committee - means the Central Disciplinary Committee established in accordance with paragraph 5.1 of this Code.
1.2 George Campus Disciplinary Committee – means the disciplinary committee established in accordance with paragraph 6.1 of this Code.
1.3 Initiator – means a person who has the necessary appropriate knowledge, appointed by the Vice-Chancellor to act as initiator in proceedings of the disciplinary committees established in accordance with the provisions of this Code.
1.4 Internal Review – means a re-evaluation of the evidence and decision taken at the initial hearing, and includes both substantive and procedural matters.
1.5 Residence Disciplinary Committee – means a disciplinary committee established in terms of the disciplinary rules for residences.
1.6 SRC – means the Student Representative Council.
1.7 SRC disciplinary committee – means a disciplinary committee established in terms of the SRC constitution.
1.8 Student – means any person:
1.8.1 who is registered with the University for any form of study and includes an applicant who has lodged an application for any form of study at the University, as well as any person who has left the University where the question of the propriety of a degree improperly attending an orientation programme, prescribed for new entrants, at the University.
1.8.2 obtained, or of conduct pertaining to an assessment is in issue.
1.9 Council Sentencing Guideline is incorporated by reference into this document.

2. JURISDICTION
2.1 The Central Disciplinary Committee and the George Campus Disciplinary Committee may deal with alleged contraventions of any rule under the jurisdiction of the University.
2.2 Where misconduct cannot be dealt with by one of the committees referred to in paragraphs 1.5 or 1.7 due to the seriousness of the alleged offence or lack of jurisdiction, the matter must be dealt with by the Central Disciplinary Committee or the George Campus Disciplinary Committee, as appropriate.
2.3 If, during the course of proceedings, or after a student has been found guilty by one of the disciplinary committees referred to in paragraphs 1.5 or 1.7, it appears that a penalty, which falls outside its jurisdiction, would be suitable, the committee may terminate its proceedings and refer the matter to the chairperson of the Central Disciplinary Committee or the George Campus Disciplinary Committee, as appropriate.
2.4 If, during the course of proceedings before the Central Disciplinary Committee or the George Campus Disciplinary Committee, it appears that the matter at hand falls within the jurisdiction of one of the disciplinary committees referred to in paragraphs 1.5 or 1.7, it may terminate its proceedings and refer the matter to the appropriate disciplinary committee.
2.5 If a matter is transferred from one disciplinary committee to another, a report of the oral evidence thus far, as approved by all the members of the first disciplinary committee, or the recording/transcript of the proceedings, if required, as well as any documentary evidence already obtained, may serve as evidence before the new disciplinary committee and a finding by the first disciplinary committee may be acted upon by the new disciplinary committee.
2.6 The Central Disciplinary Committee or the George Campus Disciplinary Committee, as applicable, serves as a review body for decisions of the disciplinary committees referred to in paragraphs 1.5 and 1.7.

3. MISCONDUCT
3.1 A student shall be guilty of misconduct if he/she deliberately or through negligence:
3.1.1 conducts himself/herself in such a way, which either in fact is or could be prejudicial to the good name of the University, the maintenance of order and discipline at the University, or the proper performance of the work of the University;
3.1.2 infringes any rule or policy of the University applicable to students;
3.1.3 refuses to submit to the authority of any legitimate decision of the Council, the Senate, or other authoritative body or staff member of the University;
3.1.4 encourages a fellow student to commit any act of misconduct;
3.1.5 conducts himself/herself in any other respect in an unbecoming, improper or disgraceful way on any of the University campuses or elsewhere as a student of the University;
3.1.6 takes into the examination or test room, or has in his/her possession whilst in the room, any books, memoranda, notes, devices, or any paper whatsoever, except such answer books or other books or papers or devices as have been authorised by the invigilator;
3.1.7 aids or attempts to aid another candidate or obtains or attempts to obtain aid from another candidate or communicates or attempts to communicate in any way with another candidate during an examination or test;
3.1.8 uses University computers or other equipment in an unauthorised or inappropriate manner;
3.1.9 commits an act of plagiarism, including the copying of another student’s assignment, or copyright infringement;
3.1.10 uses, possesses or distributes alcohol on University premises without obtaining the necessary approval from the relevant University authority;
3.1.11 uses, possesses or distributes drugs illegally on University premises.
3.1.12 conducts him/ herself in a manner that unfairly discriminates (directly or indirectly) against another student and/or staff member, based on one or more grounds including race, gender, sex, pregnancy, marital status, ethnic or social origin, colour, sexual orientation, age, disability, religion, conscience, belief, culture, language and birth.
3.1.13 commits sexual harassment and sexual offences against another student and/or staff member.
3.2 Conviction in a criminal court shall be prima facie proof of misconduct, where applicable.

4. SUMMARY SUSPENSION
4.1 The Vice-Chancellor may, if he/she deems it to be in the interests of the maintenance of good order and discipline at the University, summarily suspend a student for a specified time from all or any of the campuses or residences, the attendance of lectures or any other activity of the University.
4.2 The period of suspension may extend until such time as:
4.2.1 the student has been found not guilty by the disciplinary committee,
4.2.2 the student’s request for review has been settled in his/her favour, or
4.2.3 the coming into effect of the penalty imposed in terms of this Code.
4.3 The Vice-Chancellor may, at any time, set aside the suspension, which he/she has imposed on a student in terms of paragraph 4.1, and, after so doing; he/she may re-impose such suspension.

5. THE CENTRAL DISCIPLINARY COMMITTEE
5.1 Establishment of Central Disciplinary Committee
The Council shall establish a Central Disciplinary Committee for the Port Elizabeth campuses of the University.

5.2 Composition of the Central Disciplinary Committee
The Central Disciplinary Committee shall consist of:
5.2.1 a chairperson, who shall be a jurist, appointed by the Vice-Chancellor,
5.2.2 the Dean of Students or his/her nominee, and
5.2.3 a member of the SRC, preferably a law student, appointed by the SRC.

5.2.4 the Executive Dean of each faculty or his/her nominee who shall serve on a rotational basis, provided the same panellist presides for the entire session (and in a subsequent session in the event of a matter being part heard).

5.2.5 In the interest of clarity, all panellists, including the student appointed in terms of 5.2.3, serves as autonomous members of the Committee, and not as a representative of a constituency.

5.3 Quorum
5.3.1 At any meeting of the Central Disciplinary Committee the Chairperson and two other members shall constitute a quorum.

5.3.2 If at any stage during the sitting of the Central Disciplinary Committee a member of the Committee is no longer able to participate in the proceedings, or is absent for any reason, the hearing will continue, provided that the panel is properly constituted and that the Committee is quorate.

5.4 Procedure
5.4.1 Whenever misconduct is alleged, or if any person has reason to believe that misconduct in terms of this Code is being or has been committed, a report, preferably in writing, must be made to the Head of Protection Services at the University or to a person acting on his/her behalf.

5.4.2 After receiving the report referred to in paragraph 5.4.1, the Head of Protection Services who must forthwith cause the matter to be investigated. For this purpose, evidence may be gathered by interviewing any person who may be involved either as an accused or a potential witness. Statements may also be taken and the Head of Protection Services may do whatever is necessary for the purpose of such investigation.

5.4.3 On conclusion of the investigation referred to in paragraph 5.4.2, a report must be submitted to the initiator, who will decide on the appropriate disciplinary committee to deal with the matter.

5.4.4 In the event of proceedings being instituted in the Central Disciplinary Committee, the following procedure shall be followed:
(a) The allegation is served on the student in writing at least five (5) working days before the hearing, also stating the date, time and place of the hearing. A copy of this Code must be simultaneously served on the student.
(b) Any complainant or witness required for the hearing shall be informed in writing at least three (3) working days before the hearing.
(c) The initiator shall lead evidence to support the allegation, examine witnesses and the accused, and address the Committee.
(d) The accused may present his/her case, lead evidence in his/her defence, examine witnesses and address the Committee.
(e) The accused may be assisted by a fellow student or, in the case of a minor, by a family member.
(f) In highly exceptional circumstances, the Chairperson, may, in his/her discretion, permit the accused to be represented by a legal practitioner.
(g) The complainant, the accused, and any witnesses may be questioned by the members of the Committee.
(h) The Central Disciplinary Committee hearing shall be conducted in an informal manner, and in accordance with the Constitution, the rules of natural justice, applicable legislation and with due regard to the rights of the accused student. No accused student will be prejudiced by reason of a failure to comply with the rules of procedure or rules of evidence as applied in the ordinary courts.

(i) If the accused fails to attend or to remain in attendance, or disrupts the hearing, the hearing may continue in his/her absence.

(j) The findings of the Committee shall be decided in camera by majority vote. In the event of a tie in the voting, the Chairperson shall have a casting vote.

(k) The proceedings at the hearing shall be recorded by the minuting secretary.

(l) Subject to paragraph 5.5.3 and paragraph 7.1 a decision of the Committee becomes effective as soon as the accused is informed in writing of the finding and the penalty.

(m) No student who has been expelled following proceedings under this Code shall be re-admitted at any time, save with the express consent of the Vice-Chancellor. The Vice-Chancellor’s decision shall be informed by written representation by the student together with a recommendation by the Dean of Students and Executive Dean concerned.

(n) A Discipline Record Book shall be kept in which shall be entered:
   • Name of Disciplinary Authority
   • Name and student number of student found guilty
   • Nature of charge
   • Finding of Disciplinary Committee
   • Penalty imposed
   • Date of finding and penalty

(o) If a student is found guilty of misconduct in terms of this Code, this will be reflected on his/her record of conduct; provided that the Committee may nevertheless resolve that no record of the misconduct be entered on the student’s record of conduct.

(p) The accused may, within ten (10) working days of receiving the written decision of the Committee, request that the decision of the Committee be reviewed in accordance with paragraph 7.

(q) If, on review, the finding and/or penalty is amended, this decision of the Review Committee shall be entered in the Discipline Record Book.

(r) The Head: Legal Services shall submit an annual report to the Council, via MANCO, listing the offences and penalties imposed by the Disciplinary Committee.

(s) A student charged with offences categorised as a category three offence in the Council Sentencing Guideline, may elect, upon receipt of an Admission of Guilt Notice, in his/her sole discretion, to pay an Admission of Guilt fine to avoid an appearance before a disciplinary committee.

(t) Any student who is in receipt of an Admission of Guilt Notice, but chooses to appear before a disciplinary committee shall notify the Director: Legal Services in writing of his/her decision within 5 working days of being issued with such notice. If no such notice has been given to the Director: Legal Services, the Director: Legal Services may, after a further 10 working days, debit the student’s fees account if the fine remains unpaid.

(u) A schedule of such fines, determined in terms of paragraph 8.3, shall be placed on the Student Portal by the Director: Legal Services and reviewed at the commencement of each academic year.

5.5 Competent Penalties

5.5.1 The Central Disciplinary Committee may impose any of the following penalties, subject to the provisions in paragraph 5.5.3:

(a) Oral reprimand and/or warning
(b) Reprimand and/or warning in writing
(c) Apology in writing to a particular person or body
(d) Compensation for, or repair of damage caused by the student
(e) Payment of a suitable fine, not exceeding R5000
(f) Deprivation of all or some of the following privileges for a determined or indefinite period:
   (i) Participation as a member, organiser or official of any student organisation or participation in any student activities of any nature
   (ii) Obtaining or wearing the colours of the University in any form
   (iii) Use of library facilities
   (iv) Access to computer facilities of the University
(g) Forbid the student to keep or drive a motor vehicle of any nature on the University premises
(h) Forfeiture of a bursary and/or loan
(i) Revoking a student’s appointment of any kind whatsoever
(j) Refusal of admission to any or all University examinations and/or tests and/or other forms of assessment
(k) Forfeiture of examination marks, semester marks, course marks and any other forms of credit acquired in University examinations, tests, or by other means
(l) Forfeiture of a degree, diploma or other certificate obtained from the University in a fraudulent manner
(m) The imposition of appropriate University community service for such period as the Committee may deem fit in the circumstances; alternatively if the community service is not performed or is not performed satisfactorily, a fine not exceeding an amount of R5000 may be imposed
(n) Suspension from the University and/or a University residence for a specified period
(o) Expulsion from the University and/or a University residence.
(p) Any other suitable penalty

5.5.2 In any case where the penalty mentioned above is imposed, the Central Disciplinary Committee may postpone the coming into effect of that penalty or any part thereof for a definite period on such conditions as the Committee may deem equitable.

5.5.3 A penalty of expulsion or suspension imposed by the Central Disciplinary Committee shall not come into operation until it has been approved by the Vice-Chancellor.

5.6 Powers Of Review

5.6.1 A request for review by the Central Disciplinary Committee must be lodged with the Chairperson of the Central Disciplinary Committee by the student within ten (10) working days of written notification of the finding and penalty of the disciplinary committee referred to in paragraph 1.5 or 1.7, as applicable.

5.6.2 The request referred to in paragraph 5.6.1 must be accompanied by the reasons for making it.

5.6.3 The execution of the penalty imposed by a disciplinary committee referred to in paragraph 1.5 or 1.7, as applicable, shall be postponed pending the outcome of the review by the Central Disciplinary Committee.

5.6.4 The disciplinary committee referred in paragraph 1.5 or 1.7, as applicable, shall submit a written report to the Chairperson of the Central Disciplinary Committee. The report shall set out:
   - the procedure followed;
   - the facts established; and
   - the factors taken into consideration in the imposition of the penalty.

5.6.5 The Central Disciplinary Committee shall have the power to:
   (a) confirm or set aside the decisions of the previous disciplinary committee
   (b) impose any penalty which the previous disciplinary committee was empowered to impose; or
   (c) arrive at such other findings, or issue any instructions as may be necessary for justice to be done: Provided that any member of the Central Disciplinary Committee, who was a member of the previous disciplinary committee, shall not take part in the review process.
6. **GEORGE CAMPUS DISCIPLINARY COMMITTEE**

6.1 **Establishment of the George Campus Disciplinary Committee**
The Council shall establish a George Campus Disciplinary Committee for the George campuses of the University.

6.2 **Composition of the George Campus Disciplinary Committee**
The George Campus Disciplinary Committee shall consist of:

6.2.1 a chairperson, who shall be a jurist, appointed by the Vice-Chancellor,

6.2.2 a senior staff member appointed by the Dean of Students,

6.2.3 a member of the Student Council of the George Campus, appointed by the Council.

6.2.4 a member of the academic staff appointed by the Campus Principal.

6.2.5 The provisions of paragraph 5.2.5 are applicable.

6.3 **Quorum**
At any meeting of the George Campus Disciplinary Committee, the Chairperson and two other members shall constitute a quorum, and the provisions of paragraph 5.3.2 shall apply.

6.4 **Procedure**
As in paragraph 5.4, with the necessary changes.

6.5 **Competent Penalties**
As in paragraph 5.5, with the necessary changes.

6.6 **Powers of Review**
As in paragraph 5.6, with the necessary changes.

7. **RIGHT OF REVIEW**

7.1 If the Central Disciplinary Committee or the George Campus Disciplinary Committee, as applicable, imposes one or more of the penalties mentioned in paragraph 5.5, the student may, within ten (10) working days of written notification of such finding and penalty, submit a written request to the Director: Legal Services for a review of the finding and/or the penalty by the Review Committee. The request must be accompanied by the reasons for making it.

7.2 The execution of the penalty imposed by the Central Disciplinary Committee or the George Campus Disciplinary Committee, as applicable, shall be postponed pending the outcome of the review by the Review Committee.

7.3 In the case of a review in terms of paragraph 7.1, the relevant disciplinary committee shall submit a written report to the Chairperson of the Review Committee outlining:
- the procedure followed;
- the facts established; and
- the factors taken into consideration in the imposition of the penalty.

7.4 The Review Committee shall consist of two members of Council, who shall be appointed by the Chairperson of Council for a period of 3 years. The Review Committee may co-opt additional persons for the purpose of review, if deemed necessary; provided that such co-opted member who was a member of the disciplinary committee concerned shall not take part in the review process.

7.5 The Review Committee shall have the power to:

7.5.1 confirm or set aside the decisions of the disciplinary committee; or

7.5.2 impose any penalty which the disciplinary committee was empowered to impose, or

7.5.3 arrive at such other findings, or issue any instructions as may be necessary for justice to be done.

7.6 The decision of the Review Committee shall be recorded in the Discipline Record Book; provided that in the event that the student is found not guilty, the endorsement, if any, on the student’s record of conduct, shall be expunged.

7.7 The decision of the Review Committee is final.

7.8 The decision of the Review Committee shall be included in the annual report submitted to Council in accordance with paragraph 5.4.4(r).

8. **INCIDENTAL PROVISIONS**
8.1 Any person who:
8.1.1 laid a charge;
8.1.2 gave evidence before the disciplinary committee; or
8.1.3 independently of the disciplinary committee, investigated the validity or otherwise of the charge, shall be disqualified from being a member of the disciplinary committee.

8.2 The Director: Legal Services may, at any time, order that a disciplinary hearing be transferred from one disciplinary body to another.

8.3 The Vice-Chancellor may, from time to time, amend monetary penalties as provided for in paragraph 5.4.4 (u) and 5.5.1. Such amended monetary penalties must be submitted to MANCO for ratification. If MANCO should alter or set aside any such amendment, its validity up to the time of alternation or setting aside by MANCO is not affected.

8.4 Disciplinary steps in terms of this Code may be instituted notwithstanding any pending or completed criminal investigation relating to the same matter against a student.
STUDENT DISCIPLINARY CODE: GUIDELINE ON SANCTION:

- This Code serves as a guideline when disciplinary action is taken and the sanction suggested does not detract from the inherent sentencing discretion of the Disciplinary Committee.

- The Disciplinary Committee shall impose a sanction having taken into account all relevant factors including (but not limited to) the offence, the interests of the University and the personal circumstances of the Respondent.

- The sanctions suggested in the Code are to be regarded as maximum sanctions.

- The Misconduct Offences listed in the Code is not exhaustive and a Respondent may be charged with other, unlisted misconduct.

- Proportionality
  - The Sanction in each case must demonstrate a considered and proportionate balance between:
    - The seriousness of the misconduct
    - The interests of the University
    - The personal circumstances of the Respondent
    - The Sanction imposed in similar cases in the past (precedent)
    - The mitigating and aggravating factors in the case

- Before finalising its decision on sanction, the Committee should always satisfy itself that the sanction, or combination of sanctions, it has decided to impose is both:
  - Sufficient; and
  - No more than is necessary to achieve the purpose of sanction.

- Reasons
  - The Committee must give reasons for its decisions on sanction. The reasons should be clearly explain:
    - The interests and factors the Committee took into account in arriving at its decision;
    - The weight it attached to those interests and factors;
    - How the balancing of those interests and factors led the Committee to its decision.

- Suspension of a sanction for a specified period means that the sanction will only take effect if the student respondent commits a similar offence during the specified period.

OFFENCES AGAINST THE PERSON

<table>
<thead>
<tr>
<th>OFFENCE</th>
<th>MISCONDUCT</th>
<th>WARNING/SUSPENDED SENTENCE</th>
<th>SUSPENSION 6 MONTHS</th>
<th>SUSPENSION 1 YEAR</th>
<th>EXPULSION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Offence = 1</td>
<td>2nd Offence = 2</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>1. MURDER</td>
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<td>2. RAPE</td>
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<td>X</td>
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<td>3. ASSAULT – COMMON</td>
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<td>X</td>
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<tr>
<td>4. ASSAULT WITH THE INTENT TO INFlict GRIEVOUS BODILY HARM</td>
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</table>

1. | WARNING | SUSPENDED |
2. | SENTENCE | SENTENCE |
3. | X | | |
4. | | X | | | | |
5. **INDECENT ASSAULT**
   - 1: X
   - 2: X

6. **SEXUAL HARASSMENT/HARASSMENT**
   - 1: X
   - 2: X

7. **CRIMEN INJURIA/HATE SPEECH**
   - 1: X
   - 2: X

8. **INTIMIDATION**
   - 1: X
   - 2: X

9. **POSSESSION OF A DANGEROUS WEAPON / “THE POSSESSION OF OBJECTS WITH INTENTION TO CAUSE INTIMIDATION OR HARM”**
   - 1: X
   - 2: X

### OFFENCES AGAINST PROPERTY

<table>
<thead>
<tr>
<th>OFFENCE</th>
<th>MISCONDUCT</th>
<th>WARNING/SUSPENDED SENTENCE</th>
<th>SUSPENSION 6 MONTHS</th>
<th>SUSPENSION 1 YEAR</th>
<th>EXPULSION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. <strong>POSSESSION OF STOLEN PROPERTY</strong></td>
<td>1: X</td>
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<td>2: X</td>
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<td>2. <strong>THEFT</strong></td>
<td>1: X</td>
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<td>2: X</td>
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<tr>
<td>3. <strong>MALICIOUS DAMAGE TO PROPERTY</strong></td>
<td>1: X</td>
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<td>2: X</td>
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<tr>
<td>4. <strong>BURGLARY / BREAKING AND ENTERING</strong></td>
<td>1: X</td>
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<td>2: X</td>
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<tr>
<td>5. <strong>INTERFERENCE WITH UNIVERSITY CCTV / ELECTRICAL SYSTEMS</strong></td>
<td>1: X</td>
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<td>2: X</td>
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<td>6. <strong>ARSON / PUBLIC VIOLENCE</strong></td>
<td>1: X</td>
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<tr>
<td>2: X</td>
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### ACADEMIC DISHONESTY OFFENCES

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<thead>
<tr>
<th>OFFENCE</th>
<th>MISCONDUCT</th>
<th>WARNING/SUSPENDED SENTENCE</th>
<th>SUSPENSION 6 MONTHS</th>
<th>SUSPENSION 1 YEAR</th>
<th>EXPULSION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. <strong>“CRIBBING” IN TESTS / EXAMINATIONS</strong></td>
<td>1: X</td>
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<td>2: X</td>
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### Non-Academic Offences Involving Dishonesty

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<thead>
<tr>
<th>Offence</th>
<th>1st Offence = 1</th>
<th>2nd Offence = 2</th>
<th>Misconduct</th>
<th>Warning/Suspended Sentence</th>
<th>Suspension 6 Months</th>
<th>Suspension 1 Year</th>
<th>Expulsion</th>
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<tbody>
<tr>
<td>Theft</td>
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<td>X</td>
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<tr>
<td>Fraud</td>
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<td></td>
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<td>2</td>
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### Behavioural Offences

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<th>2nd Offence = 2</th>
<th>Misconduct</th>
<th>Warning/Suspended Sentence</th>
<th>Suspension 6 Months</th>
<th>Suspension 1 Year</th>
<th>Expulsion</th>
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<tr>
<td>Dealin in Dagga or Drugs</td>
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<td>Substance Abuse</td>
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<td>Driving Under the Influence of an Intoxicating Substance</td>
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<td>6. BREAKING OF NOISE POLICY</td>
<td>7. DISORDERLY BEHAVIOUR (EG. SWERING/ ABUSIVE LANGUAGE)</td>
<td>8. SMOKING IN UNAUTHORISED VENUES</td>
<td>9. NEGLIGENT DRIVING ON CAMPUS</td>
<td>10. SELLING ALCOHOL WITHOUT A LICENSE</td>
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</table>
Change the World

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