



Heraldic Description

The coat of arms consists of a Per Fess (divided) short shield coloured with azure (blue) and sable (black). The shield is charged (decorated) with a rising sun and an open Bible. The Bible contains the text 'in lumine tuo videbimus lumen'.

The rising sun depicts Glory, Splendour and the Fountain of Life. The open Bible shows Manifest Glory. The text taken from Psalm 36 verse 10, from the Vulgate edition of the Latin Bible, may be translated as: "In thy light shall we see light."

Research conducted and presented by Mark P Snyders, Archivist – National Heritage and Cultural Studies Centre - August 2007.



University of Fort Hare

Together in Excellence

GENERAL PROSPECTUS 2013

THE UNIVERSITY'S VISION

The University of Fort Hare is a vibrant, equitable and sustainable African university, committed to teaching and research excellence at the service of its students, scholars and wider community.

MISSION STATEMENT

The mission of the University is to provide high quality education of international standards contributing to the advancement of knowledge that is socially and ethically relevant, and applying that knowledge to the scientific, technological and social-economic development of our nation and the wider world.

TABLE OF CONTENTS

| | |
|--|-----|
| The University's Vision and Mission | 2 |
| Key Dates for 2013..... | 4 |
| Official Address | 5 |
| Office Bearers..... | 5 |
| Message from the Vice-Chancellor..... | 6 |
| Charter of Ethical Principles and Values | 8 |
| Diary Dates for 2013..... | 10 |
| Fort Hare: Past and Present..... | 29 |
| University Senior Officers | 32 |
| The University Council..... | 34 |
| Committees of Council | 36 |
| Members of the University Senate..... | 40 |
| Committees of Senate | 44 |
| Joint Committees of Council and Senate..... | 50 |
| Management Committees..... | 53 |
| Past Vice-Chancellors | 58 |
| Honorary Graduates | 58 |
| Professores Emeriti | 60 |
| Administrative Personnel..... | 61 |
| General Rules..... | 70 |
| General Rules for Undergraduate Qualifications | 72 |
| General Rules for Postgraduate Qualifications..... | 87 |
| Rules Applicable to Student Discipline | 98 |
| The University Library..... | 112 |
| Academic Dress | 120 |
| Fees payable to the University | 126 |
| International Student Policy..... | 135 |
| Academic Admissions Requirements..... | 141 |
| Faculties and the Degrees/Diplomas Conferred..... | 148 |
| Teaching and Learning Centre | 169 |
| National Heritage & Cultural Studies Centre (NAHECS) | 171 |
| IsiXhosa National Lexicography Unit (XNLU) | 174 |
| The Fort Hare Foundation | 176 |
| The Nelson Mandela Institute for Education and Rural Development | 178 |
| Quality Management and Assurance Unit (QMA)..... | 180 |
| Research at the University of Fort Hare | 182 |
| Govan Mbeki Research and Development Centre (GMRDC)..... | 182 |
| Fort Hare Institute of Social and Economic Research (FHISER)..... | 184 |
| Centre for Leadership Ethics in Africa (CLEA)..... | 185 |
| Student Affairs and Services | 188 |

KEY DATES FOR 2013

FIRST SEMESTER

Administrative offices open on Thursday, 3 January 2013
Academic staff report for duty on Monday, 7 January 2013

Orientation:

East London Campus: 21 – 25 January 2013
Alice Main Campus: 28 January – 1 February 2013

Registration

Alice Main Campus : 22 January 2013 – 1 February 2013
East London Campus: 4 February 2013 – 15 February 2013

Lecturing Periods:

11 February 2013 – 27 March 2013
3 April 2013 – 17 May 2012

Graduation Ceremonies:

Monday, 6 May 2013 – Alice
Tuesday, 7 May 2013 - Alice
Wednesday, 8 May 2013 - Alice
Friday, 10 May 2013 – East London

Supplementary Examinations:

21 January 2013 – 1 February 2013

Examinations – 1st Semester:

27 May 2013 – 14 June 2013

SECOND SEMESTER

Lecturing Periods

8 July 2013 – 23 August 2013
2 September 2013 – 18 October 2013

Supplementary Examinations:

15 July 2013 – 26 July 2013

Examinations – 2nd Semester:

28 October 2013 – 15 November 2013

OFFICIAL ADDRESS

All official correspondence should be addressed to:

The Registrar, University of Fort Hare, Private Bag X 1314, Alice, 5700

E-mail address: registrar@ufh.ac.za

OFFICE BEARERS

Chancellor

Honorable Justice Thembile Skweyiya

Chairperson of Council

Mr Johann Evertse

Vice-Chancellor

Dr Mvuyo Tom

Deputy Vice-Chancellor – Academic Affairs

Prof Larry Obi

Deputy Vice-Chancellor – Institutional Support

Dr Jabulani Mjwara

Registrar

Dr Nothemba Mrwetyana

MESSAGE FROM THE VICE CHANCELLOR

As we enter the third year of this decade we need to be reminded that this is our Centenary decade. The year 2016 is now becoming a reality, a time we can no longer see from beyond the horizon but around the corner. As we start the 2013 academic year we have to accelerate our efforts to make the University even more successful so that when we celebrate the Centenary we do so with pride.

The 21st century has seen more growth in our Institution. The 12 000 student enrolment reached in 2012 has seen more demand for accommodation, teaching and learning space, research equipment and undergraduate laboratories. It is in that vein that the University prepared a submission for the Department of Higher Education and Training's infrastructure and efficiency grant. The University plan for a R500 million infrastructure and efficiency grant has seen the light of day. Of that amount there are allocations for bulk infrastructure, 2000 new student beds for the Alice Campus, collaborative library on the East London Campus, early childhood development centre, postgraduate research equipment, information and communication technology, etc. This will significantly improve the student experience inside and outside the lecture room. Fundraising efforts are also advanced for the Alice Campus library. Refurbishment of the University residences so as to match the envisaged new residences is underway. This is not just aimed at having walls within the students stay but to modernize the environment and spaces for a life to be envied by many other institutions. It is going to be important for students to value these properties and ensure they are not unnecessarily damaged.

Besides implementing strategies for "the now and here", the University has also to have a long term plan (to 2030 and beyond) to be able to contribute to the vision outlined in the National Development Plan for South Africa. The participation rate in South Africa is far below that of countries with the similar economic profile. Currently the participation rate is 17% and it is aimed to reach 23% by 2030. The research output, throughput rate and innovation in the country also need to improve. The University of Fort Hare has to find its own niche in contributing to these targets. The University's unique urban-rural setting gives it an advantage to make a significant impact with a properly planned programme qualifications mix that will differentiate it from any other university. The opportunities arising from the metropolitan environment in the Buffalo City are huge and have to be grasped with both hands. The national and provincial rural development plans can be assisted greatly by ensuring that the Alice Campus programmes are relevant and responsive to those. The new transformation plan for the University has to respond to this imperative. Efforts are also under way to ensure the academic and non-academic staff members at the University are incentivized to be able to continue the excellent contribution they have been making to the achievement of the Institution's goals. A staff village with 60 units is being planned next to the campus to address the serious challenge met by our staff in the accommodation front. Budgetary arrangements are also made to continuously improve the salaries of staff so as to be competitive with other institutions in attracting and retaining quality academics.

Cohesion in the Institution will need to be improved so as to be able to achieve the high standards and goals we have set for ourselves. A three-way social compact involving students, staff and management will go a long way in ensuring that cohesion. This will need effective and quality communication at all levels so as to ensure that we all know what needs to be done. A revival of the lincoko

(conversations) so that the whole University community participates in debates will be done.

You are joining the University at a very interesting time in its history. Help us make it one of the most pleasant knowledge-production centres where students, staff and governing structures are synergistically working together to produce the most sought-after graduates in the country.

Let others see light in your light.

In lumine tuo vide bimus lumen.

CHARTER OF ETHICAL PRINCIPLES AND VALUES

In lumine tuo videbimus lumen

In Thy light we see light

Preamble

The University of Fort Hare recognizes that any institution or community is ultimately governed by norms, values and belief systems that reflect its distinctive identity, traditions and orientation. The university believes that knowledge is a positive force only if integrated with values and that it should provide a nurturing context of strong ethical norms and principles. In the absence of such values, knowledge could be a destructive force. This Charter therefore presents the crucial value-framework that defines the ethos of the University of Fort Hare. It guides the university's vision, mission, corporate goals and strategic objectives. It serves as a reference point for all its academic and administrative policies, programmes and procedures and it binds the entire university community by shared ethical principles and values. The Charter is relevant to our rights and responsibilities, as Fort Harians, in relation to each other, the wider society and the environment. Ultimately, it seeks to inspire all people to live with nobility, dignity and an active conscience.

The University of Fort Hare will always be the crucible where many of the critical ideas of South Africa's democracy, liberation, reconciliation and forgiveness germinated, developed and strengthened and it eventually reverberated throughout the country, the continent of Africa and around the globe. The Charter therefore naturally resonates with the principles and values that underlie the Freedom Charter, the South African Constitution and the Bill of Rights.

The Fort Hare Charter has grown out of an inclusive developmental process that involved the entire university community. It offers to all its members the ethical principles and values listed below, in order to guide us on our journey of discovery, exploration and realization of our intellectual and unique human potentialities. Without such ethical guidelines all teaching, learning, research and community service are of little value.

The University of Fort Hare Community is:

- Inspired by the heritage of the university and the contribution it has made to

leadership, liberation and service to humanity;

- Accepting that the purposes of education include the realization of our humanity as well as our responsibility to self, family and community;
- Recognizing that in the pursuit of truth and knowledge, the university, as an institution of higher learning, shall maintain in all that it does an unwavering focus on excellence;
- Affirming that a crucial role of education is to instil in students respect, tolerance and social responsibility in an environment of academic freedom, dialogue, friendship and understanding.

The University of Fort Hare Community hereby accepts this Charter and commits itself to living by and promoting the principles and values listed below:

PRINCIPLES AND VALUES

1. To ensure that the universal values of justice, integrity, discipline, love, kindness, non-injury and concern for the wellbeing of others shall serve as a source of our thought, speech and action.
2. To respect and affirm the dignity, equality, freedom and rich cultural diversity of all human beings as the basis for peace and social justice.
3. To commit ourselves to the pursuit of truth, intellectual honesty, openness to ideas and excellence through the attainment of the highest professional and ethical standards in teaching, learning, research and community service.
4. To endorse and encourage the endeavour for academic success as being critically linked with the striving towards an ever-deepening expression of our humanity.
5. To uphold and honour the dignity of the university, to preserve its heritage, spirit and assets and to observe its statute, rules and regulations as well as the laws of the country.
6. To encourage an orientation of imaginative, collaborative, problem-solving and entrepreneurial thinking in addressing the challenges that we face.
7. As a staff member, to be a responsible, caring mentor in all our dealings with students and with each other.
8. To not discriminate, directly or indirectly, on the grounds of birth, race, colour, national, ethnic or social origin, gender, age, illness or disability, language, culture, political or other opinion, religion, conscience, belief, marital status, pregnancy or sexual orientation.
9. To be ever conscious of the need to develop a responsible relationship with the earth and to understand our critical role to protect and preserve it for future generations.

10. To undertake teaching and research that will responsibly harness the benefits of all the sciences for the well-being of humanity, being conscious of the harm inherent in the irresponsible use of knowledge.

| JANUARY | | |
|--|----|---|
| Tuesday | 1 | <i>New Year's Day: Public Holiday</i> |
| Wednesday | 2 | |
| Thursday | 3 | Administration staff report for duties |
| Friday | 4 | |
| Saturday | 5 | |
| Sunday | 6 | |
| Monday | 7 | <i>Academic staff commence with their duties</i> |
| Tuesday | 8 | |
| Wednesday | 9 | Enrolment Management Committee: 14h00 |
| Thursday | 10 | |
| Friday | 11 | Final date for submission of Dissertation/Thesis/Research Reports for 2013 graduation |
| Monday | 14 | |
| Tuesday | 15 | |
| Wednesday | 16 | |
| Thursday | 17 | |
| Friday | 18 | Tender Committee: 10h00 |
| Saturday | 19 | |
| Monday | 21 | Supplementary Examinations Commence |
| Monday | 21 | <i>Orientation- East London Campus</i> |
| Tuesday | 22 | <i>Registration – Alice campus commences – Sports Complex</i> |
| All 1st year students: B Com, B Acc and B Admin including all Bhisho students, (08:00 – 16:30) | | |
| All B HMS 1 st Year students, (08:00 – 16:30) | | |
| Supplementary Examinations | | |
| <i>Orientation East London Campus</i> | | |
| <i>Induction</i> | | |
| All B Sc, B Agric and B Sc Agric 1 st year students, (08:00 – 16:30) | | |

| | |
|--|--|
| | <p>Wednesday 23 Registration – Alice campus– Sports Complex</p> <p>All 1st year B Arts, B Social Science, B Social Work, B Fine Arts, B Applied Communication, B Library and Information Science students (08:00 – 16:30)</p> <p>Student Web Online Registration – Alice campus – Great Hall - (09:00 – 15:00) All final year B Social Science (HRM) students; All 4th Year B Social Work students; All 3rd Year B Applied Communication students Supplementary Examinations Orientation East London Campus Induction</p> |
| | <p>Thursday 24</p> <p>Registration – Alice campus – Sports Complex All B Science senior students, (08:00 – 16:30) All B HMS senior students, (08:00 – 16:30) Student Web Online Registration – Alice campus – Great Hall - (09:00 – 15:00) All B Com, B Admin senior students; including all Bisho campus students Supplementary Examinations Orientation East London Campus Induction</p> |
| | <p>Friday 25</p> <p>Registration – Alice campus– Sports Complex All B Ed 1st year students, (08:00 – 16:30) All B Sc Agric and B Agric Senior students, (08:00 – 16:30) – except final years for B Agric (Agric Econ), B Agric (Agric Ext), B Sc Agric (Livestock Prod) and B Sc Agric (Agric Econ) Supplementary Examinations Orientation East London Campus Induction</p> |
| | |
| | <p>Saturday 26</p> |
| | |
| | <p>Monday 28 MANCO: 0900</p> |
| | <p>Registration – Alice campus– Sports Complex All Senior B Ed 2nd and 3rd Year students (08:00 – 16:30) All BA, B Fine Arts, Senior students, B Applied Communication, B Library and Information Science students (08:00 – 16:30)</p> <p>Student Web Online Registration – Alice campus – Great Hall - (09:00 – 15:00) Only the following final year students: B Agric (Economic), B Agric (Extension), B Sc Agric (Livestock Production), B Sc Agric (Agric Economics) M Science (Course Work) students Orientation- Alice Campus Supplementary Examinations</p> |
| | <p>Tuesday 29</p> |
| | <p>Registration – Alice campus– Sports Complex All B Social Work 2nd and 3rd Year (SWK) students (08:00 – 16:30) Orientation- Alice Campus Supplementary Examinations</p> |
| | |
| | <p>Wednesday 30</p> |
| | <p>Registration – Alice campus– Sports Complex All B Theology, B Social Science (Plain) students (08:00 – 16:30) Student Web Online Registration – Alice campus – Great Hall – (09:00 – 15:00) B Ed 4th Year, B Ed (Hons), PGCE students (FET).</p> |

Orientation- Alice Campus
Supplementary Examinations

Thursday 31

Student Web Online Registration – Alice campus – Great Hall – (09:00 – 15:00)
All Honours, Masters and PhD students from all faculties to register via the Student
Orientation- Alice Campus
Supplementary Examinations

| FEBRUARY | |
|--|----|
| Friday | 1 |
| Student Web Online Registration – Alice campus – Great Hall – (09:00 – 15:00) | |
| All Honours, Masters and PhD students from all faculties to register via the Student Web Online system | |
| Supplementary Examinations End | |
| Saturday | 2 |
| Monday | 4 |
| Tender Committee: 09h00 | |
| Student Web Online Registration – East London campus commences – Boabab Lab (09:00 – 15:00) | |
| All Honours, Masters and PhD students from all faculties to register via the Student | |
| Monday 4 Registration – East London campus | |
| All Nursing Science 1st year students, (08:00 – 16:30) | |
| All B Ed 1st year students, (08:00 – 16:30) | |
| All 1st year B Soc Science, B Arts, B Social Work, B Music students, (08:00 – 16:30) | |
| Student Web Online Registration – East London campus – Boabab Lab (09:00 – 15:00) | |
| All Honours, Masters and PhD students from all faculties to register via the Student Web Online system | |
| Tuesday | 5 |
| MANCO: 09h00 | |
| Registration – East London campus | |
| All 1st year students: B Com and B Econ, (08:00 – 16:30) | |
| All 1st year students: LLB, (08:00 – 16:30) | |
| All Senior 2 nd and 3 rd Year B Ed students (GET), (08:00 – 16:30) | |
| Student Web Online Registration – Boabab Lab (09:00 – 15:00) | |
| B Social Work 4 th Year final year students (SWK) | |
| Student Web Online Registration – Boabab Lab (09:00 – 15:00) | |
| All Honours, Masters and PhD students from all faculties to register via the Student Web Online system | |
| Wednesday | 6 |
| Registration – East London campus | |
| All LLB Senior Students - (08:00 – 16:30) | |
| Student Web Online Registration – Cycad Lab (09:00 – 15:00) | |
| All M Phil, MSc Geography and M Curr students, | |
| All Senior students: B Com, B Acc, B Econ: (Full Time and Part Time) | |
| Student Web Online Registration – Boabab Lab (09:00 – 15:00) | |
| All Honours, Masters and PhD students from all faculties to register via the Student Web Online system | |
| Thursday | 7 |
| Registration – East London campus | |
| All B Arts, B Social Science Senior students, (08:00 – 16:30) | |
| All Nursing Science Senior students, (08:00 – 16:30) | |
| Student Web Online Registration – Boabab (09:00 – 15:00) | |
| B Ed 4 th Year, B Ed (Hons), PGCE and PGDHET students. | |
| Student Web Online Registration – Boabab Lab (09:00 – 15:00) | |
| All Honours, Masters and PhD students from all faculties to register via the Student Web Online system | |
| Friday | 8 |
| OFFICIAL OPENING, Alice Campus | |
| Registration – East London campus | |
| B Social Work 2 nd and 3 rd Year (SWK) students (08:00 – 16:30) | |
| Student Web Online Registration – Boabab Lab (09:00 – 15:00) | |
| Faculty of Law: Faculty Teaching and Learning Committee: 10:00 Law Boardroom | |
| Faculty of Law: Faculty Quality Assurance: 14:00 Law Boardroom | |
| All Honours, Masters and PhD students from all faculties to register via the Student Web Online system | |
| Saturday | 9 |
| Monday | 11 |
| Time Table Committee: 09h00 | |
| Monday | 11 |
| OFFICIAL OPENING, East London campus | |
| Monday | 11 |
| Lectures commence | |

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| Tuesday | 12 | Financial Aid Committee:09h00 |
| | | Faculty of Management & Commerce: Teaching and Learning & Quality Assurance Committees: Seminar Room 3, Bhisho Campus: 10:00 |
| | | Faculty of Education: Teaching and Learning: 09h00 ELCO 5 th floor |
| | | Faculty of Education: Quality Assurance: 12h00 ELCO 5 th floor |
| | | Faculty of Social Sciences and Humanities: Rules and Regulations Committee: 10h00 |
| Wednesday | 13 | Faculty Examination Committee – Faculty of Law Faculty Examination Committee – Faculty of Education Faculty Examination Committee – Faculty of Management and Commerce Faculty Examination Committee – Faculty of Social Sciences and Humanities Faculty Examination Committee – Faculty of Science and Agriculture Registration – East London Campus Student Administration Offices – ELCO Building (8h30-15h00) School for In-Service Programmes and all ACE Programmes (SISP only) |
| | | SPAC : 09h00 |
| Thursday | 14 | Support Service Quality Assurance: 09h00 |
| | | Faculty Executive Committee: Faculty of Education: 09h00 Faculty office, EL campus |
| | | Housing Committee: 14h00 |
| | | Faculty of Social Sciences and Humanities: Research Ethics Committee: 09h00 |
| | | Registration – East London Campus Student Administration Offices – ELCO Building (8h30-15h00) |
| Thursday | 14 | Transdisciplinarity Committee – 14h00 |
| | | School of In-Service Programmes and all ACE Programmes (SISP only) |
| Friday | 15 | Senate Teaching and Learning Committee: 09h00 |
| | | Registration – East London Campus Student Administration Offices – ELCO Building School of In-Service Programmes and all ACE Programmes (SISP only) (8h30-15h00) |
| Monday | 18 | Faculty Graduation Committee – Faculty of Law Faculty Graduation Committee – Faculty of Education Faculty Graduation Committee – Faculty of Management and Commerce Faculty Graduation Committee – Faculty of Social Sciences and Humanities Faculty Graduation Committee – Faculty of Science and Agriculture |
| Monday | 18 | Faculty Research and Higher Degrees – Faculty of Social Sciences and Humanities (EL) 9:00 |
| Tuesday | 19 | Deans Forum: 09h00 |
| Wednesday | 20 | Skills Development and Equity Committee: 09h00 |
| | | Faculty of Science & Agriculture: General Committee – 09h00 |
| | | Faculty of Social Sciences and Humanities: Faculty Planning and Management Committee: 10h00 |
| | | Faculty of Law: Faculty Planning and Management Committee: 10:00 Law Boardroom |
| | | Faculty of Education: Faculty Planning and Management Committee: 09h00 ELCO 5 th floor |
| Thursday | 21 | MANCO: 09h00 |
| | | Rules and Regulations Committee: 09h00 |
| | | Management and SRC: 14h00 |
| Friday | 22 | HIV/HEADS Institutional Coordinating Committee: 09h00 |
| | | Late Registration for all campuses |
| Monday | 25 | ITS Management and Coordination Committee: 09h00 |
| | | Records and Archives Committee: 14h00 |
| | | Faculty of Social Sciences and Humanities: Faculty Research and Higher Degrees: 09h00 |

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| Tuesday | 26 | Internationalization Committee: 09h00 |
| | | University Research Ethics Committee: 14h00 |
| Wednesday | 27 | Audit Committee: 09h00 |
| | | Faculty of Science & Agriculture: Faculty Planning & Management Committee – 13h30 |
| | | Faculty of Social Sciences and Humanities: Faculty Board: 10h00 |
| | | Council Human Resources Committee: 14h00 |
| Thursday | 28 | Institutional Forum: 09h00 |
| | | Faculty of Management & Commerce: Faculty Planning and Management Committee Meeting: Seminar Room 3, Bhisho Campus: 09:00 |
| | | Faculty of Education: Faculty board: 12:30 C1 Bhisho campus |
| | | Faculty of Law: Faculty Board: 10:00 Law Boardroom |
| Fixed items on the agenda for Faculty meetings: | | |
| 1. Student Affairs | | |
| 2. Departmental list of Examiners -1st semester | | |
| 3. Changes to subject groupings | | |
| 4. List of Graduands | | |
| 5. Rule Changes (Specific Faculty Rules) | | |
| 6. Standing Order for Faculties (S/393/05) | | |
| 7. Conditions of Service (S/270/86) | | |
| 8. Conference & Policy on Continuing Education Courses (S/114/06) | | |
| 9. Policy & Operations of Research Committee (S/53/91) | | |
| 10. Publication Guide (S/72/88) | | |
| 11. Submission of New Academic Programmes for 2013 | | |
| 12. Changes to Prospectus 2013 | | |
| 13. Assessment Policy (S/210/04) | | |

| MARCH | | |
|--------------|----|---|
| Friday | 1 | MANCO: 09h00 |
| | | Final date for submission of Applications for Degrees and Course changes and cancellations for 2013 (<i>all undergraduate honours qualifications</i>) |
| | | Faculty of Law: Research and Higher Degrees Committee: 10:00 Law Boardroom |
| Saturday | 2 | |
| Monday | 4 | Executive Management Team (EMT): 09h00 (Alice Campus) |
| | | Faculty of Science & Agriculture: Farm Committee – 15h00 |
| Tuesday | 5 | Tender Committee: 10h00 |
| | | Faculty of Education: Research and Higher Degrees Committee: 09h00 ELCO 5 th floor |
| | | Faculty of Education: Research and Ethics Committee: 12h00 ELCO 5 th floor |
| | | Faculty of Social Sciences and Humanities: Prospectus committee |
| | | Naming Committee: 09h00 |
| | | Community Engagement Committee: 14h00 |
| Wednesday | 6 | Transformation Forum: 09h00 |
| | | Faculty of Science & Agriculture: Faculty Board Meeting – 13h30 |
| | | Faculty of Management & Commerce: Faculty Board: C2, Bhisho Campus: 09:00 |
| Thursday | 7 | Library Committee: 14h00 |
| | | Faculty of Social Sciences and Humanities: Quality assurance; 09h00 |
| | | Faculty of Social Sciences and Humanities: Teaching & Learning 11h00 |
| Friday | 8 | Closing date for submission of Faculty reports and minutes to Committee Section |
| | | Settling of outstanding fee balances for all 2013 graduates |
| | | Council Language Committee: 09h00 |
| Monday | 11 | Prospectus Committee: 09h00 |
| Tuesday | 12 | Research and Development Committee: 09h00 |
| | | Central Academic Planning Committee: 14h00 |
| | | Distribution of SENEX agenda |
| Wednesday | 13 | Institutional Quality Assurance Committee: 09h00 |
| | | Honorary Degrees Committee 14h00 |
| Thursday | 14 | Faculty of Management & Commerce: Research and Higher Degrees Committee: Seminar Room 3, Bhisho Campus: 09:00 |
| | | Faculty of Social Sciences and Humanities: Faculty Research and Higher Degrees (EL) 9:00 |
| | | SPAC: 14h00 |
| Friday | 15 | Finance Committee: 08h30 |
| | | ICT Governance Committee: 10h30 |
| | | EXCO: 12h30 |
| | | Remuneration Committee: 15h00 |
| Monday | 18 | Enrolment Management Committee: 09h00 |
| Tuesday | 19 | SENEX: 09h00 |
| | | Graduation Committee: 14h00 |
| Wednesday | 20 | Faculty of Social Sciences and Humanities: Faculty Research and Higher Degrees (Alice) 09h00 |
| Thursday | 21 | Human Rights Day: Public Holiday |
| Friday | 22 | |
| Monday | 25 | MANCO: 09h00 |
| Tuesday | 26 | Academic Promotions and Professorial Committee: 09h00 |
| Wednesday | 27 | Senate: 12h30 |

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|-----------|----|--|
| Wednesday | 27 | END OF FIRST TERM |
| Thursday | 28 | Closing Date for submission of Council Documents |
| Friday | 29 | <i>Good Friday: Public Holiday</i> |
| Saturday | 30 | Closing date for registration fo all Master's and PhD candidates |

| APRIL | | |
|---|----|---|
| Monday | 1 | Family Day: Public Holiday |
| Tuesday | 2 | |
| Wednesday | 3 | HIV/HEADS Institutional Coordinating Committee: 09h00 Faculty of Social Sciences and Humanities: Research Ethics Committee: 09h00 |
| Wednesday | 3 | Lectures commence Events Management Committee: 14h00 |
| Thursday | 4 | MANCO: 09h00 Faculty of Education: Teaching and learning Committee: 09h00: ELCO 5 th floor Faculty of Education: Quality Assurance: 12:00 ELCO 5 th floor |
| Friday | 5 | Faculty of Law: Teaching and Learning Committee: 10:00 Law Boardroom Faculty of Law: Quality Assurance: 14:00 Law Boardroom |
| Monday | 8 | Tender Committee: 10h00 Faculty of Social Sciences and Humanities: Rules and Regulations |
| Tuesday | 9 | Deans' Forum: 09h00 |
| Wednesday | 10 | Management and SRC: 14h00 |
| Thursday | 11 | Faculty of Education: Faculty Executive Committee: 09h00 Faculty office, EL campus Faculty of Social Sciences and Humanities: Teaching and Learning Committee: 10h00 Faculty of Social Sciences and Humanities: Quality Assurance Committee SPAC: 09h00 |
| Friday | 12 | Council: 09h00 Alice campus |
| Monday | 15 | Housing Committee: 09h00 |
| Tuesday | 16 | Faculty of Science & Agriculture: Farm Committee – 15h00 |
| Wednesday | 17 | Time Table: 09h00 Management and NEHAWU: 14h00 |
| Thursday | 18 | Research and Development Committee: 09h00 Faculty of Education: Faculty Planning and Management Committee: 09h00 ELCO 5 th floor |
| Friday | 19 | Faculty of Management & Commerce: Teaching and Learning & Quality Assurance Committees: Seminar Room 3, Bhisho Campus: 09:00 Faculty of Law: Faculty Planning and Management Committee: 10:00 Law Boardroom Faculty of Law: Faculty Research and Higher Degrees Committee: 14:00 Law Boardroom |
| Monday | 22 | MANCO: 09h00 |
| Tuesday | 23 | Graduation Committee: 09h00 Rules and Regulations Committee: 14h00 |
| Wednesday | 24 | Support Service Quality Assurance Committee: 09h00 Faculty of Science & Agriculture: Ethics Committee – 11h00 |
| Thursday | 25 | Records and Archives Committee: 09h00 |
| Friday | 26 | Senate Teaching and Learning Committee: 09h00 |
| Monday | 29 | Faculty of Management & Commerce: Research and Higher Degrees Committee: Seminar Room 3, Bhisho Campus: 09:00 Faculty of Science & Agriculture: General Committee – 09h00 Faculty of Social Sciences and Humanities: Faculty Planning and Management Committee: 10h00 |
| Fixed items on the agenda for Faculty meetings: | | |

| | | |
|---|----|--|
| 1. Student Affairs: Higher Degree Registration | | |
| 2. Departmental list of examiners – 2nd semester | | |
| 3. Amendments of syllabi (existing courses) for 2013 | | |
| 4. Submission of new qualifications for 2013 | | |
| 5. Submission of new programmes for 2013 | | |
| 6. Applications for leave: 2012/2013 | | |
| 7. Staffing matters such as new appointments, resignations and retirements | | |
| Tuesday | 30 | Submission of School Leaving Certificates to Student Administration Department (All undergraduate and postgraduate qualifications) |
| Faculty of Science & Agriculture: Research and Higher Degrees Committee – 09h00 | | |

| MAY | | |
|------------|----|---|
| Wednesday | 1 | Workers Day: Public Holiday |
| Thursday | 2 | |
| Friday | 3 | Tender Committee: 10h00 |
| Monday | 6 | Graduation - Alice Campus |
| Tuesday | 7 | Graduation - Alice Campus |
| Wednesday | 8 | Graduation - Alice Campus |
| Thursday | 9 | |
| Friday | 10 | Graduation – East London Campus |
| Monday | 13 | Faculty of Social Sciences and Humanities: Faculty Research and Higher Degrees – (EL) 09h00 |
| Tuesday | 14 | Transformation Forum: 14h00 |
| | | Faculty of Management & Commerce: Faculty Planning and Management Committee: Seminar Room 3, Bhisho Campus: 10:00 |
| | | Faculty of Education: Faculty Board: 12:30 C1, Bhisho campus |
| | | SPAC: 09h00 |
| Wednesday | 15 | ITS Management and Coordination Committee: 09h00 |
| | | Library Committee: 14h00 |
| | | Faculty of Science & Agriculture: Faculty Planning & Management Committee – 13h30 |
| Thursday | 16 | Skills Development and Equity Committee: 09h00 |
| | | Prospectus Committee: 09h00 |
| | | Faculty of Social Sciences and Humanities: Research Ethics Committee: 09h00 |
| Friday | 17 | Institutional Quality Assurance Committee: 09h00 |
| | | Faculty of Law: Faculty Board: 10:00 Law Boardroom |
| Friday | 17 | End of Second Term |
| Saturday | 18 | |
| Monday | 20 | Financial Aid Committee: 09h00 |
| | | Faculty of Management & Commerce: Faculty Board: C2, Bhisho Campus: 09:00 |
| | | Faculty of Social Sciences and Humanities: Faculty Board: 10h00 |
| Tuesday | 21 | Internationalization Committee: 09h00 |
| | | Faculty of Science & Agriculture: Faculty Board Meeting – 13h30 |
| | | University Research and Ethics: 14h00 |
| Wednesday | 22 | Council Language Committee: 09h00 |
| | | Enrolment Management Committee: 14h00 |
| | | Publication of DP marks |
| Wednesday | 22 | Transdisciplinarity Committee – 09h00 |
| Thursday | 23 | Central Academic Planning Committee: 09h00 |
| Friday | 24 | Institutional Forum: 09h00 |
| Monday | 27 | Honorary Degrees Committee: 09h00 |
| | | Submission of Faculty minutes and reports to Committee Section |
| | | June Examinations Commence |
| Tuesday | 28 | |
| | | June Examinations |

| | | |
|-----------|----|--|
| Wednesday | 29 | Council Human Resources Committee: 09h00 |
| | | Faculty of Education: Research and Higher Degrees Committee: 09h00 ELCO 5 th floor |
| | | Faculty of Education: Research and Ethics Committee: 12:00 ELCO 5 th floor |
| | | June Examinations |
| | | Audit Committee: 14h00 |
| Thursday | 30 | |
| | | June Examinations |
| | | <i>Prospectus 2014: Any alterations and additions to Faculty prospectuses to be submitted to the June Senate meeting – this is the final date</i> |
| Friday | 31 | MANCO: 09h00 |
| | | June Examinations |

| JUNE | | |
|-----------|----|--|
| Monday | 3 | Executive Management Team (EMT): 09h00 East London Campus June Examinations |
| Tuesday | 4 | Community Engagement Committee: 09h00 Tender Committee: 10h00 June examinations |
| Wednesday | 5 | Distribution of SENEX agenda Faculty of Management & Commerce: Research and Higher Degrees Committee: Seminar Room 3, Bhisheo Campus: 09:00 June examinations |
| Thursday | 6 | MANCO: 09h00 June examinations |
| Friday | 7 | Finance Committee: 08h30 ICT Governance Committee: 10h30 EXCO: 12h30 Remuneration Committee: 15h00 June examinations |
| Monday | 10 | Deans' Forum: 09h00 June examinations |
| Tuesday | 11 | Closing date for submission of Council reports to Committee Section June examinations |
| Wednesday | 12 | SENEX: 09h00 June examinations |
| Thursday | 13 | June examinations SPAC: 09H00 |
| Friday | 14 | June examinations End |
| Monday | 17 | Public Holiday |
| Tuesday | 18 | |
| Wednesday | 19 | |
| Thursday | 20 | SENATE: 09h00 |
| Friday | 21 | |
| Monday | 24 | MANCO: 09h00 |
| Tuesday | 25 | Events Management Committee: 09h00 Faculty Examinations Committee – Faculty of Law Faculty Examinations Committee – Faculty of Education Faculty Examinations Committee – Faculty of Management and Commerce Faculty Examinations Committee – Faculty of Social Sciences and Humanities Faculty Examinations Committee - Faculty of Science and Agriculture |
| Wednesday | 26 | Faculty of Education: Research and Higher Degrees Committee: 09h00 ELCO 5 th floor Faculty of Education: Research and Ethics Committee: 12h00 ELCO 5 th floor |
| Thursday | 27 | |
| Friday | 28 | Council: 08h30 (East London campus) |

Faculty Graduation Committee – Faculty of Law
Faculty Graduation Committee – Faculty of Education
Faculty Graduation Committee – Faculty of Management and Commerce
Faculty Graduation Committee – Faculty of Social Sciences and Humanities
Faculty Graduation Committee – Faculty of Science and Agriculture

Tuesday 9

| JULY | | |
|---------------|----------|--|
| Monday | 1 | |
| Tuesday | 2 | MANCO: 09h00 |
| | | Induction |
| Wednesday | 3 | Academic Promotions and Professorial Committee: 09h00 |
| Wednesday | 3 | Induction |
| Thursday | 4 | Induction |
| Friday | 5 | Induction |
| | | Faculty of Management & Commerce: Research and Higher Degrees Committee: Seminar Room 3, Bhisho Campus: 09:00 |
| | | Faculty of Law: Teaching and Learning Committee @ 10:00 Law Boardroom |
| | | Faculty Quality Assurance: Law Boardroom @12:00 Law Boardroom |
| Monday | 8 | Transdisciplinarity Committee – 09h00 |
| | | Tender Committee: 10h00 |
| Tuesday | 9 | Faculty of Education: Teaching and Learning Committee: 09h00 ELCO 5 th floor |
| | | Faculty of Education: Quality Assurance Committee: 12:00 ELCO 5 th floor |
| | | SPAC:09h00 |
| Wednesday | 10 | Enrolment Management Committee: 14h00 |
| Thursday | 11 | Bargaining Forum: 09h00 |
| Friday | 12 | |
| Monday | 15 | Supplementary Examinations Commence |
| | | Faculty of Management & Commerce: Teaching and Learning & Quality Assurance Committees: Seminar Room 3, Bhisho Campus: 09:00 |
| Tuesday | 16 | Housing Committee: 09h00 |
| | | Management and SRC: 14h00 |
| | | Supplementary Examinations |
| Wednesday | 17 | Graduation Committee: 09h00 |
| | | Supplementary Examinations |
| Thursday | 18 | HIV/HEADS Institutional Coordinating Committee: 09h00 |
| | | Supplementary Examinations |
| Friday | 19 | Rules and Regulations Committee: 09h00 |
| | | Supplementary Examinations |
| Monday | 22 | |
| Tuesday | 23 | Research and Development Committee: 09h00 |
| | | Supplementary Examinations |
| Wednesday | 24 | Bargaining Forum: 09h00 |
| | | Supplementary Examinations |
| Thursday | 25 | Support Service Quality Assurance Committee: 09h00 |
| | | Supplementary Examinations |
| Friday | 26 | Senate Teaching and Learning Committee: 09h00 |
| | | Supplementary Examinations End |
| Monday | 29 | |
| Tuesday | 30 | MANCO: 09h00 |
| | | |
| | | Fixed items on the agenda for Faculty meetings: |
| | | 1. Leave substitutes, if leave approved |
| | | 2. Visiting lecturers: 2012/2013 |

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| 3. Conference reports |
| 4. Submission of new academic programmes |
| 5. Faculty SDE Reports |
| 6. Faculty Quality Assurance Committee Report |
| 7. Progress Reports: Master's and Doctoral candidates |
| |
| Wednesday 31 |
| Faculty of Education: Research and Higher Degrees Committee: 09h00 ELCO 5 th floor |
| Faculty of Education: Research and Ethics Committee: 12:00 ELCO 5 th floor |
| Faculty of Science & Agriculture: Ethics Committee – 11h00 |
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| AUGUST | | |
|---------------|----|---|
| Thursday | 1 | Skills Development and Equity Committee: 09h00 Faculty of Education: Faculty Planning and Management Committee: 09h00 ELCO 5 th floor |
| Friday | 2 | ITS Management and Coordination Committee: 09h00 Faculty of Law: Faculty Planning and Management Committee: 10:00 Law Boardroom Faculty of Law: Research and Higher Degrees: 14:00 Law Boardroom |
| Monday | 5 | Tender Committee: 10h00 Faculty of Social Sciences and Humanities: Faculty Planning and Management Committee:10h00 |
| Tuesday | 6 | Financial Aid Committee: 09h00 Faculty of Science & Agriculture: Farm Committee – 15h00 |
| Wednesday | 7 | Institutional Forum: 09h00 Faculty of Science & Agriculture: Research and Higher Degree Committee – 09h00 |
| Thursday | 8 | Library Committee: 09h00 Faculty of Social Sciences and Humanities: Research Ethics Committee 09h00 |
| Friday | 9 | National Women's Day: Public Holiday |
| Monday | 12 | Faculty of Social Science and Humanities: Prospectus committee : 11h00 |
| Tuesday | 13 | Faculty Examination Committee – Faculty of Law Faculty Examination Committee – Faculty of Education Faculty Examination Committee – Faculty of Management and Commerce Faculty Examination Committee – Faculty of Social Science and Humanities Faculty Examination Committee – Faculty of Science and Agriculture Faculty of Management & Commerce: Faculty Planning and Management Committee: Seminar Room 3, Bhisho Campus: 10:00 Faculty of Science & Agriculture: General Committee – 09h00 Faculty Research and Higher Degrees – Faculty of Social Sciences and Humanities (Alice) 09h00 SPAC:09h00 |
| Wednesday | 14 | Transformation Forum: 09h00 |
| Thursday | 15 | Internationalization Committee: 09h00 University Research Ethics Committee: 14h00 |
| Friday | 16 | Academic Promotions and Professorial Committee: 09h00 |
| Monday | 19 | |
| Tuesday | 20 | Time Table Committee: 09h00 Faculty Graduation Committee – Faculty of Law Faculty Graduation Committee – Faculty of Education Faculty Graduation Committee – Faculty of Management and Commerce Faculty Graduation Committee – Faculty of Social Sciences and Humanities Faculty Graduation Committee – Faculty of Science and Agriculture |
| Wednesday | 21 | Bargaining Forum: 09h00 Faculty of Science & Agriculture: Faculty Planning & Management Committee – 13h30 Faculty of Education: Faculty Board: 12:30 C1, Bhisho Campus |
| Thursday | 22 | Audit Committee: 09h00 Council Human Resources Committee: 14h00 |
| Friday | 23 | Institutional Quality Assurance Committee: 09h00 Faculty of Law: Faculty Board: 10:00 Law Boardroom |
| Monday | 26 | MANCO: 09h00 Faculty of Social sciences and Humanities: Faculty Board: 10h00 |

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| | | |
| Tuesday | 27 | Honorary Degrees Committee: 09h00 |
| Wednesday | 28 | Prospectus Committee: 09h00 |
| | | Management and NEHAWU: 14h00 |
| | | Faculty of Science & Agriculture: Faculty Board Meeting – 13h30 |
| Thursday | 29 | Deans' Forum: 09h00 |
| | | Records and Archives Committee: 14h00 |
| Friday | 30 | Council Language Committee |
| | | Faculty of Management & Commerce: Research and Higher Degrees Committee: Seminar Room 3, Bhisho Campus: 09:00 |
| | | Faculty of Education: Research and Higher Degrees Committee: 09h00 ELCO 5 th floor |
| | | |
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| SEPTEMBER | | |
|------------------|----|---|
| Monday | 2 | Executive Management Team (EMT): 09h00 |
| Tuesday | 3 | Submission of Faculty minutes and documents to Committee Section |
| | | Events Management Committee: 09h00 |
| | | Research and Development Committee: 09h00 |
| Wednesday | 4 | Central Academic Planning Committee: 09h00 |
| Thursday | 5 | MANCO: 09h00 |
| | | Naming Committee: 14h00 |
| Friday | 6 | Finance Committee: 08h30 |
| | | ICT Governance Committee: 10h30 |
| | | EXCO: 12h30 |
| | | Remuneration Committee: 15h00 |
| Monday | 9 | Tender Committee: 10h00 |
| | | Distribution of SENEX agenda |
| Tuesday | 10 | Community Engagement Committee: 09h00 |
| Wednesday | 11 | Bargaining Forum: 09h00 |
| | | Faculty of Education: Faculty Executive Committee: 09h00 Faculty Office, EL Campus |
| | | Faculty of Science & Agriculture: Ethics Committee – 11h00 |
| Thursday | 12 | Submission of Council Reports to Council to Committee Section |
| | | SPAC 09h00 |
| Friday | 13 | SENEX: 09h00 |
| Monday | 16 | Support Service Quality Assurance Committee: 14h00 |
| | | Prospectus Committee: 09h00 |
| Tuesday | 17 | Faculty of Education: Teaching and Learning Committee: 09h00 ELCO 5 th floor |
| | | Faculty of Education: Quality Assurance Committee: 12h00 ELCO 5 th floor |
| Wednesday | 18 | MANCO: 09h00 |
| Wednesday | 18 | Transdisciplinarity Committee – 14h00 |
| Thursday | 19 | Bargaining Forum: 09h00 |
| | | Faculty of Science & Agriculture: Research and Higher Degree Committee – 09h00 |
| | | Faculty of Social sciences and Humanities: Teaching and Learning Committee: 10h00 |
| | | Faculty of Social Sciences and Humanities: Quality Assurance: 12h00 |
| Friday | 20 | Faculty of Law: Teaching and Learning Committee: 10:00 Law Boardroom |
| | | Faculty of Law: Quality Assurance Committee: 12:00 Law Boardroom |
| Monday | 23 | |
| Tuesday | 24 | Heritage Day: Public Holiday |
| Wednesday | 25 | Faculty of Management & Commerce: Research and Higher Degrees Committee: Seminar Room 3, Bhisho Campus: 09:00 |
| | | Faculty of Education: Research and Higher Degrees Committee: 09h00 ELCO 5 th floor |
| | | Faculty of Education: Research and Ethics Committee: 12h00 ELCO 5 th floor |
| | | Faculty of Science & Agriculture: Farm Committee – 15h00 |
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| Thursday | 26 | Distribution of Senate agenda |
| Friday | 27 | |
| | | Faculty of Law: Faculty Planning and Management Committee: 10:00 Law Boardroom |
| Monday | 30 | |

| OCTOBER | | |
|---|----|--|
| Tuesday | 1 | Deans' Forum: 09h00 |
| Wednesday | 2 | Faculty of Science & Agriculture: General Committee – 09h00 |
| Thursday | 3 | Senate: 12h30 |
| Friday | 4 | |
| Monday | 7 | Tender Committee: 10h00 |
| | | Faculty Research and Higher Degrees – Faculty of Social Sciences and Humanities (EL) 09h00 |
| Tuesday | 8 | Faculty of Management & Commerce: Teaching and Learning & Quality Assurance Committees: Seminar Room 3, Bhisho Campus: 09:00 |
| | | Faculty of Education: Faculty Planning and Management Committee: 09h00 ELCO 5 th floor |
| | | Faculty of Social Sciences and Humanities: Faculty Planning and Management : 10h00 |
| Wednesday | 9 | Rules and Regulations Committee: 09h00 |
| | | Faculty of Science & Agriculture: Faculty Planning & Management Committee – 13h30 |
| Thursday | 10 | Management and SRC: 14h00 |
| Friday | 11 | Council: 09h00 (Alice campus) |
| | | Faculty of Law: Faculty Board: @ 10:00 Law Boardroom |
| | | Faculty of Management & Commerce: Faculty Planning and Management Committee: Seminar Room 3, Bhisho Campus: 09:00 |
| Monday | 14 | HIV/HEADS Institutional Coordinating Committee: 09h00 |
| | | Faculty Research and Higher Degrees – Faculty of Social Sciences and Humanities (Alice) 09h00 |
| Tuesday | 15 | Senate Teaching and Learning Committee: 09h00 |
| Wednesday | 16 | Institutional Quality Assurance Committee: 09h00 |
| | | Housing Committee: 09h00 |
| | | Faculty of Science & Agriculture: Faculty Board Meeting – 13h30 |
| Thursday | 17 | Transformation forum: 09h00 |
| | | Faculty of Management & Commerce: Faculty Board: C2, Bhisho Campus: 09:00 |
| | | Faculty of Education: Faculty Board: 12:30 C1, Bhisho Campus |
| | | Faculty of Social Sciences and Humanities: Faculty Board: 10h00 |
| | | SPAC 14h00 |
| Friday | 18 | 4 th Term lectures end |
| | | ZK Matthews Memorial Lecture |
| Monday | 21 | |
| Tuesday | 22 | Submission of Faculty Documents and minutes to Committee Section |
| Wednesday | 23 | Publication of semester marks |
| Thursday | 24 | Internationalization Committee: 09h00 |
| | | University Research Ethics committee: 14h00 |
| | | Faculty of Management & Commerce: Research and Higher Degrees Committee: Seminar Room 3, Bhisho Campus: 09:00 |
| Friday | 25 | Institutional Forum: 09h00 |
| Monday | 28 | 2 nd Semester examinations commence |
| | | Time Table Committee: 09h00 |
| Tuesday | 29 | Management and NEHAWU: 14h00 |
| Wednesday | 30 | Council Language Committee: 09h00 |
| | | Distribution of Senex agenda |
| Fixed items on the agenda for Faculty meetings: | | |
| 1. Progress reports: Master's and Doctoral candidates | | |

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| 2. Examiners for Master's and Doctoral degree candidates |
| 3. Names of students who were issued certificates with short courses |
| 4. Part-time lecturers appointed for 2013 |
| 5. Faculty Quality Assurance Committee Report |
| 6. Faculty SDE Reports |
| Faculty of Education: Research and Higher Degrees Committee: 09h00 ELCO 5 th floor |
| Faculty of Education: Research and Ethics Committee: 12h00 ELCO 5 th floor |
| |
| Thursday 31 Community Engagement Committee: 09h00 |
| Library Committee: 14h00 |

| NOVEMBER | | |
|-----------------|----|--|
| Friday | 1 | Audit Committee: 09h00 |
| | | Council Human Resources Committee: 14h00 |
| Monday | 4 | Executive Management Team (EMT): 09h00 |
| Tuesday | 5 | SENEX: 09h00 |
| Wednesday | 6 | Academic Promotions and Professorial Committee: 09h00 |
| | | Tender Committee: 10h00 |
| Thursday | 7 | MANCO: 09h00 |
| Friday | 8 | Finance Committee: 08h30 |
| | | ICT Governance Committee: 10h30 |
| | | EXCO: 12h30 |
| | | Remuneration Committee: 15h00 |
| Monday | 11 | Transformation Forum: 09h00 |
| | | Faculty of Social Sciences and Humanities: Ethics Committee 09h00 |
| Tuesday | 12 | Central Academic Planning Committee: 09h00 |
| | | Enrolment Management Committee: 14h00 |
| Wednesday | 13 | Submission of Council Reports to Committee Section |
| | | SPAC 09H00 |
| Thursday | 14 | Honorary Degrees Committee: 09h00 |
| | | Distribution of Senate agenda |
| Friday | 15 | 2 nd Semester examinations end |
| Monday | 18 | Records and Archives Committee: 09h00 |
| | | Distribution of Council agenda |
| | | ITS Management and Coordination Committee: 14h00 |
| Tuesday | 19 | Transdisciplinarity Committee – 09h00 |
| Wednesday | 20 | Events Management Committee: 09h00 |
| | | Skills Development and Equity Committee: 09h00 |
| Thursday | 21 | Senate: 09h00 |
| Friday | 22 | Faculty Research and Higher Degrees Committee: 09h00 ELCO 5 th floor |
| | | Faculty of Law: Faculty Research and Higher Degrees Committee: 10:00 Law Boardroom |
| | | Faculty of Law: Faculty Planning and Management Committee: 14:00 Law Boardroom |
| Monday | 25 | MANCO: 09h00 |
| Tuesday | 26 | Faculty Examinations Committee – Faculty of Law Faculty Examinations Committee – Faculty of Education Faculty Examinations Committee – Faculty of Management and Commerce Faculty Examinations Committee – Faculty of Social Sciences and Humanities Faculty Examinations Committee – Faculty of Science and Agriculture |
| Wednesday | 27 | Faculty of Management & Commerce: Research and Higher Degrees Committee: Seminar Room 3, Bhishe Campus: 09:00 |
| | | Faculty of Science & Agriculture: Special Faculty Planning & Management Committee – 09h00 |
| | | Faculty of Education: Faculty Planning and Management Committee: 09h00: ELCO 5 th floor |
| Thursday | 28 | Faculty Graduation Committee - Faculty of Law Faculty Graduation Committee – Faculty of Education Faculty Graduation Committee – Faculty of Management and Commerce Faculty Graduation Committee – Faculty of Social Sciences and Humanities Faculty Graduation Committee – Faculty of Science and Agriculture |
| Friday | 29 | Council: 09h00 (Alice campus) |

| DECEMBER | | |
|-----------------|----|---|
| Monday | 2 | Executive Management Team (EMT): 09h00 – Alice campus |
| | | Faculty of Social sciences and Humanities: Special Faculty Planning and Management Committee 10h00 |
| Tuesday | 3 | Deans' Forum: 09h00 |
| | | Tender Committee: 10h00 |
| Wednesday | 4 | Faculty of Management & Commerce: Faculty Planning & Management Committee: Seminar Room 3, Bhisho Campus: 09:00 |
| Thursday | 5 | Submission of Faculty reports and minutes to Committee Section |
| | | SPAC 09h00 |
| Friday | 6 | |
| Monday | 9 | SEEX: 09h00 |
| Tuesday | 10 | Distribution of Senate agenda |
| Wednesday | 11 | Faculty of Education: Research and Higher Degrees Committee: 09h00 ELCO 5 th floor |
| Thursday | 12 | Senate: 09h00 |
| Friday | 13 | |
| Monday | 16 | Day of Reconciliation |
| Tuesday | 17 | |
| Wednesday | 18 | |
| Thursday | 19 | |
| Friday | 20 | |
| Monday | 23 | |
| Tuesday | 24 | |
| Wednesday | 25 | Christmas Day: Public Holiday |
| Thursday | 26 | Day of Goodwill: Public Holiday |
| Friday | 27 | |
| Monday | 30 | |
| Tuesday | 31 | |

FORT HARE: PAST AND PRESENT

Many forces have interacted in the Eastern Cape. Incoming Afrikaners and British met with Xhosa-speakers in the eighteenth century, and the long process of conflict, followed by the subordination and expropriation of the indigenous people, took place over more than one hundred years. An important British base at this time, named after a military officer at this time, and a small town of Alice grew near its environs.

The process of colonization and expropriation was paradoxical. Brutal military conquest, and integration of the population into the colonial economy, was accompanied by the spread of Christianity. The missionaries who carried the new ideas were themselves part of colonial expansion, but brought with them a creed which was taken by Africans and forged into a tool for grappling with the challenges of the colonial world. The South African Native College, later the University of Fort Hare, was, ironically, founded in 1916 on the site of the earlier British military stronghold. The college originated from the sometimes uneasy alliance between the new class of educated African Christians, supported by a number of traditional Southern African leaders, and early twentieth-century white liberals, many of them clergy.

The religious tradition at the heart of Fort Hare's origin, shared by blacks and whites alike, heralded 'plain living and high thinking', and a form of education that was undeniably Eurocentric. However it did not make the assumption, central to the Bantu Education implemented in South Africa from the 1950's, that black Africans required or deserved a different, inferior education.

Thus, the University of Fort Hare produced graduates from South Africa and as far north as Kenya and Uganda, who knew they were as good as the best. Many went on to prominent careers in fields as diverse as politics, medicine, literature and art. Some politically active alumni like Oliver Tambo, Nelson Mandela, Govan Mbeki, Robert Sobukwe and Mangosuthu Buthelezi in South Africa, Robert Mugabe and Herbert Chitepo in Zimbabwe, and Elius Mathu and Charles Njonjo in Kenya, have impacted their nations. In the arts Fort Hare has released from South Africa, poet Dennis Brutus, Drum journalist Can Themba, sculptor and painter Ernest Mancoba and Xhosa author and scholar Archibald Campbell Jordan. The first black Zimbabwean medical doctor, Ticofa Samuel Parirenyatwa, and the historian, novelist and politician Stanlake Samkange were also among the many non-South Africans who spent formative years at Fort Hare.

Though Fort Hare operated in an environment of racial segregation even before apartheid, the college contained the seeds of a more tolerant South Africa. It was as racially inclusive as it could be at the time, with black, coloured and Indian students studying as one. It had men and women students from the beginning; its mainly white staff included black academics like ZK Matthews and DDT Jabavu and students' home languages ranged through Xhosa, Sotho, Zulu, Afrikaans and many others.

The takeover of the college in 1959-60 by the National Party government put an end to these achievements. Fort Hare was transformed into an ethnic college for Xhosa speakers. Outspoken staff members were expelled and a new administration, conspicuously loyal to the government and intent on imposing its world-view, was

installed. The campus grew over the next three decades, and student numbers increased, but government interventions reduced Fort Hare to the level of “Bush Colleges’ that were instituted in many homelands. In a parody of true academic maturity, Fort Hare became in 1970, self-governing and ‘independent’. With the creation of Ciskei in 1980, Fort Hare became the university of a microstate, recognized only by its fellow Bantustans and by South Africa’s minority government, a marked decline from its previous status as the greatest centre of black higher education in Southern and Eastern Africa.

The values and traditions of Fort Hare were embattled after 1960. The apartheid state made a determined attack upon the institution and did immense damage. However, some continuities of its unique and proud historical traditions of non-racism, critical debate and aspiration towards educational excellence were never eliminated and these are now being nurtured and developed

The tradition of excellence survived, firstly, amongst the students and also among a small but growing number of progressive academics. Many rejected the attempt to turn Fort Hare into an ethnic institution, and from various directions – political, religious and cultural – people kept alive a spirit of opposition. In the 1960’s various African National Congress and Pan Africanist Congress aligned organizations emerged and were quickly suppressed. Subsequently, Fort Hare became a stronghold of the Black Consciousness oriented South African Students’ Organisation. Later still, there were constant protests by students, brutally suppressed, against the Ciskei homeland regime.

The tradition survived through the affection and loyalty of people towards Fort Hare, and, when the opportunity arose after 1990 when the apartheid-era administration was expelled, many opted to work here. Supporters included Sibusiso Bengu, the first black Vice-chancellor of the new dispensation, later Minister of Education and subsequently the University Chancellor; Makhenkesi Stofile, the Minister of Sport and Recreation; and Sipho Pityana, Registrar in the early 1990’s. It survived in the creation of a new Pan-Africanism and internationalism, with students from Zimbabwe to Eritrea, and staff from all over Africa and the world flocking to its doors. Many came because they knew of Fort Hare’s historical reputation and wanted to contribute to its newfound opportunities towards renaissance. It survives in the remarkable archival records at Fort Hare, made up of the papers of the ANC and other liberation movements in exile. The archives of the university itself record an extraordinary and sustained educational achievement, forming a corporate memory now made accessible to scholars from all over the world.

This tradition survived notably in the university’s determination, under dynamic new leadership since 1999, to pull back from the brink of institutional collapse, to refute any misconceived national attempt at higher education rationalization that would cause it to fade away or disallow its distinctive voice to be heard. To contemporary Fort Harians, it is important to acknowledge, record and question its history, and to extract the most liberating, enriching and valuable elements from its history as building blocks towards a radically modernized institution. In the process the institution is building on the foundational strengths of its historical inheritance, geographical locations, stakeholder constituencies and committed workforce, and does not rely on a nostalgic invocation of previous glory.

The university is redefining its role as the producer and disseminator of new knowledge, particularly focusing on its central place in the reshaping of post apartheid South Africa, and repositioning itself as the empowerment agent in the political, economic, cultural and social revolution that is unfolding in the subcontinent and beyond. Its curriculum and research agenda is being tuned to resonate with the contextual social renaissance, both by stimulating it and by responding to it. At the same time it is utterly conscious of the need to engage and partner with the surrounding communities and region in a serving capacity and to extend into society at large through interesting new interconnections.

Following a decision by the Ministry of Education, the university has, since January 2004, been incorporating and integrating a new campus in the city of East London, formerly of Rhodes University, into UFH. This significant development in a new larger operating environment presents significant challenges as well as strategic opportunities for the calculated expansion of UFH into new markets, enabling it to play a stimulating and catalytic role in the development of the Buffalo City region. Hence it is strategically planning to grow and develop programmes in a much wider student market and is re-profiling Fort Hare across the three campuses in Alice, Bhisho and East London. As the backbone to a new academic system, five new Faculties were established in 2005-6. Over the next period significant expansion in the portfolio of academic and strategic programmes are foreseen.

The University of Fort Hare is indeed more determined than ever to build on its distinctive and illustrious past.

UNIVERSITY SENIOR OFFICERS

Chancellor

Honourable Justice TL Skweyiya, B Soc Sc (UN), LLB (UN)

Vice-Chancellor and Principal

Dr ME Tom, MB CHB (Natal), M Fam Med (Wits) M Sc Public Policy & Management (University of London)

Chairperson of Council

Mr JF Evertse, BSc (UWC), MSc (Michigan State University USA), MBA (US)

Deputy Vice-Chancellor: Academic Affairs

Prof CL Obi BSc Hons (University of Port Harcourt, Nigeria), MSc (University of Lagos, Nigeria), PhD (University of Lagos)

Deputy Vice-Chancellor: Institutional Support

Dr J. Mjwara, BSc (UFH), BSc Hons (UFH), MSc (Rhodes), PhD (Rhodes)

Registrar and Secretary to Senate and Council

Dr N Mrwetyana, BA UED, BEd, MEd (UFH), MEd (Rhodes), PhD (Natal)

Dean, Faculty of Science and Agriculture

Prof F Aghdasi, BSc Electronic Eng (Manchester, UK), MSc (Oregon USA), MBA (Portland USA), PhD (Bristol UK)

Dean, Faculty of Social Sciences and Humanities

Prof M Somniso, PTC (Zwelitsha Training School), SEC (Vista), Masters and DLitt (UPE), LLB (NMMU)

Dean, Faculty of Law

Prof O Mireku, LLB (Hons); LLM(Wits); Dr. Jur.(Germany)

Dean, Faculty of Education

Prof X Mtose, BA HDE (UFH), HDE (Postgraduate Primary) (UCT), BA Hons (Rhodes), M Phill (Stell), PhD (UKZN).

Dean, Faculty of Management and Commerce

Prof T Mjoli, BA (Unisa), BA Hons (UFH), Small Bus. Mngt Cert. (Unisa), B B Admin Hons (Stell), MBA (Stell), MSc (Penn State), PhD (Unisa).

Dean, Research and Development

Prof G De Wet, BA Communication, BA Hons, (Communication), MA Communication (UF) and D litt. Et Phil (UJ)

Director: Finance

Mr R Stone, BCom (Hons) (UCT), MBL (UNISA), MPhil (US), CA (SA)

Director: Human Resources

Ms N Ngqubekile, BA Personnel Management, BA (Hons) (Industrial Psychology) (UFH), MBL (UNISA)

Dean, Student Affairs

Mr B Gallant: B.Econ (UWC), HDE (UNISA), MBA (NMMU)

Director: Institutional Advancement

Ms Z Filtane, MAP (Wits)

President of Convocation

Vacant

THE UNIVERSITY COUNCIL

1 August 2009 – 31 July 2014

The Council, subject to the provisions of the HE Act No 101 of 1997 and in accordance with Amendment to the Statute of the University of Fort Hare (Government Gazette No 25987, 04 February 2004), consists of the following members:

PERSONS WHO ARE NEITHER EMPLOYEES NOR STUDENTS OF THE UNIVERSITY

| | |
|---|--|
| Appointed by the Minister: | Mr JF Evertse (Chairperson) Ms ND Orleyn (Deputy Chairperson) Dr P Lolwana Vacant Mr V Harry |
| Designated by the Fort Hare Foundation: | Mr AW Mjekula |
| Designated by the Nkonkobe Municipality: | Mr A Ntsangani |
| Designated by the Buffalo City Municipality: | Mrs N Peter |
| Designated by the Amathole District Municipality: | Mr C Magwangqana |
| Appointed by the Provincial Government: | Dr S Nuku Mr M Nkasawe |
| Appointed by the Convocation: | Prof G Sibiya |
| Appointed by Council: | Ms N Maqubela Mr G Sam Mr S S Somyo |

EMPLOYEES OR STUDENTS OF THE UNIVERSITY

| | |
|------------------------------------|---------------------------------|
| The Vice-Chancellor and Principal: | Dr ME Tom |
| Deputy Vice-Chancellor: | Prof CL Obi |
| Elected to Council by the Senate: | Prof G Bradley Prof L Majova |
| Elected to Council by the SRC: | SRC President |

SRC Secretary

Elected by the Institutional Forum:

Mr A Kganedi
Mr S Kobese

Elected by Academics:

Ms T Nkukwana

Elected by Non Academics:

Mr A Magocoba

University Registrar and Secretary
of Council

Dr N Mrwetyana

ADVISORY

Director: Finance:

Mr R Stone

Director: Human Resources:

Ms N Ngqubekile

COMMITTEES OF COUNCIL

EXECUTIVE COMMITTEE

Council members: Mr JF Evertse (Chairperson)
Ms ND Orleyn
Mr AW Mjekula
Vacant
Dr P Lolwana
Dr S Nuku

Vice-Chancellor: Dr ME Tom
Deputy Vice-Chancellor: Academic Affairs: Prof CL Obi

Deputy Vice-Chancellor: Institutional Support: Dr J Mjwara

University Registrar: Dr N Mrwetyana

Advisory
Director: Finance: Mr R Stone
Director: Human Resources: Ms N Ngqubekile

AUDIT COMMITTEE

Council members: Ms NP Maqubela (Chairperson)
Vacant
Vacant
Vacant

Appointed by Council: Mr T Lupuwana
Ms EL Mason

Vice-Chancellor: Dr ME Tom
Director: Finance: Mr R Stone
KPMG- Internal Auditor: Mr L Quayle
KPMG- Internal Auditor: Mr G Simms
PricewaterhouseCooper: Mr A Collen
PricewaterhouseCooper: Ms J Mauer
KPMG- Internal Auditor: Mr C Putzier
Director: Planning, Quality Management
and Assurance: Prof R Bally

UFH Internal Audit Manager: Mr M Soqaga
UFH General Manager: Finance: Ms N Kopo

FINANCE COMMITTEE

Council members: Mr AW Mjekula (Chairperson)
Vacant
Ms T Orleyn
Mr V Harry
Vice-Chancellor: Dr ME Tom
Deputy Vice-Chancellor: Academic Affairs: Prof CL Obi
Deputy Vice-Chancellor: Institutional Support: Dr J Mjwara
Director: Finance: Mr R Stone
SRC Treasurer: SRC

ICT GOVERNANCE COMMITTEE

Council members: Mr AW Mjekula (Chairperson)
Ms T Orleyn
Mr V Harry
Vice-Chancellor: Dr ME Tom
Deputy Vice-Chancellor: Academic Affairs: Prof CL Obi
Deputy Vice-Chancellor: Institutional Support: Dr J Mjwara
Registrar: Dr N Mrwetyana
Director: Finance: Mr R Stone
Director: Human Resources: Ms N Ngqubekile
Chief Information Officer: Mr C Johl
Head: Information System: Prof S Flowerday
Co-opted External expertise: Mr A de Beer

DISCIPLINARY APPEALS COMMITTEE

Council members: Mr JF Evertse
Dr S Nuku

HUMAN RESOURCES COMMITTEE

Council members: Dr S Nuku (Chairperson)
Ms PN Maqubela
Mr V Harry
Vice-Chancellor: Dr ME Tom
Deputy Vice-Chancellor: Academic Affairs: Prof CL Obi

Deputy Vice-Chancellor: Institutional Support: Dr J Mjwara
Director: Human Resources: Ms N Ngqubekile
Director: Finance: Mr R Stone
University Registrar: Dr N Mrwetyana

REMUNERATION COMMITTEE

Council members: Mr J Evertse (Chairperson)
Mr AW Mjekula
Ms ND Orleyn
Dr S Nuku
Vice-Chancellor: Dr ME Tom
Deputy Vice-Chancellor: Academic Affairs: Prof CL Obi
Deputy Vice-Chancellor: Institutional Support: Dr J Mjwara
Registrar (Secretary of Council): Dr N Mrwetyana
Director: Finance: Mr R Stone
Director: Human Resources: Ms N Ngqubekile

COUNCIL LANGUAGE COMMITTEE

Council Representative: Prof SM Mayatula
EMT Representative: Prof MM Somniso
Senate Representative: Prof CR Botha
Department of African Languages: Mr Z Saule
Department of English (Alice): Dr M Blatchford
Department of English (East London): Dr D Shober
Department of Afrikaans: Dr S Smith
Institutional Forum representative: Mrs N Mntambo
SRC: Academic Affairs: SRC

INSTITUTIONAL FORUM

Dr ME Tom: Vice-Chancellor (*ex-officio*)
Mr A Kganedi: Academic Employees Representative and Chairperson
Mr G Sam: Council Representative
Vacant: Council Representative
Dr J Mjwara: Deputy Vice-Chancellor: IS and Management Representative
Ms N Ngqubekile: Management Representative and Deputy Chairperson
Prof AM Mdebuka: Senate Representative
Dr S Smith: Senate Representative
Mr A Sumbulu: Convocation Representative
Ms T Nkukwana: Academic Employees Representative
Mr S Kobese: Non-academic Employees Representative

Ms T Heshula: Non-academic Employees Representative
Student Council Representative: President
Student Council Representative
Postgraduate Student Council Representative
General Student Council Representative

Co-opted:

Dr N Mrwetyana: Registrar and Secretary of Council
Mr GV James: Transformation Representative
Mr A Ntsangani: Mayor: Nkonkobe Municipality
Ms Z Ncita: Buffalo City Municipality

NAMING COMMITTEE

Dr Z Mali: Convocation Representative and Chairperson
Dr J Mjwara: Deputy Vice-Chancellor: Institutional Support and Management Representative

Ms N Ngqubekile: Management Committee Representative
Prof SM Mayatula: Council Representative
Ms NP Nangu-Maqubela: Council Representative

Prof L Bank: Senate Representative
SRC Representative
SRC Representative
Mr M Mrashula: NEHAWU
Mr V Booi: NEHAWU
Mr T Modia: Institutional Forum Representative
Prof AM Mdebuka: Institutional Forum Representative
Ms T Heshula: Convocation Representative

MEMBERS OF THE UNIVERSITY SENATE

| | |
|---|-------------------------|
| The Vice-Chancellor and Principal | Dr ME Tom (Chairperson) |
| The Deputy Vice-Chancellor: AA | Prof CL Obi |
| The Deputy Vice-Chancellor: IS | Dr J Mjwara |
| The Registrar and Secretary | Dr N Mrwetyana |
| Deans | |
| Faculty of Science and Agriculture | Prof F Aghdasi |
| Faculty of Social Sciences and Humanities | Prof MM Somniso |
| Faculty of Education | Prof X Mtose |
| Faculty of Law | Prof O Mireku |
| | |
| Faculty of Management and Commerce | Prof QT Mjoli |
| Research and Development | Prof G De Wet |
| Student Affairs | Mr B Gallant |

PROFESSORS

Professor S Rembe
Professor G Moyo
Professor PC Osode
Professor NS Rembe
Professor RD Thakhathi
Professor G Bradley
Professor A Afolayan
Professor BJ Bester
Professor PNS Mnkeni
Professor C Chiduza
Professor DO Okeyo
Professor ML Magwa
Professor R Ndip
Professor J Masters
Professor A Mdebuka
Professor F Lategan
Professor Y Qin
Professor K Liu
Professor W Nel
Professor A Obi

Professor B Sibanda
Professor DT Williams
Professor TJG Louw
Professor CR Botha

DEPUTY DEANS

| | |
|---|----------------|
| Deputy Dean: Education: | Prof G Moyo |
| Deputy Dean: Faculty of Law: | Vacant |
| Deputy Dean: Faculty of Management and Commerce: | Prof R Ncwadi |
| Deputy Dean: Faculty of Management and Commerce: | Ms N Wayi |
| Deputy Dean: Faculty of Science and Agriculture: | Prof G Bradley |
| Deputy Dean: Faculty of Science and Agriculture: | Dr N Monde |
| Deputy Dean: Faculty of Social Sciences and Humanities: | Prof W Akpan |
| Deputy Dean: Faculty of Social Sciences and Humanities: | Dr B Tshotsho |

DIRECTORS OF SCHOOLS

| | |
|-----------------|---|
| Mr C Thomas | School for Further and Continuing Education |
| Dr G Galloway | School for General and Continuing Education |
| Prof G Moyo | |
| Prf PJ Masika | |
| Ms K Porteus | |
| Prof G Bradley | School of Biological & Environmental Sciences |
| Prof AM Mdebuka | School of Physical & Computational Sciences |
| Prof F Lategan | School of Agriculture |
| Dr NBP Nzama | School of Health Sciences |

HEADS OF DEPARTMENTS

| | |
|---------------------|-------------------------------|
| Prof LY Majova | Accounting |
| Prof R Elliott | Business Management |
| Dr PB Monyai | Development Studies |
| Mrs P Makhetha-Kosi | Economics |
| Mrs N Gcaza | Industrial Psychology |
| Prof S Flowerday | Information Systems |
| Prof E Ijeoma | Public Administration |
| Prof P Tangwe-Tanga | Social Work |
| Dr DS Yekela | History |
| Prof A Olivier | Philosophy |
| Dr M Blatchford | English (Alice) |
| Mr ZW Saul | African Languages |
| Dr S Smith | Afrikaans |
| Dr EM Ondari-Okemwa | Library & Information Science |

| | |
|----------------------|------------------------------------|
| Mr JO Ndege | Statistics |
| Ms J Marx | Psychology |
| Mr M Baloyi | Fine Art |
| Dr R de W Oosthuizen | Centre for Theology |
| Mr V Duma | Sociology and Anthropology |
| Prof B Bleibinger | Music |
| Dr Z Ndayi | Political Science |
| Prof J Barkhuizen | Criminology |
| Prof A Salawu | Communication |
| Dr A Mushunje | Agricultural Economics & Extension |
| Dr C Muyengwa | Agronomy |
| Dr V Muchenje | Livestock & Pasture Science |
| Prof AI Okoh | Biochemistry & Microbiology |
| Prof DS Grierson | Botany |
| Prof C Seethal | Geography |
| Dr E Do Linh San | Zoology & Entomology |
| Dr K Sibanda | Computer Science |
| Ms M du Plessis | GIS & Remote Sensing |
| Dr O Gwavava | Geology |
| Dr S Ngcibi | Mathematics |
| Mr D Katwire | Chemistry |
| Prof AM Mdebuka | Physics |
| Mr J Ndege | Statistics |
| Dr E Seekoe | Nursing Sciences |
| Dr M van Gent | Human Movement Studies |
| Mr P Smit | SBE |
| Dr P Lyoka | HMS |
| Prof C Tyler | Statistics |
| Dr V Xuza | Physics |
| Dr I Chetty | Theology |
| Prof M Caldwell | Communication |
| Prof R Van Niekerk | Psychology |
| Prof C Nikodem | Post Graduate Studies |
| Prof B Sharhi | |
| Dr PM Mahlangu | Transdisciplinary Studies |

DIRECTORS OF ACADEMIC INSTITUTES AND CENTRES

Dr PDF Strijdom: Director: Centre for Leadership Ethics in Africa (CLEA)

Prof NS Rembe: Oliver Tambo Chair and Human Rights Centre
Dr PJD Masika: Agriculture and Rural Development Research Institute (ARDRI)
Mr VG Boo: National Heritage and Cultural Studies Centre (NAHECS)
Prof EL Meyer: Fort Hare Institute of Technology (FHIT)
Prof L Bank: Fort Hare Institute of Social and Economic Research (FHISER)
Prof C Nikodem: Director: Postgraduate Studies

UNIVERSITY LIBRARIAN

Ms Y Soul: University Librarian

REPRESENTATIVES OF ACADEMIC EMPLOYEES

Ms N Morkel: Faculty of Social Sciences and Humanities
Mr A Katurura: Faculty of Law
Vacant: Faculty of Education
Vacant: Faculty of Management and Commerce
Ms T Nkukwana: Faculty of Science and Agriculture
Vacant: Govan Mbeki Research and Development Centre (GMRDC)

REPRESENTATIVES OF NON-ACADEMIC EMPLOYEES

: Faculty of Science and Agriculture

REPRESENTATIVES OF COUNCIL

Mr A Ntsangani
Vacant

STUDENT REPRESENTATIVE COUNCIL MEMBERS

6 students elected by the Student Representative Council

CO-OPTED MEMBERS

Mr R Stone: Director: Finance
Ms N Ngqubekile: Director: Human Resources
Mr N Knickelbein: Deputy Registrar: Academic
Mr M Popo: Deputy Registrar: Governance and Legal Services
Ms Z Filtane: Director: Institutional Advancement
Vacant: Manager: Quality Management and Assurance
Dr N Toni: Director: Teaching and Learning Centre
Prof R Bally: Institutional Planner
Mrs N Mntambo: Manager: Alumni Affairs

In Attendance

Mrs N Magocoba Faculty Manager: Education

Ms K Mkiva: Faculty Manager: Law

Mr M Ndlovu: Faculty Manager: Management & Commerce

Ms M Smith: Faculty Manager: Science & Agriculture

Ms N Mcako: Faculty Manager: Social Sciences and Humanities

COMMITTEES OF SENATE

EXECUTIVE COMMITTEE OF SENATE (SENEX)

Dr ME Tom: Vice-Chancellor and Chairperson

Prof CL Obi: Deputy Vice-Chancellor: Academic Affairs

Dr J Mjwara: Deputy Vice-Chancellor: Institutional Support

Dr N Mrwetyana: Registrar

Prof F Aghdasi: Dean: Faculty of Science and Agriculture

Prof MM Somniso: Dean: Faculty of Social Sciences and Humanities

Prof X Mtose: Dean: Faculty of Education

Prof O Mireku Dean: Faculty of Law

Prof QT Mjoli: Dean: Faculty of Management and Commerce

Prof G De Wet: Dean: Research and Development

Mr B Gallant: Dean: Student Affairs

Prof CR Botha (Senate Representative)

Prof I Chetty (Senate Representative)

Mr A Katurura (Senate Representative)

Dr N Duku (Senate Representative)

Advisory:

Mrs N Magocoba: Faculty Manager: Education

Ms K Mkiva: Faculty Manager: Law

Mr M Ndlovu: Faculty Manager: Management and Commerce

Ms M Smith: Faculty Manager: Science & Agriculture

Ms N Mcako: Faculty Manager: Social Sciences and Humanities

PROSPECTUS COMMITTEE

Dr N Mrwetyana: Registrar and Chairperson

Mr N Knickelbein: Deputy Registrar

Prof CR Botha: Faculty Representative: Social Sciences and Humanities

Mr M Popo: Deputy Registrar: Governance and Legal Services

Mr M Bomba: Faculty Representative: Management and Commerce

Ms N Tyilo: Faculty Representative: Education

Prof P Osoke: Senate Representative
Ms Z Filtane: Director: Institutional Advancement
Vacant: Manager: Quality Management and Assurance
Dr N Toni: Director: Teaching and Learning Centre
Mr B Gallant Dean: Student Affairs
Dr D Shober: Senate representative
Mrs N Magocoba: Acting Faculty Manager: Education
Ms C Cuthberts: Assistant Faculty Manager: Science and Agriculture
Mr M Ndlovu: Faculty Manager: Management and Commerce
Ms N Mcako: Faculty Manager: Social Sciences and Humanities
Ms K Mkiva: Faculty Manager: Law
Dr A Makura: Representative: Teaching and Learning Centre

ENROLMENT MANAGEMENT COMMITTEE

Dr ME Tom: Vice-Chancellor (*ex-officio*)
Dr N Mrwetyana: Registrar and Chairperson
Mr N Knickelbein: Deputy Registrar
Dr E Seekoe: Senate Representative
Prof R Bally: Institutional Planner
Mr M Popo: Director: Governance and Legal Services
Ms Z Filtane: Director: Institutional Advancement
Mr C Johl: Chief Information Officer
Prof C Woods: Director: Teaching and Learning Centre
Dr E Yako: Science and Agriculture East London
Mr B Gallant: Dean: Student Affairs
Mr A Lai Wing: Manager: Student Accounts & Financial Aid
Ms N Mcako: Faculty Manager: Social Sciences and Humanities
Ms C Cuthberts: Assistant Faculty Manager: Science and Agriculture
Mr M Ndlovu: Faculty Manager: Management and Commerce
Ms K Mkiva: Faculty Manager: Law
Mrs N Magocoba: Faculty Manager: Education
Mr SA Ndzima: Manager: Student Administration
Ms K Danisa: Student Administration Officer
Mr N Nini: Senior Admin Officer
Ms S Majikija-Mabeqa: Manager: Student Recruitment
Ms T Heshula: Residences Manager
Ms T Gardiner: HEMIS Officer
Prof C Nikodem: Director: Post-graduate Studies Centre
One Academic Representative per faculty
Dr VJ Nkonki: Cooperate Education and Student Career Development Services
SRC: President
Two SRC Representatives

RULES AND REGULATIONS COMMITTEE

Prof O Mireku: Dean: Faculty of Law and Chairperson
Prof C Nikodem: Director: Post-graduate Studies Centre
Prof G Bradley: Faculty of Sciences and Agriculture Representative
Prof CR Botha: Faculty of Social Sciences and Humanities Representative
Prof PC Osode: Senate representative
Mr N Knickelbein: Deputy Registrar
Mr M Popo: Deputy Registrar Governance & Legal Services
Mr A Johnson: Director International Office
Mrs N Magocoba: Faculty Manager: Education
Mr M Ndlovu: Faculty Manager: Management and Commerce
Ms N Mcako: Faculty Manager: Social Sciences and Humanities
Ms K Mkiva: Faculty Manager: Law
Ms M Smith: Faculty Manager: Science and Agriculture
Vacant : Representative: Education
Vacant: Representative Management and Commerce
Vacant: Law
Vacant: Manager: Quality Management and Assurance
Mrs N Mhambi: Manager: Examinations
SRC: President

SENATE TEACHING AND LEARNING COMMITTEE

Prof CL Obi: Deputy Vice-Chancellor and Chairperson
Dr N Mrwetyana: Registrar
Dr N Toni: Director: Teaching and Learning Centre
Dr I Chetty: Senate representative
Ms YK Soul: University Librarian
Ms R Coetzee: Manager: e-Learning Unit
Dr VJ Nkonki: Manager: Co-operative Education Services Unit
Ms K Marala: Manager: Quality Management and Assurance
Ms N Wayi: Deputy Dean: Management and Commerce
Dr N Monde: Deputy Dean: Science and Agriculture
Dr PM Mahlangu: Director: Trans-disciplinary Center
Dr BP Tshotsho: Deputy Dean: Social Sciences and Humanities
Mr A Katurura: Faculty Representative: Law
SRC Representative

TIMETABLE COMMITTEE

Mr N Knickelbein: Deputy Registrar and Chairperson

Prof R Bally: Institutional Planner
Mr C Johl: Chief Information Officer
Mr L Gxamza: Manager: ITS Support Services
Mr S Stewart: Faculty Representative: Law
Vacant: Faculty Representative: Management and Commerce
Prof DS Grierson: Senate Representative
Ms N Tyilo: Faculty Representative: Education
Mrs N Magocoba: Faculty Manager: Education
Ms M Smith: Faculty Manager: Science and Agriculture
Ms N Mchako: Faculty Manager: Social Sciences and Humanities
Ms K Mkiva: Faculty Manager: Law
Mr M Ndlovu: Faculty Manager: Management and Commerce
Mrs N Mhambi: Manager: Examinations
Ms N Taylor: Co-opted East London campus academic
Ms Joanne Smith: Coordinator Time Table East London campus
SRC: President
SRC: Academic Affairs

LIBRARY COMMITTEE

Prof L Obi: Deputy Vice-Chancellor and Chairperson
Mrs YK Soul: University Librarian
Prof F Aghdasi: Dean: Faculty of Science and Agriculture
Prof MM Somniso: Dean: Faculty of Social Sciences and Humanities
Dr X Mtose: Dean: Faculty of Education
Prof O Mireku: Dean: Faculty of Law
Prof QT Mjoli: Dean: Management and Commerce
Prof G De Wet: Dean: GMRDC
Prof F Lategan: Senate Representative
Prof C Nikodem: Director: Post Graduate Studies Centre
Mr C Johl: Chief Information Officer
Ms A van Dyk: Director Community Engagement
Mr A Magocoba: Senior Librarian
Mrs S Oosthuizen: Senior Librarian
Ms M Lotter: Senior Librarian
Ms Z Maya: Library EL
SRC Academic Affairs Representative
Mr S Mabhera: Post Graduate Forum Representative

GRADUATION COMMITTEE

Dr N Mrwetyana: Registrar and Chairperson
Ms N Mabindisa: Secretary to the Registrar's Office

Mr N Knickelbein: Deputy Registrar
Mr B Gallant: Dean: Student Affairs
Mrs YK Soul: University Librarian
Ms Z Filtane: Acting Director: Advancement office
Ms SN Majikija-Mabeqa: Manager: Student Recruitment
Mr WD Ndzimela: Catering Services
Vacant: Events Manager
Mrs N Magocoba: Faculty Manager: Education
Ms C Cuthberts: Assistant Faculty Manager: Science and Agriculture
Mr M Ndlovu: Faculty Manager: Management and Commerce
Ms N Mcako: Faculty Manager: Social Sciences and Humanities
Ms K Mkiva: Faculty Manager: Law
Mr T. Poni: Security Co-ordinator
Mrs N Mhambi: Manager: Examinations
Mr V Peter: Manager: Technical Services
Mr D Moss: Manager: Student Accounts
SRC President

COMMUNITY ENGAGEMENT COMMITTEE

Prof CL Obi: Deputy Vice-Chancellor and Chairperson
Prof F Agdhasi: Dean: Faculty of Science and Agriculture
Prof O Mireku: Dean: Faculty of Law
Prof MM Somniso: Dean: Faculty of Social Sciences and Humanities
Prof QT Mjoli: Dean: Faculty of Management and Commerce
Dr X Mtose: Dean: Faculty of Education
Prof G de Wet: Dean: Research
Dr F Lategan: Director – School of Agriculture and Agribusiness
Prof N Rembe: Director: UNESCO Oliver Tambo Chair of Human Rights
vacant: Director: School of Business and Enterprises
Dr I Chetty: Senate representative
Prof G Moyo: Director: School of Postgraduate Studies
Dr N Toni: Director: Teaching and Learning Centre
Vacant: Manager: QMA Unit
Ms S Kobese: Manager: Community Business Development Centre
Mr A Johnson: Director: International Office
Students Services: SRC
Student Services: SRC
Mr S Mishi: President: New Economic Horizons
Mr T Mariri: Chairperson: World Student Community
Representative: Amathole District Municipality
Mr T Matiwane: General Manager: Public Participation: BCM

Mr K Maneli: Municipal Manager: Nkonkobe Municipality
Representative: Border Kei Chamber of Commerce
Vacant: Representative EC Premier
Vacant Representative House of Traditional Leadership

INTERNATIONALIZATION COMMITTEE

Prof L Obi: Deputy Vice-Chancellor: (AA)
Mr A Johnson: Director Internationalization Office
Prof X Mtose: Dean: Faculty of Education
Prof O Mireku: Dean: Faculty of Law
Prof F Aghdasi: Dean Faculty of Science and Agriculture
Prof QT Mjoli: Dean: Faculty of Management and Commerce
Prof MM Somniso: Dean: Faculty of Social Sciences and Humanities
Prof G de Wet: Dean: GMRDC
Mr B Gallant: Dean of Students
Mr N Knickelbein: Deputy Registrar
Vacant: One Representative from each Faculty
Ms T Heshula: Manager Residences
Dr N Toni: Director: Teaching and Learning
Ms A van Dyk: Director: Community Engagement
Mr GV James: General Manager Operations
Vacant: Two Senate Representatives
Vacant: Two representatives of the International Student Association
SRC: General Secretary

UNIVERSITY RESEARCH ETHICS COMMITTEE

Dr ME Tom: Vice-Chancellor (Ex officio)
Prof L Obi: Deputy Vice-Chancellor (Chairperson)
Prof X Mtose: Dean: Faculty of Education
Prof O Mireku: Dean: Faculty of Law
Prof F Aghdasi: Dean Faculty of Science and Agriculture
Prof QT Mjoli: Dean: Faculty of Management and Commerce
Prof MM Somniso: Dean: Faculty of Social Sciences and Humanities
Prof G de Wet: Dean: GMRDC
Dr P Strijdom: Senate representative
Dr C Marufu: Veterinarian
Dr N Pemba: Medical Professional
Mr L Gwintsa: Community representative
Ms P Xuza: Community representative

JOINT COUNCIL AND SENATE COMMITTEES

INSTITUTIONAL QUALITY ASSURANCE COMMITTEE

Dr ME Tom: Vice-Chancellor and Chairperson
Vacant: Council Representative
Prof L Obi: Deputy Vice-Chancellor: Academic Affairs
Dr J Mjwara: Deputy Vice-Chancellor: Institutional Support
Dr N Mrwetyana: Registrar
Mr R Stone: Director Finance
Prof F Agdhasi: Dean: Faculty of Science and Agriculture
Prof MM Somniso: Dean: Faculty of Social Sciences and Humanities
Prof DR Thakhathi: Dean: Faculty of Management and Commerce
Prof X Mtose: Dean: Faculty of Education
Prof O Mireku: Dean: Faculty of Law
Prof G De Wet: Dean: Govan Mbeki Research and Development Centre
Dr N Toni: Director: Teaching and Learning Centre
Prof C Nikodem: Director: Post Graduate Studies Centre
Prof R Bally: Institutional Planner
Mrs Y Soul: University Librarian
Vacant: Manager - Quality Management and Assurance
Dr PM Mahlangu: Senate representative
Prof I Ndip: Senate representative
Mr L Gxamza: Manager: ITS Support Services
Ms T Heshula: Institutional Forum
Mr M Soqaga: Internal Auditor
Ms Z Filtane: Director: Institutional Advancement
SRC President

HONORARY DEGREES COMMITTEE

Dr ME Tom: Vice-Chancellor and Chairperson
Vacant: Council & Convocation Representative
Prof CL Obi: Deputy Vice-Chancellor: Academic Affairs
Dr J Mjwara: Deputy Vice-Chancellor: Institutional Support
Dr N Mrwetyana: Registrar
Prof F Aghdasi: Dean: Faculty of Science and Agriculture
Prof MM Somniso: Dean: Faculty of Social Sciences and Humanities
Prof X Mtose: Dean: Faculty of Education
Prof O Mireku: Dean: Faculty of Law
Prof QT Mjoli: Dean: Faculty of Management and Commerce
Prof G Bradley: Senate Representative on Council

Vacant: Senate representative

CENTRAL ACADEMIC PLANNING COMMITTEE

Dr S Nuku: Council Representative
Dr ME Tom: Vice-Chancellor and Ex Officio Chairperson
Prof CL Obi: Deputy Vice-Chancellor: Academic Affairs
Dr J Mjwara: Deputy Vice-Chancellor: Institutional Support
Dr N Mrwetyana: Registrar
Prof R Bally: Institutional Planner
Prof MM Somniso: Dean: Faculty of Social Sciences and Humanities
Prof F Agdhasi: Dean: Faculty of Science and Agriculture
Prof QT Mjoli: Dean: Faculty of Management and Commerce
Prof X Mtose: Dean: Faculty of Education
Prof O Mireku: Dean: Faculty of Law
Prof G De Wet: Dean: Govan Mbeki Research and Development Centre
Mr B Gallant: Dean: Students Affairs
Mr R Stone: Director Finance
Ms YK Soul: University Librarian
Vacant: Manager: Quality Management and Assurance
Prof C Nikodem: Director: Post Graduate Studies Centre
Dr N Toni: Director: Teaching and Learning Centre
Vacant: Manager: Co-operative Education Services Unit
Prof NS Rembe: Senate representative
Dr Z Ndayi: Senate representative
Dr N Monde: Senate representative
Dr P Smit: Senate representative

ACADEMIC PROMOTIONS AND PROFESSORIAL COMMITTEE

Dr ME Tom: Vice-Chancellor (*ex-officio*)
Prof L Obi: Deputy Vice-Chancellor: Academic Affairs and Chairperson
Dr J Mjwara: Deputy Vice-Chancellor: Institutional Support
Dr N Mrwetyana: Registrar
Prof MM Somniso: Dean: Faculty of Social Sciences and Humanities
Prof F Aghdasi: Dean: Faculty of Science and Agriculture
Prof X Mtose: Dean: Faculty of Education
Prof O Mireku: Dean: Faculty of Law
Prof QT Mjoli: Dean: Faculty of Management and Commerce
Prof G De Wet: Dean: Research and Development
Prof CR Botha: Representative: Faculty of Social Science and Humanities

Prof P Osode: Representative: Faculty of Law
Prof G Bradley: Representative: Faculty of Science and Agriculture
Prof G Moyo: Representative: Faculty of Education
Prof A Rahim: Representative: Faculty of Management & Commerce
Dr N Toni: Director: Teaching and Learning Centre
Prof G Bradley: Senate representative
Ms N Ngqubekile: Director: Human Resources

RESEARCH AND DEVELOPMENT COMMITTEE

Dr ME Tom: Vice-Chancellor (*ex-officio*)
Prof L Obi: Deputy Vice-Chancellor and Chairperson
Prof P Lolwana: Council Representative
Prof G De Wet: Dean: Research and Development
Prof F Aghdasi: Dean: Faculty of Science and Agriculture
Prof MM Somniso Dean: Faculty of Social Sciences and Humanities
Prof QT Mjoli: Dean: Faculty of Management and Commerce
Prof X Mtose: Dean: Faculty of Education
Prof O Mireku: Dean: Faculty of Law
Dr R Ncwadi: Faculty Representative: Management and Commerce
Prof G Bradley: Faculty Representative: Science and Agriculture
Prof A Olivier: Senate representative
Mr B Gallant: Dean: Student Affairs
Mrs Y Soul: University Librarian
Prof C Nikodem Director: Post Graduate Studies Centre
Faculty Research Coordinator appointed by each Faculty
SRC President
Chairperson of the Post Graduate Student Association
GMRDC Research Manager
Directors of Research Institutes and Leaders of Flagship Research Units

MANAGEMENT COMMITTEES

EXTENDED MANAGEMENT TEAM

Dr ME Tom: Vice-Chancellor and Chairperson
Prof L Obi: Deputy Vice-Chancellor: Academic Affairs
Dr J Mjwara: Deputy Vice-Chancellor: Institutional Support
Dr N Mrwetyana: Registrar
Prof F Aghdasi: Dean: Faculty of Science and Agriculture
Prof MM Somniso: Dean: Faculty of Social Sciences and Humanities
Prof X Mtose: Dean: Faculty of Education

Prof O Mireku: Dean: Faculty of Law
Prof QT Mjoli: Dean: Faculty of Management and Commerce
Prof G De Wet: Dean: Research and Development
Ms N Ngqubekile: Director: Human Resources
Mr R Stone: Director Finance
Mr B Gallant: Dean: Student Affairs
Ms Z Filtane: Director: Advancement Office
Mr GV James: General Manager: Operations
Prof R Bally: University Planner
Dr N Toni: Director: TLC
Prof PM Mahlangu: Director: Centre for Transdisciplinary Studies
Ms A van Wyk: Director: Community Engagement
Mr A Johnson: International Affairs
Prof C Nikodem: Director Postgraduate Studies

HOUSING COMMITTEE

Mr GV James: General Manager: Operations
Prof G Bradley: Senate Representative
Prof RN Ndip: Senate representative
Prof M Magwa: Senate representative
Mr SM Mabeqa: Housing Co-ordinator
Mr V Peter: Manager: Technical Services
Vacant: NEHAWU
Mr S Kobese: Institutional Forum
Ms N Kopo: Finance Division
Ms VP Makana: Gender Forum
Ms P Smith: Manager Human Resources
Ms T Heshula: Residences Manager

MANAGEMENT AND SRC COMMITTEE

Dr ME Tom: Vice-Chancellor and Chairperson
Prof L Obi: Deputy Vice-Chancellor: AA
Dr J Mjwara: Deputy Vice-Chancellor: IS
Dr N Mrwetyana: Registrar
Mr R Stone: Director Finance
Prof F Aghdasi: Dean: Faculty of Science and Agriculture
Prof MM Somniso: Dean: Faculty of Social Sciences and Humanities
Prof X Mtose: Dean: Faculty of Education

Prof O Mireku: Dean: Faculty of Law
Prof QT Mjoli: Dean: Faculty of Management and Commerce
Prof G de Wet: Dean: Research and Development
Mr B Gallant: Dean: Student Affairs
Prof C Nikodem Director: Post Graduate Studies Centre
Prof R Bally: Institutional Planner
Dr N Toni: Co-operative Education and Student Career Development Services
Mr C Johl: Chief Information Officer
Ms Z Filtane: Director: Advancement Office
Mrs YK Soul: University Librarian
SRC – Alice and East London Campuses

DEANS' FORUM

Dr ME Tom: Vice-Chancellor (ex officio)
Prof L Obi: Deputy Vice-Chancellor and Chairperson
Dr N Mrwetyana: Registrar
Ms N Ngqubekile: Director: Human Resources
Prof R Bally: Institutional Planner
Prof G De Wet: Dean: Research and Development
Prof X Mtose: Dean: Faculty of Education
Prof F Aghdasi: Dean: Faculty of Science and Agriculture
Prof MM Somniso: Dean: Faculty of Social Sciences and Humanities
Prof O Mireku: Executive Dean: Faculty of Law
Prof QT Mjoli: Executive Dean: Faculty of Management and Commerce
Mr B Gallant: Dean: Student Affairs
Dr N Toni: Director: Teaching and Learning Centre
Vacant: Director: Quality Management and Assurance

I.T.S. COORDINATION AND MANAGEMENT COMMITTEE

Mr C Johl: Chief Information Officer and Chairperson
Mr N Knickelbein: Deputy Registrar
Prof R Bally: University Planner
Prof F Agdhasi: Representative of Deans
Ms P Smith: General Manager: Human Resource
Ms T Gardiner: HEMIS Officer
vacant: General Manager: Budgets: East London Campus
Mr M Ndlovu: Faculty Manager: Management and Commerce
Vacant : Director: Quality Assurance and Management
Mr L Gxamza: Manager: ITS Support Services

EVENTS MANAGEMENT COMMITTEE

Ms Z Filtane Director: Advancement Office
Mr L Lange: Sports Manager
Vacant: Events Manager
Mr T George: Acting Contracts Manager
Ms T Heshula: Residence Manager
Mrs YK Soul: University Librarian
SRC member representing East London Campus
SRC member representing Alice Campus

SUPPORT SERVICES QUALITY ASSURANCE COMMITTEE

Dr J Mjwara: Deputy Vice-Chancellor: IS (Chairperson)
Dr N Mrwetyana: Registrar
Mr R Stone: Director Finance
Mr B Gallant: Dean: Student Affairs
Ms N Ngqubekile: Director: Human Resources
Ms Z Filtane: Director: Advancement Office
Mr C Johl: Chief Information Officer
Vacant: Manager: Quality Assurance
Mrs YK Soul: University Librarian
Prof R Bally: Institutional Planner
Prof G De Wet: Dean of Research and Development
Dr N Toni: Director: Teaching and Learning Centre
Mr GV James: General Manager: Operations
Mr M Soqaga: Manager: Internal Auditor
Mr A Johnson: Director: International Office
Mr M Ndlovu: Faculty Manager: Management and Commerce
Ms NM Smith: Faculty Manager: Science and Agriculture
Ms N Mcako: Faculty Manager: Social Sciences and Humanities
Mrs N Magocoba: Faculty Manager: Education
Ms K Mkiva: Faculty Manager Law

FINANCIAL AID COMMITTEE

Mr R Stone: Director: Finance and Chairperson
Dr N Mrwetyana: Registrar
Prof F Aghdasi: Representative of Deans
Mr B Gallant: Dean of Student Affairs
Vacant: Manager Financial Aid

Mr M Ndlovu: Faculty Manager: Management and Commerce
Ms M Smith: Faculty Manager: Science and Agriculture
Ms N Mcako: Faculty Manager: Social Sciences and Humanities
Mrs N Magocoba: Faculty Manager: Education
Ms K Mkiva: Faculty Manager Law
Mr D Moss: Acting Manager: Students Accounts (Alice Campus)
Mr A Lai Wing: Manager: Student Accounts (EL Campus)
SRC President

SKILLS DEVELOPMENT AND EMPLOYMENT COMMITTEE

Ms N Ngqubekile: Executive HR Director & Chairperson
Prof G de Wet: Representative: Executive Management Team
Mr GV James: General Manager Operations
Prof X Mtose: representative: Deans' Forum
Ms B Matsiliza: Skills Development Facilitator
Mrs N Kopo: Office of the Chief Financial Officer
Ms ND Nyawombi: Office of the Registrar
Vacant: Office of the Registrar
Ms N Nabe: Office of Quality Management and Assurance
Dr N Duku: Faculty of Education
Vacant: Faculty of Management and Commerce
Ms N Lubisi – Nkoane: Faculty of Law
Dr N Monde: Faculty of Science and Agriculture
Mr V Duma: Faculty of Social Sciences
Ms N Sandlana: Faculty of Social Sciences
Ms R Flanagan: Office of Dean of Research
Dr L Mlisa: Office of Dean of Students
Mr M Steleki: PFSA & TTMA
Ms S Ntlabathi: TLC representative
Mr S Kobese: Institutional Forum Representative
Mr T George: NEHAWU Representative
Mr J Mahler-Coetzee: Non-Designated representative East London
Mr S Stewart: Non-Designated representative Alice
Mr S Van Musschenbroek: Disabled representative
Mr C Hoho: HR Practitioner
Ms L Vusani: HR Practitioner
Vacant : HR Practitioner

RECORDS AND ARCHIVES MANAGEMENT COMMITTEE

Dr N Mrwetyana: University Registrar and Chairperson

Mr C Johl: Chief Information Officer
 Mr R Stone: Chief Financial Officer
 Mr GV James: General Manager: Operations
 Ms K Marala: Director: Quality Management and Assurance
 Ms Y Soul: University Librarian
 Dr M Wotshela: Director of NAHECS
 Mr F Khayundi: Department of Library and Information Science
 Mr M Snyders: Archivist: NAHECS
 Mr M Maamoe: Archivist: University Library
 Mr M Soqaga: Internal Auditor
 Ms N Ngqubekile: Director Human Resources
 Mr L Gxamza: ITS Manager: Support Services
 Mr D Ngada: Manager: Student Records
 All Faculty Managers

PAST VICE - CHANCELLORS

1916 – 1948: Dr A Kerr, M.A., M.P.C.
 1949 – 1955: Prof CP Dent, M.SC. (S.A).
 1955 – 1959: Acted as Principal – Prof HR Burrows, M.COM, M.C., E.D.
 1959 – 1968: Prof JJ Roos, B.A.(SA), BSc (SA), H.S.E.D. (Stell), BEd (SA), M.A. (Yale), LLB (UOFS), B. Admin (UOFS).
 1968 – 1981: Prof JM de Wet, MSc (SA), BSc ENG (WITS), DIC PhD (London).
 1981 – 1991: Prof JA Lamprecht, BA (WITS), B.D. (London), D.D. (London).
 1991 – 1992: Acted as Vice-Chancellor – Prof JB Gardner, B.Com (UCT), Med (UPE), CA (SA).
 1993 – 1994: Prof SME Bengu, BA (UNIZUL), BA (Hons) (UNISA), PhD (Pol Sci) (Geneva), D.D. (Dubuque USA).
 1995 – 1998: Prof MV Mzamane, MA (UBLS), PhD (Sheffield).
 1999 – 2007: Prof DI Swartz, BA (UWC), MA, PhD (Essex).

HONORARY GRADUATES

| | |
|--|----------------------|
| Paramount Chief KAIZER DALIWONGA MATANZIMA | LLD, 1974 |
| Rev JAMES RANISI JOLOBE | D Litt et Phil, 1974 |
| Mr BENJAMIN JOHN PETER TYAMZASHE | MA, 1976 |
| Rev REGINALD CINGO | D Ed, 1977 |
| Rev JAMES GEORGE BENJAMIN MOLEFE | D Theol, 1978 |
| Mr GEORGE MILWA MNYALUZA PEMBA | MA (Fine Arts), 1979 |
| Chief LENNOX LESLIE WONGAMA SEBE | LLD, 1979 |

| | |
|--|----------------------|
| The Hon. Mr Justice GEORGE GLAESER ANDERSON MUNNIK | LLD, 1989 |
| Dr OLIVER REGINALD TAMBO | LLD, 1991 |
| Dr NIARRA SUDARKASA | D Litt et Phil, 1993 |
| The Honourable NELSON ROLIHLAHLA MANDELA | LLD, 1992 |
| The Honourable GOVAN ARCHIBALD MBEKI | D Litt et Phil, 1994 |
| Mr ROBINSON GILBERT SIPHO MAKALIMA | D Ed, 1994 |
| The Honourable IBRAHIMA FALL | LLD, 1995 |
| The Honourable ROBERT MUGABE | D Com, 1995 |
| Dr GAOSITWE CHIEPE | D Ed, 1996 |
| Ms FRIEDA MATTHEWS | D Litt et Phil, 1996 |
| Mr ERNST MANCOBA | D Litt et Phil, 1996 |
| Dr NTSU MOKHEHLE | LLD, 1996 |
| Mr FWANYANGA MULIKITA | LLD, 1996 |
| Dr DONALD MTIMKULU | D Ed, 1996 |
| Mr DULLAH OMAR | LLD, 1997 |
| Prof JM MOHAPELOA | D Ed, 1997 |
| Mrs AM SISULU | D Litt et Phil, 1997 |
| The Hon. MWALIMU KAMBARAGE JULIUS NYERERE | LLD, 1998 |
| Dr ROBERT MANGALISO SOBUKWE (Posthumously) | LLD, 1998 |
| Mr STEVE BANTU BIKO (Posthumously) | D Soc Sc, 1998 |
| Dr ALFRED Z MSEZANE | DSc, 1998 |
| Dr GABRIEL MOLEHE SETILOANE | D Theol, 1998 |
| Mr KARAMCHUD KRISH MACKERDHUJ | D Ed, 1998 |
| Ms ZENZI MIRIAM MAKEBA | D Litt et Phil, 1998 |
| Mr BONGANI AUGUSTINE KHUMALO | D Admin, 2000 |
| The Honourable JACOB ZUMA | LLD, 2001 |
| Archbishop Emeritus DESMOND MPIOLO TUTU | D Theol, 2001 |
| Mr HECTOR MAKHAYA MJANA | MA (Music), 2001 |
| Mr JOSEPH RIFFAT LARRY KOTSOKOANE | D Agric, 2001 |
| Dr HLOPHE BRIGALIA BAM | D Arts in Phil, 2002 |
| Dr KHOTSO MOKHELE | DSc, 2002 |
| Mr JOHN NKADIMENG | D Comm, 2002 |
| Ms NOSIMO BALINDLELA | D Arts in Phil, 2002 |
| Mrs MASECHELE KHAKETLA | D Litt et Phil, 2002 |
| Mr ANDILE NGCABA | D Comm, 2002 |
| Mr JOE RAJARATNAM | DSc, 2002 |
| Mr KHAYA NGQULA | D Comm, 2002 |
| Dr TAMSANQA WILKINSON KAMBULE | DSc, 2004 |
| Mr SIZWE ERROL NXASANA | DComm, 2004 |
| Ms LULI CALLINICOS | D Litt et Phil, 2005 |
| Prof JAMES STEPHEN MZILIKAZI KHUMALO | D Litt et Phil, 2005 |
| Ms WENDY YVONNE NOMATHEMBA LUHABE | D Comm, 2005 |

| | |
|--|---|
| Ms LESLEY – ANNE FOSTER | D Soc Sc, 2006 |
| Dr PETER MAGUBANE | D Phil, 2006 |
| Mr POLELO LAZARUS ZIM | D Comm, 2006 |
| Dr WISEMAN NKUHLU | D Comm, 2008 |
| Dr JACQUES ROGGE | LLD, 2008 |
| Ms GCINA MHLOPHE-BECKER | D Litt et Phil, 2008 |
| Prof GORDON SANDILE SIBIYA | DSc, 2008 |
| Mr. LIVINGSTONE MQOTSI (Posthumously) | D.Litt et Phil, 2010 |
| Hon. Justice ZAKERIA MOHAMMED YACOOB | LLD, 2010 |
| Mr JEREMY CRONIN | LLD, 2011 |
| Mr SAMUEL EDWARD KRUNE MQHAYI (Posthumously) | D.Litt et Phil, 2011 |
| Dr. Leepile Moshweu Taunyane | D Ed, (Doctor of Education) 2012 |
| Dr. Sadie Forman | D Soc Sc, (Doctor of Social Science) 2012 |
| Dr. Arnold Makhenkesi Stofile | D. Theol, (Doctor of Social Science) 2012 |

PROFESORES EMERITI

| | |
|------------------|--|
| HLN JOUBERT | (Theology): 30/04/1962 – 31/12/1975, MA (Stell), MT (Princeton), Thd (Amsterdam) |
| A COETZEE | (Afrikaans-Nederlands): 01/01/ 1960 – 30/05/1971 to 13/05/1976 (Vice Rector): 01/07/1972 to 31/12/1972 and 14/05/1976 to 20/09/1980, Cand Theol (Stell), MA (UNISA), D Litt (UOVS) |
| OF RAUM | (Anthropology): 01/01/1953 to 31/12/1968, PhD (London) |
| S LINDE | (Applied Mathematics): 01/01/1964 – 31/12/1978, MSc (UOVS) |
| F HECHT | (Theology): 01/01/1964 – 31/12/1981, Can Phil, Can Theol (Halle), Can Min (Berlin), DD (Pretoria) |
| GJJ VAN RENSBURG | (Mathematics): 01/01/1966 – 31/12/1982, BSc (PU vir CHO), MSc (Pretoria), PhD (UNISA), HED |
| CG COETZEE | (History): 01/01/1960 – 31/12/1983), MA, D Phil (Stell) |
| JPA DU PREEZ | (Psychology): 01/01/1974 – 31/12/1982, BSc (UOVS), DEd (UNISA), HED (Pretoria) |
| MA HOUGH | (Social Work): 01/03/1972 – 30/04/1984, BA (SW) (Stell), BA Hons (UNISA), MS (SW) (Boston) |
| AP KRIEL | (Xhosa and Sotho): 01/07/1972 – 31/12/1985, MA (Stell), |

| | |
|---------------|--|
| | PhD (Cape Town) |
| DL BROWN | (Animal Science): 01/01/1971 – 31/12/1986, MSc Agric (Natal), DSc Agric (UOVS) |
| ME MARKER | (Geography): 01/01/1977 – 31/01/1991, BA (Oxon), MSc (Agric) (Melbourne), MA (Oxon), HDE (Wits), PhD (Wits) |
| TJ BEMBRIDGE | (Agricultural Extension and Rural Development): 01/01/1977 – 28/02/1994, Dip Agric (PU VIR CHO), MI Biol (London), MSc Agric (Reading), D Agric (Pretoria), Phd (Stell), Sci Nat (RSA) |
| EJ DE JAGER | (Anthropology): 01/01/1962 – 30/11/1995, MA, DPhil (PU vir CHO) |
| JR DU PLESSIS | (Criminal Law and Procedure): 01/01/1976 – 31/10/1992, BA, LLB (Wits), PhD (Rhodes) |
| G THOM | (Historical and Contextual Theology): 08/02/1973 – 31/12/1997, PhD (Rhodes) |
| J RAATS | (Animal Science) 01/01/1978 – 31/03/2011 MSc Agric (UOVS), PhD (Natal) |

ADMINISTRATIVE PERSONNEL

OFFICE OF THE VICE-CHANCELLOR

Vice-Chancellor: Dr ME Tom

Office Manager: Vice-Chancellor's Office: Mr M Xoseka

Personal Assistant to the Vice-Chancellor: Vacant

Deputy Vice-Chancellor: Academic Affairs: Prof L. Obi

Executive Secretary to Deputy Vice-Chancellor: Academic Affairs: Mrs T Snyders

Deputy Vice-Chancellor: Institutional Support: Dr J Mjwara

Executive Secretary to Deputy Vice-Chancellor: Institutional Support: Mrs D Olivier

Internal Auditor: Mr M Soqaga

Senior Administrator Ms K Gola

OFFICE OF THE UNIVERSITY REGISTRAR

University Registrar: Dr N Mrwetyana

Senior Secretary to the University Registrar: Ms N Mabindisa

Deputy Registrar: Governance and Legal Services: Mr M Popo

Deputy Registrar: Academic Administration: Mr NR Knickelbein

Administrator: Academic Administration: Mrs N Rasayi

Secretary: Governance and Legal Services: Vacant

DC Co-ordinator: Mr A Kahla

ACADEMIC SUPPORT SERVICES – Alice Campus
STUDENT ADMINISTRATION

Manager: Student Administration: Mr S Ndzima
Senior Student Administration Officer: Mr N Nini
Junior Officer: Student Administration: Mr ZS Longo
Junior Officer: Student Administration: Vacant

EXAMINATIONS OFFICE

Manager: Examinations and Graduation: Mrs N Mhambi
Senior Examinations Officer: Vacant
Examinations Officer: Vacant
Junior Officer: Examinations: Ms B Soyana
Junior Officer: Examinations: Mr S Mayana
Junior Officer: Examinations: Mr S Mashalaba

ACADEMIC SUPPORT SERVICES – East London Campus

STUDENT ADMINISTRATION

Senior Student Administration Officer: Mrs K Magwentshu
Student Administrations Officer: Mr G Mtanda
Junior Officer: Student Administration: Ms D van der Westhuizen

EXAMINATIONS OFFICE

Senior Examinations Officer: Vacant
Examinations Officer: Mrs B Booysen
Junior Officer: Examinations: Ms Z Hardy

DATA CAPTURERS

Data Capturer: Vacant
Data Capturer: Mrs T Gwintsa

COMMITTEE SECTION

Manager: Committee Services: Ms ND Nyawombi
Senior Committee Officer: Ms P Sotyato
Committee Officer: Ms NS Dlokweni
Committee Officer: Mr LM Mnqayi

POSTAL & REGISTRY

Student Records Manager: Mr D Ngada

Junior Officer: Mr P Sirayi

Junior Officer: (Vacant)

OFFICE OF THE DIRECTOR: FINANCE

Director: Finance: Mr RFS Stone

Deputy Director Finance: Mr P Mafu

Secretary to the Director Finance: Mrs N Mdletshe

FINANCIAL MANAGEMENT

Financial Accountant: Ms N Kopo

Cash Management Administrator: Mrs R Magalela

Accounts Controller Creditors: Mrs N Hartland

Accounts Administrator Creditors: Mrs N Nini

Accounts Administrator Creditors: Mrs N Kwatsha

Accounts Administrator Creditors: Mrs N Ngcuka

Accounts Administrator Creditors: Mr T Makapela

General Ledger Controller: Ms PP Mfeya

Assistant Cash Management Administrator: Mr T Soga

Accountant: Asset Management: Ms L Salmon

Asset Administrator: NS Sibiyi

Expenditure Controller: Ms N Dyomfana

STUDENT FEES & FINANCIAL AID

Manager: Fees, Financial Aid and Bursaries: Mr A Lai Wing

HOD: Student Accounts: Vacant

Senior Student Accounts Administrator (Alice): Mr D Moss

Student Accounts Administrator: Mr L Tile

Senior Student Accounts Administrator (East London): Ms N Sam

Cashier: Ms B Mtose

Cashier: Ms N Gqomfa

HOD Financial Aid & Bursaries: Vacant

Senior Financial Aid Officer (East London): Ms P Bokwe

Senior Financial Aid Officer (Alice): Ms N Mxotwa

Senior Financial Aid Officer (East London): Ms N Mswana

Senior Financial Aid Officer (East London): Mr L Rangile

Financial Aid Officer (Alice): Ms P Gulwa

Financial Aid Officer (Alice): Ms A Mgidi

Financial Aid Officer (Alice): Ms M Khechane

Financial Aid Officer (Alice): Mr L Mzileni

Financial Aid Officer (Alice): Ms M Mlilo
Financial Aid Officer (East London): Mr. XOA Rwayi
Financial Aid officer (East London): Vacant

PROJECTS FINANCE OFFICE

Financial Manager Projects: Mr A Runganathan
Projects Management Controller: Vacant
Cash Management Administrator: Vacant
Travel Administrator: Ms A Kelly
Expenditure Controller: Ms NV Mwale
Creditors Administrator: Ms ND Zokufa
Admin Assistant: Vacant
HR Administrator: Vacant

SUPPLY CHAIN MANAGEMENT OFFICE

Supply Chain Manager: M L Mema
Senior Buyer: Ms HP Bom
Buyer: Mr XS Vakazi
Buyer: Mr MS Delani
Assistant Buyer: Ms Lindiwe Mjika

PAYROLL

Manager: Mrs A Starkey
Senior Payroll Administrator: Ms L Summerton
Payroll Administrator: Mrs K Mkiva
Payroll Administrator: Mrs S Arko-Cobbah
Payroll/Debtors Administrator: Mrs M Lai-Wing

INFORMATION AND COMMUNICATION TECHNOLOGY SERVICES

Chief Information Officer: Mr C Johl
ICT Operations & Service Delivery Manager: Mr M Dhlamini
Business Process & Information Manager: Vacant
Administration Officer: Ms T Xeke
ICT Support Manager: Mr J Mbatani
Network Support Officer: Mr M C Kika
Network Support officer: Vacant

ICT Support Officer: Mr L Nqutula
 ITS Manager: Mr Lunga Gxamza
 Printing & Backup Administrator: Ms NC Moss
 ICT Support Officer: Ms S Platyi
 Senior Network Administrator: Vacant
 Applications Programmer/Developer ERP: Vacant
 Manager Service Desk: Ms N Summers
 Service Desk Consultant: Ms NP Mandla
 ICT Support Officer: Ms P Qederwana
 ICT Support Officer: Vacant
 ICT Support Officer: Mr W Moodley
 Support Technician: Mr SL Dyani
 Manager Call Centre: Mr V Ntshona
 Call Centre Consultant: Ms Z Mkiva
 Service Desk Consultant: Ms L Hela
 Call Centre Consultant: Ms NS Bikitsha
 Telecommunication Technician: Mr K Madwanyana
 Webmaster: Mr F Makombe
 ICT Project Manager: Mr W Smale
 Manager Network Administration: Vacant
 ICT Enterprise Architect: Mr J Basson
 System Administrator: Mr M Mandiringana
 System Administrator: Mr K Sporke
 ICT Trainer: Ms V Njokweni
 ICT Lab Technician: Mr T Yekela

PROPERTIES AND SERVICES

| | |
|---|----------------|
| Acting Director: Properties and Services: | Rev GV James |
| Administrators | |
| o Alice: | Ms F Jaza |
| o East London | Mrs C Molyneux |

SAFETY HEALTH AND ENVIRONMENT

| | |
|--|----------------|
| Safety Health and Environment Manager: | Rev SS Silwana |
|--|----------------|

STAFF HOUSING UNIT

| | |
|----------------------|-------------|
| Snr Housing Officer: | Mr S Mabeqa |
|----------------------|-------------|

CONTRACTS MANAGEMENT UNIT

| | |
|---------------------------|---------------|
| Manager Services: | Vacant |
| Catering Project Manager: | Mr D Ndzimela |

SECURITY SERVICES

Security Manager: Vacant
Security Coordinator: Mr T Poni
Security Coordinator (EL) Vacant
Security Supervisors(X5) Vacant
Security Officer (x22) Vacant

FACILITIES MANAGEMENT DEPARTMENT

Manager: Properties and Services: Vacant
Manager Maintenance and Fleet: Mr V Peter
Snr Technologist: Vacant
Supervisor: Maintenance: East London Mr P Bessinger

Electricians

- Alice: Ms S Mbokodi
- East London Mr J Anthony

Plumber

- Alice: Mr A Tabalaza
- East London: Vacant

Carpenter

- Alice: Vacant
- East London Vacant

Builder

- Alice: Mr J Gxokwana
- East London: Vacant

Fitter and Turner

- Alice: Mr C Mentoor
- East London: Vacant

Electrical Assiistants

- Alice
 - Ms Mabuya
 - Mr B Mnyaka
 - Mr MV Booi

East London

- Mr B James

Carpentry Assistants

- Alice
 - Mr S Jaza
 - Mr P Gxokwana
 - Mr EN Lolo
 - Mr M Tokwe

Plumbing Assistants

- Alice
 - Mr G Ndayi
 - Mr M Papu
 - Mr P Qeqe
 - Mr T Mtshungwa
 - Mr M Kelepu
- East London
 - Mr M Kama

Mechanical Assistants

- Alice
 - Mr TB Fandesi
 - Mr S Makapela

Swimming Pool Assistant: Mr LM Mpepho

General Assistants

- Alice
 - Mr T Balfour
 - Mr P Mji
- East London
 - Mr P Ndlebe
 - Mr T Zilo
 - Mr P Ngesi
 - Mr L Hasheni

TRANSPORT DEPARTMENT

Chief Transport Officer: Mr B Peter

Driver: Mr JJ Handi

Driver: Mr J Fana

Driver: Mr M Hela

Driver: Mr X Zani

Driver: Mr W Vena

Driver: Mr C Khuze

Driver: Mr Mtsatse

Driver: Mr K Beville

HUMAN RESOURCES DEPARTMENT

Human Resources Director: Ms N Ngqubekile

HR Operations Manager: Mrs P Smith

Senior HR Administrator: Ms N Xotyeni

HR Team Leader: Mr S Snaigo

HR Team Leader: Ms R Rakate
HR Team Leader: Mr C Hoho
HR Consultant: Ms V Mxenge
HR Consultant: Mrs L Vusani
HR Consultant: Mrs N Njoli
HR Consultant: Vacant
HR Consultant: Vacant
HR Consultant: Vacant
IR Practitioner: Mr Z Mdekazi
IR Officer: Ms N Ngubane
HR Administrator: Mrs N Mbatsha
HR Administrator: Mrs N Seti
HR Administrator: Ms W Mtembu
HR Administrator: Vacant
HR Administrator: Vacant
HR Administrator: Vacant
OD Practitioner: Mr S Nazo
OD Officer: Mr X Tom
EAP/Wellness Practitioner: Ms M Ndabula

PLANNING, QUALITY MANAGEMENT AND ASSURANCE UNIT

University Planner: Prof R Bally
Acting Director Quality Management and Assurance: Ms NC Nabe
Quality Manager: Quality Management and Assurance: Mrs NC Nabe
Quality Assurance Manager: Vacant
Senior HEMIS Officer: Ms T Gardiner

STUDENT AFFAIRS DIVISION

DEAN OF STUDENTS OFFICE

Dean of Students: Mr B Gallant
Secretary to the Dean of Students: Mrs V Makana

STUDENT COUNSELLING UNIT – ALICE & EAST LONDON

Director: Dr LN Mlisa
Administrator: Vacant

Psychologist: Mr P Dabula
Psychologist: Vacant

Psychologist (East London Campus): Ms L Mpono
Psychologist (East London Campus): Vacant

SPORTS UNIT – ALICE AND EAST LONDON

Director: Vacant

Head: Sports Administration: Mr L Lange

Sports Administrator (East London Campus): Mr H Cloete

Secretary: Mrs N Dikana

HEALTH CARE CENTRE – ALICE AND EAST LONDON

Manager: Sr MP Kalipa

Professional Nurse: Sr L Simandla

Professional Nurse: Sr N Tom

Professional Nurse (East London Campus): Sr N Mzinyathi

Professional Nurse (East London Camous): Sr N Fritsche

Receptionist/Clerk: Ms B Mgciza

Health Promoter: Ms N Sam

STUDENT GOVERNANCE AND DEVELOPMENT UNIT

Student Developer: Mr S Ncengwa

SRC Administrator: Ms S Sifingo

SRC Administrator East London: Vacant

RESIDENCES

Residence Manager: Miss T Heshula

Secretary to Residence Manager: Mrs E Feni

Residence Coordinator: Vacant

Residence Coordinator: Vacant

RESIDENCE MATRONS

Alice Campus

Mrs NH Hela

Ms N Caga

Ms M Ngxoweni

Mrs K Mnguni

Ms N Sinxo
Mrs N Mashiqana
Ms M Boo
Mrs N Nogantshi
Ms Z Bolosha
Mrs T Mgcoyi
Ms J Ganto
Ms T Mgidi
Ms N Fasi

East London Campus

Ms T Mvandaba
Ms Z Gomomo

LIBRARY

University Librarian: Ms Y Soul
Deputy University Librarian: Vacant
Administration Officer/Secretary: Mrs M Reid
Senior ERM Librarian: Mrs S Oosthuizen
Senior Librarian – Technical Services: Mr A Magocoba
Senior Librarian – Information Services: Mr M Moyo
Library Systems Manager: Mr L Reid
Librarian – Cataloguing & Classification: Mr JK Amoah
Librarian – Cataloguing & Classification: Mr H Busch
Librarian – Cataloguing & Classification: S Dlepu
Acquisitions Librarian: Mrs PH Ndlela
Periodicals Librarian: Mrs T Mkonqo
Senior Library Assistant – Periodicals & I.L.L: Mr S Mnguni
Library Assistant: Technical Services: Mr T Ndondo
Information Librarian: Mr M Mavuso
Information Librarian: Mrs P Bokwe
Information Librarian: Mr B Buyana
Librarian – Africana & Rare Books Librarian: Mrs B Mbiyo
Librarian Lending Services: Ms N Madikane
Librarian Lending Services: Mr S Jekwa
Library Assistants (Circulation): Mr SLU Hlakanyana
Library Assistant (Circulation): Mr M Kembe

Library Assistant (Circulation): Mr NS Mbongisa
Library Assistants (Circulation): Mr P Songwqi
Library Assistant – (Circulation): Mr B Ntsendwana
Library Assistant – (Circulation): Mr X Bill
Assistant Librarian Bhisho: Mrs L Sodidi

EAST LONDON CAMPUS ADMINISTRATIVE PERSONNEL

Campus Secretary: Vacant
Receptionist: Ms J Smith
Switchboard: Ms N Bikitsha

LIBRARY EAST LONDON

Senior Librarian in Charge: Ms M Lotter
Information Librarian: Ms Z Maya
Information Librarian: Ms N Manzana
Technical Services and Acquisitions Librarian: Ms L Mankayi
Assistant Librarian: Ms F Siqangwe
Senior Library Assistant: Ms N Pamla
Senior Library Assistant Periodicals: Ms L Woods
Library Assistant (Circulation): Ms L Ndava
Library Assistant (Circulation) and Inter-Library-Loans: Vacant
Library Assistant (Circulation): Mr S Tshebi
Library Assistant (Circulation): Ms K Zongola

POSTAL AND REGISTRY

Junior Officer: Ms N Rasi
Junior Officer: Ms N Nyakatya

GENERAL RULES

The Higher Education Act (No 101, 1997) and the Statute of the University (Government Gazette No 20273 of 1999) provide the general legal background for the operation of the University and the granting of qualifications. The General Rules

which follow should be read in conjunction with these legal and statutory stipulations.

G.1 DEFINITION OF TERMS

In these rules, unless the context otherwise indicates:

- 1.1 **“Admission”** means approval to report for registration as a student at the University, irrespective of whether the person has previously been registered as a student.
- 1.2 **“Assessment”** means the evaluation of a student’s achievement of learning outcomes of a module;
- 1.3 **“Attendance requirements”** means rules in respect of which a candidate is subject to the requirements set out under 4.1, and for which a class mark of at least 50 percent must be obtained;
- 1.4 **“Attendance module”** means a module which a candidate must attend to complete the requirement of a programme, which requirements may include formative assessment but shall exclude summative assessment;
- 1.5 **“Credits”** determine the relative value of modules, where each credit represents 10 (ten) notional hours spent by a student towards completing the module;
- 1.6 **“Dissertation”** means the written work submitted in fulfilment or in partial fulfilment of the requirements set for obtaining a master’s degree and constituting 50 percent or more of such requirements;
- 1.7 **“Duly performed (DP)”** means the mark obtained by a candidate during a term or semester in a particular module in respect of assignments, class tests, class performance, practical work, and other forms of formative assessment for the module;
- 1.8 **“Examination”** means the act of examining a candidate’s knowledge by means of written, oral and practical tests, and also includes any ensuing supplementary or special examinations;
- 1.9 **“Final mark”** means the mark obtained at the end of each completed module, the composition and computation of which is determined by the rules for that particular programme;
- 1.10 **“Main degree examinations”** means examination administered by the University in May/June or November/December in each year, but does not include a supplementary examination.”
- 1.11 **“Mini-dissertation”** is a dissertation of limited scope and comprises written work constituting no less than 33/3 % but no more than 50 % of the work for a master’s degree. A mini-dissertation may be treated as equivalent to a module, albeit with a substantially different credit weighting and without the requirement of a DP.
- 1.12 **“Module”** means a coherent, self-contained unit of learning, which is designed to achieve a set of specific learning outcomes (overarching competencies) that are assessed within that unit and allocated period of learning, and which is the

- smallest unit for which a final mark is entered in the student records;
- 1.13 **“Occasional student”** means any person who has registered for one or more modules at the University, but is not registered at the University as a candidate for a specific qualification or programme;
 - 1.14 **“Head of Department/Dean”** means the administrative head of a unit offering the relevant programme or his/her delegate;
 - 1.15 **“Programme”** means a structured set of learning outcomes which usually comprises a combination of modules to be completed to fulfil the requirements for a specific qualification or programme;
 - 1.16 **“Prospective student”** means any person who intends to study at the University and is applying for admission for a specific qualification, and the acceptance for the purposes of qualification for that which meets the requirements;
 - 1.17 **“Recognition of prior learning”** means the comparison of the previous learning and experience of a student however obtained against the outcomes required for a specific qualification, and the acceptance for purposes of qualification of that which meets the requirements;
 - 1.18 **“Senate”** also includes any unit of person to whom the authority and/or powers in a specified area have been delegated by Senate;
 - 1.19 **“Student”** means any person registered for a qualification offered by the University either within a programme or as an occasional student;
 - 1.20 **“Supplementary Assessment”** is an extension of the initial work or examination, whereas “reassessment” constitutes a separate, new assessment;
 - 1.21 **“Syllabus”** of a module means a description of the learning outcomes and learning content dealt with in the module;
 - 1.22 **“Thesis”** means the written work submitted in fulfilment or in partial fulfilment of the requirements set for obtaining a doctor’s degree;
 - 1.23 **“Treatise”** means written work submitted in partial fulfilment of the requirements for a bachelor’s degree, provided that such treatise is registered as a module.

GENERAL RULES FOR UNDERGRADUATE QUALIFICATIONS

G.2 ADMISSION

- 2.1 Every prospective student shall apply for admission to a programme offered by the University on the prescribed form. The form of application must be completed in detail and signed by the prospective student and his/her parent or guardian if he/she is a minor. The completed form must be sent to the Registrar by the date stipulated in 2.3 below, together with the application fee.
- 2.2 A student who was registered at another university must, upon application for admission to the University of Fort Hare, submit a certificate of conduct from the aforementioned university, which is acceptable to the Council of the University of Fort Hare.
- 2.3 The closing date for applications for admission shall be 31 August and 30 September and for late application. A late application fee will be payable for applications received after 31 August.
- 2.4 If the above-mentioned dates (2.3 above) fall on a Saturday or Sunday, the closing date will be the next normal business day.
- 2.5 Management reserves the right to entertain walk-in applications from applicants who have performed exceedingly well and have funding..
- 2.6 **Admission requirements**
 - 2.6.1 No person shall be registered as a student at the University for a programme unless he/she meets the general entrance requirements for admission (2.6.2 below), the entrance requirements as stipulated in the rules for a particular programme and has written the National Benchmark Test (NBT).
 - 2.6.2 A student who was not previously registered at this or another University, shall meet one of the following requirements –
 - 2.6.2.1 a Matriculation Certificate, a National Senior Certificate, a School Leaving Certificate or a Further Education and Training (FET 4) Certificate; or
 - 2.6.2.2 mature age, Senate discretionary or any other form of conditional or complete exemption; or
 - 2.6.2.3 any alternative qualification, examination or experience (prior learning and/or experience) which is recognized in terms of the admission policy of the University as laid down by Council in consultation with Senate; provided that Council in consultation with Senate may further prescribe by regulation additional requirements as it deems fit as a prerequisite for admission to any specific programme.
- 2.7 **Senate's Discretionary Exemption**
 - 2.7.1 Students with a Senior Certificate without Matriculation

Exemption/Endorsement wishing to enrol for a degree programme may apply for Senate Discretionary Exemption (SDE), but should be advised that certain minimum requirements in certain school subjects may be required for some programmes and/or qualifications.

- 2.7.2 If their applications are successful, learners will be advised by Faculty Managers of their admission into the relevant Faculty's Foundation Programme through the Admissions Office.
- 2.7.3 Students admitted via SDE3 (credit bearing and value addition modules) will be allowed to register for modules with a maximum of 96 regular credits during their first year. In addition, students have to successfully complete value addition (i.e. non credit bearing) modules to the equivalent of 320 notional hours during their first year.
- 2.7.4. SDE students admitted according to SDE3 will not be allowed to proceed to their second year of study until they have successfully completed all value addition modules as well as a minimum of 60 credits of their regular, credit bearing modules.
- 2.7.5 Upon registration, SDE3 students will be assisted by Faculty Managers to apply for conditional certificates. When SDE3 students have successfully completed the equivalent of at least 120 credits of regular, credit bearing courses, Faculty Managers will assist such students in their application of complete exemption certificates.
- 2.7.6 SDE Students admitted according to SDE1, SDE2, SDE4 or SDE5 models, will be assisted by Faculty Managers to apply for complete exemption certificates, and may, after consultation with Faculty Managers, enrol for regular degree programmes.
- 2.8 **Exemptions:** Senate may exempt candidates from attendance and assessment in a module on the grounds of their having obtained credit for the same or equivalent modules prescribed for another qualification of the University. Candidates may also be granted recognition at another institution, provided that candidates who are already in possession of a first qualification shall be granted recognition towards a second qualification at the same or at a lower NQF level in respect of modules previously completed only up to a maximum of half of the prescribed credits required for a second qualification.
- 2.9 **Minimum credits for degree qualifications:** All UFH academic programmes/qualifications shall, in terms of SAQA credits, be configured such that each year of study shall entail students completing a minimum of 128 credits. Accordingly, students shall only qualify for a UFH three-year or four-year degree after completing a minimum of 384 credits or 512 credits respectively.
- 2.10 In cases where a candidate who is already in possession of a first qualification wishes to obtain a second qualification which has a set programme from which deviation is not possible, owing to the requirements of the University or an

outside body, the provision in Rule 2.6.1 above shall not apply.

- 2.11 **Minimum time spent towards a qualification:** In order to graduate with a UFH qualification, a student must, in the course of his/her studies at the University of Fort Hare, successfully complete a minimum of 120 credits at the exit level on which the relevant qualification is registered
- 2.12 **Currency of undergraduate modules:** Undergraduate modules from other institutions for which credits are requested may not be older than 5 years. UFH modules retain their validity towards unfinished qualifications for 8 years. Senate may refuse recognition of a module (credit) on the basis that its content has changed and/or the module (credit) is too old to be given recognition.

G.3 REGISTRATION

- 3.1 A prospective student must first be admitted to the University in accordance with the provisions of Rule 2 above before he/she may register; he/she must supply proof of such admittance at registration. The University shall not be obliged to register a prospective student even though he/she has been admitted to the University; the student must also comply with the requirements of registration.
- 3.2 Before commencing their studies in any year prospective students shall register as students of the University at the venue and on the date and time published beforehand by the Registrar by signing their names on the official registration form, thereby signifying their acceptance of the rules of the University and of liability to pay the prescribed fees including residence fees, where applicable. Except with the Registrar's written permission, no person who is in arrears with the payment of any fees due to the University shall be registered as a student.
- 3.2.1 Postal registration of returning senior students is permissible under certain conditions, namely where students have settled their debt prior to or on the due dates, and where the results of the examinations preceding the registration is available.
- 3.3 Students who have been admitted to a programme shall register for the specified modules before the commencement of such modules. No late registrations shall be accepted except with the written permission of the Head of Department/Dean concerned, and within the period indicated in the official diary.
- 3.4 **Compliance with programme requirements**
- 3.4.1 The onus is on students to ensure that the modules for which they are registered comply with the requirements of the relevant Head of Department(s)/Head of Department/Dean(s) and the Dean, or their representatives, to indicate that all requirements are met.
- 3.4.2 Senate may approve a special curriculum within the framework of the rules for a student who has been exempted from any module(s) in

terms of the provision of the Statute.

- 3.5 **Concurrent registration except by permission of Senate.** No students shall concurrently be registered for more than one programme at the University without the permission of Senate.
- 3.6 **Limitation of registration.** Every person registered as a student at the University shall be deemed registered:
- 3.6.1 for one calendar year, semester or such shorter period as Council generally, or in any particular case, may specify; and
- 3.6.2 for the modules as specified on the official registration form. Registration of the student shall lapse after expiry of this period of registration. If a person wishes to remain a student at the University or to be reassessed in a particular module, he/she shall renew his/her registration.
- 3.7 **Offering of modules.** If any small number of students wish to enroll for a given module in any year, the relevant Faculty may after consideration of the staffing position and module viability and after consultation with the unit offering the programme concerned, decide that such module shall not be offered in that year. Faculty Boards may also set a maximum class size for a programme in consideration of the staffing and facilities available for the programme. This rule shall be especially applicable to the offering of modules on a part-time basis. In terms of the rule, a part-time student shall not be entitled to demand and receive tuition in every module forming part of the curriculum of the UFH qualification for which s/he is/was registered by virtue only of having been allowed to commence her/his studies at UFH on a part-time basis.
- 3.8 **Timetable clashes.** Students may not register for modules with a clash on the lecture, practical or examination timetables without the approval of the Programme Co-ordinator and the Registrar. The University is not obliged to rearrange an examination timetable to accommodate instances where a student registered for modules which clash on the lecture or practical timetables.
- 3.9 **Special prerequisites and ancillaries for particular modules.** Senate may determine that candidates shall not be admitted to a particular module unless they have obtained credit for another specified module or simultaneously registered for another specified module. Failure to adhere to the above-mentioned rule of prerequisites and co-requisites, where applicable, may result in the immediate cancellation of the module(s) involved.
- 3.10 **Registration of occasional students.**
- 3.10.1 Senate may permit any person to register as an occasional student for a module or modules other than as a candidate for a degree, subject to such conditions as may be prescribed by the Head of Department/Dean concerned.

- 3.10.2 Senate may, subject to conditions as may be prescribed, permit a student to register for a module or modules other than as part of his/her curriculum.
- 3.10.3 Subject to the provisions of Rule 2.8, Senate may grant a student credit towards a qualification for one or more modules completed while registered in terms of the provisions of Rule 3.10.1 and/or 3.10.2, subject to such conditions as it may prescribe in an individual case, provided that a student shall, on registration, qualify for admission to the programme concerned and the module can form part of an approved curriculum for the qualification/programme.
- 3.11 **Registration/concurrent registration with another institution.** Where a student is for any reason whatsoever unable or unwilling to register for a UFH (core/elective) module required in order for her/him to complete the curriculum of the qualification for which she is registered at UFH, the University shall (through the relevant Faculty office) provide permission for the student to register for that module with any other higher education institution. For the avoidance of doubt, a student who has completed a module with another higher education institution pursuant to this rule shall be entitled to apply for recognition of the credit as soon as possible after s/he obtains a pass in the relevant module. This rule/provision shall not apply to a module that constitutes a 'major' within an undergraduate degree curriculum.
- 3.12 **Compulsory registration of last outstanding module under G.Rule 7 or with another institution.** Students who have ONE module outstanding for completion of the curriculum of the qualification for which they are registered shall not be eligible to register for that module on a full-time basis, with or without any other modules, but may request permission to register for that last outstanding module in terms of G.Rule 7. Where such a student is unable to register in terms of G. Rule 7, s/he may apply for permission to register for the said (last outstanding module) at another institution in terms of the immediately preceding G.Rule 3.11. This rule/provision shall not apply to a module that constitutes a 'major' within an undergraduate curriculum.
- 3.13 **Student identification.** Every student, while on campus or using University facilities shall produce his/her student registration card upon request.
- 3.14 **Promotion criteria.** Promotion of students shall be determined by Faculties, for which purpose Faculties have to provide specific criteria.
- 3.15 **Academic exclusion of full-time students.** Full-time students who have failed to obtain the minimum number of credits towards the qualification for which they are registered shall be excluded from the University on academic grounds:
- 3.15.1 **In the case of a three-year degree programme**
- 3.15.1.1 After one year, a minimum of 40 credits;
- 3.15.1.2 After two years, a minimum of 120 credits;

- 3.15.1.3 After three years, a minimum of 180 credits;
- 3.15.1.4 After four years, a minimum of 300 credits;
- 3.15.1.5 After five years, if a degree has not been obtained;
- 3.15.2 **In the case of a four-year degree programme**
 - 3.15.2.1 After one year, a minimum of 40 credits;
 - 3.15.2.2 After two years, a minimum of 120 credits;
 - 3.15.2.3 After three years, a minimum of 240 credits;
 - 3.15.2.4 After four years, a minimum of 360 credits;
 - 3.15.2.5 After five years, a minimum of 420 credits;
 - 3.15.2.6 After six years, if a degree has not been obtained.
- 3.15.3 **In the case of a Foundation Year Programme (FYP)**

The first year of registration of a Foundation Year Programme shall not be taken into account in calculating the prescribed period of study for the purpose of academic exclusion.
- 3.15.4 **Change of programme and interruption of study**
 - 3.15.4.1 Where a student has been allowed to change registration from one programme to another after the first year of study, the prescribed period of study shall be calculated from the registration of the new programme;
 - 3.15.4.2 Where a student has been allowed to change registration from one programme to another after the second year of study or in later years, the number of years subsequent to the first year of study of the first programme shall be taken into account when calculating the prescribed period of study in respect of the new programme;
 - 3.15.4.3 In calculating the prescribed period of study, the frequency or duration of the period of interruption of study by a student shall not be taken into account.
 - 3.15.4.4 A student shall be permitted to change registration from one programme to another on one occasion only.
- 3.16 **Academic exclusion of part-time students**
 - 3.16.1 A student shall be excluded from the University if he/she has not fulfilled all the requirements for his/her proposed degree within ten years of study, except in special circumstances approved by Senate.
 - 3.16.2 Periods of attendance and examination results at another university shall be taken into account, with one year of full-time study being regarded as equivalent to two years of part-time study.
 - 3.16.3 The University may re-admit a student who has been excluded from the university where his/her subsequent experience or academic achievement justifies readmission.
 - 3.16.4 A student who was previously eligible for exclusion, but who was not excluded at that time, may be excluded on that basis at the end of any subsequent year.

- 3.16.5 If a student by means of written notification received by the Registrar before 15 April of any year cancels his/her registration, the registration for that year shall not be taken into account for exclusion purposes.
- 3.16.6 Exclusion of non-registered persons. No person who has not been registered as a student may attend lectures or use any of the facilities or privileges offered by the University to its duly registered students.
- 3.17 Appeal against academic exclusion from the University**
- 3.17.1 A student who has been excluded on academic grounds shall be entitled to appeal his/her exclusion to the Faculty Planning and Management Committee (FPMC) or the HOD's Committee of the Faculty in which the student is registered. Such appeal must be lodged with the relevant Faculty Manager no later than 25 January of every year. The said Committee must consider and decide upon such appeals no later than two weeks after receipt of the appeal documentation by the Faculty Manager.
- 3.17.2 In deliberating on an appeal pursuant to this rule, the Faculty Planning and Management Committee or HOD's Committee shall be entitled to consider all factors deemed pertinent to such a matter by the Committee, including the student's historical, academic performance, physical and mental health (supported by appropriate documentation), and compelling personal circumstances as evidence by appropriate documentation. Where the Committee considers it appropriate, it MAY impose clear/specific conditions on the re-admission of a student excluded on academic grounds.
- 3.17.3 A student who is dissatisfied with the outcome of a decision of the Faculty Planning and Management Committee or HOD's Committee rendered in accordance with the immediately preceding paragraph shall be entitled to appeal the decision to the Board of the relevant Faculty. The said Board must consider and decide upon such appeals at its first meeting (whether regular or special) in each academic year. The Board may set aside the decision of the Faculty Planning and Management Committee or HOD's Committee or upholds the Committee's decision in its entirety or varies the terms thereof. In respect to the appeal process prescribed under this rule, the Faculty Board's decision shall be final.

G.4 MODULE PARTICIPATION REQUIREMENTS

- 4.1 Unless Senate decides otherwise, a candidate shall obtain credit only for modules which have been satisfactorily attended and in which there have been sufficient participation in assessment opportunities.
- 4.2 Students may be required to produce proof of registration for a module as and when required by the Head of Department/Dean or someone who has been

delegated to do so.

- 4.3 The Head of Department/Dean concerned shall determine what constitutes satisfactory attendance and shall notify students thereof in writing at the commencement of each module.

G.5 ASSESSMENT

- 5.1 Assessment of all candidates in every module shall be in such a manner and through such methods as approved by Senate and the final mark so obtained for a module shall be entered into the academic records of the candidates. A second examiner must be appointed for the summative assessment of every module.
- 5.2 Unless approved by Senate, a student's semester mark or DP shall be combined in equal proportion with the examination mark and the average will constitute the final mark in all degree examinations.
- 5.3 Upon return of samples of examination scripts sent to an external examiner, the Head of Department/Dean and the internal examiner shall, in consultation with the Dean of the Faculty/Director of School, scrutinize the scripts with a view to determining whether the external examiner would have adjusted the marks across the board and by what number of marks he would have done so. After making such determination, the Head of Department/Dean (or Dean of Faculty where the internal examiner is the Head of Department/Dean) shall direct the internal examiner to make the required mark adjustment on all the examination scripts including those included in the sample that went to the external examiner.
- 5.4 The time when and the place where summative assessment of a module shall take place shall be determined by Senate. In a case where the module is assessed through the performance of a comprehensive assignment, a practical test or any other task outside the examination room, the details of such an assessment shall be circumscribed in the description of the module and the assessment shall take place under the supervision of the Head of Department/Dean or a person designated by him/her.
- 5.5 **Identification of candidates during assessment.** If so required during assessment, candidates must produce satisfactory proof of their identity by means of their student registration cards.
- 5.6 **Plagiarism**
 - 5.6.1 **Cheating/examination-related fraudulent misconduct**

During an assessment session, a candidate shall not have any notes or any other assistance, unless such assistance is specifically circumscribed and allowed for that session. A breach of this rule will result in disciplinary action against the person(s) involved.
 - 5.6.2 **Plagiarism**

The commission of acts of plagiarism is strongly forbidden by the

University. Conduct that may constitute plagiarism shall be scrutinized, processed and the appropriate sanction or institutional response shall be determined in accordance with the University's Plagiarism policy.

5.7 Release of final marks

5.7.1 The University shall endeavour to publish examination results as soon as possible after the date on which the examinations were written and also notify the students of their results by mail.

5.7.2 Candidates shall proactively seek out their examination results. Accordingly, it is the responsibility of candidates to obtain notification of their results.

5.7.3 A candidate shall not be entitled to a special supplementary examination merely because of lack (or delay) of notification of their results.

5.7.4 Candidates shall not be entitled to obtain final marks for modules for which they have been registered if they are in arrears with payments to the University or have not complied with the entrance requirements for modules.

5.8 Final mark, pass mark, exam mark and distinction: After every assessment, a student shall be awarded a final mark not exceeding 100 percent. The pass mark for every module shall be 50 percent. The student shall be awarded a pass with a distinction in a module if, at the first attempt, a final mark of at least 75 percent was obtained.

5.8.1 Subject to the requirements of GR 5.9 (relating to the requirement of a minimum semester (DP) mark) and GR 5.10 (relating to the requirement of an examination sub-minimum): Where a student has obtained a semester mark or an examination mark of 39 percent and/or a final mark of 44 percent or where a student has obtained a final mark of 49 percent or 74 percent, s/he shall be entitled to an automatic condonation towards the higher mark. This rule shall be implemented by the University's Examination Office without the requirement of any faculty /departmental resolution or formality. In the application of this rule, the number of modules in which a student has obtained the examination mark of 39 percent or final mark of 44 percent or 49 percent or 74 percent shall be immaterial.

5.9 Requirement of an examination entrance (due performance) subminimum

A student shall not be eligible to write the degree or supplementary examination in any module for which s/he is properly registered unless s/he has obtained a minimum semester (DP) mark of 40% in the module. For the avoidance of doubt, this rule shall not apply to a student who is registered for a module under G.Rule 7 or under any other institutional rule that exempts her/him from the requirement of a semester (DP) mark.

5.10 Requirement of an examination sub-minimum: Notwithstanding the

provisions of the immediately preceding rule, a student shall only be credited with a pass in a module if s/he obtained a minimum of 40 percent in the degree or supplementary examination.

5.10.1 A student who has been unsuccessful in obtaining the examination sub-minimum mark of 40 percent in the degree examination shall be entitled to a second chance at obtaining the said sub-minimum mark (through the supplementary examination) provided s/he obtained a minimum final mark of 45 percent.

5.11 **Awarding of qualifications cum laude:** Unless Senate decides otherwise and subject to specific provisions in faculty rules, a qualification shall be awarded cum laude if a candidate obtained a weighted average of at least 75 percent to the credit value obtained in all the modules in the candidate's prescribed programme, and further provided that:

5.11.1 the weighted average according to the credit value of the modules at the exit level of the qualification must be at least 75 percent.

5.11.2 none of the modules prescribed in the programme must have been failed.

G.6 SUPPLEMENTARY ASSESSMENT

6.1 Candidates in any module may be required to present themselves for a supplementary assessment or reassessment of any work or examination previously completed by them. If a candidate fails to report for such an assessment, due to reasons other than those mentioned or contemplated in Rule G 8.7, the opportunity shall be forfeited and the original mark awarded.

6.2 A supplementary assessment shall be based on the work prescribed for the previous assessment, but a department may exempt a candidate from a section of the work which has already been passed.

6.3 Supplementary assessments shall be granted at the discretion of the Programme Unit concerned in terms of policy laid down by the relevant Faculty. Information about the way in which a Programme Unit will implement this rule shall be communicated in writing to candidates at the commencement of a module. Unless otherwise specified, candidates shall be admitted to a supplementary assessment in a module provided:

6.3.1 Supplementary assessments shall be granted at the discretion of the Programme Unit concerned in terms of policy laid down by the relevant Faculty. Information about the way in which a Programme Unit will implement this rule shall be communicated in writing to candidates at the commencement of a module. Unless otherwise specified, candidates shall be admitted to a supplementary assessment in a module provided they obtained a final mark of between 45 percent and 49 percent in the module concerned.

6.3.2 **Automatic supplementary examinations for final year students.**

Notwithstanding the provisions of the above GR 6.3.1, a final year student shall be eligible for a supplementary examination in any one module in respect of which s/he has obtained a subminimum DP mark of 40 per cent where applicable and which module has turned out to be the student's last outstanding towards the degree/qualification for which s/he is registered. Eligibility to write a supplementary examination in terms of this rule shall only be determined by reference to the academic status of a final year student at the end of the main degree examinations. It shall be the responsibility of the student to determine her or his eligibility to write a supplementary examination under this rule and to bring that fact to the attention of the relevant Faculty Manager who shall notify the Examination Office accordingly.

NB: For the purposes of this Rule, the expression "main degree examinations" means examination administered by the University in May/June or November/December in each year, but does not include a supplementary examination."

- 6.4 The Head of Department/Dean, in consultation with the examiners of a module, may require students to present themselves for an additional oral examination immediately after the ordinary examination, and students shall be available for this purpose for ten days after the examination in the module that was written.
- 6.5 Where a supplementary examination candidate has succeeded in obtaining a final (pass) mark in a module, the final mark shall be captured in the candidate's academic record as 50 percent.

G.7 REASSESSMENT

- 7.1 A candidate who has been admitted to the examination in a module, but failed the examination, may be permitted to be reassessed in the module without re-attending the module. Such reassessment shall be subject to the approval of the Dean of the Faculty on the recommendation of the Head of Department/Dean concerned, and subject to the following limitations:
 - 7.1.1 it shall be limited to a maximum of 16 credits, or 32 credits if an NQF 6 or higher level module, per semester;
 - 7.1.2 reassessment in a particular module may be granted only once, and within the twelve months following the original semester;
 - 7.1.3 it must be in accordance with the Examination Timetable.
- 7.2 A student who has been admitted to the examination in a module, but has failed in the examination in such a module which is the last outstanding requirement for his/her degree, may be granted permission by the Dean of the Faculty in which the module is to be taken, on recommendation of the relevant Head of Department/Dean, to present himself/herself, without attending the University, for reassessment at the end of the following semester in which the

module is offered, provided his/her written application to this effect is received by the Registrar at the normal time for registration of the module, and provided he/she registers for the module and pays the prescribed fees. The module equivalent shall not exceed 16 credits per semester.

- 7.3 Where a candidate is reassessed in terms of Rule 7.1 or 7.2 no cognizance shall be taken of the semester mark previously obtained in the module.

G.8 SPECIAL EXAMINATIONS

- 8.1 Special examinations may be granted to students who, by reason of illness or other special circumstances, have been unable to sit or complete an examination (including a supplementary examination). Satisfactory evidence of such illness or circumstances must be produced. Except in those cases where the student is a final year student, special examinations shall be held on dates determined by Senate for degree and supplementary examinations.
- 8.2 Where the student is a final year student, the Dean of the Faculty shall, on the recommendation of the relevant Head of Department/Director of School and in consultation with the Registrar, determine the date for the special examination. However the date of that special examination should be no later than 30 days from the date of the examination that the student was unable to write due to illness or other special circumstances.
- 8.3 The prescribed application form must be submitted to the Manager of the Examinations Department no later than seven (7) calendar days from the date of the relevant examination.
- 8.4 Where a student was unable to apply for a special examination, as stipulated in rule G.8.3, due to illness or other special circumstances, such a student must make the required application and provide the accompanying documentation at the earliest opportunity available to the student. The Examinations Department shall accept such application where the documentation provided by the student shows that he/she could not possibly have complied with the requirements of rule G 8.3 due to illness or other special circumstances.
- 8.5 If students fail to report for a special examination, due to reasons other than illness or other special circumstances, the opportunity to sit for the special examination is thereby forfeited.
- 8.6 A special examination may be conducted orally or in writing. Where a Dean has decided to act in terms of the above Rule G.8.2, the special examination shall be conducted orally with the involvement of the relevant module's External Examiner.
- 8.7 The words " other special circumstances " as used in this rule shall at all times be narrowly construed to refer to negative, uncontrollable, emotionally upsetting or traumatic events, such as bereavements, loss of property through fire, flooding, robbery, hijacking, etc. Where in doubt, the Manager:

Examinations/Registrar shall request an opinion from the Chair of the Rules and Regulations Committee.

G.9 AEGROTAT QUALIFICATION

If candidates are absent from whole or part of the final assessment for a qualification because of any serious or disabling circumstances of substantial duration, occurring within such period as Senate deems relevant for the assessment in question, Senate may, after receiving proof of such circumstances and sufficient evidence of the candidate's attainments, admit them to the qualification. The names of such candidates shall be published under the heading "Aegrotat", together with the names of the other successful candidates.

G.10 RE-MARKING OF EXAMINATION SCRIPTS

- 10.1 Candidates are entitled to have one or more of their examination scripts remarked after they have submitted a written application to the Examinations Officer and have paid the prescribed fees. Re-marking shall not be permitted for examination scripts in which external examiners are involved, nor for supplementary, special or practical examinations, or for a module where the scripts are marked entirely by computer.
- 10.2 Unless Senate decides otherwise, application for the re-marking of an examination script must be submitted not later than 30 days after the marks for the previous term have been published. A student who has applied for re-marking of scripts shall not thereby forfeit any right he/she may have to a supplementary examination. If the re-marking results in the student passing the module, this mark shall supersede any supplementary examination results in the same module. A student who qualified for and wrote a supplementary examination, and who also applied for the re-marking of a script or scripts for the same module shall pay the prescribed fee for both re-marking and the supplementary examination.
- 10.3 The fees for re-marking paid in terms of Rule 10.1 and 10.2 shall be refunded if the re-marking results in a correction of the mark so that the student qualifies for a supplementary examination, a pass or a distinction in the module concerned.
- 10.4 Re-marking will be done by an examiner, hereinafter referred to as the arbiter, who was not involved in the original marking of the scripts. The marks allocated by the arbiter shall be averaged with the closer of the original marks to constitute the result of re-marking.

G.11 SCRUTINY OF EXAMINATION SCRIPTS

- 11.1 A candidate who believes that an error has occurred in the examination of his/her scripts may have his/her scripts scrutinized. Such scrutiny shall be

limited to a checking of the addition of the marks which have been allotted, and to making sure that marks have been allotted to every section of every question attempted.

- 11.2 Any registered candidate, who has no outstanding fees, may apply in writing to the Examinations Office within two weeks of the semester following the examination for a photostat copy of an examination script. Upon payment of the prescribed fee, plus a fees clearance, such copy will be made available to the candidate within two working days. The candidate may then request the original to be scrutinized (Rule 11.3 below), or re-marked (Rule 10, if applicable).
- 11.3 The candidate must apply in writing to the Manager: Examinations within a week after the official examination results for the papers concerned are officially available to have the relevant scripts scrutinized. The prescribed fee for scrutiny must accompany the application. The fee will be refunded if such scrutiny results in a correction of the mark so that the student qualifies for a supplementary examination, a pass or distinction in the module concerned.

G.12 RULES APPLICABLE DURING EXAMINATIONS

- 12.1 Students must display their official and valid student registration cards during examinations by placing them on the right hand corner of their desks. No student will be handed an examination question paper if they cannot present their registration card.
- 12.2 Students are reminded that examination scripts with illegible handwriting may impede the marking process.
- 12.3 No student may, without the necessary authorization, take into the examination room any documents, notes, cell phones or objects which may be of assistance to him/her.
- 12.4 In certain open book examinations, students will be allowed to use only the tutorial matter as specified on the examination question paper. Students are not allowed to exchange such matter with one another during the examination session.
- 12.5 Students should refrain from doing rough work on the examination question paper, and should rather do it in the answer book and indicate it as such.
- 12.6 Under no circumstances may a student retain his or her examination answer booklet, remove it from the examination room or tear pages from it.
- 12.7 Misreading the examination dates will under no circumstances be considered as grounds for supplementary examinations.
- 12.8 No student may leave the examination room during the first 30 minutes and the last 15 minutes of the session.
- 12.9 Students must present themselves at the examination room at least 15 minutes prior to the commencement of the session.
- 12.10 Students must supply their own writing equipment and calculators (where

permitted) and may not borrow such items from other students.

G.13 AMENDMENT OF RULES AND RULE BREACHES

- 13.1 If the rules regarding the arrangement of a programme are amended, candidates registered under the old rules may, provided there is no break in their registration, and that the new rules contain no provision to the contrary, elect to continue under either the old or the new rules, provided that, except by special permission of Senate:
- 13.1.1 they shall not be permitted to proceed partially under the old rules and partially under the new rules;
 - 13.1.2 they are bound by their decision; and
 - 13.1.3 they shall forfeit the right to continue under the old rules if they have obtained insufficient credits in semester or if there is a break in their registration.
- 13.2 Condonation of rules breaches. Senate may condone a rule breach if it is satisfied that such a breach was due to an error and that the student concerned, not having contributed to such error, would suffer undue hardship should the rule be applied.
- 13.3 Faculty rules may further circumscribe the general rules and then act as an extension of the general rules; in such cases Faculty rules shall take precedence.

GENERAL RULES FOR POSTGRADUATE QUALIFICATIONS

G.14 APPLICATION OF GENERAL RULES

The general rules for undergraduate qualifications also apply to postgraduate qualifications, except where the former clearly cannot apply to postgraduate programmes, or where the rules for postgraduate qualifications outlined below (Rule G.14 onwards) contradict the general undergraduate rules.

G.15 ADMISSION

- 15.1 **Honours degree.** A person shall not be admitted as a candidate for an honours degree unless he/she:
- 15.1.1 has successfully completed a bachelor's degree at the University; or
 - 15.1.2 has successfully completed a similar qualification at the appropriate level on the NQF and which is equivalent to or higher than the

- examinations prescribed for a degree of bachelor of the University; or
- 15.1.3 has passed the examinations on the grounds of which he/she will be awarded a bachelor's degree by the University, or on the grounds of which the required status may later be granted to him/her.
- 15.2 **Master's degree.** A person shall not be admitted as a candidate for a master's degree unless he/she:
- 15.2.1 has successfully completed a four year bachelor's degree at the University; or
- 15.2.2 has successfully completed an honours degree following a three year bachelor's degree at the University; or
- 15.2.3 has successfully completed a similar higher education qualification at the appropriate level on the NQF, and which, in the opinion of Senate, is equivalent to or higher than the examinations prescribed for an honours degree at the University; or
- 15.2.4 has submitted her/his honours mini-dissertation for examination with the consent of the supervisor and within the deadline stipulated by the University.
- 15.3 **Doctoral degree.** A person shall not be admitted as a candidate for a doctoral degree unless he/she:
- 15.3.1 has successfully completed a master's degree at the University: or
- 15.3.2 has successfully completed a similar qualification at the appropriate level on the NQF, and which, in the opinion of Senate, is equivalent to or higher than the examinations prescribed for a degree of master of the University; or
- 15.3.3 has passed the examinations on the grounds of which he/she will be awarded a master's degree by the University, or on the grounds of which the required status may later be granted to him/her.
- 15.3.4 has submitted her/his Masters dissertation for examination with the consent of the supervisor and within the deadline stipulated by the University.
- 15.4 The above requirements should be read in conjunction with the University's policy on the recognition of prior learning, which sets out the access criteria as well as advanced standing granted to students based on learning acquired through formal, informal and non-formal means.

G.16 REGISTRATION FOR POSTGRADUATE QUALIFICATIONS

- 16.1 16.1 A candidate for a postgraduate qualification must submit a written application to Student Admissions Office, which will then forward it to the relevant Faculty Manager(s), who, in turn, will forward it to the relevant academic departments (and the HoD therein). The application must set out the candidate's qualifications and must state the subject field in which the study is located. Conditional acceptance will be considered by the relevant Head of

Department, who will make a recommendation through Faculty to Senate regarding the programme to be followed as well as supervisor(s) and/or, co-supervisor(s). Registration may only be completed once Senate has given its approval, provided that the names of examiners need not be submitted at registration, but must be approved by Senate before the completion of the programme for which the candidate is registered

- 16.1.1 **Requirement of application for re-admission and re-registration by continuing postgraduate students:** Postgraduate registration is valid for one year only, and candidates are required to renew their application and to register annually until graduation or termination of studies.
- 16.2 Without prejudice to its general powers to admit or refuse admission to an applicant, Senate may require an applicant to undergo a test on his/her proficiency in the subject of his/her proposed study if he/she either:
- 16.2.1 obtained the qualification on which the application is based at another university or institution, or
- 16.2.2 being a graduate of the University, did not include the subject as a major subject in the undergraduate curriculum.
- 16.2.3(a) Acceptance to a Master's or Doctoral degree programme is conditional on:
- (a) the candidate having satisfied the necessary academic criteria (as stipulated according to relevant Faculty and Department criteria); (b) that the relevant and appropriate supervisor workload and capability have been taken into account; and, (c) that the candidate has developed a suitable and acceptable topic in relation to the discipline and its requirements.
- 16.3 Senate may require a candidate to attend specified ancillary modules in addition to the prescribed modules (where applicable) and may require that such modules be completed before the candidate presents himself/herself for any specified part of the final assessment.
- 16.3.1 Unless a student wishing to register for a dissertation or thesis. Masters or Doctoral studies, can provide evidence of having followed and successfully completed a course in Research Methodology, s/he must register for and complete such a module at the University of Fort Hare, preferably prior to submitting the final research proposal.
- 16.4 A candidate for a postgraduate programme may be required to pass a proficiency test in a specified language or languages before admission to the programme or before admission to the final examination. The details of such requirements are listed with each programme.
- 16.5 Senate on the recommendation of the relevant faculty shall appoint three external examiners for each Doctoral candidate's thesis, of which two external examiners must be international (outside the borders of South Africa). In

exceptional, motivated circumstances (such as involving local language expertise), the external examiners may be appointed from within South Africa. For each research Master's dissertation, two external examiners shall be appointed (which may include examiners from other universities in South Africa, but not from UFH). A mini-dissertation which forms part of a Master's degree by coursework (that is, coursework and research) shall, as with the other modules taken in such a programme, require the appointment of only one external examiner. The second examiner for the Coursework Master's mini-dissertation shall be an internal examiner, but not the supervisor of the mini-dissertation. The appointment of external examiners shall adhere to the requirements for best practices as stipulated in section 3.7. of the Postgraduate Guide.

- 16.6 Senate, on recommendation of the relevant Head of Department/Dean, shall appoint a supervisor for each candidate for a masters or doctoral qualification. Senate may also appoint a co-supervisor for a candidate, especially where the proposed programme will extend over more than one recognized subject field or goes beyond the research expertise of a single staff member. The supervisor shall normally be a member of the academic staff attached to the University, while the co-supervisor may be an academic from another University or another person who is a recognized authority in the subject field. In exceptional cases the supervisor may be appointed from outside the University, in which case a co-supervisor who is a member of staff of the University shall be appointed to administer the study programme.
- 16.6.1 At the end of each semester the supervisor shall report to the Head of Department/Dean on the progress of candidate(s) under his/her supervision; these reports shall also be tabled in Senate to consider intervention in the programme if and when required.
- 16.6.2 In the event that a supervisor leaves the employ of the University before a candidate he/she is supervising has completed the relevant postgraduate qualification, Senate may:
- 16.6.2.1 request the supervisor to continue as such and appoint an internal co-supervisor to act as liaison officer and for administrative purposes; or
- 16.6.2.2 appoint a new internal supervisor and request the original supervisor to continue in an advisory capacity or as a co-supervisor; or
- 16.6.2.3 appoint a new internal supervisor where a person competent in the field of study is available.
- 16.6.3 The university's Policy on Supervision shall be subject to these rules and must be adhered to in all circumstances.

16.7 A postgraduate programme shall comprise not less than 120 credits at Honours level, 180 credits at Master's level and 360 credits at Doctoral level and must comply with the specifications for each programme as prescribed in the Faculty Prospectus. Any deviation from such a programme must be fully motivated, recommended by the Head of Department/Dean and approved by Senate

16.8 Duration of the programme:

16.8.1 An honours programme shall extend over not less than two consecutive semesters of full-time study and not more than four semesters in three consecutive years. If the rules of a particular faculty permit it, a candidate may, with the approval of the Head of Department/Dean concerned, attend and complete the programme on a part-time basis in not more than six consecutive semesters. Where these periods (four semesters for full-time and six semesters for part-time study) are exceeded, the candidate must submit a motivated application and the Head of Department/Dean may then recommend an extension of the period to Senate, which will then make a final determination.

16.8.2 A Master's programme shall extend over not less than two consecutive semesters of full-time study, and not more than four consecutive semesters. If the rules of a particular faculty permit it, a candidate may, with the approval of the Head of Department/Dean concerned, attend and complete the programme on a part-time basis in not more than eight consecutive semesters. Where these periods are exceeded, the candidate must submit a motivated application and the Head of Department/Dean may then recommend an extension of the period to Senate which will then make a final determination .

16.8.3 A doctoral programme shall extend over not less than four consecutive semesters of full-time study and not more than ten consecutive semesters. Where this period is exceeded, the candidate may submit a motivated application and the Head of Department/Dean may then recommend an extension of the period to Senate, which will then make a final determination. Further extensions of the study period may only be allowed in exceptional circumstances.

G.17 ASSESSMENT

17.1 The programme description for a postgraduate qualification shall include:

17.1.1 a description of the various components (modules) and the credit value of each; and

17.1.2 the method of assessment for each module, which may include assignments, mini-dissertations, projects, practical work and examinations; and

17.1.3 the due date for each submission (assignment, mini-dissertation,

- project, or practical work); provided that the Head of Department/Dean may refuse to accept late submissions.
- 17.2 Candidates in a programme that consists of, or includes, course-work, shall present themselves for examination as required by the Head of Department/Dean.
- 17.3 The Head of Department/Dean shall submit a final mark for each module completed by each candidate as soon as it is available.
- 17.4 Assessment for an Honours Qualification
- 17.4.1 A candidate for an honours qualification must obtain:
- 17.4.1.1 an aggregate of at least 50 percent in all the modules comprising the specific honours programme;
- 17.4.1.2 a subminimum DP mark of 40% where applicable in order to qualify to write the main examination;
- 17.4.1.3 a sub-minimum of 40 percent examination mark in each module;
- 17.4.1.4 at least 50 percent examination mark in no less than half of all the (honours modules) examinations. Where the honours programme consists of an odd number of modules, the Faculty Examinations Committee shall determine whether the candidate has achieved the 50 percent requirement in terms of this rule; and
- 17.4.1.5 a pass mark in every examination (ancillary modules, language tests etc.) as may be specified in the programme description and/or as required by Senate.
- 17.4.2 A candidate shall normally retain credit for any individual module passed for a period not exceeding three years.
- 17.5 Assessment for a Master's or a Doctoral Qualification based on Course-Work:
- 17.5.1 To obtain a Master's or doctoral qualification based on course-work the candidate must obtain:
- 17.5.1.1 an aggregate of at least 50 percent of the marks in all the modules comprising the specific programme; and
- 17.5.1.2 a sub-minimum of 40 percent in each module; and
- 17.5.1.3 a pass-mark in every other examination (ancillary modules, language tests, etc.) as may be specified in the programme description and/or as required by Senate.
- 17.5.2 A candidate for a Master's or Doctoral qualification shall ordinarily retain credit for any portion of the study passed for a period not exceeding five years .
- 17.5.3 The format and assessment of a mini-dissertation which forms part of a Master's programme shall comply with the format and assessment requirements of a full dissertation as stipulated in section 17.6 below.
- 17.5.4 Where a Master's qualification is based on course-work

plus a mini-dissertation or a dissertation, the candidate shall comply with the abovementioned conditions and the conditions set out below for dissertations (17.6 below).

17.5.5 Where a doctoral qualification is based on course-work plus a thesis, the candidate shall comply with the abovementioned conditions and the conditions set out below for theses (17.6 below).

17.6 Dissertations and Theses

17.6.1 The topic of a dissertation/thesis must be approved beforehand by Senate.

17.6.2 A dissertation/thesis must afford evidence of the student being conversant with the particular subject's method of research and the existing literature thereof.

17.6.3 Except by permission of Senate no dissertation or thesis may be submitted without written consent of the supervisor and co-supervisor (where applicable). Such consent does not commit the supervisors to recommend the approval of the dissertation/thesis.

17.6.4 A dissertation/thesis must be accompanied by a written declaration on the part of the candidates to the effect that it is their own work and has not previously been submitted to another university.

17.6.5 A dissertation/thesis shall not be accepted if it has previously been submitted in fulfilment of the requirements of another degree. Material from publications by the candidate may be embodied in a dissertation or thesis.

17.6.6 For the purpose of examination, candidates shall submit at least three copies of their dissertation or thesis. Unless Senate decides otherwise, a successful candidate shall, before admission to the degree, submit either a further three bound copies or make it available in such a way that it can be stored on compact disc. The first three copies may be bound in a soft cover, while the second three (final) copies must be bound in hard cover. Unless Senate decides otherwise, the examination copies of a dissertation or thesis shall be printed or typed in double spacing on one side of A4 size paper.

17.6.7 The final date for the submission of a dissertation or thesis for examination shall ordinarily be on or before 31 January, and candidates who submitted by this date shall not be liable to the payment of additional fees if the examination of the dissertation or thesis is delayed. A Head of Department/Dean may, however, specify an earlier submission date to ensure that assessment will be completed in time for the forthcoming graduation ceremony.

17.6.8 Any candidate who submits a dissertation or thesis after the prescribed date must pay a handling fee and if the examination of a candidate's dissertation or thesis is not completed in time for the degree to be

awarded in the current academic year, the candidate must register for the following academic year and pay all the prescribed fees.

17.6.9 Copies of a dissertation or thesis submitted for examination shall become the property of the University and shall not be returned to the candidate. Examiners may retain their copies.

17.6.10 A dissertation or thesis shall contain a summary of its contents not exceeding 5000 words in length. This summary must appear in the front of the dissertation or thesis just after the index and must end with a list of not more than ten keywords.

17.6.11 The title page of the dissertation or thesis shall contain the following particulars:

17.6.11.1 full title as submitted at registration; and

17.6.11.2 full name of the candidate; and

17.6.11.3 the following declaration : “submitted in fulfilment (or, in partial

fulfilment) of the requirements for the degree of in the Faculty of.....at the University of Fort Hare.” and

17.6.11.4 the following declaration on plagiarism:

“I student number hereby declare that I am fully aware of the University of Fort Hare’s policy on plagiarism and I have taken every precaution to comply with the regulations.

Signature:”;

17.6.11.5 the following declaration on research ethics clearance:

“I student number hereby declare that I am fully aware of the University of Fort Hare’s policy on research ethics and I have taken every precaution to comply with the regulations. I have obtained an ethical clearance certificate from the University of Fort Hare’s Research Ethics Committee and my reference number is the following:.....

Signature:”;

17.6.11.6 date of submission; and

17.6.11.7 name(s) of the supervisor(s) and/or co-supervisor(s)

17.6.12 A dissertation or thesis must be satisfactory as regards form and literary presentation and shall include a full bibliography of the material, whether published or otherwise, used in its preparation.

17.6.13 A candidate shall submit, together with his/her dissertation or thesis a copy of every dissertation and thesis (if applicable) previously submitted for another degree, whether it was submitted or not.

17.6.14 Dissertations and theses examination reports shall be processed as follows:

17.6.14.1 The Examinations Department shall release dissertations/

theses examiners reports to the relevant Head of Department/ Director of School/Dean only after receipt of the required number of examiners' reports.

17.6.14.2 Upon receipt of examiners' reports, the relevant Head of Department /Director of School/Dean shall present them to the Faculty Higher Degrees Committee as soon as possible. Where amendments, corrections, etc. have been recommended by the examiners, they shall be affected only after the acceptance/approval of the reports by the said Committee.

17.6.14.3 Dissertations/theses that have been examined as well as the examiner's reports on those dissertations/theses shall, following their consideration by the relevant Faculty Higher Degrees Committee, be tabled before SENEX, which shall make the final determination on whether the dissertation/theses and the examiners' reports are satisfactory. The candidate shall only submit the final bound copies of the dissertation/theses after approval by SENEX.

17.6.14.4 A postgraduate candidate shall, subsequent to approval of her/his dissertation/ thesis by SENEX, submit three final bound (hard) copies as well as an electronic version of the dissertation/thesis in PDF format to the Examinations Office which shall be responsible for delivering two hard copies and the electronic version to the University Library. The third bound copy shall be submitted to the GMRDC (PGS) which shall report to SENEX that the final bound copies and electronic version have been submitted.

17.6.15 **Appeal against examination result.** In the event of a dissertation or thesis being rejected, the candidate may submit a duly motivated appeal to the Registrar of the University within 21 days of the release of the result. The Registrar shall submit such appeal to the relevant Director of School/Dean who shall table the appeal for consideration by the Higher Degrees Committee of the relevant Faculty. The Committee may request a panel consisting of the Dean of Research and another senior academic of the University (who has not been previously involved with the evaluation of the student's work) to review the processes leading up to the production and submission of the examiners' reports on the student's work. The panel's decision on whether or not there should be a re-examination of the student's work shall be final.

17.6.16 **Arbitration.** Where an even number of examiners of a dissertation or thesis was divided on whether the work should be accepted and/or a

cum laude result awarded, an additional examiner must be appointed. The recommendation of this examiner shall serve as a casting vote in the assessment of the dissertation or thesis examined. In other instances, the majority decision shall generally constitute the final result of the student.

17.6.17 **Publication of dissertation or thesis.** If a dissertation or thesis or an adaptation thereof, is published or otherwise presented, the candidate must state that it originated from masters or doctoral studies (as applicable) at the University.

17.6.18 Candidates shall normally retain the copyright in their dissertation or thesis, but it is a condition of registration for the degree (unless specifically excluded) that the University shall have the right to publish the dissertation or thesis in its original or an amended form six months after the award of the degree if the candidate has not himself/herself published it within this period. The University shall also have the right to make and distribute facsimile or microform copies of the dissertation or thesis, to distribute it in digitized (computer) format, to input the particulars on a bibliographical database, to include the work in summary form in the University's Catalogue of Theses and Dissertations, to allow it to be included in Dissertation or Theses Abstracts International and to be distributed by the publishers of the latter (University Microfilms International).

17.7 The Upgrading of Honours and Masters Research work.

Upon the recommendation of more than one external examiner, and where the honours modules and/or dissertation consisted primarily of independently researched material, the honours candidate may be assessed as Masters, and the Masters as a doctoral candidate. Where additional work was required by one or more of the internal or external examiners towards the higher qualification, the latter qualification will not be awarded until such additional work has been successfully completed and approved.

G.18 REASSESSMENT

18.1 Where a candidate has failed to meet any of the requirements for successful completion of an honours qualification (as set out in G.Rule 17), the Faculty Examinations Committee shall, on the recommendation of the Head of Department, make a determination whether the candidate is eligible for reassessment.

18.2 Where a candidate has been granted an opportunity for reassessment but s/he is unable to write it at the normal time, s/he may submit a duly motivated application to the relevant Head of Department requesting either a postponement of the date of reassessment or reassessment at a future date. The Head of Department shall make a recommendation to the Faculty

Examinations Committee whose decision shall be final.

G19. APPLICATION TO GRADUATE

- 19.1 Students in the last year of their studies towards a qualification for which they are properly registered shall be obliged to apply for graduation in May of that year by completing the appropriate application form and submitting it to the office of the appropriate Faculty Manager.
- 19.2 A student who has completed the requirements for the award of a UFH qualification, but was unable to graduate (i.e. attend graduation) in a particular year due to outstanding fees/indebtedness to the University shall after settlement of the fees/indebtedness notify the University of her/his intention to graduate by completing the appropriate (graduation) application form and submitting it to the office of the appropriate Faculty Manager. Such a student must make the application to graduate no later than the end of January preceding the University's next graduation ceremony.

G.20 RECOGNITION OF PRIOR LEARNING (RPL)

- 20.1 RPL Applications.
- 20.1.1 Applications for RPL shall be submitted to the Faculty Manager for pre – screening by the Faculty RPL Committee.
- 20.1.2 Applications for RPL may be submitted throughout the year, however, the deadline for the endorsement of RPL credit, where a prospective student wishes to register for further study in the following year, is the last Senate meeting of the preceding year.
- 20.2 RPL Fees. Prospective students shall be expected to contribute towards RPL administrative fees. The contribution shall not exceed the cost of a full-time face to face module/course or programme.
- 20.3 RPL Assessment Process
- 20.3.1 The assessment shall involve the process of collecting evidence and making judgments about the knowledge, skills and values that shall prove competence and shall articulate with the outcomes of a desired module/course and/or programme.
- 20.3.2 The assessment process shall abide by the assessment, moderation and reporting procedures that constitute the UFH rules and regulation of the assessment of student learning.
- 20.4 RPL Assessment Methods. A range of assessment methods may be utilized based on their appropriateness to a particular context, student, discipline and programme consistent with the University of Fort Hare Assessment Policy.
- 20.5 Appeal against RPL assessment results (s). In the event of a dispute over RPL assessment result(s), the prospective student shall submit a duly motivated appeal in writing to the Registrar of the University within 21 days of the release of the result. A panel of two members shall be nominated by the Registrar and

- the Executive Dean from amongst the University staff, including a member of the Teaching and Learning Centre, provided that he/she was not involved in the initial RPL process. The recommendation of the panel shall be considered as final.
- 20.6 Awarding RPL credit. Prospective students with prior learning, however obtained, may apply to have their prior learning assessed against the learning outcomes for a specific qualification and/or module/course(s) as outlined in the University RPL Policy for acceptance for the following purpose(s):
- 20.6.1 Access into a particular course/module or programme when a candidate is able to demonstrate, through appropriate assessment(s) , the entry or exit outcomes of the course/module or programme preceding that particular course/module or programme;
 - 20.6.2 Specified credits for designated courses/modules, units or competencies;
 - 20.6.3 Unspecified credit resulting in the student required to complete fewer subjects, modules or competencies, for example, by exempting a student from undertaking elective modules;
 - 20.6.4 Block credit resulting in exemption from the requirements to undertake a block component of a course programme, for example, first semester or first year;
 - 20.6.5 Exemption standing which involves exempting a student from undertaking preparatory subjects. Units, modules or competencies in the early stages of the course or programme, while still requiring the student to undertake the same number of subjects, units, modules or competencies as they would be required to complete if they had not been granted exemption. This usually involves substituting the exempted subjects, units, modules or competencies with others;
 - 20.6.6 Advanced standing resulting in the award of credits towards a qualification for which a candidate has registered; and
 - 20.6.7 Advanced status which provides access to a level of a qualification higher than the logical next level following on the preceding qualification.
- 20.7 RPL applications for the purpose of access into a particular module/course/ programme may be submitted to the respective faculty throughout the year; however, the deadline for submission is 31 October preceding the year of study. The period prior to registration shall allow the applicant sufficient time to gather evidence and to prepare for the RPL assessment. This period shall also allow for administrative procedures to be complied with prior to the successful RPL candidate being allowed to register.
- 20.8 Credit transfer. Once a prospective student has been awarded credit on the basis of RPL, subsequent credit transfer based on these learning outcomes should not include revisiting the RPL assessment, but should be based on credit transfer agreements, articulation arrangements or other agreements

between institutions.

- 20.9 Registration. Prospective students, who have been granted RPL credit, must comply with the University rules for registration for undergraduate qualifications (UFH General Prospectus Rule G3) or postgraduate qualifications (UFH General Prospectus Rule G16), whichever is appropriate.

G.21 LIFE, KNOWLEDGE, ACTION/THE GROUNDING PROGRAMME

- 21.1 The Life, Knowledge, Action/Grounding Programme is a compulsory module for all undergraduate programmes/curriculum at the UFH.
- 21.2 Senate may grant permission for deviation from the immediately preceding rule upon request and motivation by the Director of the Grounding Programme.
- 21.3 It is required of all faculty prospectuses to make provision for registration for the Grounding Programme by all undergraduate students of the Faculty, preferably in their first year.
- 21.4 Faculties shall contribute to the effective delivery of the Grounding Programme by providing academic resource and other support.

RULES APPLICABLE TO STUDENT DISCIPLINE

It is the responsibility of all students to familiarize themselves with all the rules, such as the General Rules, Faculty Rules, and these Disciplinary Rules, which may apply to them, and also to read all official University Notices.

SECTION A: GENERAL RULES FOR ALL STUDENTS

DR 1 Conditional Registration

- 1.1 Students who are admitted to the University and who sign the registration form and the undertaking therein, will be temporarily registered until their final obligations as set out in the University calendar, are met.
- 1.2 Students whose specified fees are not paid by the due date shall be deregistered and their presence on campus shall be regarded as unlawful.
- 1.3 Interest at the rate of 1.5 percent per month shall be levied on all overdue accounts regardless of whether fees are getting paid by the student or the sponsor.

DR 2 Damage deposit

- 2.1 A student will be required to deposit the prescribed fee to cover any possible damage to or breakage of University property. This deposit must be kept at the prescribed amount throughout the student's period of study. If a student does not intend returning the following year, s/he may submit a written claim for

refund of any deposit still to his/her credit after the following year's registration period, but before 10 December of that year. Any deposit not claimed by this date will be forfeited.

- 2.2 Where damage is caused to University property and it is impossible to determine individual responsibility, the Vice-Chancellor may, where s/he considers such a procedure just and reasonable in the circumstances, hold all members of the society or a group of students jointly responsible for such damage, in which case the amount chargeable to each student will be pro rata to the total damage to be recovered.

DR 3 University responsibility

The University shall not be liable for any loss of or damage to the property of a student, or of any property under his/her care, sustained on University premises.

DR 4 Special Rules

A student is subject to any special rules pertaining to any particular portions of the University property.

DR 5 Student organizations and activities

- 5.1 Any student organization or student activity is subject to the prior approval of Student Representative Council (SRC) and ratification by the Vice-Chancellor.
- 5.2 "Students are prohibited from holding meetings during lecture/teaching times, except with the special permission of the Vice-Chancellor or his/her representative. If and where such permission is granted, the meeting(s) shall not be held in lecture/teaching venues".
- 5.3 Student meetings and rehearsals taking place in the University halls must not go beyond the times when such buildings are closed for security reasons except where permission for such activity has been granted by the appropriate authorities.
- 5.4 If any person(s) not under the jurisdiction of the University wishes to visit the University as guests of any student or student organization, prior consultation with the Vice-Chancellor through the Dean of Students shall be required. The prior consultation with the above stated official(s) must take place within at least three days before the visit of the guests.
- 5.5 While students, clubs and societies may establish magazines, pamphlets and other publications, the University shall not be liable for any damages resulting from such publications.
- 5.6 Students shall not make statements to the media on behalf of the University.
- 5.7 Students serving in the Student Representative Council (SRC) or students who may from time to time be engaged in University-related business or activity shall in respect of their academic work be assisted by academic staff members with particular regard to teaching and learning work covered during

the absence of those students on official scheduled SRC/UFH business/meetings. The level of assistance required to be provided in terms of this rule shall not exceed that normally required of academic staff members.

5.7.1 Support in respect of class attendance and tutorials

5.7.1.1 The student (SRC member or other student) must submit an application for leave of absence accompanied by supporting documentation (where available) either before the date of the class/tutorial that s/he is unable to attend **or** where that was not possible, must submit such application within 48 hours thereafter.

5.7.1.2 Upon receipt of the leave of absence application, the Head of Department shall consider and determine whether sufficient grounds exist or existed for the application for leave of absence and if satisfied, shall record the student as being properly absent from the relevant class/tutorial. Accordingly, for the purpose of determining compliance with the DP requirements pertaining to class/tutorial attendance, the student shall not be prejudiced by non-attendance that is supported by proper application for leave of absence.

5.7.1.3 The student may consult with the relevant lecturer for the purpose of requesting any material(s) handed out in the class/tutorial while s/he was absent. Upon receipt of such a request, the lecturer shall facilitate the provision of such material(s) by the departmental/faculty administration office.

5.7.1.4 Where the Head of Department is not satisfied that sufficient grounds exist or existed for the application of leave of absence, she or he may decline to recognize such leave of absence as having been properly taken by the student. The student shall have a right of appeal to the Dean of the Faculty within seven days of such refusal.

5.7.2 Support in respect of practicals

5.7.2.1 The student must submit an application for leave of absence accompanied by supporting documentation (where available) either before the date of the practical that s/he is unable to attend **or** where that was not possible, must submit such application within 48 hours thereafter.

5.7.2.2 Upon receipt of the application for leave of absence, the Head of Department shall consider and determine whether sufficient grounds exist or existed for the application for leave of absence and if satisfied, shall record the student as being properly absent from the relevant practical.

5.7.2.3 Accordingly, for the purposes of determining compliance with

the DP requirements pertaining to class or tutorial attendance or completion of practical exercises, the student shall not be prejudiced by non-attendance or failure to complete practical exercises where s/he has submitted to the lecturer evidence of proper application for leave of absence.

5.7.2.4 Upon receipt of such leave of absence the lecturer, or where necessary, the Head of Department, shall facilitate the provision/administration of such tests, practical's and/or other exercises or assignments as are necessary to enable the student to satisfy the requirements of a DP. Provided that the requirement for the provision/administration of tests, practical's and/or other exercises or assignments shall not apply in the case of a Department which, *for logistical reasons*, is unable to comply with such requirement. The Dean of the relevant Faculty shall at the commencement of each academic year publish a list of Departments which, *for logistical reasons*, are unable to comply with the requirements of this rule.

5.7.2.5 Where the Head of Department is not satisfied that sufficient grounds exist or existed for the application of leave of absence, she or he may decline to recognize such leave of absence as having been properly taken by the student. The student shall have a right of appeal to the Dean of the Faculty within seven days against such refusal.

5.7.3 Support in respect of tests and assignments

5.7.3.1 The student (SRC member or any other student) must submit an application for leave of absence accompanied by supporting documentation (where available) either before the date of the test or assignment that s/he is unable to write or where that was not possible, must submit such application within 48 hours thereafter.

5.7.3.2 Upon receipt of the application for leave of absence, the Head of Department shall consider and determine whether sufficient grounds exist or existed for the application for leave of absence and if satisfied, shall record the student as being properly absent from the relevant test. Thereafter, the lecturer shall make alternative arrangements for the student to write either the sick/make-up test in the course (where that is still possible), or where there are no more scheduled sick/make-up tests, the relevant lecturer shall make arrangements for the student to write a special test.

5.7.3.3 Where the student foresees that she or he may be unable to meet an assignment submission deadline due to SRC business

or other University related engagement or commitment(s) falling within the coverage of this rule, she or he shall apply in writing to the relevant lecturer for extension of time within which to submit the assignment. Where available, the application must be accompanied by supporting documentation. Upon receipt of the student's application, the relevant lecturer shall, in consultation with the Head of Department, grant an extension for the number of days that the lecturer considers fair and reasonable in the circumstances.

5.7.3.4 Where the student, without first submitting an application for leave of absence (accompanied by supporting documentation where necessary), fails to write a test or to submit an assignment on the due date or to comply with the requirements for the completion and submission of her or his practical's in accordance with the deadline determined by the lecturer, due to SRC business or other University-related business such student shall not be entitled to the assistance covered by this rule unless she or he supplies sufficient reasons to the satisfaction of the Head of Department, for her or his failure to obtain prior approval application for leave of absence. The Head of Department may refuse the application to condone the absence where the reasons given by the student are not valid or satisfactory. Provided that where the Head of Department refuses to condone the student's absence, the student shall have a right of appeal to the Dean within seven days of such refusal.

DR 6 Report of absence

Should a student wish to absent him/herself from the University, it shall be his/her responsibility to notify the Community Coordinator, who shall, in return, report to the relevant academic departments. Students may also report their intended absence directly to their academic departments.

DR 7 Illegal possessions

Possession of weapons is prohibited. Strict disciplinary measures for example, suspension, expulsion and heavy fines will be taken against any person found in possession of dangerous weapons.

SECTION B: GENERAL RULES FOR RESIDENCES

DR 8 Allocation of rooms

- 8.1 A student will reside in the room allocated to him/her by the Community Co-ordinator or delegated staff member. Room allocation is the prerogative of the Community Co-ordinator. Residence committees are, however, expected to assist the staff in residences in room allocation, especially to make sure that no unfair practices occur in the allocation of rooms. While students may reserve rooms for the ensuing year, such reservations may not be indefinite and the Community Co-ordinator may, at his/her discretion, re-allocate a reserved room to any other student.
- 8.2 Room keys:
- 8.2.1 Where applicable, a student shall obtain the room key from the Community Co-ordinator or person delegated by him/her. This key may not be duplicated.
- 8.2.2 A student must return the room key before leaving the University at the end of semester or upon cancellation of registration. Failure to comply with this rule will mean that the door lock will be replaced at the student's expense.
- 8.2.3 A student who loses his/her own room key must report the matter to the Community Co-ordinator or the person delegated by him/her, who will be responsible for replacement at a cost to be laid down.

DR 9 House Representative Committee

The students in Residence Halls shall, in accordance with the SRC Constitution, elect a House Representative Committee which shall:

- 9.1 without in any way infringing upon the authority of the Community Co-ordinator and Residence Assistant assist in seeing that the rules of the Residence are obeyed and that good order and good conduct generally are maintained; and
- 9.2 normally be the intermediary between students and residence's staff or the respective University official, without prejudice to the right of the residence's staff or the respective University official to deal directly with a student or with the general body of students in the residence or with the right of a student to approach the Community Co-ordinator or any other University official directly.

DR 10 Student responsibility

- 10.1 Students are responsible for University property in the Residence and in their rooms, and for keeping their rooms neat and tidy. All damage to the University property within a student's room, unless otherwise reported, will be charged to the student.
- 10.2 No furniture or any other items on the stock register shall be removed from a student's room. All missing items per stock register will be charged to the student's account. Any University items brought into a student's room without a permit from the source department/section may render the occupant liable for disciplinary procedures.
- 10.3 Common room and TV room furniture should be handled with care and cushions and chairs shall not be removed.

- 10.4 Students in possession of permitted electrical appliances may connect these to wall plugs only.
- 10.5 No cooking is allowed in the residences except in designated areas. Cooking appliances, particularly items such as stoves, microwaves and refrigerators are not permitted.
- 10.6 No installation, which is likely to cause damage to the building structure, will be permitted. These include antennae, satellite dishes, electric wiring, air conditioners, etc.
- 10.7 Radios, tape recorders, TV's and similar devices must not be played so loudly as to disturb other people in residences.
- 10.8 No parties may be held in a student's room, but only in the specially designated areas.
- 10.9 It is a student's responsibility to ensure that a student card is produced whenever it is required by authorities, including when entering the University. Giving or lending of a student card to another student or any other person or outsider for his personal use in or outside the University is strictly prohibited.

DR 11 Illness and pregnancy

- 11.1 A student shall report to the Community Co-ordinator or the person delegated by him/her when s/he is ill and should contact the Students' Health Services for treatment or formal referral.
- 11.2 A pregnant student may be permitted to remain in residence up to 34 weeks of pregnancy, as prescribed in the policy for pregnant students.
- 11.3 No student will be permitted to stay with a child in a student residence.

DR 12 Residence occupation

- 12.1 A student shall leave the residence not later than three days after the final date of examinations, or within three days after cancellation of registration.
- 12.2 A student must vacate the room, remove all personal possessions and leave the University for the duration of the winter and summer vacation. A student shall be permitted to stay in the residences during the short vacations.
- 12.3 A postgraduate student who does not write examinations at the end of the year shall leave the residence when the University closes. Should there be academic reasons to stay beyond this date, application must be made and approval obtained from the Dean of Students before the University closes. Such an application must be recommended by the Head of Department/Programme Co-ordinator concerned.
- 12.4 No student is permitted to allow another student to 'squat' or lodge in a single room allocated to him/her. Also, only students are allowed to stay in a double room. Non-observance of this rule constitutes a disciplinary offence.
- 12.5 Any swapping of rooms by students without the prior approval of the Dean of Students or Residence Manager is prohibited and, therefore, constitutes misconduct for which a student may be charged in terms of this rule.

DR 13 Residence occupation during summer vacations

- 13.1 A postgraduate student whose academic year begins in January, or any other student who is required to be present at the University for a special assignment, or a student who has to write an examination before lectures commence, may reside in a residence only from the date determined by the Registrar or his/her representative, provided that written application is made to the Registrar and written approval is granted in advance. The following conditions will apply:
- 13.2 Lodging and/or boarding fees for the period from date of arrival until the date of departure or registration are payable on arrival by students writing supplementary or special examinations.
- 13.3 Students writing postgraduate examination papers and students who have to report early for selected courses, that is before the residences open officially for senior students, are accommodated free of charge.

DR 14 Outside visitors

- 14.1 A student may have personal visitor overnight in a residence, but the University shall not be responsible for any injury or loss of property belonging to such a visitor. Students are expected to report the fact that they have visitor(s) to the Community Co-ordinator.
- 14.2 A visitor who is allocated a room in a residence overnight shall pay according to the prescribed tariff after having obtained a visitor's permit from the University security.
- 14.3 Enquiries of an urgent nature must be made through the Community Co-ordinator, Residence Assistant or Residence Attendant.
- 14.4 It is a serious offence for a student who resides in private lodging to make use of the dining halls in the residence other than the Student Centre, or for such a student to move into a residence without written permission from the Residence Manager and without notifying the Fees Section in advance.

DR 15 Criminal offences

All offences of a criminal nature committed within the Residences will be handed over to University security for disciplinary and criminal procedures by the University and South African Police Services (SAPS) respectively.

SECTION C: CAFETERIAS AND DINING HALLS

- DR 16** In all dining halls and other food outlets, students are bound to abide by the rules as set out by the catering company.

SECTION D: DISCIPLINARY MEASURES

- DR 17** The Vice-Chancellor is the Chief Disciplinary Officer of the University.

- 17.1 In all cases of misconduct involving a serious element of violence (including assault causing grievous bodily harm), and in any other case where the University considers it appropriate, the Vice-Chancellor or his nominee may suspend the alleged offender from the University with immediate effect pending a disciplinary hearing into the matter. The duration of such suspension and the terms thereof shall be communicated to the student in writing. In exercising his/her power pursuant to this rule, the Vice-Chancellor or his nominee may consider any recommendations to his/her office from the Dean of Students/DC Coordinator.
- 17.2 Where a student who was suspended pursuant to the immediately preceding rule is subsequently acquitted by a Disciplinary Committee, the Vice-Chancellor shall direct the Dean of Students (and/or Dean of the relevant Faculty) to ensure that, as much as possible, the student does not suffer prejudice in respect of his/her academic studies.

DR 18 A student is subject to the disciplinary provisions prescribed by the University statute and the rules and regulations laid down by the Council.

DR 19 Misconduct

The following are grounds on which a student may be charged with misconduct:

- 19.1 breach of any rule or regulation of the University;
- 19.2 failure, or refusal to carry out any lawful instruction given to them by the members of the academic or administration staff;
- 19.3 undisciplined, or insubordinate behaviour in a University residence, dining hall, lecture hall or University premises;
- 19.4 failure, to abide by the rules of the University examinations or any other test;
- 19.5 operating unauthorized sale of alcohol, drugs, or the use of drugs other than those prescribed by the medical practitioner;
- 19.6 damage, to the University property by a willful, deliberate act or negligence, including painting of slogans or the pasting of private notices on University property;
- 19.7 conduct, whether on University premises or not, which is improper, unbecoming or disgraceful or in any way liable to bring discredit upon the University to prejudice the proper conduct of work of the University;
- 19.8 conduct, which constitutes plagiarism in terms of Rule G.5.5.2.
- 19.9 use of student residential accommodation for the conduct of business activities or commercial purposes;
- 19.10 possession of a firearm/gun, dagger, explosives, any dangerous weapon or a mock replica of any of the above;
- 19.11 failure to attend and testify at a disciplinary hearing despite receiving summons and relevant information from the DC Coordinator; and
- 19.12 all forms of initiation of students by students.

DR 20 Disciplinary Proceedings

20.1 Procedure

- 20.1.1 Whenever misconduct is alleged or if any student or University official has reason to believe that misconduct in terms of University rules is being or has been committed, a report, preferably in writing, must be made to the Head of Protection/Security Services at the relevant Campus or to a person acting on his/her behalf.
- 20.1.2 After receiving the report as mentioned in the above paragraph, the Head of Protection Services must forthwith investigate the matter. The said investigation may include interviewing any person(s) who may be involved either as a respondent or as a potential witness. The said Head must also take statements and may do whatever is reasonably necessary for the purpose of such investigation.
- 20.1.3 On conclusion of the investigation, a report must be submitted to the Disciplinary Committee (DC) Co-ordinator. Provided that the alleged offence is of a serious nature, the DC Coordinator shall arrange a hearing/sitting of the Disciplinary Committee
- 20.1.4 Before any decision can be taken in any case, the DC must first put the charge(s) and the material facts upon which the charge(s) rests to the student concerned in writing at least seven (7) days before hearing of the case, and shall give the student an opportunity to defend him/herself against the charge, if he/she so wishes, by leading such evidence and asking questions as may be necessary to further the ends of justice.

20.2 Representation

- 20.2.1 A student appearing before the Disciplinary Committee or the Disciplinary Appellate Committee may be represented by any member of the academic staff or by any registered student of the University who is not a member of the Student Representative Council (SRC), and, to avoid conflict of interests, who is not a student summoned to answer charges in the same proceedings.
- 20.2.2 The DC Coordinator shall officially represent the University in any disciplinary proceeding involving students. Where it may be inappropriate for the DC Coordinator to carry out this responsibility due to a conflict of interest, the Coordinator shall recuse himself (or be requested by the DC to recuse himself) from the proceedings. In such a scenario, the Dean of Students shall, in consultation with the Dean of Law, appoint another staff member of the University to represent the University.

20.3 Composition of Disciplinary Committees

- 20.3.1 A Disciplinary Committee shall consist of the following:

- (i) An academic staff member of the Faculty of Law nominated by the Dean of Law or, where the defendant is a law student, an academic staff member of the University nominated by the Dean of Students and possessing appropriate skills and experience (acting as chair of the Committee);
- (ii) The Student Developer or Residence Manager or any other staff member of the Student Affairs Division nominated by the Dean of Students; and
- (iii) A representative of the Students Representative Council.

20.3.2 Each member of the Committee shall be entitled to one vote. However, in the event of a deadlock, the Chairperson shall be entitled to a casting vote.

20.4 The Hearing

- 20.4.1 During the hearing, the Chairperson of the Disciplinary Committee has the sole responsibility to guide the DC panel when deciding on any question of law, procedure or admissibility of evidence. In deciding any question of procedure not provided for in the Student Disciplinary Rules of procedure, or on the admissibility of evidence, s/he will not be bound by the formal rules of criminal procedure or evidence applicable in any court of law, but shall be guided by what in his/her judgement is necessary to achieve fairness and justice. This, however, does not preclude the use or rules of criminal procedure and evidence as applied by courts of law if they serve the purpose of justice in the circumstances.
- 20.4.2 Disciplinary hearings shall be held in camera and only those persons who have been specifically summoned/requested/invited by the University to attend shall be entitled to be present.
- 20.4.3 The DC Co-ordinator may act as a University advocate or Prosecutor during the hearing of a case.
- 20.4.4 The Dean of the Law Faculty or his nominee shall serve as Chairperson of the constituted Disciplinary Committee in all disciplinary cases involving students.
- 20.4.5 The Disciplinary Committee shall inquire into the alleged misconduct, and may for this purpose hear oral evidence through the calling of witnesses and/or call for written reports, and consider such evidence and reports.
- 20.4.6 Both the DC Co-ordinator and the respondent have the right to call witnesses, and to cross-examine any witnesses called by the other party.
- 20.4.7 After all the evidence has been presented, the respondent or his/her representative and the DC Co-ordinator shall have the right to address the DC Chairperson or the DC panel as the case may be.

- 20.4.8 After the conclusion of the addresses, the Chairperson of the Committee shall guide the panel in deliberations, and then render its decision as to whether the accused student is guilty of the charge/s or not on a balance or probabilities, including a decision on the appropriate sentence.
- 20.4.9 In cases where the student is indeed found to be guilty, the DC may impose any appropriate penalty in line with provisions made in these General Rules.
- 20.4.10 Where a penalty has been imposed on a student found guilty, the DC Co-ordinator shall inform such a student in writing within seven days of the hearing.

20.5 Penalties

Disciplinary Committee may:

- 20.5.1 Postpone the imposition of a penalty for a definite period, at the end of which any of the penalties mentioned in 20.5.3 below may be imposed.
- 20.5.2 Suspend the operation of a penalty imposed on certain conditions, which if not fulfilled, may warrant the activation of the same penalty so suspended.
- 20.5.3 The following penalties may be imposed by the disciplinary committee;
- 20.5.3.1 Admonition and/or warning
- 20.5.3.2 Deprivation of all or some of the following privileges for a specified period or an unspecified period:
- (a) participation as a member, organizer or official of any student organization or structure or participation in any or certain student activities;
 - (b) access to computer facilities of the University;
 - (c) forfeiture of a bursary/loan or student appointment and benefits thereof of whatever nature;
- 20.5.3.3 Suspension from the University or University residence for a specified period or unspecified period;
- 20.5.3.4 Expulsion from University or University Residence;
- 20.5.3.5 Refusal of admission to any or all tests and or examinations at the University;
- 20.5.3.6 Forfeiture of any semester marks, examinations marks, test marks or any credits acquired in examinations, tests or by any means;
- 20.5.3.7 Forfeiture of a degree or diploma obtained in a dishonourable manner;
- 20.5.3.8 Written apology to a specified person or body;
- 20.5.3.9 Re-imburement for or repair of damage caused by the respondent;
- 20.5.3.10 Payment of an appropriate fine, not exceeding R3000.00;
- 20.5.3.11 Imposition of an appropriate University community service for a period deemed fit and proper by the DC, or alternatively, if

the said community service is not done properly or to the satisfaction of the DC, then an appropriate fine not exceeding R3000.00.

20.5.4 Where the disciplinary committee has found a student guilty of a violation of the UFH Disciplinary Code involving an element of academic dishonesty (e.g. cribbing, etc), the appropriate penalty SHALL consist of: (a) an order that the student repeat the module involved in the following academic year OR forfeiture of any semester marks, examination marks, test/assignment marks, or credits acquired/advantage gained in examinations, tests, assignments or any other assessment exercises; and (b) any other sanction that the committee deems appropriate in the particular circumstances.

20.5.5 Where a student has been found guilty of swapping his/her room in contravention of rule DR 12.5 and it is found that the conduct was motivated by the intention to create/achieve a co-habitation arrangement, the Disciplinary Committee shall consider imposing the penalty of exclusion from University students residence, even for a first offender.

20.6 **Review and/or appeal**

20.6.1 Right of appeal/review.

20.6.1.1 A student who has been convicted and sentenced by the Disciplinary Committee shall have the right to have such decisions reviewed by a Disciplinary Appellate Committee (DAC) on the following grounds only:

- (a) that the sentence was so excessive as to be unjust;
- (b) that he/she has been prejudiced by a material irregularity in the conduct of the proceedings against him/her;
- (c) that the facts found proved by the DC Chairperson/panel do not disclose the offence of which he/she was convicted;

20.6.1.2 The student wishing to exercise the right to appeal or to review shall apply for leave to exercise the right within seven working days of the decision to convict him/her

20.6.2 Formal Request for Appeal/Review and Response.

20.6.2.1 The student who has elected to appeal shall submit an application to the Vice-Chancellor's office, and a copy thereof to the DC Coordinator. Upon receipt of the request/application, the Vice-Chancellor shall request for a file or record of the proceedings from the DC Co-ordinator, including the mechanical record of the proceedings, if necessary;

20.6.2.2 The student who is a review applicant has a right to request the record of the proceedings from the DC Co-ordinator, including such proceedings recorded by mechanical means,

the cost of which will be borne by the student (if any cost is involved). If the applicant succeeds in the review, the costs will, however, be met by the University.

20.6.3 Representation on Appeal/Review

20.6.3.1 Rules for student representation as set out in Rule DR 20.2.1 above shall apply mutatis mutandis to the review hearing;

20.6.3.2 The University shall be represented by the DC Co-ordinator at the review hearing.

20.6.4 The Appeal/Review hearing.

20.6.4.1 The Vice-Chancellor or his appointee, the SRC Chairperson and the Dean of the Faculty of Law/Director of School of Law shall constitute the Disciplinary Appellate Committee (DAC). The Dean of Law Faculty shall act as Chairperson of the DAC.

20.6.4.2 The DAC members shall decide the outcome of the appeal/review primarily on the basis of the record submitted to them by the DC Chairperson, the written request for review from the student and written submissions by the appellant student or his representative and the DC Coordinator.

20.6.4.3 The DAC has discretion on whether to invite both the DC Co-ordinator and the review applicant for the hearing if the records submitted are so clear as to render additional oral submissions unnecessary. However, the discretion should only be exercised so far as it serves the purposes of justice and fairness;

20.6.4.4 The decision of the DAC shall be reached by consensus.

20.6.5 Powers of the DAC Upon review.

20.6.5.1 After considering the submissions from the review applicant and the DAC has the power to confirm, reduce, increase, alter or set aside the sentence imposed by the Disciplinary Committee;

20.6.5.2 The DAC also has the power, upon review hearing, to generally give such a ruling, or to impose such a sentence or make such order as it deems fit, including the ordering of a fresh hearing, either before the original Chairperson or Disciplinary Committee or before a newly constituted Disciplinary Committee.

20.6.6 Where the Dean of Students or Dean of the Faculty in which a student is registered is dissatisfied with the outcome of a disciplinary proceeding (either in respect of the verdict reached or penalty imposed by a Disciplinary Committee), that Dean may, by way of a written motivation, request the Deputy Vice-Chancellor: Academic Affairs to consider lodging an appeal against the Disciplinary Committee's decision. For the purposes of exercising the right of appeal conferred on the Deputy Vice-Chancellor: Academic Affairs by this rule, the

provisions of rules DR 20.6.1 – DR 20.6.5 shall apply subject to necessary modification.

THE UNIVERSITY LIBRARY

The mission of the University Library is:

- To provide the University community with access to quality information services and resources in a variety of formats and delivery systems that support the teaching, learning, research and service mission of the University of Fort Hare, and
- To foster the skills which are necessary for independent lifelong learning thereby contributing to the social, cultural, intellectual and economic development of South Africa

The Library system consists of three institutional libraries serving the Alice, the Bhisho and the East London campuses. The Alice Library has over 170 000 volumes of books, periodicals and other material. It's special collections are housed in the Howard Pim Library of Rare Books which is situated on the ground floor. Pamphlets detailing the facilities and services provided by the Library are available free of charge at the Issue Desk and in Information Librarians' offices.

The Library mission is to provide the materials and services to meet the information and research needs of the staff and students of the University.

LB.1 Definitions

In these Regulations, unless the context indicates otherwise, the word:

- 1.1 **“book”**, means any publication in codex form, including pamphlets but excluding periodicals;
- 1.2 **“borrower”**, means a member of staff, a student or an external borrower, who is registered by the University Librarian as a person who may borrow Library material from the library subject to these Regulations;
- 1.3 **“desk”**, means the main issue desk in the Library;
- 1.4 **“external borrower”**, means a borrower who is not a student or a member of staff, but who is registered by the University Librarian as a borrower in terms of these Regulations;
- 1.5 **“Identity card”**, means the Identity card issued by the University of Fort Hare that identifies the individual to whom it is issued as having entered into a contractual relationship with the University, whether verbal or written, as staff or student.

- 1.6 **“library”**, means the Library of the University of Fort Hare and includes other UFH institutional libraries;
- 1.7 **“publication”**, means any book, periodical, document, print pamphlet or similar article;
- 1.8 **“Library material”**, means any document, electronic record, bibliographic item, or multi-media item that has duly been incorporated into the Library stock;
- 1.9 **“staff”**, means employees of the University of Fort Hare;
- 1.10 **“student”**, means a registered student of the University of Fort Hare;
- 1.11 **“user”**, means any individual admitted into the Library, such admission being authorised at the discretion of the University Librarian;
- 1.12 **“University Librarian”**, means the University Librarian of the University of Fort Hare and his/her duly authorised representative.

LB.2 Library Hours

- 2.1 Library operational hours during term time and short holidays:

Alice Library:

Monday - Thursday: 08h30 – Midnight

Friday: 08h30 – 20h30

Saturday: 08h00 – 16h00

Sunday: 13h30 – 17h30

East London Library:

Monday - Thursday: 08h00 – 22h00

Friday: 08h00 – 18h00

Saturday: 09h00 – 17h00

Sunday: 12h00 – 17h00

Bhisho Library: During term time

Monday - Thursday: 10h00 – 18h00

Friday: 08h00 – 15h30

Saturday: Closed

Sunday: Closed

Howard Pim Africana Library, Alice:

Monday – Thursday: 08h00 – 13h00; 13h45 - 16h30

Friday: 08h00 – 13h00; 13h45 -15h30

Weekends: Closed/limited service

Library operational hours during long holidays:

Alice Library:

Monday - Thursday: 08h30 –16h30

Friday: 08h30 – 15h30

Weekends: Closed

East London Library:

Monday - Thursday: 08h00 – 16h30

Friday: 08h00 – 16h30

Weekends: Closed

Bhisho Library:

Monday – Thursday: 08h00 – 16h30

Friday: 08h00 – 15h30

Weekends: Closed

The Library is closed on public holidays and during the December/January recess.

- 2.2 On occasion the University Librarian may, in consultation with the Deputy Vice-Chancellor: Academic of the University of Fort Hare, cause the normal hours to be altered. Notices informing users of such alterations shall be posted at the entrance to the Library, and at other places deemed appropriate for communicating with users;
- 2.3 Fifteen minutes before each closing time of a Library session a bell shall ring to indicate that users shall prepare to leave the Library. Ten and again five minutes before the closing time of a Library session a bell shall again ring to indicate that users must leave the Library. Any user who has not left the Library at closing time commits a breach of these Regulations.

LB.3 Use of the Library

- 3.1 Students, members of staff and external borrowers are admitted to use the Library and may borrow Library material subject to these Regulations. The University Librarian may, at his/her discretion, admit other persons to the use of the Library. Library registration for student borrowers is valid only for the duration of issue of the student's identity card, normally one semester or one calendar year.
- 3.2 Any borrower who acts contrary to the provisions of these Regulations may be suspended from the use of and access to the Library by the University Librarian for a period of not more than five days. If the University Librarian is of the opinion that the breach of the Regulation is of such a serious nature as to warrant a suspension of more than five days, he/she shall immediately report such breach to the Deputy Vice-Chancellor: Academic of the University by letter, and he/she shall only readmit such a borrower to the Library on such date as the Deputy Vice-Chancellor: Academic, by written notice to the University Librarian, may decide.
- 3.3 Any user or borrower who, in connection with the use of the Library, commits an offence, whether under Common Law or Statute, shall be prosecuted according to the Law.
- 3.4 No user shall enter the Library without first switching off his/her cellular phone. Any user found operating a cellular phone inside the Library shall be liable for a spot fine of R50.00
- 3.5 No user shall raise his/her voice or create any noise or disturbance or smoke,

- drink or eat in the Library.
- 3.6 No user who has removed a book or periodical from the shelves for perusal in the Library shall replace such a book or periodical on the shelves, but shall leave it on the table where it has been used.
 - 3.7 No user shall write or make marks on any Library material borrowed from the Library or deface it in any way and anyone returning Library material that has been damaged or defaced with writing or otherwise, shall be held responsible for such damage, unless it has been noted on the computer system at the time of issue.
 - 3.8 No user shall remove or cover over, or attempt to remove or cover over any markings on Library material that identify the material as belonging to the Library. Possession of Library material from which the markings have been removed or where the markings have been covered over is an offence, provided that the user is not bringing the material to the University Librarian in order to report the discovery of the same.
 - 3.9 Any user caught attempting to illegally remove Library material from the Library, or any user who is found in possession of Library material that has been illegally removed from the Library shall be deemed to have attempted to steal, or have stolen the material, unless the user provides proof to the contrary.
 - 3.10 Any user who finds Library material left unattended outside the Library shall return the material to the Library immediately.
 - 3.11 The University Librarian shall confiscate any Library material identified as belonging to another Library and which, in the opinion of the University Librarian, appears not to have been legally borrowed by the user who has the material in his/her possession. The University Librarian shall contact the Library to which the material belongs in order to establish whether the material was legally borrowed by the user from whom the material was confiscated. If the owning Library confirms that the material was legally borrowed by the user, the material will be returned to the user. If it was not legally borrowed by that user, the University Librarian shall return the material directly to the owning Library, and if asked to do so by that Library, shall provide the Library with such information and assistance in identifying and prosecuting the possessor of the material as may be at the University Librarian's disposal.
 - 3.12 It is the responsibility of every user to make him/herself cognizant of the Law of Copyright and such Copyright Regulations as may be applicable in the Republic of South Africa. No user may utilise Library equipment or materials to breach or attempt to circumvent Copyright Law and its regulations, nor shall any user introduce to the Library any materials that are in contravention of the same.

LB.4 Library material

- 4.1 Library material marked "IN THE LIBRARY ONLY" shall not be removed from the Library or lent to anyone, but shall be consulted in the Library.

- 4.2 Library material kept in the Short Loan collection of the Library shall be issued to borrowers on production of their Identity card for a period of two hours and such material shall be consulted in the Library only unless otherwise indicated. Such material shall be returned by the borrower at the end of such period and may be issued for a further period provided that there is no demand for the material at the time. If such material is not returned at the end of the period for which it has been issued the student is liable to a fine of R1.00 in respect to every two hours or part thereof the material is overdue, provided that when such a fine reaches a total of R20.00, the student incurs the additional penalty of suspension from the use of the Library.
- 4.3 The replacement cost of any Short Loan material shall be debited to the borrower's account if the borrower fails to return the material within 3 days of the due time. In the event that the borrower subsequently returns the material, the replacement cost of the material shall be refundable, but he/she shall remain liable for the maximum fines and administrative fees payable in terms of these Regulations.
- 4.4 Library material in the Short Loan Collection is identified in the online public access catalogue and such material is borrowed at the Main Issue Desk.

LB.5 Registration as Library User

- 5.1 Students who wish to borrow Library material from the Library shall, at the beginning of each academic year, after they have been registered as students, register as borrowers at the main desk.
- 5.2 Members of the staff need to register as Library users before they may borrow any material. Staff shall notify the University Librarian as soon as is reasonably possible of any changes that are relevant to their registration, including, but not limited to, changes in their academic status, address, telephone numbers etc. Staff shall be required to re-register at intervals as will be determined by the University Librarian.
- 5.3 External Borrowers, (persons other than members of staff, who are not students) may be admitted by the University Librarian according to his/her discretion and on payment of a fee of R500.00 per year.. This fee, may be waived at the discretion of the University Librarian who will be guided to reach his/her decision by agreements entered into by the Committee of Higher Education Librarians of South Africa (CHELSA), or any other bodies with which the Library or the University may formally contract. It should be noted that there is a separate fee structure for individual membership of R500.00 per annum and corporate membership of R1500.00 per annum.
 - 5.3.1 Loans to external borrowers shall normally be limited to two books, except at the discretion of the University Librarian. No Interlibrary Loan facilities will be made available to such borrowers.
 - 5.3.2 A book shall only be lent to an external borrower if such a book at the time is not in regular demand.
 - 5.3.3 If an external borrower loses a book, the deposit of R500.00 shall be

forfeited. Where the replacement cost of the book exceeds the amount of the deposit, the borrower shall remain liable for the balance due as well as such fines and administrative charges as may be payable. Where the external borrower has been registered in terms of agreements with SEALS or Committee of Higher Educations Librarians of South Africa (CHELSA), the procedure for recovering the amounts due will be followed in terms of the agreements.

- 5.3.4 External borrowers are entitled to borrow books for a period not exceeding two weeks and are subject to the same provisions as in LB.6, 7 and 8 below.

LB.6 Borrowing Library Material

- 6.1 No borrower shall remove any material from the Library until the transaction has been duly recorded by the Library staff. No material shall be issued on loan during the last ten minutes of a Library session.
- 6.2 The maximum number of individual items that may be borrowed at the same time is set per borrower category (e.g. Undergraduate, Masters, Doctoral student, etc.) by the University Librarian, with due regard to the availability of library material and the information needs of the borrower as determined by the borrower category. Administrative staff and student borrowers are entitled to borrow books for a period not exceeding two weeks.
- 6.3 Academic staff may borrow a maximum of 20 items from the Library for the duration of 90 days, subject to the provisions of Regulation 6.5 below.
- 6.4 The loan period of an item may be reviewed for a further period at the discretion of the University Librarian.
- 6.5 The University Librarian may recall any material borrowed from the library at any time. The item so recalled must be returned on or before the date stipulated by the Librarian.
- 6.6 No borrower shall lend his/her Identity card to anyone who may loan items in his/her name. No persons shall be relieved of any liability which may be, or may have been, incurred by reason of the misuse or loss of their Identity card. In the event that a borrower ascertains that their card has been lost, he/she shall, as soon as is reasonably possible, report that loss to the Library.
- 6.7 Anyone borrowing or attempting to borrow material on any borrower's Identity card other than his/her own commits a breach of these Regulations.
- 6.8 No borrower shall lend any material borrowed from the Library to anyone, nor shall any borrower utilise his/her Identity card to take on loan materials on another's behalf.
- 6.9 A borrower shall be held liable for any loss or damage in respect of any material issued to him in his/her name,
- 6.10 Any borrower may request that material that is out on loan be reserved for him/her and shall be notified when such material becomes available.

LB.7 Return of Library material borrowed

- 7.1 All material loaned to borrowers shall be returned on or before the due date for return.
- 7.2 If a borrower does not return such material after he/she has become liable to a maximum fee of R50.00, he/she shall, in addition, be liable for the replacement cost of the material together with an administrative charge of R25.00. Any such borrower shall, as long as he/she has not complied with the provisions of this Regulation after the fine has become due, be suspended from all use of the Library until he/she has done so.
- 7.3 All material lent to borrowers shall be returned before the end of each academic semester.
- 7.4 No undergraduate student may keep in his/her possession Library material over the December/January recess.
- 7.5 Loans to postgraduate students over the December/January recess period may, in exceptional circumstances, be approved by the University Librarian provided that written, motivated applications for this privilege are submitted by the student, and supported by the Head of the Academic Department to which the student is attached. It will be required of the Department that it shall refund the Library any losses the Library may incur should the Library be unable to recover from the borrower amounts that may come due because of loss or damage to the material.
- 7.6 In the event that material is not returned at the end of the academic semester, and no agreement on the extension of the loan exists between the University Librarian and the borrower, the material will be deemed to be lost and the replacement cost of the material shall be charged to the borrower's account. In the event that the material is subsequently returned, the borrower shall be credited with the replacement cost as charged, but shall remain liable for the maximum fine and such administrative fees as are payable in terms of these Regulations.

LB.8 Overdue Library material

- 8.1 Library material borrowed from the Library is overdue after the borrowing period as prescribed by these Regulations has expired.
- 8.2 The fine for overdue material, except as otherwise stated in these Regulations, is fifty cents per day or part thereof, subject to a maximum of R50.00 per item. After such maximum is reached the provisions of Regulation 7.2 apply. The fines vary, from R2 a day for 48-hour loan items, to R1 an hour for Short Loan items.

LB.9 Periodicals

- 9.1 Unbound periodicals shall not be lent to borrowers and may not be removed from the Library under any circumstances.
- 9.2 Bound periodicals may be lent to Academic Staff and postgraduate students for a period not exceeding two weeks, provided that not more than three volumes of bound periodicals may be in the possession of an individual

- borrower at any one time.
- 9.3 Current issues of periodicals shall be displayed in the periodical reading room until they are replaced by a subsequent issue.
 - 9.4 Users shall not remove or borrow unbound periodicals from the periodical reading room.
 - 9.5 Users shall not remove any printed material from the reading area, whether bound or separated into loose pages that they did not personally bring into the area. Possession of loose pages removed from periodicals is an offence, regardless of whether or not the individual in possession of the same was responsible for the removal.
 - 9.6 No user shall be given access to the periodical stacks. The user shall apply at the main issue desk for any periodical held in the stacks. Such periodicals shall be used in the Reference Library and shall be returned by the user to the main desk as soon as he/she has finished using the periodical.
 - 9.7 The Periodical Reading Room shall only be used for the perusal of Periodicals.

LB.10 Inter-Library Loans

- 10.1 Inter-Library Loan services are available for staff and postgraduate students.
- 10.2 Any user who fails to return on or before the due date any material borrowed on the Inter-Library Loan Service shall be suspended from all borrowing privileges until such time as such overdue publication has been returned.
- 10.3 If the use of any publication or other materials is in any way restricted by these Regulations, such restriction shall be made a condition of the loan to the library which borrows such publication from the Library on an Inter-Library Loan and vice versa.
- 10.4 If application has been made for a periodical article under the Inter-Library Loan system and the lending Library is supplying the Library with a photocopy of the article, the applicant shall not pay for the cost of such photocopy and it shall become his/her property.
- 10.5 The University Librarian reserves the right to set conditions for the recovery of costs associated with the use of the Inter-Library Loans system, whether from individual users or from University Departments. Currently the post recovery charges for a book loan are R20.00.

LB.11 Special Materials

Archival documents, manuscripts, microfilms and microfiches are only available for use in the Library and shall not be removed from the Library.

LB.12 Howard Pim Africana Library of Rare Books

- 12.1 Library material in the Howard Pim Africana Library shall not be lent out and shall not be removed from this special Library section. Users of archival or manuscript material shall use only pencil while working in the Howard Pim Library. All registered library users and accredited visitors shall have access to material, provided that supervision is maintained at all times.

- 12.2 Theses and dissertations may only be consulted in the Library, and may not be borrowed, unless a second copy is available for loan.
- 12.3 Provision is currently being made for a **Knowledge Commons** for post-graduate students and researchers, which is restricted for use by these library users.
- 12.4 Unless otherwise permitted by the Librarian, the Library may not be used by undergraduate students for study or group discussion purposes.

ACADEMIC DRESS

The academic dress for officers of the University shall be as follows:

1. CHANCELLOR

Gown: Black gold with gold silk facings down each side in front and gold silk square collar at the back. The collar and facings are edged with black velvet ribbon and wide gold lace. The gown is edged round the bottom with wide gold lace as is the bottom of each long closed sleeve. The sleeves are trimmed with gold lace bars and gold tassels and with a long vertical band of gold lace. The sleeve openings are edged with gold lace and at the top of each sleeve there is a band of gold embroidery. The gown has a vent at the back for ease of movement and this is also edged with gold lace.

Cap: Black velvet mortarboard with a gold tassel and gold lace edging.

2. VICE-CHANCELLOR

Gown: The same as that of the Chancellor, but trimmed with silver lace instead of gold.

Cap: Black velvet mortarboard with a black tassel and silver lace edging.

3. CHAIRPERSON OF COUNCIL

Gown: Black silk and has facings of the same material edged with 25 mm gold lace which goes round the yoke of the gown at the back and front. The sleeves are square and of the style worn by Presbyterian Ministers (i.e., they are open right down the front from shoulder to bottom) and are of black silk lined with gold silk.

Cap: Black velvet mortar board with a black tassel and gold lace edging.

4. DEPUTY VICE-CHANCELLOR

Gown: Black silk with facings, 150 mm wide down each side in front and a square collar of black velvet at the back. The facings and collar are edged with silver lace 25mm wide and there is a band of the same lace at the bottom of each long closed sleeve. The sleeve openings are edged all round with 10 mm wide silver lace; each sleeve is trimmed with four horizontal bars of black velvet, each 50 mm wide, and each

with a 10 mm wide band of silver lace, horizontally through the centre. These bars are placed one above the sleeve opening and three below it.

Cap: Black velvet mortar board with a black tassel and silver lace edging.

5. COUNCIL MEMBERS

Gown: Black stuff, undergraduate style, with gold cord loops (150 mm) and two gold buttons on each side of the yoke in front. No caps.

6. REGISTRAR

Gown: Black Russell Cord with 10cm wide black velvet facings, extended around neck and edge with 25 mm gold lace. Long pointed sleeves caught up with gold cord and the crest of the University.

Cap: Black velvet mortarboard with gold tassel.

7. OTHER ADMINISTRATIVE OFFICERS

Gown: At Graduation Ceremonies, other Administrative Officers are to wear plain black undergraduate gowns if they are not graduates. Those who are Council member are to wear black gowns, undergraduate style, with gold cord loops (150 mm) and two gold buttons on each side of the yoke in front. No caps.

8. GRADUATES

DOCTORS

Gown: Undress: The Master's gown with the yoke completely outlined with gold cord, and with a gold cord and button on the yoke of the gown at the back.

Gown: Full dress: Oxford Doctorate pattern, black silk faced, down each side in front, with gold silk 150 mm wide edged with silk of the colour distinctive of the degree, 25 mm wide, sleeves faced with gold silk.

Hood: Full shape
DLitt et Phil, D Theol., LLD, D.Ed, D Com, D Sc (Land Surv), D Phil (SW), D Bibl, PhD Science, D Admin, PhD Agric: Silk of the colour distinctive of the degree, lined with gold and piped with twisted black and gold cord. Degree colours are:

D Litt et Phil Ultramarine blue (148)

D Th Violet (179)

LLD Cardinal red (186)

D Ed Old rose (157)

D Com Rust brown (58)

D Phil (SW) Kingfisher blue (164)

D Bibl Pale blue (84)

PhD Science Silver grey (153)

D Admin Rose beige (18)

PhD Agric Emerald green (213)

Cap: Undress: As for Masters

Cap: Full dress: Black velvet mortar board with gold tassel

MASTERS

Gown: Oxford MA shape, black stuff or silk and with a small gold button and horizontal gold cord on both sides of the yoke in front.

Hood: Full shape, black silk lined with gold silk and faced, inside the cowl, with the colour used for the corresponding Bachelor's degree, 75 mm wide (M Cur 7.5 mm wide white band on the inner side of the ruby)

Cap: Black cloth mortar board with mixed black-gold tassel.

Master in Social Policy and Development

Gown: As for Master of Social Sciences

Hood: Ruby Colour

Cap: As for Master of Social Sciences

M Soc Sc (Development Studies)

Gown: As for Masters of Social Sciences

Hood: Full shape black polyester cashmere hood; lined bottle green satin, faced inside 1.5 Rust Brown Polyester Cashmere; 1.5 Saffron polyester cashmere; Neckband bottle green satin inside and black polyester cashmere outside with a loop.

Cap: As for Master of Social Science

Master in Public Administration

Gown: As for Master of Administration

Hood: Saffron (gold silk), Rose beige (as for B. Admin) with white lining (band)

Cap: As for Master of Administration

MA Human Rights

Hood: Full shape black Polyester Cashmere hood, lined saffron satin faced 75mm cardinal red polyester cashmere with silver grey ribbon 5/16" wide "ext to saffron satin. Neckband cardinal red polyester cashmere inside and black polyester Cashmere outside.

M Phil Degree in Environmental Studies

Hood: Same as for the M Sc Geography except that a green cord is sewn onto the hem of the hood.

HONOURS BACHELORS

B Ed (Hons)

Gown: Black stuff, with pointed sleeves, slit from shoulder to wrist, gathered together at wrist with small gold cord and two buttons.

- Hood: Simple shape, black silk faced to a depth of 100mm with gold (54) silk and bound over the anterior side with silk, 25mm wide inside the anterior side and 12 mm wide outside, the colour distinctive of the degree, viz: old rose (157) with an addition down the anterior side of a gold cord 5mm wide.
- Cap: Black cloth mortar board with mixed black-gold tassel.

LLB

- Gown: As for BA
- Hood: Simple shape, black silk lined with gold and bound over the anterior side with silk, 75 mm wide inside and 12 mm wide outside, of the colour distinctive of the degree, viz,: LLB Cardinal red (186)
- Cap: As for BA

B.HS IN HMS (Hons)

- Gown: As for BSc
- Hood: Simple shape, black silk faced to depth of 100mm with gold silk bound over the anterior side silk, 25mm wide inside the anterior side and 12 mm wide outside, the color distinctive of the degree. The band will be Gunmetal grey (as per faculty of science) with the inside of the hood being bottle green.

HOOD: ALL 4 year degree

- Hood: Simple shape, black silk faced to a depth of 100 mm with gold (54) silk and bound over the anterior side with silk, 25 mm wide inside the anterior side and 12 mm wide outside, of the colour distinctive of the degree, viz:
- | | |
|------------------------|-----------------------|
| B Soc Sc (Social Work) | Kingfisher blue (164) |
| B Bibl | Pale blue (84) |
- Cap: As for BA

UNDERGRADUATES

BA, B Juris, B Proc, B Theol, B Agric, B Sc, B Com, B Admin

- Gown: Black stuff, with pointed sleeves slit from shoulder to wrist, gathered together at wrist with small gold cord and two buttons.

HOOD: ALL 3 year degrees

- Hood: Simple shape, black silk faced to a depth of 100 mm with gold (54) silk and bound over the anterior side with silk, 25 mm wide inside the anterior side and 12 mm wide outside, of the colour distinctive of the degree, viz:
- | | | |
|-------------|--------------|---------------|
| B Agric | Apple green | 3 year degree |
| B HS in HMS | Bottle green | 3 year degree |

| | | |
|----------------|------------------------|---------------|
| BA | Ultramarine blue (148) | 3 year degree |
| B Th | Violet (145) | 3 year degree |
| B Sc | Silver grey (153) | 3 year degree |
| B Soc Sc (Com) | Red (186) | 3 year degree |
| B Applied Com | Red (186) | 3 year degree |
| B Soc Sc (HRM) | Terra Cotta (133) | 3 year degree |

Cap: Black cloth mortar board with mixed black-gold tassel

B Soc Sc, B Applied (Comm), B Soc Sc (SW), B Bibl, B Soc Sc (HRM)

Gown: Black stuff, with pointed sleeves slit from shoulder to wrist, gathered together at wrist with small gold cord and two buttons

BSc Agric

Gown: Black stuff, with pointed sleeves slit from shoulder to wrist, gathered together at wrist with small gold cord and two buttons

Hood: As for BAgric, but bound with emerald green (213) silk, 50 mm wide inside and 12 mm wide outside.

Cap: As for BA

B Ed

Gown: Black stuff, with pointed sleeves slit from shoulder to wrist, gathered together at wrist with small gold cord and two buttons

Hood: Simple shape, black silk faced to a depth of 100mm with gold (54) silk and bound over the anterior side with silk, 50mm wide inside the anterior side and 12.5mm wide outside, of the colour distinctive of the degree, viz: old rose (157).

Cap: Black cloth mortar board with mixed black-gold tassel.

BA (Fine Arts)

Gown: Black stuff, with pointed sleeves slit from shoulder to wrist, gathered together at wrist with small gold cord and two buttons

Hood: Simple shape, black faced to a depth of 100 mm with gold (54) silk and bound over the anterior side with silk, 25 mm wide inside the anterior side and 12.5 mm wide outside, and with 25 mm wide band of the colour distinctive of the degree viz.:

| | | |
|----------------|-------|---------------|
| BA (Fine Arts) | White | 4 year degree |
|----------------|-------|---------------|

Cap: As for BA

B Cur

Gown: Black stuff, with pointed sleeves slit from shoulder to wrist, gathered together at wrist with small gold cord and two buttons

Hood: As for BA but bound over the anterior side with ruby silk 50 mm wide and 12.5 mm wide outside and with a white band 7.5 mm wide inside the 50 mm ruby silk.

Cap: As for BA

POST GRADUATE DIPLOMA/CERTIFICATES

Post Graduate Diploma in Human Rights

Hood: Simple shape Black. Polyester Cashmere hood edged 1' Inside anti l/" outside Cardinal Red Polyester Cashmere faced 4" Saffron Ribbon. Braided Silver Grey Cord and Cardinal Red Cord.

Post Graduate Diploma in Higher Education Teaching

Hood: Full shape black Polyester Cashmere hood, lined saffron satin and faced 75mm Old Rose Polyester Cash mire with a band 7.5mm wide Black Ribbon next to Saffron Satin. Neckband Old Rose Polyester Cashmere inside and black Polyester Cashmere outside.

Post Graduate Diploma in Archives and Records Management

Hood: Full shape black polyester cashmere hood, lined saffron satin and faced 75mm pale blue polyester cashmere with a band 7.5mm wide black ribbon to saffron satin. Neckband pale blue polyester cashmere inside and polyester cashmere outside. Braided silver grey and pale blue cords.

PGCE

Gown: Black stuff, with pointed sleeves slit from shoulder to wrist, gathered together at wrist with small gold cord and two buttons

Hood: Simple shape, black silk faced to a depth of 100mm with gold (54) silk and bound over the anterior side with silk, 150 mm wide inside the anterior side and 40mm wide outside, of the colour distinctive of the degree, viz old rose (157)

Cap: No cap

Advanced Certificate in Education

Gown: Black stuff, with pointed sleeves, slit from shoulder to wrist, gathered together at wrist with small gold cord and two buttons.

Hood: Simple shape, black silk faced to a depth of 100mm with gold (54) silk and bound over the anterior side with silk, 150mm wide inside the anterior side and 40mm wide outside, of the colour distinctive of the degree, viz: old rose (157)

Cap: No cap

National Profession Diplomas in Education

Gown: Black stuff, with pointed sleeves slit from shoulder to wrist, gathered together at wrist with small gold cord and two buttons

Hood: Simple shape, black silk faced to a de2pth of 100mm with gold (54) silk and bound over the anterior side with silk, 45mm wide inside the anterior side and 12.5mm wide outside, of the colour distinctive of the

degree, viz: old rose (157).
Cap: No cap

Advanced Certificate in the Clinical Management of HIV & AIDS

Gown: Black stuff, with pointed sleeves, slit from shoulder to wrist, gathered together at wrist with small gold cord and two buttons.
Hood: Black bounded with red and maroon, with yellow and white inside.

FEES PAYABLE TO THE UNIVERSITY

Postal Address: University of Fort Hare
Private Bag X 1134
Alice
5700

CORRESPONDENCE FOR FEES: MANAGER: STUDENTS ACCOUNTS

All correspondence on fees should be addressed to the Manager: Student Accounts.
Please quote your student number/admission number in all correspondence.

Telephone
Accounts and Fees: +27 (0) 40 602 2016
+27 (0) 40 602 2351
+27 (0) 40 602 2405 (Fax)
+27 (0) 86 628 2979 (Fax to email)
Financial Aid: +27 (0) 40 602 2399
+27 (0) 40 602 2169 (Fax)

Email:
Accounts and Fees: fees@ufh.ac.za
Financial Aid: finaid@ufh.ac.za

Cashier Hours:
Monday to Friday: 08h30 to 13h00

Direct Deposit or internet payments can be made into the following account:

Bank: Standard Bank
Branch: Alice
Branch Code: 05 01 19
Account Name: University of Fort Hare

Account Number: 28 210 1357
Reference: Student Number

F.1 FEES

Fees are determined by the University Council each year and are subject to revision without notice. Students with outstanding balances on their fees accounts:

- will not be permitted to graduate
- will not receive examination results
- will not receive an academic transcript
- will not be permitted to re-register
- will not be permitted to write examinations
- will not be allowed into residences
- will be charged interest on outstanding accounts
- will be handed over to a debt collection agency for collection

1.1 Application Fee - Tuition

- (a) Non-refundable application fee to accompany all applications for admission by new students payable on or before the 31st August 2013..... R 120.00
- (b) Non-refundable application fee to accompany all applications for admission by new students after 1st October 2013..... R 300.00

1.2 Application Fee – Residence

- (a) Non-refundable application fee to accompany all applications for admission by new students payable on or before the 3^{1st} August 2013..... R 120.00
- (b) Acceptance of accommodation payable before the 31st December 2013..... R 850.00

Failure to pay the above amount of R 850.00 by the due date will result in the residence place being reallocated to other students. The amount paid will be credited to the students account.

1.3 Minimum Initial Payment (MIP)

- (a) Before any student is permitted to register at the University, the University requires such a student to make a Minimum Initial Payment (MIP) towards tuition of:R 2 800.00
- (b) Before any student is permitted to occupy a residence, the University requires such a student to make a Minimum Initial Payment of
R1000.00. This includes an indemnity fee of R150.00.

1.4 Registration Fees

Upon registering all students will be charged the following:

- (a) Registration CostsR 480.00
- (b) Student ID card R 70.00
- (c) Late registration feeR 600.00
- (d) Student levy..... R1350.00
- (e) Student levy (part time students)..... R 800.00

1.5 Settlement of outstanding accounts

Detailed statements will be sent out to all students from March onwards. The University does not accept responsibility for incorrect addresses or postal service deficiencies resulting in statements of account not being received. It is the responsibility of the student to make enquiries should he/she not receive any statement of account. The fact that no statement has been received will not be accepted as a reason for failure to settle outstanding fees owing to the University by the due date.

The balance owing after the payment of the minimal initial payment (MIP) must be settled as follows:

- (a) By the end of the first quarter (lectures end) 30%
- (b) By the end of the second quarter (lectures end) 60%
- (c) By the end of the third quarter (lectures end) 100%

Failure to comply with the above will result in the University implementing the sanctions as outlined in the F1 above.

1.6 Discounts

1.6.1 Early Settlement Discounts

The following discounts are applicable for all students:

- (a) Settlement of 100% of all fees during registration 10%
- (b) Settlement of 75% of all fees during registration 5%

1.6.2 Second Child Discounts

A discount is granted on tuition fees only for every additional child registered at the University.

A discount for every additional child registered10%

1.6.3 Academic Performance Discounts

In order to attract, reward and retain top performing students the University offers following discounts on tuition to such students:

1.6.3.1. New undergraduates

- (a) 34 to 38 Merit points.....R 3 500.00
- (b) 39 to 42 Merit points.....R 4 500.00
- (c) 43 to 47 Merit points.....R 5 500.00
- (d) 48 to 100 Swedish points.....Full tuition

| Points | % Obtained in Grade 12 |
|--------|------------------------|
| 8 | 90% + |
| 7 | 80% to 89% |
| 6 | 70% to 79% |
| 5 | 60% to 69% |
| 4 | 50% to 59% |
| 3 | 40% to 49% |
| 0 | 30% to 39% |

1.3.6.2 Returning undergraduates

- (a) 75 to 80 - 50%
- (b) 81 to 84 - 55%
- (c) 85 to 89 - 60%
- (d) 90 + - 100%

In order to qualify for the above discounts a student will have to register for at least 100 credits on a full time basis or 50 credits on a part time basis for the full academic year.

This amount will be regarded as a bursary for the following academic year study and will be credited to the student's fee account in March of each year. Should a student not register in the following academic year this bursary will be forfeited.

Where a student is in receipt of any other benefit/bursary from the University such student will only be permitted to have his/her account credited with the larger amount.

1.7 Method of Payment

1.7.1 Payment via M65

The preferred method of payment is via the M65 form which is obtainable at any branch of Standard Bank or from the cashiers' office at the University's campuses. In order to ensure prompt credit of payment students are encouraged to use this method of payment and ensure that their student number is reflected on the deposit slip.

1.7.2 Cheques

Cheques should be crossed and made payable to the "University of Fort Hare" and the student name and student number written on the back of the cheque. Post-dated cheques will not be accepted. A R150.00 administration fee will be charged on all unpaid cheques and this amount will be debited to the student's fees account. In addition to this the students account will be flagged not to receipt cheques in future and the drawer will be required to make an alternative payment within 7 days of being notified of the cheque being unpaid.

1.7.3 Direct deposits/internet payments

Direct deposits/internet payments can be made into the University's bank account at *Standard Bank, Alice, Branch Code 050119; Account Number.28 210 1357*. The student number must be used as the reference when using this method of payment.

1.7.4 Debit and credit card payments

Debit and credit card payments for student fees are accepted and payments can be made via the cashier's office by the card holder.

1.7.5 International payments

Where payment is being made for students from outside the rand currency area, payment must be made by telegraphic transfer into the University's bank account at Standard Bank, Alice; Branch Code 050119; Account Number: 28 210 1357 swift address, SBZAZAJJ.

To avoid the possibility of a payment not being timeously credited to the correct student fee account, it is essential that the student name and student number are entered on the deposit slip/telegraphic transfer. Please fax a copy of the deposit slip/transfer to the Fees Office, University of Fort Hare (040) 653 1789.

1.7.6 Debit Orders

Debit order payments are accepted by the University. Students must obtain the necessary form from the Fees office and return it to these offices by the 15th January in order to enable the first deduction by the 31st January. The last deduction will be made on the 31st October.

1.8 Outstanding Fees

1.8.1 A student may not renew his/her registration unless his/her fees for the preceding year, or years have been paid in full.

1.8.2 Returning students who have been offered a place in residence will have their places cancelled on the 31st January, 2013 if outstanding fees are not paid by 18th January, 2013.

1.8.3 Students who have outstanding fees, fines, interest or dues will not be awarded degrees or diplomas in May if any amount is outstanding by the 1st March, 2013.

1.8.4 A student whose fees are not paid by the due date, and who has not produced evidence of receipt of bursary/scholarship/loan will be excluded from attendance at classes or from a residence unless

arrangements have been made with the Student Accounts Manager.

- 1.8.5 A student must check his/her fee account on a regular basis. This is especially important prior to year end. Various charges may be debited to fee accounts if the student has not settled in full. Student may access their accounts via Student-on-Line.
- 1.8.6 No examination results will be released until all fees have been paid. A student or a past student will not be issued with a transcript of his/her results until all fees have been paid. A student will not be entitled to graduate or to receive a diploma or certificate unless all fees have been paid.
- 1.8.7 Where a student has prior outstanding fees, payments received will be allocated to clear unpaid interest first, followed by the oldest debt.
- 1.8.8 Where a student has been appointed by the University to work as a tutor or any other work, 60% of such remuneration will go towards the student account until such time that the account is settled in full.

1.9 Credit Balances

- 1.9.1 All fees due to the University are a first charge on any scholarship, bursary or loan granted by the University or paid to the University from other sources for the benefit of the student. If the total bursary/scholarship exceeds fees due, the balance may be drawn by the student after the 31st July, if the University has received payment of the bursary, and if this is part of the sponsorship agreement. Sponsors are required to provide written authorisation for refunds of credit balances to students.
- 1.9.2 A student to whom an advance is to be made, or to whom residual funds are to be disbursed is required to furnish the Fees offices with details of a valid bank account to which the monies owing would be paid through electronic transfer. Unless bank details are supplied as requested any bank charges incurred for drawing cheques will be debited to the student's fee account. The University furthermore does not take responsibility for incorrect banking details being supplied or errors that may occur when effecting such electronic payments.
- 1.9.3 A period of 14 days from the day on which a payment is credited to a student account shall elapse before any refund is affected to a student.
- 1.9.4 Student identity cards must be produced to the Fees office and cashiers office when withdrawals or refunds from fee accounts are requested.
- 1.9.5 Any case which is not provided for in these rules will be subject to the ruling of Council.
- 1.9.6 Credits resulting from fee waivers shall not be refunded to students.

F.2 CANCELLATIONS, WITHDRAWALS AND REMISSIONS

2.1 Cancellation of Registration

- 2.1.1 Students wishing to cancel their registration must do so in writing by completing the “Registration Cancellation Form” and submitting it to the Manager: Student Administration in person or by registered mail.
- 2.1.2 A reduction on the tuition and residence fees may be considered in special circumstances depending on whether the notice of intention to discontinue studies is received
 - (a) Within 1 (one) month of the final date of registration, 50% reduction on first semester fees and 100% reduction on second semester fees.
 - (b) After 1 (one) month of the final date of registration, no reduction on first semester fees and 100% reduction on second semester fees.
 - (c) One week after commencement of second semester (third term) 50% reduction in second semester fees.
 - (d) After one week after commencement of second semester, no reduction.
- 2.1.3 A student whose registration has been cancelled as a result of disciplinary measures taken against him/her, will not qualify for any reduction in fees.
- 2.1.4 No reduction in fees will be considered for students who are charged the composite fee for any degree if they cancel individual courses or modules without cancellation of registration.

2.2. **Withdrawal from individual courses**

- 2.2.1 When students withdraw from individual courses of a minimum duration of one semester, any fee reduction is dependent upon the date of withdrawal.
- 2.2.2 Where applicable, if notice to withdraw from a course is received before:
 - (a) First Semester courses:
 - Two weeks after commencement of first term lectures - 100% reduction
 - Two weeks after commencement of second term lectures - 50% reduction
 - (b) Second Semester courses:
 - Two weeks after commencement of third term lectures - 100% reduction

No reduction will be granted if the notice to withdraw is received after the second week of the third term.

2.3 **Withdrawal from residence**

- 2.3.1 When a student withdraws from residence, he/she will be charged on a pro rata basis for the duration of occupation. The period will be based on the payment term, namely 9 months and not actual occupation.

2.4 **Remissions**

- 2.4.1 A full time student who is prevented by serious illness or by any other

reason acceptable to the University from completing his/her studies, and leaves the University and residence after reporting to the Dean of Students and the Manager: Student Administration, in writing, may be given pro-rata remission of fees for residence and tuition.

- 2.4.2 A part time student who is prevented by serious illness or by any other reason acceptable to the University from completing his/her studies, and has informed the Manager: Student Administration, in writing, may be given pro-rata remission of fees for residence and tuition.

F.3 SURCHARGES ON ACADEMIC FEES

- 3.1 Subsidy income is based on a number of factors one of which is our teaching output. This means that the University earns subsidy on the number of students that graduate each year and hence there is an expectation that students graduate within a specified time limit.
- 3.2 A student will be allowed an additional two years study beyond the normal degree duration for a bachelor's degree without a late stayer penalty being imposed, e.g. 5 years for a 3 year degree.
- 3.3 Where a student registers for a specific degree beyond a specific time limit, the fee will be increased by 50% in the additional year provided that the student has not been excluded on academic grounds.
- 3.4 In the case of a student changing registration for a different bachelor degree without first graduating in the previous bachelor degree, the years spent studying for both degrees will be accumulated towards the time allowed for the current degree, for the penalty surcharge purposes.

F.4 OTHER FEES

In addition to the tuition, residence and other fees outlined above, registered students are also required to pay the following fees:

| | |
|--|----------|
| (a) Supplementary Examination Fee | R 370.00 |
| (b) Aegrotat Fee | R 650.00 |
| (c) Late submission of matric certificate..... | R 180.00 |
| (d) Rescrutinizing of scripts..... | R 350.00 |
| (e) Remarking of scripts | R 380.00 |
| (f) Exemption per course | R 350.00 |
| (g) Foreign Levy.- non SADC students..... | R3000.00 |
| (h) Foreign Levy.- SADC students..... | R1000.00 |

F.5 FINANCIAL AID

- 5.1 The University currently offers financial aid to South African citizens who are financially needy and who show academic potential.
- 5.2 Students are required to apply annually for financial aid and any aid granted is granted for one academic year only.
- 5.3 Funding for such financial aid is made through the National Student Financial Aid Scheme (NSFAS) and hence the size of any award is determined

according to the NSFAS means test.

- 5.4 The closing date for application for financial aid is the 31st October 2013 for new students and 30th September 2013 in respect of returning students.
- 5.5 The value of the NSFAS award will only be credited to the student's fee account in the third term, once all bursaries have been awarded and paid into the student's account. This is to ensure that the loans granted are as low as possible.
- 5.6 Students receiving NSFAS loans will be required to complete an application form and a loan agreement before any payment will be effected.
- 5.7 The allocation received from NSFAS is limited and hence the Financial Aid Committee of the University, who makes financial aid awards, must ensure that as many students are supported as possible while at the same time taking into account financial need. Students are therefore advised that registering on the basis of receiving a full loan from NSFAS should not be considered and that a family contribution of at least 40% may be required.

F.6 LIABILITY OF STUDENTS

- 6.1 Students who are admitted to the University and sign the registration form and undertaking therein will not be registered unless their financial obligations as set out in the fees schedule or in the prospectus have been complied with.
- 6.2 A student who has signed the registration form and the undertaking therein is personally liable for the payment of all fees. Where such a student is assisted by a parent/guardian, then such an individual will be jointly and severally liable for all fees.

F.7. TUITION AND RESIDENCE FEES

- 7.1 Tuition and residence fees are determined by Council each year. At the time of going to press the planned date for approval of the 2013 academic year fees is November 2012. The approved fees will be published after the Council meeting at which they are approved.

INTERNATIONAL STUDENT POLICY

1. The main aim of the international student policy is to contribute towards the overall mission of the University through co-operative and collaborative academic and student exchange and other educational programme agreements, in order to achieve a culturally diverse university community, and to offer high quality education of international standards.

2. The University of Fort Hare already has active agreements with selected partners, such as the Zimbabwean Government, Kingdom of Lesotho, Botswana Government and the Malawian Government that regulate the intake of a limited number of international students. A number of co-operative and collaborative partnership agreements, in the form academic and student exchange programmes, Study Abroad Programs, Semester Abroad, in other regions of the world exist. Some need activation. Individual degree seeking requests exist and more are welcome.
3. The University wishes to incrementally attract more international students, and more particularly postgraduate students, in selected, targeted areas where it is presently able to offer comparative advantage.
4. Prospective international students may, therefore, contact the Institutional Office and the University Planner for up to date information on the programmes where international applications are currently invited.

The University is now fully affiliated to the International Education Association of South Africa (IEASA), and is participating fully in its programmes on Internationalization, both at National and Campus levels. These programmes include challenges brought about by the African Union, NEPAD, and Globalization challenges in general.

5. To keep abreast of modern Information Technology and communication trends, the University, through its International Affairs Office, is affiliated to the Universities and Technikons Association (UNITECH).
6. To promote quality of service to International Students, the University, through its International Affairs Office, is also affiliated to the National Association of Student Development Practitioners (NASDEV).
7. **Study permits**
Students require study permits, and it is the responsibility of prospective students to apply for these in adequate time from the relevant South African mission, including medical coverage from a South African recognised and registered health service provider, in compliance with the Immigration Act. First time study permits should be applied for from the Embassy or High Commission within the country of application.

7.1 **Study permit renewal**

NB* All applications for extension of a study permit should be submitted at least 30 days before the expiry date. Failure to do so will mean that one will have –to satisfy the Director General that there was good cause, in order to

have the late application accepted. The UFH international office assists with the renewal of study permits. In order to extend the study permit one will need to prepare and submit the following the Department of Home Affairs. No International student will be registered without a valid study permit as it is illegal to contravene any of the requirements of the Immigration Act and the Medical Schemes Act.

- (i) A valid Passport (valid for at least more than the required extension period);
- (ii) Completed Home Affairs application form BI 1739;
- (iii) Application fee of R425.00 payable in cash to Home Affairs Department
- ;
- (iv) Proof of sufficient financial means to cover tuition fees, subsistence and incidental costs (in the form of a Bursary or bank statement from guardian/parent, with a letter of endorsement and identity copy);
- (v) Police clearance certificate less than six months old (anyone 18 years or older);
- (vi) Medical and radiological reports less than six month old forms available from the UFH international Office or any Home Affairs office);
- (vii) Official letter from the International office confirming registration and course duration;
- (viii) Proof of medical coverage that is registered and recognised in South Africa; forms are obtainable at the Office for International Affairs
- (ix) Proof of repatriation undertaking or, in the case of African countries only, proof that the person's country has signed a written agreement to pay costs of deportation should it become necessary;
- (x) Accommodation (copy of lease arrangement, letter from the landlord, etc, if not residing in the institutions residence).
- (xi) Payment of the repatriation fee of R500.00 is compulsory for all international students.
- (xi) Repatriation fee is paid at the Embassy upon application of 1st time study permits – receipt should be safely kept for future renewals. Home Affairs charges those without receipts. Amount is dependent on country of passport or original residence as per cost of travel.

7.2 Additional information for postgraduate studies

A postgraduate student must submit original academic transcripts covering all periods of registration at every university they have attended.

Any documentation not in English must be translated and sworn as accurate by an authorized translator. Such a student may be required to have his/her qualification evaluated by:

The Human Sciences Research Council, Evaluation Department, Private Bag X 41, Pretoria 0001, South Africa. Telephone No. + 27 (0)12 302 2999.

The nearest Home Affairs offices are in King William's Town and East London.

NB* Medical report from a General Practitioner with regards to an applicant's general state of health and radiological report certifying that the applicant does not have active signs of pulmonary TB must be attached to the BI 1739 Home Affairs form. Proof of registration and payment to a South African medical insurance company that have student medical insurance plans must be ascertained before signing by the authorized international office person.

8. **The Learning Advancement Unit** offers relevant, quality-driven, needs-based and effective academic support to the UFH community through the implementation of academic support programmes such as Supplemental Instruction (SI), Language and Writing Advancement Programme (LWAP) and Peer Assisted Student Services (PASS) on the Alice and East London Campuses. This unit also plays a co-ordinating role in the National Benchmark Tests (formerly known as Placement and Access Tests) and the facilitation of basic tutor training at UFH. The unit strives to:
- improve student academic performance through the development and implementation of an integrated, multi-pronged student academic advancement system in order to fully develop students' potential;
 - create an effective platform for ongoing dialogue between academic staff and students on teaching and learning;
 - increasingly find ways and means through which the student voice can be heard on matters pertaining to effective learning and qualities of environments that support such learning;
 - create measures that advance student learning development in a multi-lingual environment and the acquisition of academic literacy at all levels; and
 - encourage peer collaborative learning in a variety of contexts.

8.1 **Language competency – National Benchmark Test (NBT)**

In addition to the normal academic competency requirements pertaining to courses and programmes, all prospective international students will be required to write the National Benchmark Test for Academic and Quantitative Literacy (AQL) prior to admission and registration. Contact the Student Administration or relevant Faculty Manager for further details.

8.2 National Benchmark Test (NBT) Fee

Non-refundable fee payable into the National Benchmark Test account at easypay paypoints. NBT test registration is mandatory on the NBT website <http://www.nbt.ac.za> prior to writing. NBT registration number to be used as a reference for payment. Proof of payment must be produced when the prospective student presents her/himself to write the NBT. Test fees are dependent on tests registered for (Contact Student Administration or relevant Faculty Manager for Faculty requirements): R60.00 for Academic and Quantitative Literacy (AQL) and R 110.00 for AQL and Mathematics.

9. English Foreign Language Requirement (EFL)

University of Fort Hare degrees are taught in and examined in English, thus to be able to succeed in studies a student must be able to communicate effectively in English. International students are generally required to have an English language qualification before they are accepted. International students are, therefore, expected to have achieved the following minimum standards:

- TOEFL: minimum score of 560 with a TWE written of 4 or Computer-Based TOEFL 220 or
- IELTS: a minimum score of 6.0 with no individual component score lower than 5.5, or
- Cambridge Advance or Cambridge Proficiency.

10. Tuition Fees

A three-tier fee structure pertains to international students as follows:

- 10.1 Students from Southern African Development Community (SADC) countries pay the same tuition fees as South African students.
- 10.2 Students from the rest of Africa, outside the SADC region, pay tuition fees that enable the University to cover the subsidy that is normally paid per student by the South African Government:

| CESM | Undergraduate | Honours | Masters | Doctorate |
|-------------|------------------------|----------------------------|----------------|------------------|
| Category 1 | Fees + levy of R6 500 | Fees + levy of R6 500 x 2 | Fees x 3 | Fees x 4 |
| Category 2 | Fees + levy of R9 750 | Fees + levy of R9 750 x 2 | Fees x 3 | Fees x 4 |
| Category 3 | Fees + levy of R16 250 | Fees + levy of R16 250 x 2 | Fees x 3 | Fees x 4 |

| | | | | |
|-------------------|-------------------------------|-----------------------------------|-----------------|-----------------|
| <i>Category 4</i> | <i>Fees + levy of R22 750</i> | <i>Fees + levy of R22 750 x 2</i> | <i>Fees x 3</i> | <i>Fees x 4</i> |
|-------------------|-------------------------------|-----------------------------------|-----------------|-----------------|

10.3 Students from outside of Africa, pay tuition fees that enable the University to cover the normal Government subsidy plus 50%:

| CESM | Undergraduate | Honours | Masters | Doctorate |
|-------------|------------------------|---------------------------|---------------------------|---------------------------|
| Category 1 | Fees + levy of R9 750 | Fees + levy of R6 500 x 2 | Fees + levy of R6 500 X 3 | Fees + levy of R6 500 X 4 |
| Category 2 | Fees + levy of R14 265 | Fees + levy of R6 500 x 2 | Fees + levy of R6 500 X 3 | Fees + levy of R6 500 X 4 |
| Category 3 | Fees + levy of R24 375 | Fees + levy of R6 500 x 2 | Fees + levy of R6 500 X 3 | Fees + levy of R6 500 X 4 |
| Category 4 | Fees + levy of R35 750 | Fees + levy of R6 500 x 2 | Fees + levy of R6 500 X 3 | Fees + levy of R6 500 X 4 |

NB* All foreign (non-South African) students have to pay an amount of R2 500.00 as foreign levy.

11. **Accommodation**

The University has its own residences in its campuses. However, students may arrange for their own accommodation with local landlords in the rural town of Alice, King Williams Town and the city of East London.

12. **Safety Health and Environment**

Apart from the state community services (police service), and public health facilities (local clinics and hospitals), the University runs its own protection services and its own Health centre at affordable costs.

13. **Recreational, Counselling and spiritual services**

The University department of sport conducts various sporting codes for students which are affiliated to the national body, the South African Students (SASSU). Student Counselling Services offers professional advice services to students. The Student Christian Organization (SCO) and other religious formations also offer religious activities for students. Local churches from various denominations also provide spiritual and church life for students. As a democratic country, South Africa subscribes fully to freedom of worship.

Head of Section (Director)

Mr MBS Mnyatheli, MA Public Admin, BA (Law) (UNITRA), Post Grad Dip (International Studies) (Rhodes), BA (Hons) (UFH),

Senior Administrator

Ms C Kukubo, HND (BIAC) (Botswana), BA (Human & Social Studies (UNISA), Post Grad Diploma (UFH)

CONTACT DETAILS

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ACADEMIC ADMISSIONS REQUIREMENTS

NATIONAL SENIOR CERTIFICATE

The admission requirement, as is reflected in the Admissions Policy, should be read in conjunction with the General Rules for all undergraduate qualifications, the Senate Discretionary Exemption Policy and the Recognition of Prior Learning Policy.

All applicants who meet the minimum requirements and who submit an application during the appropriate application period are considered for admission regardless of race, gender, religion, national origin, challenge and age.

APPLICATIONS

1. All applications for admission are subject to the selection process.
2. Applicants must comply with the general admission requirements and any other specific requirements as prescribed by the Faculty.
3. All candidates will be expected to write the Placement and Access Test (PAT) prior to being selected for an academic programme.
4. A candidate may be expected to attend an interview, undergo a selection test and/or make a written presentation to the relevant head of department.

Minimum Entry Requirements

The minimum admission requirement is a **National Senior Certificate (NSC)** as certified by Umalusi with an achievement rating of 4 (Adequate achievement, 50-59%) or better in four subjects chosen from the recognized 20-credit NSC subjects known as the 'designated subject list.

- The table below explains how well you will need to do in your school subjects to meet the minimum entry requirements for each qualification.
- It is important to note that the table refers to minimum entry requirements.
- The university may add additional requirements for specific qualification programmes.

| QUALIFICATION | MINIMUM STATUTORY ENTRY REQUIREMENT |
|-------------------------|--|
| Bachelors Degree | Pass NSC with: An achievement rating of 4 (50 - 59 %) or better in four subjects from the designated list, together with any other university requirements. |
| Diploma | Pass NSC with: An achievement rating of 3 (moderate Achievement, 40-49%) or better in four recognized NSC 20-credit subjects |

DESIGNATED SUBJECTS

- Applicants who wish to enroll for a degree programme need to ensure that four of their seven subjects are from the designated list.
- The list already includes three of the four compulsory subjects for obtaining the NSC, namely, Languages, Maths or Maths Literacy.
- A learner must then select one or more subjects from the list below, provided that they are not from the same group in order to apply for a degree programme.

| | |
|---------------------------------|--------------------------------------|
| Accounting | Languages |
| Agricultural Sciences | Life Sciences |
| Business Studies | Mathematics or Mathematical Literacy |
| Dramatic Arts | Music |
| Economics | Physical Sciences |
| Engineering Graphics and Design | Religion Studies |
| Geography | Visual Arts |

| | |
|------------------------|------------------|
| History | Consumer Studies |
| Information Technology | |

HOW TO CALCULATE YOUR ADMISSION POINT SCORE (APS)

- The APS system allocates point values to the levels of achievement obtained for your matric subjects.
- Write down your relevant NSC subjects and the levels obtained.
- Allocate points according to the table below.
- Add up the number of points you have to calculate your APS.

Table: NSC Levels - School Performance Score (SPS)

| NSC | NSC % | APS | APS Percentage |
|-----|-----------|-----|----------------|
| | | 8 | 90 -100 % |
| 7 | 80 -100 % | 7 | 80 -89 % |
| 6 | 70 -79 % | 6 | 70 -79 % |
| 5 | 60 -69 % | 5 | 60 -69 % |
| 4 | 50 -59 % | 4 | 50 -59 % |
| 3 | 40 -49 % | 3 | 40 -49 % |
| 2 | 30 -39 % | 2 | 30 -39 % |
| 1 | 0 -29 % | 0 | 0 -29 % |

Example 1

In order to register for the Bachelor of Accounting degree you need an Admission Point Score (APS) of at least 26, as well as a National Senior Certificate (NSC) pass in English on at least level 4 (50 - 59 %).

| SC Subject | NSC % | Level | APS Points allocated |
|-------------|-------|-------|----------------------|
| English | 65 % | 5 | 5 |
| Xhosa | 60 % | 5 | 5 |
| Mathematics | 70 % | 6 | 6 |
| Geography | 55 % | 4 | 4 |

| | | | |
|------------------------------|------|---|-----------|
| History | 80 % | 7 | 7 |
| Life Orientation | 74 % | 6 | 3 |
| Accounting | 71 % | 6 | 6 |
| Admission Point Score | | | 36 |

This student has met the minimum requirements for admission to the Bachelor of Accounting Degree in the Faculty of Management and Commerce at the institution.

ACADEMIC ADMISSIONS REQUIREMENTS

SENIOR CERTIFICATE

The admission requirement, as is reflected in the Admissions Policy, should be read in conjunction with the General Rules for all undergraduate qualifications, the Senate Discretionary Exemption Policy and the Recognition of Prior Learning Policy.

All applicants who meet the minimum requirements and who submit an application during the appropriate application period are considered for admission regardless of race, gender, religion, national origin, challenge and age.

APPLICATIONS

1. All applications for admission are subject to the selection process.
2. Applicants must comply with the general admission requirements and any other specific requirements as prescribed by the Faculty.
3. A candidate is expected to possess a minimum level of proficiency in the English languages. A pass mark of at least an E symbol on SG level in the English language is considered to be sufficient, although any other proof of proficiency in the English language will also be taken into consideration. A pass mark of at least

an F symbol on HG level in the English 1st Language is also considered to be sufficient.

4. All candidates will be expected to write the National Benchmark Test (NBT) prior to being selected for an academic programme.
5. A candidate may be expected to attend an interview, undergo a selection test and/or make a written presentation to the relevant head of department.

A Matriculation Exemption, or Further Education and Training Certificate

The standard qualification for admission to study for a degree is a Matriculation endorsement or equivalent (Further Education and Training Certificate).

Certificate of conditional exemption by virtue of a senior certificate

The applicant must have:

1. At one and the same sitting, or in the case of a part-time candidate, at the two permitted qualifying sittings for the examination, sat examinations in not less than six approved subjects;
2. Passed in at least five subjects;
3. Obtained the minimum aggregate of 950 marks;
 - a. Lacks only one of the following requirements for a senior certificate with a matriculation endorsement:
 - (i) a pass in one of the languages required ;
 - (ii) a pass in a subject which means that the grouping requirement is not met including a case where a candidate offered only three groups;
 - (iii) a pass in mathematics or a required natural science subject ;
 - (iv) a pass in one of the required two subjects on the Higher Grade;
 - (v) a 20 percent sub-minimum in the sixth subject.

When a candidate has failed in a Higher Grade language subject used for the purpose of Group A results, the candidate must satisfy more than one of these requirements.

Certificate of conditional exemption by virtue of mature age

A student who has attained the age of twenty-three (23) years or more and is in possession of a Senior Certificate, and has been granted a certificate of conditional exemption by the South African Universities' Vice-Chancellors' Association (SAUVCA) on grounds of mature age may be admitted to a bachelor's degree. The applicant, however, must have met the following requirements:

- ❖ attained the age of 23 years before or during the year in which the applicant wishes to enroll at the university;
- ❖ before 31 March of the year for which a certificate of conditional exemption is required, passed with at least four Higher Grade or Standard Grade subjects, at least three of which shall have been passed simultaneously and one of which shall be a recognized subject on the Higher Grade: Provided further that –
- ❖ an official language Second Language Higher Grade subject shall only be recognized as a Higher Grade subject if at least 40 per cent is obtained, and
- ❖ other subjects may be recognized for the purpose of this subparagraph, or that a certificate of conditional exemption may be issued in terms of this paragraph to a person whose general educational qualifications satisfy the Committee of Principals (SAUVCA)

The University may, at its discretion, admit a student irrespective of educational qualification, who has been granted a certificate of conditional exemption by SAUVCA on the grounds of having attained the age of forty-five (45) years on or before the year in which he/she intends to enroll for a bachelor's degree. The applicant, however, must have met the following requirements:

- ❖ attained the age of 45 years before or during the year in which the applicant wishes to enroll at the university.

A certificate of conditional exemption issued by virtue of a senior certificate shall be deemed to have lapsed if the holder of the certificate does not satisfy the outstanding requirement within a period equal to the minimum prescribed full-time duration for the relevant bachelor's degree plus two additional years calculated from 1 January of the year in which the holder registers for a bachelor's degree at a university. It may be renewed on application.

SWEDISH RATING SCALE

The University awards academic weights for achievement according to the following scoring scale:

| Symbol achieved in Grade 12 subjects | Grade of Grade 12 subjects | |
|---|-----------------------------------|-----------------------|
| | Higher Grade | Standard Grade |
| A | 8 | 6 |
| B | 7 | 5 |
| C | 6 | 4 |
| D | 5 | 3 |
| E | 4 | 2 |

| | | |
|----------|----------|----------|
| F | 3 | 1 |
|----------|----------|----------|

Candidates who score 20 points or less on the scoring scale in the Grade 12 July examination are considered to be candidates who do not possess the necessary skills to be successful in their studies under the prevailing conditions. Such candidates will not be admitted to the University.

For example:

Minimum entrance Senior Certificate admission requirements for programmes under the **Faculty of Science and Agriculture** are as follows:

| PROGRAMME | MINIMUM SELECTION RATING | ADDITIONAL MATHEMATICS REQUIREMENT | COMMENTS |
|--------------------|--------------------------|------------------------------------|---|
| B Agric – 70000 | Plain 22 | | |
| B Sc Agric – 71500 | Science 32 | MATHS E (SG) | Double points value for Maths and one of Biology or Physical Science |
| B Sc - 40000 | Science 32 | | Double points value for Maths and one of Biology, Physical Science or Stats |

Plain rating (B Agric):

Add the points rating for each subject symbol. Science rating (B Sc & B Sc Agric)

- ❖ Determine the points rating for each subject symbol.
- ❖ The points rating for Mathematics is doubled.
- ❖ For B Sc Agric (except Economics option) check the points rating for Physical Science and Biology and double the higher of the two.
- ❖ For B Sc Agric (Agric Economics) check the points rating for Physical Science, Biology and Geography and double the highest one.
- ❖ For B Sc and B Sc (pre-med) check the points rating for Physical Science, Biology and Statistics and double the highest one.
- ❖ The science rating is obtained by adding the ratings so obtained for each subject symbol.

ACADEMIC ADMISSIONS REQUIREMENTS

NATIONAL CERTIFICATE (VOCATIONAL) (NCV) GUIDELINES

The minimum admission requirement to a Bachelors degree programme is a National Certificate (Vocational) Level 4 issued by Council for General and Further Education and Training.

The minimum requirements for admission to a Bachelor's degree include the achievement of the following,

- National Certificate (Vocational) Level 4;
- At least three (3) fundamental subjects with a minimum pass mark of 60% (including English as the language of learning)
- Three (3) vocational subjects from the designated list between 70 - 79% (4).

Prospective students are also required to meet specified faculty NVC admission criteria, as determined by the respective Faculty Boards.

FACULTIES AND THE DEGREES/DIPLOMAS CONFERRED

Each Faculty has developed a detailed Prospectus that outlines the modules that are offered, as well as the academic rules governing each qualification. This section must be read in conjunction with the relevant Faculty Prospectus.

FACULTY OF MANAGEMENT AND COMMERCE

FACULTY OFFICE

Dean and Professor: Prof T Mjoli: BA (Unisa), BA Hons (UFH), Small Bus. Mngt Cert. (Unisa), B BAdmin Hons (Stell), MBA (Stell), MSc (Penn State), PhD (Unisa).

Deputy Dean: Teaching and Learning: Ms N Wayi: BCom (RU), MCom (University of Pretoria) (Informatics)

Deputy Dean: Research and Internationalisation: Dr R Ncwadi: MA (Economics) (UPE), Certificate (Marine Studies) (UPE/University of Washington), PhD (Economics) (NMMU)

Faculty Manager: Mr M Ndlovu, BPed (Commerce); BEd (Hons),
PGDE (Mgt) (UFH), MEd (Adult Learning &
Global Change) (UWC)

Assistant Faculty Manager (Alice): Vacant
Assistant Faculty Manager (East London): Vacant
Senior Administrator: Vacant
Senior Faculty Secretary: Ms L Sitebe

CONTACT DETAILS:

Alice Campus

Telephone: +27 (0) 40 602 2533 /2118/2382/2020
Facsimile: +27 (0) 40 653 1007

Bhisho Campus

Telephone: +27 (0) 40 639 2445
Facsimile: +27 (0) 40 639 2447

East London Campus

Telephone: +27 (0) 43 704 7000
Facsimile: +27 (0) 43 704 7095

DEGREES AND DIPLOMAS CONFERRED

School of Business and Enterprise:

In Commerce:

Bachelor of Commerce Accounting: B Com Acc (60001/ 60006/60014)
Bachelor of Commerce (Bus Mgt & Industrial Psych): B Com (BUSE/IPS) (60002)
Bachelor of Commerce (Management): B Com (Management) (60003)
Bachelor of Commerce (Law): B Com (Law) (60004)
Bachelor of Commerce (General): B Com (Gen) (60005)
Bachelor of Commerce (Inter-faculty): B Com (Inter-faculty) (60009)
Bachelor of Commerce (Information Systems): B Com (IS) (60011)
Bachelor of Economics: B Econ (60008)
Bachelor of Commerce (Honours): B Com (Hons) (60501/60502/60503/60504/60510)
Master of Commerce: M Com (61001/61003/61005/61007)
Postgraduate Diploma in Accountancy: (Preliminary) (60505)
Postgraduate Diploma in Accountancy: (PGDipAcc) (60506)
Postgraduate Diploma in Economics: (PGDEcon) (60508)

In Administration:

Bachelor of Administration (H R Management): B Admin (HRM) (62003)
Bachelor of Administration (Honours): B Admin (Hons) (62501)

Bachelor of Administration: B Admin (62001)
 (Public Sector Management & Administration)
 Bachelor of Administration Honours: B Admin Hons (62502)
 Bachelor of Social Science Honours (DS): B Soc Sc (Hons)(Dev St) (30507)
 Master of Policy Studies: MPS (31002)
 Master of Public Administration: MPA (31010)
 Master of Social Science in Development Studies: M Soc Sc (Dev) (31001)
 Master of Administration: M Admin (63001/63002/63003)
 Doctor of Philosophy (Social Science Dev): Ph D (Social Science Dev) (61502)
 Doctor of Philosophy (in Information Systems) (61505)
 Doctor of Commerce (in Industrial Psychology) (61503)
 Doctor of Commerce (in Economics) (61500)
 Doctor of Administration (in Public Administration) (61504)

REVISED ADMISSION REQUIREMENTS:

MAIN STREAM PROGRAMMES

| PROGRAMME | OLD SENIOR CERTIFICATE | | NATIONAL SENIOR CERTIFICATE (NSC) | | |
|--------------------------|--|--------------|--|--|-------------------|
| | SUBJECT REQUIREMENTS | TOTAL POINTS | ADMISSION REQUIREMENTS | MINIMUM LEVEL OF ACHIEVEMENT | MINIMUM APS Score |
| B Com Accounting (60001) | Matric exemption with English-E (SG) & Maths-D (SG)/ E (HG) | 35 | Bachelor's Admission with English Language Mathematics | 4 (50-59) 5 (60-69) | 28 |
| B Com Accounting (60006) | Matric exemption with English E (SG) & Maths D(SG)/E(HG) | 35 | Bachelor's Admission with English Language Mathematics / Maths Lit | 3(40 – 49) 4(50 – 59) 7(80 – 89) | 26 |
| B Economics (60008) | Matric exemption with English-E (SG) & Maths-D (SG) / E (HG) | 35 | Bachelor's Admission with English Language Mathematics | 3 (40-49) 4 (50-59) | 26 |
| B Com (IS) (60011) | Matric Exemption with English-E (SG) Maths D (SC)/ E(HG) | 35 | Bachelor's Admission with English Language Mathematics | 3 (40-49) 4 (50-59) | 26 |
| B Com Law (60004) | | | Bachelor's Admission with | | 25 |

| | | | | | |
|------------------------|---|----|---------------------------------|------------------------|----|
| B Com Bus/Eco (60003) | Matric exemption with English-E (SG) & Maths-E (SG) | 30 | English Language Mathematics | 3 (40-49) 4 (50-59) | |
| B Com Bus /IPS (60002) | | | | | |
| B Com General (60005) | | | | | |
| B Admin (HRM) (62003) | Matric Exemption with English-E (SG) & exposure in Matric Maths | 24 | Bachelor's Admission | | 24 |
| B Admin (PA) (62001) | Matric Exemption with English-E (SG) | 21 | | | |

* For B Com and B Admin degrees, Life orientation (LO) will be capped at level 3 for calculating APS

* For B Com Accounting (60006) qualification the minimum requirement for Maths Lit is level 7, however, when calculating the APS score it is capped at 4 points.

* Students will be ranked according to the level of achievement and assigned to available space within the degree.

ADMISSION REQUIREMENTS FOR FOUNDATION PROGRAMMES:

| PROGRAMME | ADMISSION REQUIREMENTS | LEVEL OF ACHIEVEMENT | APS Score |
|---------------------------|---|---|-----------|
| B Com (Gen) - 60100 | Bachelor's Admission with English Language Mathematics / Maths Lit | 3 (40 – 49) 3 (40 – 49) 5 (60 – 69) | 26 |
| B Com (IS) - 60101 | | | |
| B Com (Bus / Eco) - 60104 | | | |
| B Com (Bus / IPS) - 60105 | | | |

* It should be noted that there's no foundation for B Admin degrees as the minimum admissions to main stream is bachelors admission only and capped at minimum level.

National Certificate (Vocational)

The minimum requirements for the Faculty of Management and Commerce for students passed at public colleges, private colleges and other institutions offering FET vocational programmes shall be as follows:

- National Certificate (Vocational) Level 4
- At least 60% in three fundamental subjects including the Language of Teaching and Learning at Fort Hare or at least English First Additional Language (FAL)
- At least 70% in four compulsory modules
- To be admitted to B Com (Accounting); Bachelor of Economics (B Econ); and B Com (Information Systems), one of the three fundamental subjects has to be Mathematics and not Mathematics Literacy.

Faculty of Management & Commerce Selection Process:

- Selection Committee convenes at Student Administration to process application forms already sorted by Faculty and by Qualification.

- Applicants have to meet the minimum admission requirement as laid down in the Faculty Admission Policy as well as the subject/programme pre-requisites as published in the prospectus and selection is based on Merit
- Priority is given to students who applied on time and met the Faculty entry requirements as published in the Admissions Policy, also giving access to rural poor, and gender equity.
- Due to influx of Mature Age and N6 applicants selection in these categories is on a first come first serve basis.
- Transferring students have to meet the Faculty entry requirements as well as the subject/programme pre-requisites as published in the prospectus first; apply for credits using Credit Application Form signed by respective Departments before a decision is reached.
- If all Options of the applicant are from within the Faculty, the decision is finalised in the same sitting but if other choices are from other Faculties, referrals are made to such Faculties as well, if applicant was unsuccessful.

FACULTY OF SOCIAL SCIENCES AND HUMANITIES

FACULTY OFFICE

Dean and Professor: Prof MM Somniso, PTC (Zwelitsha Training School); SEC (VISTA) D Litt (UPE); LLB (NMMU)

Deputy Dean: Research and Internationalisation:
Prof W Akpan, BSc (Soc) (Calabar), MSc (Soc) (Ibadan), PhD (Soc) (Rhodes)

Deputy Dean: Teaching and Learning and Community Engagement:
Dr BP Tshotsho, BA (UNITRA) BA Hons Anthropology (UNITRA) BA Hons English Language Teaching (UNITRA) MA (UFS) PhD (Applied Linguistics) (UWC)

Faculty Manager: Ms NN Mcako, B Admin (Hons) UNISA, Associate In Management (AIM) Certificate (UCT)

| | |
|------------------------------------|--|
| Assistant Faculty Manager (Alice): | Ms ZP Mnguni, Post Graduate Diploma in Archives and Records Management, B Applied Comm Mngt (UFH), National Diploma in Marketing Management (Border Technikon) |
| Assistant Faculty Manager (EL): | Ms M Harrison, B Soc Sc (RU), BA (Hons) History (Cum Laude) UFH |
| Administrator (Alice): | Mr N Mnqandi B Applied Comm Mngt (UFH) |
| Administrator (EL) | Ms D Mageja B Soc Sc (UFH) PGDip in Archives & Records Mngt. (UFH) |
| Senior Administrator (EL) | Ms M Gcilitshana ND Office Mngt & Technology (WSU) |
| Senior Secretary: | Mrs U Namba, ND Public Relations Management (NMMU); Certificate in Office Management (UNISA) |

CONTACT DETAILS:

| | |
|--------------------------|---|
| Telephone (Alice campus) | +27 (0) 40 602 2233/2379/2242 |
| (East London Campus) | +27 (0) 43 704 7040/7161 |
| Facsimile: | +27 (0) 40 602 2591 |
| E-mail: | nmcako@ufh.ac.za / zmnguni@ufh.ac.za mharrison@ufh.ac.za / ungcongca@ufh.ac.za nmnqandi@ufh.ac.za / dmageja@ufh.ac.za mqcilitshana@ufh.ac.za |

DEGREES AND DIPLOMAS CONFERRED

The following degrees are conferred:

HUMANITIES

Alice Campus

- Diploma in Fine Arts: Dip FA (35000)**
- Bachelor of Arts: BA (30000)**
- Bachelor of Fine Arts: B Fine Arts (30100)**
- Bachelor of Arts in Music: BA Music (30004)**
- Bachelor of Arts (Hons) (30500)**
- Bachelor of Arts (Hons) in African Languages (30513)**
- Bachelor of Arts (Hons) in Afrikaans (30515)**
- Bachelor of Arts (Hons) in English Language and Comparative Literature (30514)**
- Bachelor of Arts (Hons) in History (30512)**
- Bachelor of Arts (Hons) in Music (30517)**
- Bachelor of Arts (Hons) in Philosophy (30516)**
- Master of Arts: MA (31000)**
- Master of Arts in African Languages (31013)**
- Master of Arts in Afrikaans (31015)**
- Master of Arts in English Languages and Comparative Literature (31014)**

Master of Arts in History (31012)
Master of Arts in Music (31017)
Master of Arts in Philosophy (31016)
Master of Fine Arts: M Fine Arts (30700)
Doctor of Literature and Philosophy: DLitt et. Phil (31600)

East London Campus

Bachelor of Arts: BA (30000)
Bachelor of Music: B Mus (30003)
Bachelor of Arts (Hons): BA (Hons) (30500)
Bachelor of Arts (Hons) in African Languages (30513)
Bachelor of Arts (Hons) in English Language and Comparative Literature (30514)
Bachelor of Arts (Hons) in History (30512)
Bachelor of Arts (Hons) in Philosophy (30516)
Master of Arts: MA (31000)
Master of Arts in African Languages (31013)
Master of Arts in Afrikaans (31015)
Master of Arts in English Language and Comparative Literature (31014)
Master of Arts in History (31012)
Doctor of Literature and Philosophy: D. Litt. et Phil.(31600)

SOCIAL SCIENCES

Alice Campus

Bachelor of Applied Communication Management (30201)
Bachelor of Social Science: B Soc Sc (30002)
Bachelor of Library and Information Science: B Bibl (32000)
Bachelor of Social Work: B Social Work (SWK) (33002)
Bachelor of Social Science (H R Management): B Soc Sc (HRM) (30208)***
Bachelor of Social Science (Hons): B Soc Sc (Hons) (305001)
Bachelor of Social Science (Hons) with specialisation in Industrial Relations: B Soc Sc (Hons) with specialisation in Industrial Relations (30518)
Bachelor of Social Science (Hons) with specialisation in Development: B Soc Sc (Hons) with specialisation in Development (30519)
Bachelor of Social Science (Hons) in Comm: B Soc Sc (Hons)(Com) (37501)
Bachelor of Library and Information Science (Hons): B Bibl (Hons) (32500)
Bachelor of Social Science (Hons) in Social Work: B Soc Sc (Hons) (SW) (33501)
Postgraduate Diploma in Archives and Records Management (32501)
Master of Social Science: M Soc Sc (31001)
Master of Library and Information Science: M Bibl (32600)
Master of Social Work: M SW (34001)
Master of Social Science (Communication): M Soc Sc (Com) (37701)
Doctor of Philosophy: PhD (34500)
Doctor of Social Science: D Soc Sc (34501)

*** to continue until 2015

East London Campus

- Bachelor of Social Science: B Soc Sc (30002)**
- Bachelor of Music: B Mus (30003)**
- Bachelor of Social Work: B Social Work (SWK) (33002)**
- Bachelor of Social Science (Hons): B Soc Sc (Hons) (30501)**
- Bachelor of Social Science (Hons) in Psychology: B Soc Sc (Hons) (Psych) (30502)**
- Bachelor of Social Science (Hons) with specialisation in Industrial Relations: B Soc Sc (Hons) with specialisation in IR (30518)**
- Bachelor of Social Science (Hons) with specialisation in Development: B Soc Sc (Hons) with specialisation in Dev. (30519)**
- Bachelor of Social Science (Hons) in Sociology: B Soc Sc (Hons) (Soc) (30503)**
- Bachelor of Social Science (Hons) in Political Science; B Soc Sc (Hons) (Pol) (30504)**
- Bachelor of Social Science (Hons) in Criminology; B Soc Sc (Hons) (Crm) (30506)**
- Bachelor of Social Science (Hons) in Anthropology; B Soc Sc (Hons) (Ant) (30508)**
- Master of Social Science (Rural Development): M Soc Sc (Rural Dev) (30511)**
- Master of Social Work: M SW (34001)**
- Master of Social Science (Counselling Psychology): M Soc Sc (C Psy) (31017)**
- Master of Social Science (Psychology): M Soc Sc (Psych) (31003)**
- Masters of Social Science in African Studies (31022)**

Centre for Theology and Religion

- Bachelor of Theology: B Theology (10000)**
- Bachelor of Theology (Hons): B Theology (Hons) (11000)**
- Master of Theology: M Theology (11500)**
- Doctor of Theology: D Theology (13500)**

Minimum National Senior Certificate admission requirements for 2013

| QUALIFICATION | SUBJECT REQUIREMENTS | LEVEL OF ACHIEVEMENT | SCORE | CREDITS |
|---------------------------|---------------------------------------|----------------------|-------|---------|
| Bachelor of Arts 30000 | English 1st Language | 4 (50 – 59%) | 25 | 20 |
| | Or any other 1 st Language | | | |
| | English 2 nd Language | 4 (50 - 59%) | | |
| | Mathematical Literacy | 4(50 - 59%) | | |
| | Life Orientation | 4 (50 – 59%) | | |
| | 1 subject | 3 (40 – 49%) | | |
| Any other 2 subjects | 4 (50 – 59%) | | 20 | |

| | | | | |
|--|---|--|----|----------------------------------|
| Bachelor of Music 30003 * | English 1st Language Or any other 1 st Language English 2 nd Language Mathematical Literacy Life Orientation 1 subject Any other 2 subjects | 4(50 – 59%) 4 (50 - 59%) 3 (40 - 49%) 4 (50 – 59%) 3 (40 - 49%) 4 (50 – 59%) | 25 | 20 20 20 10 20 20 |
| Bachelor of Arts In Music 30004* | English 1st Language Or any other 1 st Language English 2 nd Language Mathematical Literacy Life Orientation 1 subject Any other 2 subjects | 4 (50 – 59%) 4 (50 - 59%) 3 (40 - 49%) 4 (50 – 59%) 3 (40 - 49%) 4 (50 – 59%) | 25 | 20 20 20 10 20 20 |
| Bachelor of Fine Arts 30100 | English 1st Language Or any other 1 st Language English 2 nd Language Mathematical Literacy Life Orientation 1 subject Any other 2 subjects | 4(50 – 59%) 4 (50 - 59%) 3 (40 - 49%) 4 (50 – 59%) 3 (40 - 49%) 4 (50 – 59%) | 25 | 20 20 20 10 20 20 |
| Bachelor of Theology 10000 | English 1st Language Or any other 1 st Language English 2 nd Language Mathematical Literacy Life Orientation 1subject Any other 2 subjects | 4 (50 – 59%) 4 (50 - 59%) 3 (40 - 49%) 4 (50 – 59%) 3 (40 - 49%) 4 (50 – 59%) | 25 | 20 20 20 10 20 20 |
| Bachelor of Applied Communication Management 30201 | English 1st Language Or any other 1 st Language English 2 nd Language Mathematical Literacy Life Orientation 1 subject Any other 2 subjects | 4 (50 – 59%) 4 (50 - 59%) 3 (40 - 49%) 4 (50 – 59%) 3 (40 - 49%) 4 (50 – 59%) | 25 | 20 20 20 10 20 20 |
| Bachelor of Social Sciences 30002 | English 1st Language Or any other 1 st Language English 2 nd Language Mathematical Literacy Life Orientation 1 Subject Any other 2 subjects | 4(50 – 59%) 4 (50 - 59%) 3 (40 - 49%) 4 (50 – 59%) 3 (40 - 49%) 4 (50 – 59%) | 25 | 20 20 20 10 20 20 |
| Bachelor of Social Work 33002 | English 1st Language Or any other 1 st Language English 2 nd Language Mathematical Literacy Life Orientation 1 Subject Any other 2 subjects | 4(50 – 59%) 4 (50 - 59%) 3 (40 - 49%) 4 (50 – 59%) 3 (40 - 49%) 4 (50 – 59%) | 25 | 20 20 20 10 20 20 |
| Bachelor of Library and Information | English 1st Language Or any other 1 st Language English 2 nd Language | 4(50 – 59%) 4 (50 - 59%) | 25 | 20 20 |

| | | | | |
|-----------------------------------|---|--------------|----|----|
| Sciences 32000 | Mathematical Literacy | 3 (40 - 49%) | 22 | 20 |
| | Life Orientation | 4 (50 - 59%) | | 10 |
| | 1 Subject | 3 (40 - 49%) | | 20 |
| | Any other 2 subjects | 4 (50 - 59%) | | 20 |
| Diploma in Fine Arts 35000# | English 1st Language Or any other 1 st Language | 3(40 - 49%) | 22 | 20 |
| | English 2 nd Language | 4 (50 - 59%) | | 20 |
| | Mathematical Literacy | 4 (50 - 59%) | | 20 |
| | Life Orientation | 4 (50 - 59%) | | 10 |
| | 1 Subject | 3 (40 - 49%) | | 20 |
| | Any other 2 subjects | 3 (40 - 49%) | | 20 |

* Subject to music department auditions and interviews

Grade 12 with Diploma's requirement

- Grade 12 PLUS Bridging Course at Lovedale FET College
- A recent Portfolio presentation art works
- Practical and Theory Test in the Fine Art Dept
- Interviews

NSC Minimum Requirements for SDE/ Foundation Year Programme students

The Social Science and Humanities Foundation Programme (SSHFP) is an entrance programme intended to provide a strong academic foundation and additional academic support to students who do not meet the Faculty of Social Sciences and Humanities minimum entrance requirements

The SSHFP follows the same structure as mainstream modules, but its curriculum is extended over a longer period and there is additional support. SSHFP students must take one more year to complete their degree than mainstream students. All students who do not have matric exemption or a "Bachelor's Admission" from NSC must apply for conditional exemption. In their first year of registration, they must enrol for Academic Practices and Reasoning (APR) which is a value-addition course to assist students in developing their academic skills towards their qualification.

Mature Age Exemption

Candidates who do not meet the Bachelors requirements and who will be turning 23 years or above in their first year of registration may be considered provided that:

- They have passed two languages with E symbol
- They have passed other two content subjects with E symbol
- Three of these E symbols are from one examination sitting
- They apply for conditional exemption in their first year of registration.

RPL (Recognition of prior learning (refer to UFH RPL Policy)

Candidates who have passed with School Leaving may be considered through recognition of prior learning provided that:

- They apply for recognition of prior learning
- Have portfolio of evidence that they have studied some courses.
- Receive Senate approval of the RPL application.

National Certificate Vocational (NCV) Minimum Requirements

The minimum requirements for the Faculty of Social Sciences and Humanities for students passed at public colleges, private colleges and other institutions offering FET vocational programmes shall be as follows:

- NQF Level 4 (N4)
- English Language subject passed with at least 60%.
- Three fundamental subject passes at 50%
- Two additional subjects passed with 50%

FACULTY OF LAW

FACULTY OFFICE

| | |
|--------------------------------|---|
| Dean and Professor: | Prof O Mireku, LLB (Hons), LLM (Wits); Dr. Jur. (Germany) |
| Deputy Dean: | Vacant |
| Faculty Manager: | Ms AK Mkiva, ND Office Management & Technology (Border Technikon), B Tech: Management (WSU) |
| Assistant Faculty Manager: | Mrs PP Zinto, B.Soc Sc (UFH) |
| Senior Faculty Secretary (EL): | Ms B Opperman, Secretarial Diploma (EL School of short hand) |
| Senior Administrator (EL) | Mr M Nhanha, Diploma in Fine Arts (UFH) |
| Administrator (Alice): | Ms T Fali |

CONTACT DETAILS:

East London Campus:

Telephone: +27 (0) 43 704 7521/7520/7530/7539

Facsimile: +27 (0) 86 623 9561

Alice Campus:

Telephone: +27 (0) 40 602 2236

Facsimile: +27 (0) 86 623 9561

DEGREES AND DIPLOMAS CONFERRED

The following degrees are conferred:

Diploma in Local Government Law and Administration (20100)

Bachelor of Laws: (LLB) (21502)

Master of Laws: (LLM) (21500)

Master of Arts in Human Rights: (MA Human Rights) (21501)

Doctor of Laws: (LLD) (22000)

Minimum National Senior Certificate admission requirements for 2012

| QUALIFICATION | SUBJECT REQUIREMENTS | LEVEL OF ACHIEVEMENT | TOTAL POINTS |
|---------------|--|--|--------------|
| LLB (21502) | English Language Mathematics or Mathematics Literature Life Orientation Any other 4 designated subjects | 5 (60 – 69%) 2 (30 – 39%) 4 (50 – 59%) 3 (40 – 49%) 5 (60 – 69%) 5 (60 – 69%) 5 (60 – 69%) 5 (60 – 69%) | 30 |

NSC Minimum Requirements for Foundation Year Programme students

| QUALIFICATION | SUBJECT REQUIREMENTS | LEVEL OF ACHIEVEMENT | TOTAL POINTS |
|---------------|--|--|--------------|
| LLB (21502) | Bachelor's admission with English Language Mathematics or Mathematics Literature Life Orientation Any other 3 designated subjects | 5 (60 – 69%) 2 (30 – 39%) 4 (50 – 59%) 3 (30 – 39%) 5 (60 – 69%) 5 (60 – 69%) 5 (60 – 69%) | 25 |

National Certificate Vocational (NCV) Minimum Requirements

The minimum admission requirements for students who passed at public colleges, private colleges and other institutions offering FET vocational programmes are as follows:

- National Certificate (Vocational) Level 4;
- At least 60% in three fundamental subjects including the English Language; and
- At least 70% in four compulsory modules.

Minimum Requirements for the Diploma in Local Government Law and Administration (20100)

- Successful completion of the Advanced Programme in Local Government Law and Administration; and / or

- Current or previous involvement in the local government sphere as an elected representative (mayor, executive committee member or councilor);
- Current or previous employment in local government and / or
- National Senior Certificate/ old matriculation certificate/ or FET certificate;
- Or successful evaluation in terms of University of Fort Hare Recognition of Prior Learning Policy.

FACULTY OF SCIENCE AND AGRICULTURE

FACULTY OFFICE

Dean and Professor: Prof F Aghdasi, BSc (Hons) Electronic and Electrical Engineering (Manchester, UK), MSc Electronic and Computer Engineering (Oregon, USA), MBA (Portland, USA), PhD (Bristol, UK)

Deputy Dean: Research and Internationalisation:
Prof G Bradley, PhD (UPE)

Deputy Dean: Teaching and Learning and Community Engagement:
Dr N Monde, PhD (UFH) (Agric Eco)

Faculty Manager: Ms M-S Smith, NSC (PEN Tech), B Soc Sc & B Soc Sc Hons (UFH), MA Soc Dev (East Anglia: UK)

Assistant Faculty Managers: Ms CM Cuthbert, B Sc Agric (Hons) (Stell)
Mrs LG Smit, BA Hons (UFH)

Senior Administrator: Ms P Piyo, Office Admin Cert (Border Tech), B Soc Sc (Communication) (UFH)

Secretary: Mrs F Maweza, National Diploma: HRM (PE Tech)

CONTACT DETAILS

Telephone: +27 (0) 40 602 2286/2285/2232/2693/7588

Facsimile: +27 (0) 40 602 2488 (Agric)

+27 (0) 40 602 2550 (Science)

+27 (0) 43 704 7570 (Health Science)

E-mail addresses: faghdasi@ufh.ac.za / msmith@ufh.ac.za

DEGREES AND DIPLOMAS CONFERRED

The following degrees are conferred:

School of Agriculture

Bachelor of Agriculture: B Agric

Agricultural Economics (70001)

Agricultural Extension / Production (70002)

Bachelor of Science in Agriculture: B Sc Agric

Agricultural Economics / Economics (71501)

Crop Science and Horticultural Science (71507)

Crop Science and Soil Science (71509)

Soil Science (71506)

Animal Production Science (71503)

Livestock and Pasture Science (71508)

Bachelor of Agriculture (Honours): B Agric (Hons)

Agricultural Economics (70501)

Agricultural Extension (70502)

Bachelor of Science in Agriculture (Honours): B Sc Agric (Hons)

Agricultural Economics (72001)

Economics (72002)

Crop Science (72003)

Animal Science (72004)

Pasture Science (72007)

Soil Science (72005)

Horticultural Science (72006)

Agricultural Extension (72009)

Master of Agriculture: M Agric

Agricultural Economics (71000)

Agricultural Extension (71001)

Master of Science in Agriculture: M Sc Agric

Agricultural Economics (72500)

Crop Science (72502)

Animal Science (72503)

Soil Science (72504)

Horticultural Science (72505)

Pasture Science (72506)

Agricultural Extension (72507)

Doctor of Philosophy in Agriculture: PhD

Agricultural Economics (73001)

Agricultural Extension (73002)

Crop Science (73003)

Animal Science (73004)

Soil Science (73005)

Horticultural Science (73006)

Pasture Science (73007)

Schools of Science:

Bachelor of Science: B.Sc. (40000)

Bachelor of Science (Honours): B Sc (Hons)

Applied Mathematics (41001)

Applied Remote Sensing and Geographical Information Systems (41007)

Applied Statistics (41014)

Biochemistry (41016)

Botany (41002)

Chemistry (41003)

Computer Science (41004)

Entomology (41005)

Geography (41006)

Geology (41012)

Mathematics (41013)

Mathematical Statistics (41008)

Microbiology (41009)

Physics (41010)

Zoology (41011)

Master of Philosophy: M Phil (71002)

Master of Science: M Sc

Applied Mathematics (41501)

Applied Remote Sensing and Geographical Information Systems (41507)

Applied Statistics (41514)

Biochemistry (41512)

Biostatistics and Epidemiology (41515)

Botany (41502)

Chemistry (41503)

Computer Science (41504)

Ethnobotany (41516)

Entomology (41505)
Geography (41506)
Geology (41517)
Mathematics (41513)
Mathematical Statistics (41508)
Microbiology (41509)
Physics (41510)
Zoology (41511)

Doctor of Philosophy: PhD

Applied Mathematics (43001)
Applied Statistics (43014)
Biochemistry (43012)
Biostatistics (43018)
Botany (43002)
Chemistry (43003)
Computer Science (43004)
Entomology (43005)
Epidemiology(43015)
Ethnobotany (43016)
Geography (43006)
Geology (43017)
Mathematics (43013)
Mathematical Statistics (43008)
Microbiology (43009)
Physics (43010)
Zoology (43011)

School of Health Science

Bachelor of Health Sciences in Human Movement Science: B HS in HMS (40005)

Bachelor of Nursing: B Cur (44000)

Advanced Certificate in the Clinical Management of HIV & AIDS

**Master of Nursing: M Cur (47000)
(By Coursework & Mini-Dissertation)**

Health Management (47001)
Nursing Education (47002)
Community Health Nursing (47003)
Psychiatric Nursing (47004)
Midwifery & Neonatal Nursing (47005)

Medical-surgical Nursing (47006)

**Master of Nursing: M Cur (47500)
(By Research)**

Health Management (47501)

Nursing Education (47502)

Community Health Nursing (47503)

Psychiatric Nursing (47504)

Midwifery & Neonatal Nursing (47505)

Medical-surgical Nursing (47506)

Doctor of Philosophy: PhD

Doctor of Philosophy In Nursing (43019)

Faculty specific NSC Entrance Requirements for 2014

Mainstream Programmes

| QUALIFICATION | DEGREE CODES | SUBJECT REQUIREMENTS | LEVEL OF ACHIEVEMENT | TOTAL POINTS | CREDITS |
|---------------|---|--|----------------------|--------------|---------|
| B Sc | 40000 | English | 4 (50-59%) | | 20 |
| B Sc Agric | 71503 71506 71507 71508 71509 | Mathematics | 4 (60-69%) | 29 | 20 |
| | | Physical Sciences | 4 (60-69%) | | 20 |
| | | Life Sciences or Geography or Agriculture or Info Technology | 4 (50-59%) | | 20 |
| | | Life Orientation | 4 (50-59%) | | 10 |
| | | Any other 2 subjects from the designated list | 5 (50-59%) | | 20 |
| | | | 4 (50-59%) | | 20 |
| B Sc Agric | 71521 | English | 4 (50-59%) | 29 | 20 |
| | | Mathematics | 4 (60-69%) | | 20 |
| | | Life Sciences* | 4 (60-69%) | | 20 |
| | | Agriculture or Geography or Info Technology | 4 (50-59%) | | 20 |
| | | Life Orientation | 4 (50-59%) | | 10 |
| | | Any other 2 subjects from the designated list | 5 (50-59%) | | 20 |
| | 4 (50-59%) | 20 | | | |

| | | | | | | |
|---------|----------------|---|--|----------------|----------------------|----|
| B HMS | 40005 | English | 4 (50-59%) | 28/29 | 20 | |
| | | Mathematics or Mathematical Literacy | 4 (50-59%) 5 (60-69%) | | 20 | |
| | | Life Orientation | 4 (50-59%) | | 10 | |
| | | Any other 4 subjects from the designated list (preferably in Science subjects) | 4 (50-59%) 4 (50-59%) 4 (50-59%) 4 (50-59%) | | 20 20 20 20 | |
| B Cur | 44000 | English | 4 (50-59%) | | 28/29 | 20 |
| | | Mathematics or Mathematical Literacy | 4 (50-59%) 5 (60-69%) | | | 20 |
| | | Physical Science or Life Sciences | 4 (50-59%) 4 (50-59%) | 20 | | |
| | | Life Orientation | 4 (50-59%) | 10 | | |
| | | Any other 3 subjects from the designated list | 4 (50-59%) 4 (50-59%) 4 (50-59%) | 20 20 20 | | |
| B Agric | 70001 70002 | English | 4 (50-59%) | 28/29 | | 20 |
| | | Mathematical Literacy or Mathematics | 5 (60-69%) 4 (50-59%) | | 20 | |
| | | Agriculture | 4 (50-59%) | | 20 | |
| | | Life Orientation | 4 (50-59%) | | 10 | |
| | | Any other 3 subjects from the designated list | 4 (50-59%) 4 (50-59%) 4 (50-59%) | | 20 20 20 | |

* **Please note:**

Students who want to register for the B Sc Agric (Agric Economics Options) are not required to have a pass in Physical Science. However it is compulsory for them to have passed Life Sciences at Level 4.

Foundation Programmes: NSC Entrance Requirements for 2014

| QUALIFI- CATION | PRO- GRAMME | OPTION | SUBJECT REQUIREMENTS | LEVEL OF ACHIEVEMENT | TOTAL POINTS | CREDITS |
|------------------------|---|--------|-------------------------|-------------------------|-----------------|---------|
| B Sc (40400) | Science & Agriculture Foundation Programme | | English | 4 (50-59%) | | 20 |
| | | | Mathematics | 3 (50-59%) | | 20 |
| | | | Physical Science | 3 (50-59%) | | 20 |

| | | | | | | |
|--|---|----------------|--|--|-------|----------------|
| | (SAFP) Science | All | Life Sciences or Geography or Agriculture or Info Technology | 4 (50-59%) | 26 | 20 |
| | | | Life Orientation | 4 (50-59%) | | 10 |
| | | | Any other 2 subjects from the designated list | 4 (40-49%) | | 20 |
| | | | | 4 (40-49%) | | 20 |
| B Sc Agric 71401 71403 71406 /71407 71408 71409 | Science & Agriculture Foundation Programme (SAFP) Agriculture | All but 71421* | Same as B Sc - except for B Sc Agric (Agric Econ)* Life Science at Level 3 is compulsory and <u>not</u> Physical Science | | | |
| B Agric 70401 & 70402 | Science & Agriculture Foundation Programme (SAFP) Agriculture | 70001 70002 | English | 4 (50-59%) | 26/27 | 20 |
| | | | Mathematical Literacy or Mathematics | 4 (50-59%) 3 (40-49%) | | 20 |
| | | | Agriculture | 4 (50-59%) | | 20 |
| | | | Life Orientation | 4 (50-59%) | | 10 |
| | | | Any other 3 subjects from the designated list at these Levels | 4 (50-59%) 4 (50-59%) 3 (40-49%) | | 20 20 20 |
| | | | | | | |

* **Please note:** Students who want to register for the **Agric Economics Option** do not need NSC Physical Science; they need a PASS

FACULTY OF EDUCATION

FACULTY OFFICE

Dean and Professor:

Prof X Mtose, BA (UFH), PGDE Primary (UCT),

BA Hons (Rhodes), M Phill (Stell), PhD (UKZN)

Deputy Dean: Teaching and Learning:

Prof G Moyo, TC (Zim), Cert in Edu Planning (Paris), BA Hons (UK), M Sc Edu Planning (London), PhD (Rhodes)

Faculty Manager:

Mrs N Magocoba, B Admin (PM), B Admin Hons (UFH)

Assist Faculty Manager:

Ms P Mtotywa Fin. Mngmt Cert (EL College)

Senior Admin Officer:

Ms B Harry

Deans Secretary:

Ms L Muhl, Secretarial Certificate (Siemens)
JHB Computer Certificate (EL Tech)

CONTACT DETAILS

East London Campus

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Facsimile: +27 (0) 43 704 7113

Alice Campus

Telephone: +27 (0) 40 602 2412/2410

Facsimile: +27 (0) 40 602 2448

DEGREES AND DIPLOMAS CONFERRED

The following degrees are conferred:

East London Campus:

Bachelor of Education Foundation and Intermediate Phase (F&I) (In-service)*

Qualification Code: 50009 NQF Level: 6 Credits: 480

ACE Mathematics Education (GET Band) 50018 6/120

ACE Science Education (GET Band) 50019 6/120

ACE Technology Education (GET Band) 50020 6/120

ACE Mathematical Literacy (ML) 50027 6/120

ACE Life Orientation (LO) 50028 6/120

ACE Mathematics 50042 6/120

ACE School Leadership (ELMD): Qualification Code: 50041 NQF Level: Credits: 128

National Professional Diploma in Education (NPDE) This course is being phased out

- (FET Band) 50038
- Senior Phase 50039
- Foundation/ Intermediate Phase 50040, 5/360

Bachelor of Education (BEd) (Initial Teacher Training): Qualification Code: 50024 NQF LEVEL: 6 Credits: 480

- BEd Foundation Phase (FP) 50024 6/480
- BEd Intermediate Phase (IP) 50024 6/480
- BEd Senior Phase (SP) 50024 6/480

Bachelor of Education (BEd) (Hons) 50023 7/120

Postgraduate Diploma in Higher Education & Training (PGDHET) 52402 8/120

Postgraduate Certificate in Education, Foundation, Intermediate & Senior Phase (GET Band) 50017 6/120

Master of Education (MEd):

MEd (By dissertation only) 51000 8/240

Doctor of Philosophy (PhD):

Doctor of Philosophy (PhD) 51501 8/360

Alice Campus:

Bachelor of Education (Agriculture Science) 50034

Bachelor of Education (Economics and Management) 50035

Bachelor of Education (Social Sciences and Humanities) 50036

Bachelor of Education (Mathematics and Physical Science) 50037

Bachelor of Education (BEd) (Hons): 50023 7/120

Postgraduate Diploma in Education (PGDE)

Postgraduate Diploma in Higher Education & Training (PGDHET) 52402 8/120

Postgraduate Certificate in Education (PGCE) (FET Band) 52401 6/120

Master of Education (MEd):

MEd (By dissertation only) 51000 8/240

Doctor of Philosophy (PhD):

Doctor of Philosophy (PhD) 51501 8/360

Minimum National Senior Certificate admission requirements for 2011

| Qualification | Options | Subject Requirements | Level of Achievement | Credits | Score |
|---------------|---------|---|----------------------|---------|-------|
| B Ed (FET) | Science | English second language Or English first language Or other first language | 4 (50-59%) | 20 | 25 |
| | | | 3 (40-49%) | 20 | |

| | | | | | |
|--|------------|---|--------------------------|----------|----|
| | | Mathematics | 4 (50-59%) | 20 | |
| | | Physical or Life Sciences | 4 (50-59%) | 20 | |
| | | Life Orientation | 4 (50-59%) | 10 | |
| | | One subject | 4 (50-59%) | 20 | |
| | | Two subjects | 3 (40-49%) | 20 | |
| | Agric | English second language Or English first language Or Other first language | 4 (50-59%) | 20 | 25 |
| | | Mathematics Literacy or Mathematics | 3 (40-49%) 4 (50-59%) | 20 20 | |
| | | Agricultural and Life Sciences | 3 (40-49%) | 20 | |
| | | Life Orientation | 4 (50-59%) | 10 | |
| | | One subject | 4 (50-59%) | 20 | |
| | | Two subjects | 3 (40-49%) | 20 | |
| | Commerce | English second language Or English first language Or Other first language | 4 (50-59%) | 20 | 25 |
| | | Mathematics | 3 (40-49%) | 20 | |
| | | Accounting or Business Studies or Economics | 3 (40-49%) 4 (50-59%) | 20 20 | |
| | | Life Orientation | 4 (50-59%) | 10 | |
| | | Any other 3 subjects | 4 (50-59%) | 20 | |
| | Humanities | English second language Or English first language Or Other first language | 4 (50-59%) | 20 | 25 |
| | | Mathematical Literacy or Mathematics | 3 (40-49%) 4 (50-59%) | 20 20 | |
| | | History or Geography | 3 (40-49%) | 20 | |
| | | Life Orientation | 4 (50-59%) | 10 | |
| | | One subject | 4 (50-59%) | 20 | |
| | | Two subjects | 3 (40-49%) | 20 | |

| | | | | | |
|-----------|--|---|--------------------------|----------|----|
| BEd (GET) | Foundation, Intermediate and Senior Phase | English second language or English first language or other first Language | 4 (50-59%) 3 (40-49%) | 20 20 | 25 |
| | | Mathematical Literacy or Mathematics | 4 (50-59%) 3 (40-49%) | 20 20 | |
| | | Life Orientation | 4 (50-59%) | 10 | |
| | | Any other 4 subjects designated 20 credit | 3 (40-49%) | 20 | |
| | | | | | |

| | | | | | |
|--|--|-----------|--|--|--|
| | | subjects. | | | |
|--|--|-----------|--|--|--|

* **Agric Option:** If Mathematics is taken as one of the subjects and English as second language the overall score rating will be 24; and if Mathematics is taken as one of the subjects and English as first language the overall score rating will be 23.

** **Humanities Option:** If Mathematics is taken as one of the subjects and English as second language the overall score rating will be 24; and if Mathematics is taken as one of the subjects and English as first language the overall score rating will be 23.

Minimum National Certificate (Vocational) admission requirements

- National Certificate (Vocational) Level 4
- At least 60% in three fundamental subjects i.e. English first language or first additional language, Mathematics/Mathematics Literacy and Life orientation.
- At least 70% in four relevant compulsory modules

TEACHING AND LEARNING CENTRE

The Teaching and Learning Centre (TLC) was established in 2004 to address the changing needs of Higher Education. The focus of the centre is to foster teaching and learning excellence to enable students and staff to derive the greatest possible benefit from the academic environment at UFH. The centre promotes quality in teaching and learning through curriculum development, evaluation of teaching and courses, assessment, professional development of academic staff, student academic development and the promotion of Technology enhanced Learning (TeL) on all three campuses of UFH.

The TLC's **vision** is to be an innovative, well-resourced centre with committed, professional staff contributing to teaching and learning excellence through reflective and research-based practice.

The TLC's **mission** is to develop and promote responsive and relevant teaching and learning communities of practice.

The vision and mission will be realized through:

- Professionalisation of higher education teaching practice through the provision of ongoing academic staff support and development;
- The provision of student support and development initiatives for maximisation of learning;
- The integration of technology to enhance teaching and learning;

- Collaborative development and review of policies to ensure teaching and learning excellence;
- Promoting the scholarship of teaching and learning (scholarly teaching practice);
- Supporting the design and development of innovative learning programmes; and
- Pursuing internal and external partnerships to further develop teaching and learning.

Members of Staff

| | |
|------------------------------------|--|
| Director: | Dr N Toni , SPTD (Cape College of Education), B Prim Ed, B Ed, M Ed (UPE), D Ed (NMMU) |
| Manager (East London Campus): | Ms R Coetzee , BA (UCT), PG Dip IS, BA Hons (Rhodes), MPhil (Stell), Blackboard Certified Trainer |
| Manager (Alice Campus): | Dr V Nkonki , STD (Unitra), BA, BEd (UNISA), MEd (UCT), MPhil (Stell), DEd (WSU), PGDHET (UFH) |
| Teaching and Learning Consultants: | Ms A Collins, B Soc Sci (Rhodes), PGCE (UNISA), B Soc Sci Hons (UFH) Ms M Chigovanyika, B Soc Sci (Communication) , B Soc Sci Hons (Communication), M Soc Sci (Communication), CFL (UFH). Dr. Rodwell Makombe , BA Hons (UZ), MA(UZ), PhD (UFH), Certified assessor and moderator (UFH) Dr A Makura , Dip. Agric. Ed. (UBS), B.A.Ed., M.Ed. (NUL), CFL., PhD (UFH) Ms C Martinson ; BA, B Soc Sci Hons, PGCE (UFH) Ms N Mayaphi , BA Hons (UWC), HDE (CPUT), ICDL Mr L Mkonqo , BSc Hons (UFH) Ms P Muhuro, ICDL, A+, Lic Ed (JV), MEd (UFH), Ms S Ntlabathi , BCom (Unitra), MCSD, A+, ICDL Mr E Samkange , Bcom Hons, CFL, M Com (UFH) Ms L Scheckle , BA (UPE), NHED (Rhodes), BA Hons (UNISA), MA (UNISA) Ms J van Heerden , B Ed Prim (UFH), BA Hons Afr (UFH), CFL, ICDL |

Administrative Staff

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Contact details:

Director: Teaching and Learning Centre
 University of Fort Hare

NATIONAL HERITAGE AND CULTURAL STUDIES CENTRE (NAHECS)

Where Liberation History, Heritage and Culture Meet Scholarship

HISTORICAL BACKGROUND

The National Heritage and Cultural Studies Centre (NAHECS) was established in 1981 on the basis of the former Xhosa Literature Centre, attached to the past Faculty of Arts. The objective of the centre was to accumulate, document and preserve oral and written literary material pertinent to the isiXhosa Language with the purpose of making it accessible to various researchers and the public. In 1991 the Centre's name was changed to the Centre for Cultural Studies (CCS). This name change brought new objectives, namely to promote the knowledge and understanding of material and human resources pertinent to heritage and culture in South Africa through the collection, preservation, study, exposition, enrichment and advancement of material evidence.

In 1998, Council approved a second change of name to the National Heritage and Cultural Studies Centre (NAHECS). NAHECS thus became a broad-based heritage institution which focuses on archival, museum, academic and heritage transformation, as well as a developing research unit. In the same year its significant museum collections were unanimously declared a 'national cultural treasure' by Parliament.

VISION

The National Heritage and Cultural Studies is a bona fide academic unit of the university. It envisions itself as the premier conservation, academic and research institution in heritage and cultural studies and liberation history in Africa, accessible to both the scholarly community and the public, and as a centre of excellence engaging in national and international scholarly discourses, producing critical knowledge, and expanding the intellectual capacity of the South African nation.

MISSION

NAHECS, working with academic units, interdisciplinary programmes and strategic partners pursues the mission of acquiring, conserving, processing, developing and managing liberation history and cultural archives, literature, works of art, artifacts and intangible heritage materials. The Centre will recruit students, researchers and

scholars to explore, research and study materials in its care in order to produce knowledge and intellectual capacity in a manner that will empower participants in its programmes and projects to contribute towards the process of defining or redefining social relations, issues of identity, heritage and cultural policy, and also in vivifying the historical role and expanding the critical intellectual tradition of the University.

ART AND ARTIFACT COLLECTIONS

Estelle Hamilton-Welsh Collection

This museum serves as custodian of the University Museum collection. It houses the indigenous African collection named the Estelle Hamilton-Welsh collection, collected between 1880 and 1940. It consists of objects from the Eastern Cape, Mpumalanga and KwaZulu Natal. It includes Xhosa, Mfengu, Thembu, Mpondo, Zulu and Ndebele beadwork, as well as costumes from different ethnic groups, grass work, wooden artefacts, chains, medicines and weapons.

F S Malan Collection

This collection dates back from the mid-1930s and contains a wide range of Southern African ethnographic artefacts. It includes mainly beadwork, cloth, animal skin bags, traditional skirts dyed in red and yellow ochre for girls and women, agricultural implements, traditional hunting weapons, medicines, specimens of edible plants, indigenous divining bones and equipment, as well as carved wooden walking sticks. It reflects the diversity of culture of Xhosa, Mfengu, Mpondo, Zulu, Shangaan, Swazi, Venda, Pedi, Sotho, Tlokwa and Ndebele peoples of Southern Africa. The artifacts were collected as far as the Mpumalanga Province, Limpopo Province, the North West Province and the Free State.

Black Contemporary Art

The Contemporary South African Black Art Collection covers a wide range of fine art disciplines such as etchings, woodcuts, wood blocks, linocuts, serigraphs, drawings, paintings and sculpture representing more than 150 artists, including internationally recognized personages such as Gerard Sekoto, George Pemba, Sydney Khumalo, John Muafangejo, Lucas Sithole, Ephraim Ngatane, John Mohl, Cyprian Shilakoe, Ezrom Legae, Louis Maqhubela and Dumile Mhlaba Feni. The most important section of the collection dates from 1930 to 1950 among which Sekoto and Pemba represent the pioneers of township art. The paintings and prints produced between 1960 and 1970 are complex in content, and lay the foundation for the development of art in the following decades. The third period covered by representatives of this collection is between 1970 and 1990. It covers a wide range of subjects of historical importance.

Archives of the Liberation Movements

The University is the custodian of the archives of the Liberation Movements which include the records of the African National Congress (ANC), Pan Africanist Congress

(PAC), the Azanian Peoples Organisation (AZAPO), the Black Consciousness Movement (BCM), the Unity Movement (UMSA), and the New Unity Movement (NUM) as well as the Sport and Liberation Materials Collection.

The personal papers of a number of activists and the records of the Federation of Seminaries (FEDSEM) are in the archives. The University Records also form a large collection. NAHECS is currently embarking on acquiring, processing and developing a Sports Liberation Materials Archive.

ACADEMIC PROGRAMMES AND RESEARCH

NAHECS staff service the research needs of scholars and students interested in South Africa's liberation history, heritage and culture, and participate as lecturers, supervisors and facilitators in appropriate academic disciplines at the University.

This division further initiates, promotes and facilitates research based on its archives, artefacts and art works. NAHECS encourages research on living heritage subjects, including Indigenous Knowledge Systems and Indigenous Music and Orality.

Appropriately qualified NAHECS staff members teach undergraduate courses and modules and supervise students pursuing thesis-based MA and PhD degrees in the Humanities.

NAHECS is developing a Master of Studies (MSt) degree in Liberation Studies.

Members of staff:

| | |
|-----------------------------|-------------------|
| Director: | Vacant |
| Senior Manager and Curator: | Mr VG Booï |
| Archivist: | Mr M Snyders |
| Archivist: | Mr M Monsanku |
| Assistant Archivist: | Mrs V Feni - Fete |
| Secretary: | Ms N Jaza |

Contact details of the Unit:

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Facsimile: +27 (0) 86 628 2701

ISIXHOSA NATIONAL LEXICOGRAPHY UNIT (XNLU)

The IsiXhosa National Lexicography Unit, (formerly Xhosa Dictionary Project) is a culmination of a project of the University of Fort Hare which started in 1968, under

the late Prof W H Pahl, as its Director and Editor-in-Chief. It was a response to a need by students of IsiXhosa, for a modern, definitive, scientific standard dictionary. The IsiXhosa National Lexicography Unit shall herein be referred to as the Unit.

The Pan South African Language Board (PanSALB), a body established by an Act of Parliament under the Department of Arts and Culture and entrusted with inter alia, with the development of all languages of South Africa, set up eleven national lexicography units, i.e. one for each of the official languages in South Africa. The IsiXhosa National Lexicography Unit was then transformed, hence the new name IsiXhosa National Lexicography Unit, XNLU for short i.e. IZiko leSizwe loChazomagama lesiXhosa.

The Unit is governed by a Board of Directors. There is a clause in the formation of the Board which states that there must be a representative from the host University on the Board of Directors. Dr Sibizwa Mdaka from the Department of African languages was appointed to represent the University, he is also the Deputy Chairperson of the Board. Mr M-W Jadezweni who is lecturing at Rhodes University and also an alumni of the University of Fort Hare is the Chairperson of the Board.

The Unit has to date published all three volumes of the Greater Dictionary of IsiXhosa. Volume 3 was published in 1989 and it comprises letters Q-Z (who's Editor-in-Chief was Prof W H Pahl). Volume 2 was published in 2004 (who's Editor-in-Chief was Prof B M Mini) and it contains letters K-P. Volume 1 which comprises letters A-J was published in 2006 (who's Editor-in-Chief was Mr S L Tshabe).

It is a very comprehensive dictionary with definitions given in isiXhosa and then translated into English and Afrikaans. By its trilingual nature, it would be of assistance to translators and interpreters as well. It would increase the capacity to adopt science and technology for economic development and also its isiXhosa culture. In these Volumes, each entry is thoroughly researched and defined. It has addenda which contain valuable information on linguistic, historical and cultural aspects of isiXhosa.

This series represents a giant step towards providing members of the isiXhosa speaking community with a major reference text that will enable them to make use of their language to the maximum, whilst simultaneously making it possible for them to actively partake in a multilingual environment. It therefore gives practical meaning to the government's resolve to promote multilingualism.

In March 2007, the Unit started with the compilation of a monolingual dictionary which is designed to meet the needs of the school market. This dictionary is the first of its kind in isiXhosa. An isiXhosa word is defined in isiXhosa. It is mainly aimed at assisting learners who find it difficult to understand words in isiXhosa language. It was published in September 2008.

Currently, the Unit is embarking on three major dictionary projects which are running

concurrently (i) compiling and producing another monolingual isiXhosa dictionary (ii) working on Concise Trilingual Dictionary; isiXhosa, English and Afrikaans (iii) bilingual isiXhosa/English Mathematics and Science pedagogic dictionary has been produced, the manuscript has been sent out for publication. Despite producing dictionaries, the Unit has undertaken a pledge to produce at list one paper annually so that its academic work can be documented and published in local and international journals. Through these endeavours the Units seeks to contribute in research outputs of the University of Fort Hare.

The Unit is an open centre for public use. Students, researchers, learners, language practitioners are welcome to visit the Unit during office hours to get information on language related matters. The Unit is so privileged to have staff members who have extensive experience to assist on issues relating to theory of lexicography, terminology development, intellectualization of African languages (taking isiXhosa beyond arts and cultural domains), culture, multilingualism and indigenous knowledge systems. The Unit also assist students who want to pursue their research on development of African languages, particularly isiXhosa.

The marketing strategy of the Unit for its products is built on the perceived demand for quality lexicography products in isiXhosa like monolingual dictionaries, bilingual dictionaries, glossaries and term banks. The Unit strives to incorporate technology in the form of information science to meet the demands of the end-users of its products while advancing isiXhosa to be a language used in all domains of life especially education, commerce and public spheres. At the same time the Unit wishes to use the opportunity to build and cement good interpersonal communication with its stakeholders and customers through its interactive website (www.xnlu.ufh.ac.za).

Members of staff:

Executive Director and Acting Editor-in-Chief: Mr ZR Wababa

| | |
|------------------------|----------------|
| Associate Editor: | Mr ZR Wababa |
| Co-editor: | Vacant |
| Editor: | Vacant |
| Office Manager: | Mrs JLL Adonis |
| Project Administrator: | Ms PS Ngqeza |
| Receptionist: | Ms N Ndabambi |

Contact Details of the Unit:

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FORT HARE FOUNDATION

MISSION

FHF seeks to mobilise financial resources by cultivating, soliciting and strengthening partnerships with various stakeholders.

VISION

Mobilising financial resources for the sustainability and viability of the University of Fort Hare

STRATEGIC GOALS

The Strategic goals of the Fort Hare Foundation are:

- To ensure financial sustainability and viability of the Fort Hare Foundation in support of the University.
- To position the University of Fort Hare as the Institution of first choice among donors and other strategic partners.
- To ensure that the University becomes a Centre of Excellence in Teaching, Research and Community Engagement.
- To ensure that the Foundation is performance driven.

FOUNDATION FOCUS AREAS

The Fort Hare Foundation focus areas are:

- To build the existing centenary endowment fund to R 100 million by 2016;
- To expand the investment portfolio of the Fort Hare Foundation by increasing participation in BEE deals;
- To effectively mobilise financial resources for the Student Trust Fund;
- To increase third stream income to the university;
- To reconnect with and mobilise Alumni support; and
- To implement a professional, successful resource mobilisation and management strategy.

Board of Trustees:

Mr G Sebulela (Chairperson)

Dr M Tom (Vice-Chancellor: University of Fort Hare)

Ms MJ Nxele

Mr CR Tilney

Ms N Mnyani

Mr A Mjekula

Mr GN Sam

Mr L Borman

Mr V Mfundisi

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CENTRE FOR TRANSDISCIPLINARY STUDIES (CTS)

Over the past seven or so years, the University of Fort Hare has shown interest in a properly coordinated and structured transdisciplinary project. This interest coincided with national policy imperatives that are linked to the Department of Higher Education and Training and the Council on Higher Education (CHE). This quest for transdisciplinarity relates to the limitations of the present modes of knowledge generation to address increasingly complex societal challenges and to “produce knowledge that is more relevant to South Africa’s social and economic needs, more representative of the diversity of its knowledge producers, and more inclusive of the variety of sites where knowledge is produced” (*Undisciplining Knowledge Production* Winberg 2006: 159)

Thus, in 2006 when, as part of the celebrations of the 90th Anniversary of the University of Fort Hare, the Vice-Chancellor launched a process to re-create the curricular project of the University, the idea of a Centre for Transdisciplinary Studies (CTS) was mooted. Subsequently, many meetings and discussions were held. These involved everybody in the University and outside guests came to speak to the University community. As a result, many novel and exciting ideas emerged.

In 2008, the Senate and Council approved the development of the Grounding Programme, which later on became the Life, Knowledge, and Action Grounding Programme (LKA/GP). The LKA/GP, in brief, is the most visible transdisciplinary

programme at the University of Fort Hare and its major focus is being a solid “core undergraduate “ programme of the university that establishes a transdisciplinary ethos in students. “It encourages them to find ways in which they can use their knowledge to the benefit of society” (Academic Review, 2010)

The structure and human resource requirements of the programme have evolved over time, from the stage when the LKA/GP was being piloted in 2009 through to 2012, when positions for the Centre for Transdisciplinary Studies were advertised.

VISION AND MISSION STATEMENTS OF THE CENTRE FOR TRANSDISCIPLINARY STUDIES (CTS)

Vision

The Centre for Transdisciplinary Studies at the University of Fort Hare is committed to delivering academic excellence by supporting and promoting the development of socially engaged scholars in addressing complex challenges in Africa and the world; using equitable and pragmatic transdisciplinary approaches in promoting quality teaching, learning and pioneering research.

Mission

Based on the principles of Ubuntu and underpinned by a humanizing pedagogy, the Centre for Transdisciplinary Studies aims to integrate knowledge from different academic disciplines. This will be achieved by adopting a transdisciplinary approach in teaching, learning and research, from undergraduate to postgraduate level.

Objectives of the Centre for Transdisciplinary Studies (CTS)

The objectives are:

- To promote and facilitate transdisciplinarity across the institution’s teaching and learning, research and community engagement
- To conduct research in transdisciplinarity
- To facilitate academic programmes within academic departments
- Mainly to serve as a facilitative structure. The Centre will thus be a special meeting – place for specialists from the different sciences. Besides, at a later stage, engaging in research activities and driving its postgraduate programme, publications, colloquia, seminars, conferences and press briefings will be organised
- The CTS will, thus, establish active dialogue with other forms of knowledge and will encourage the creation of a dynamic exchange between the exact sciences, the social sciences and indigenous knowledge systems.
- **To offer the LKA/GP within the University of Fort Hare**

Defining the Life, Knowledge, Action Programme (LKA/GP)

The Life, Knowledge, Action: The Grounding Programme (LKA-GP) is a first year 16-credit semester programme that can be described as a transdisciplinary teaching and learning experience based on a just, humanising and collaborative pedagogy that builds on students' knowledge as a way of developing compassionate, socially-engaged, critical and responsible citizens. Its genesis lies in the reflexive capacities and inclinations of the University. Consequent to an introspective exercise, the University decided in 2007 to implement a programme aimed at tackling some of the challenges facing higher institutions of learning, communities and students. Founded on the principles of africanisation, ubuntu, dialogue, community service, critical thinking and social engagement, the pilot of the LKA-GP was launched on 13 July 2009.

The implication of this transdisciplinary approach to teaching and learning and research, basically, means that the boundaries between the basic sciences (physical sciences) and the social and human sciences will be narrowed. Students in the different faculties, departments and programmes will, as a consequence, follow a common direction that makes knowledge integrative and holistic. In the process, limitations of disciplinarity, multi-disciplinarity and inter-disciplinarity will be overcome. Students are thus enabled to study different disciplines in a combinatory manner.

The LKA/GP is thus meant to straddle the interface of knowledge, reflection and value formation. Its goals include assisting students in their formation of a set of values and ethics for their lives. It seeks to do so through exposing students to knowledge and experiences that help them to become more conscious, critical and creative, rather than suggesting a more prescriptive or technical approach to value formation.

The course is innovative in purpose, content, pedagogy and assessment. Through six core themes, namely; **a. Introduction to Life, Knowledge Action; b. Collective Futures – Becoming a proud Fort Harian; c. Diversity, Democracy and Identity – considering oppression and liberation; d. Science, Technology, Environment and Society; e. Poverty, Inequality and Development); f. Living, Loving and Learning – considering HIV/AIDS;** , the course aims to expose all students to thinking beyond disciplinary boundaries. In order to recreate the university as a community of engagement and dialogue the course operates on four pedagogical levels. The central 'unit' of the course is a self-managed group of nine students, called the (house) umzi. Five imizi make up one (home) ikhaya, supported by trained student facilitators called 'abakhwezeli' ('keepers of the fire'). In these sessions, members of Amakhaya (homes) do group-work, watch video clips, read articles, present poems and raise core issues related to a theme and debate, whilst reflecting critically on the issues arising.

Members of staff:

Director and Head
(UNISA), B.Ed (Wits), M.Ed (Political Economy)
Dr PM Mahlangu: STD (UniZulu), B.A.
(Wits)
PhD in Educational Leadership and
Management (New Mexico State University, USA)

Assistant Administrator
Management Assistant (East London College)
(Office of the Director)
Senior Administrator
(UFH), Dip. Computer (MSC)

Ms Khayakazi Mndi: Diploma in

Ms Nosimphiwe Mnonopi: B.A (PM)

Academic Coordinator (Alice)

Ms Sharmaine Seethal: BA (Education)
(University of Iowa U.S.A), MA in Education
(University Iowa U.S.A), MDP (Wits), ELP
(GIBS) University of Pretoria

Academic Coordinator (East London)
PGDE (UFH), M.Ed (UFH)

Mr Duke Madalane: B.A (Ed) (UNITRA),

Interns:

East London

Maciko Loyiso
Ngunu Sethu

Alice

Mcedani Luyolo
Mbona Mzamo
Mateo Forbet
Mutopa Martin
Mange Mzoxolo
Gweva Aziwe

THE NELSON MANDELA INSTITUTE FOR EDUCATION AND RURAL DEVELOPMENT

The Nelson Mandela Institute for Education and Rural Development is an important transdisciplinary institute in the University, formally tying the University to legacy work of former President Nelson Mandela.

The Nelson Mandela Institute was formally launched in 2007 by Mr. Mandela. Founded through a partnership between the Nelson Mandela Foundation, the University of Fort Hare, and the Department of Education, the Nelson Mandela Institute was founded on a belief that the challenges of education and development are most effectively addressed through deep partnerships between the University, government, and civil society.

There are five strategic aims of the Institute:

1. **Applied Research and Fellowship:** To build new and trans-disciplinary knowledge in the area of education and rural development, to link new knowledge with action, and to support the development of students in this area.
2. **Teacher and Leadership Development:** To support teachers, and other school, community and public sector leaders to create the conditions for educational quality in their schools, communities and classrooms, with an emphasis on community development, primary phase pedagogy and strategies for bilingual literacy.
3. **Dialogue:** To mobilise the public and the University community to engage more deeply in dialogue and action toward building a dignified educational sector for all children.
4. **Building Public Institutions:** To support the building of the capacity of sustainable local public institutions to support and innovate in the area of education and rural development, particularly in the governmental, civil society and tertiary sector.
5. **Demonstration:** support and/or create a series of school and community demonstration sites to engender social hope and recommitment to the realisation of educational and human rights for rural learners.

The Nelson Mandela Institute contributes importantly to the University working toward establishing the University as a centre of research, teaching and community engagement excellence tied to education and rural development.

The Nelson Mandela Institute is located within the Faculty of Education, reporting to the Executive Dean of the Faculty of Education for University. The NMI is governed by a Board of Trustees representative of the University, public sector and civil society.

Members of staff:

| | |
|---------------------|---|
| Executive Director: | Ms KA Porteus BA (Dartmouth), M Sc (Wits) |
| Deputy Director: | Mr B Ramadiro BA (Newport), MBA (De Montfort), MA App Ling (New England), Grad Cert Reading Ed. (Wisconsin-Stout) |
| Administrator: | Ms S Dotyeni, Nat. Diploma (BorderTechnikon) |
| Accountant: | Mr B Ntutu, Nat. Diploma (PE Technikon) |

Members of the Board of Trustees:

Dr M Tom, Vice-Chancellor, Acting Chairperson of the Board
Mr A Dangor, Chief Executive, Nelson Mandela Foundation
Superintendent General, Eastern Cape Provincial Department of Education
Prof X Mtose, Executive Dean, Faculty of Education, University of Fort Hare
Prof D Zinn, Executive Dean, Faculty of Education, Nelson Mandela Metropolitan University
Ms G Ndebele, Deputy Director General, Department of Basic Education
Mr N Dladla, Independent Educationist and Economist
Ms M Morojele, National Business Initiative
Ms K Porteus, Executive Director, Nelson Mandela Institute, University of Fort Hare

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QUALITY MANAGEMENT AND ASSURANCE UNIT (QMA)

The QMA Unit is committed to ensuring that the University of Fort Hare offers quality education and services to our students and to the broader community by means of an overarching quality system and quality cycle that functions through reviewing the goals and activities of Faculties and support service departments, with the aim of continuous improvement and innovation. The QMA Unit acts as a clearing house, catalyst and monitor for innovation in quality, teaching, research and service delivery, keeping in mind the diversity and unique needs of our student body. The QMA Unit fulfils the functions of communication, interpretation and integration of policy, as well as support in institutional processes. The QMA Unit works closely with the various Quality Assurance committees within the institutional context, academic and non-academic, where issues relating to quality that have been referred from Faculties and support service departments become the responsibility of all academics, students and administrative staff. The fundamental view of the QMA Unit is that quality is everyone's concern.

The University's approach to quality is informed by the guiding principles of the White Paper for Higher Education (RSA DoE 1997) and includes the following notions:

- Fitness for purpose in relation to the mission of the University and each functional entity within it;
- Value for money, judged in relation to the range of higher education purposes as set out in the White Paper;
- Effectiveness and efficiency judged in relation to impact, responsiveness and cost recovery;
- Transformation, in the sense of developing the capabilities of individuals for personal enrichment, as well as social and economic development, and employment growth; and
- Fitness of purpose, in terms of responding to national goals, priorities and targets.

The responsibility for quality assurance in Higher Education in South Africa is assigned by the Higher Education Act 101 of 1997 to the Council on Higher Education (CHE), and is discharged through a permanent sub-committee of the CHE, the Higher Education Quality Committee (HEQC).

The University's Quality Management and Assurance Framework has been structured so that it resonates with the external framework and processes established by the HEQC. It is a hybrid of quality management models, including, but not limited to, Total Quality Management (TQM), the South African Excellence model, and the Balanced Scorecard. These models devolve the responsibility for quality to various functional and organizational levels, rather than centralising accountability within one specific unit.

At an operational level, the conformance to specifications (CTS) model, based on the production process, inserts a more technical element, that of specifications regarding not only the eventual product, but also how the organization's activities should be structured in order to achieve that product. Without implying that quality equates to conformity, the CTS emphasis on criteria and on documentary evidence as proof of the required processes having been followed, is detected in external quality assurance processes in Higher Education in South Africa, and a similar emphasis on evidence is found in the University's internal quality assurance processes.

As a consequence, all entities of the University are expected to retain documented records of their activities.

In view of the University's mission of providing quality education, and with reference to the Institutional Operational Plan and Strategic Plan, ensuring all-round continuous quality improvement in the academic and support services is a priority. The University collectively accepts responsibility for ensuring continuous improvement of the quality of its programmes, community engagement and support services.

Members of Staff:

| | |
|----------------|---|
| Director: | Ms K Marala, B Admin, UED, B Ed (Hons); (UFH); M Ed (Cognition) (Cum Laude) (UWC) |
| Manager: | Ms NC Nabe, B Comm, UED, B Ed (Hons); MA (Leadership and Management) (Connecticut) |
| Manager: | Ms P Johnson, BA (Economics) (UCT); TEFL (RCA, UK); M Ed (Higher Education Studies) (UWC) |
| Administrator: | Vacant |
| Secretary: | Vacant |

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RESEARCH AT THE UNIVERSITY OF FORT HARE

The University of Fort Hare is committed to the promotion of research as a core university activity and the building of research capacity. Its research strategy recognizes the need for research to address local, regional and national needs. It seeks ways to engage in a critical dialogue with partners to build research in areas which complement the University's historical niche as an African university whilst ensuring internationally recognized excellence.

The University is supported by the National Research Foundation and participates in its IRDP, Thuthuka and Focus Area Programmes. It has approved Research Niche Area programmes in: Water Resource Management; Sustainable Agriculture and Land Use Strategies; Culture, Heritage and Social Transformation; and Rural Household Economics. In collaboration with THRIP, Telkom funds a Centre of Excellence in the Computer Science Department. Among the major supporters of research are the CSIR, ESKOM, the Medical Research Council, the Mellon Foundation, SANPAD, the Development Bank of South Africa and the Water Research Commission, as well as national and provincial government departments.

Research administration at the Faculty level is overseen by the Faculty Research Committees which coordinate and promote research among staff and students while the administration and promotion of post-graduate studies at the Faculty level is overseen by the Faculty Higher Degree Committees.

The office of the Dean of Research is housed in the Govan Mbeki Research and Development Centre (GMRDC) based at both the Alice and East London Campuses.

GOVAN MBEKI RESEARCH AND DEVELOPMENT CENTRE (GMRDC)

The Govan Mbeki Research and Development Centre (GMRDC) was established through the amalgamation of the earlier office of the Dean of Research and the former Govan Mbeki Research Resource Centre (GMRRC). The Centre acts as a service to staff on all research and Research and Development related matters across all campuses and administers the University's research budget. It stimulates, promotes and builds research capacity among staff and post graduate students and works in collaboration with donors and national and international research bodies. The Centre also develops - and monitors the implementation of - the University's research, postgraduate and research ethics policies.

The Directorate of Post-Graduate Studies is located within the GMRDC and is responsible for the promotion, development and implementation of post-graduate teaching, services and activities across all campuses. Its main physical base is on

the East London campus within the Research and Post-Graduate Centre at 4 Hill Street.

Members of staff:

| | |
|------------------------------------|---|
| Dean of Research: | Prof G De Wet: BA Communication, BA Hons (Communication), MA Communication (UFS), D Litt et Phil (UJ) |
| Director of Post-Graduate Studies: | Prof C Nikodem: Dip Gen Nursing, Dip Midwifery, BACur (Education and Community Health), MCur, DCur |
| Research Manager: | Mrs R Flanagan |
| Post-Graduate Studies Manager: | Mr W Awusi, B Com (UFH), B Com Hons (Information Systems, UFH) |
| Financial Administrator: | Ms K Makoboka |
| Senior Administrator | Ms M Flanagan |
| Ethics & IP Administrator: | Ms N Lundall |
| NRF Sponsored Administrators: | Ms J Fortuin Ms Pelisa Ngxabane |
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FORT HARE INSTITUTE OF SOCIAL AND ECONOMIC RESEARCH (FHISER)

The Fort Hare Institute of Social and Economic Research (FHISER), located on the East London campus, is a multi-disciplinary research institute focusing on critical social, cultural and economic research issues in the Eastern Cape and the Southern African region. **FHISER's mission is to promote social, cultural and economic development in the Eastern Cape and the southern African region through the delivery of high-quality academic, applied and policy research, as well as through teaching and training within the University and broader community.**

FHISER has already established four main research programmes and will seek to develop additional programmes over time. Copies of the existing programmes are available from the Institute. The following theme groups currently exist:

Culture, Heritage and Social Transformation

Land, Livelihoods and Rural Development

Urban Renewal and Local Economic Development

Youth, Gender and Reproductive Health

In addition, FHISER is the convenor of the African Studies Masters programme at the University of Fort Hare. The programme is administered by the Institute in association with the Faculty of Social Sciences and Humanities. Students entering this programme will select sub-specialisation, such as Urban Studies, Cultural Studies or Development Studies, which correspond to the research theme groups at FHISER. Furthermore, FHISER will endeavour to integrate African Studies students into the activities of its theme groups and encourage the best students to proceed with PhD study through the Institute.

- FHISER's location on the East London campus situates the Institute at the geographical, political and administrative hub of the Eastern Cape. The proximity of the Institute to government, business, donor agencies and NGOs creates excellent opportunities for synergies between research and development. Many of the province's most acute development problems are concentrated in the former

apartheid homelands that surround East London. FHISER is therefore committed to developing a unique, regionally focused, multi-disciplinary research tradition:

- by applying internationally recognised research expertise and skills to develop innovative academic and applied research products.
- by continuously initiating and undertaking new primary research in urban and rural communities around the Institute's major research themes.
- by establishing research partnerships with other universities, as well as with public and private sector concerns in the fields of research and development
- by employing a multi-skilled research team with academic training in a variety of disciplines and diverse fields of specialisation.
- by offering internships and training opportunities within the Institute's research programmes for emerging scholars, post-graduate students and development practitioners.

The Institute's researchers come from a wide range of disciplines, including anthropology, economics, geography, history, sociology and development studies. The Institute encourages multi-disciplinary research projects, as well as individual projects within specific disciplines. Many such projects are undertaken in co-operation with partners in the development sector or with other educational institutions.

It has strong national and international links and engages in a range of projects in collaboration with partners in the development sector, with other educational institutions and local, regional and national government departments and agencies.

Members of Staff:

| | |
|--------------------------------|--|
| Director: | Prof LJ Bank, MA (<i>cum laude</i>), PhD (UCT) |
| Senior Researcher: | Dr T Connor, PhD (RU) |
| Senior Researcher: | Dr L Ntombana, PhD (NMMU) |
| Post-Doctoral Research Fellow: | Dr C Mabhena, PhD (UFH) |
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CENTRE FOR LEADERSHIP ETHICS IN AFRICA (CLEA)

Realizing a part of its longer-term vision, the University of Fort Hare (UFH) has established a new specialized inter-disciplinary Centre for developing the vital ethical quality of the leadership brand that it wishes to grow for Africa. Seeking to reinforce and augment the educational, intellectual and moral mission of UFH, it will develop and present post-graduate course work, conduct and lead research and provide accessible practice-oriented open lectures and colloquia for the University and wider community. The Centre aspires to foster constructive dialogue and debate through seminars, workshops and conferences and sees itself advocating a realistic moral agenda for leadership in a variety of contexts.

The Centre visualizes the weaving together of original perspectives on the ethical heart of leadership with cutting edge knowledge in selected areas of practical ethics, thus strengthening leadership values essential to the advancement of sustainable economic democracy in Africa. Overarching major themes to be considered will include issues of moral competence and courage, human dignity, diversity and reconciliation, responsibility and desire, ethical challenges of leadership, social, economic and environmental justice, world hunger, governance, enterprise and productivity, sustainable development, land, sexuality and the family.

In the context of the historical dynamism of ethical traditions and the shifting of values in a globalizing world, the demands of the contemporary post-apartheid and post-colonial epoch on ethical thought are unprecedented. There are very serious questions about our moral heritage itself and about the current nature and course of the value system that is emerging in a post-liberation context such as South Africa. The need and longing for credible values is particularly poignant in a context where – on the one hand - the detrimental effects of centuries of social injustice and decades of institutionalized racial discrimination is a reality, and where – on the other hand – a progressive moral degradation closely associated with power has emerged. The result seems to be the erosion - if not the essential demise - of lucid and distinctly demarcated traditional and modern, African and Western, value systems.

Ethical leadership and public virtue are key factors in sustainable human development and the cementing of democracy. While the ethical quality of leadership largely determines the shaping of the world for the better, the revolutionizing of Africa's leadership quality, principles and practices will accelerate socio-economic transformation and contribute to the "reconstruction and development of the South African soul", or moral regeneration (Nelson Mandela), and assist in the battle against corruption and non-delivery as critical components of the war against poverty (Thabo Mbeki).

However, ethical leadership will not just happen, but has to be nurtured over time. There is a need to integrate a practical ethical focus into the curriculum at

every level of education. Institutions of Higher Learning can greatly contribute proactively to instilling essential values in the future leaders of our people since they are providing society with a substantial proportion of its leaders. Being particularly perceptive and alive to the moral leadership challenges of our continent, the University of Fort Hare has now created a dedicated institutional space, seeking to contribute through the Centre for Leadership Ethics in Africa to the moral development and moral wealth of a caring society and continent. Since a large percentage of UFH students eventually become leaders in institutions, organizations and communities of society, UFH is well-positioned to address the development of ethical leadership in and through all students who study here.

The Centre is expected to generate within reasonable time a self-sustainable income through teaching and research subsidy and student fees. It will, therefore, develop post-graduate modules in Leadership Ethics that can be offered as electives in a variety of Honours and taught Masters Degree Programme at Fort Hare and that will eventually culminate in a new M Phil degree in Leadership Ethics. It will also offer thesis-based Masters and Doctors degrees and conduct research on aspects of Leadership Ethics. A 'Values for Leaders' first year module for UFH students (as per SP2000) will also be developed and presented within the new Grounding Programme.

The Centre already has national and international collaboration and networking arrangements with the following:

- The Jepson School of Leadership Studies, University of Richmond, USA (Prof Joanne B Ciulla);
- Texas State University, San Marcos, Texas, USA (Prof Vincent Luizzi);
- The Leadership Centre, University of KwaZulu-Natal (Prof Kriben Pillay);
- **Centre for Professional Ethics, Nelson Mandela Metropolitan University (Ms Korien Sander);**
- The Leadership Centre, Makerere University Business School (MUBS) (Director Regis Namuddu)
- The University of Zimbabwe (Dr Fainos Mangena)

The development of the Centre's physical home within the University's historic Stewart Hall is complete and has been inaugurated in 2010.

Members of Staff:

Director:

Dr Petrus DF Strijdom, BA, BA Hons, BTh, LicTheol, MTh, DTh (Stellenbosch);

Research & Admin Assistant:

Ms Marvelous Chapwanya, B Soc Sciences Applied Communication Management (cum laude), B Soc Sciences Hons Applied Communication Management (UFH)

Adjunct Professor (2008-10):

Prof John W de Gruchy, BA, BD (Rhodes), MTh (Chicago), DD (UNISA), D SocSc (UCT),

| | |
|-----------------------------------|--|
| Adjunct Professor (2009-11): | DLitt hc (Chicago) DLitt hc (Rhodes); Emeritus Professor of Christian Studies, UCT |
| Adjunct Professor: (2011-13) | Prof Joanne B Ciulla, PhD; Coston Family Chair in Leadership and Ethics, Jepson School of Leadership Studies, University of Richmond, 28 Westhampton Way, Richmond, Virginia 23173, USA; |
| Fort Hare Research Fellow: | Dr Fainos Mangena , DICJO (CCOSA, Zimbabwe), BA Dual Hons, MA Phil, DPhil (UZ); |
| Fort Hare Research Fellow: | Mr Max du Preez, BA (Stellenbosch); |

Contact Details:

The Director, Centre for Leadership Ethics in Africa (CLEA)

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STUDENT AFFAIRS AND SERVICES

Student Affairs promotes University programs that help students develop a sense of belonging to a supportive educational community. It inspires learning and changes lives through high quality programs and services that encourage each student to develop skills and qualities that foster continual personal and academic growth and well-being. Student Affairs provides many opportunities to students to participate in activities beyond the classroom, such as student organizations and societies that train students for leadership both at the University of Fort Hare and beyond.

The following departments/units are located in the Student Affairs Division they are: Dean of Students Office, Student Counseling Unit, Health Care Centre, Sport and Recreational Centre, Residence Department, Student Discipline and Judiciary Unit and Student Development and Governance Office. There are many ways to get involved through a welfare and network in which a number of departments and units play an important role. The areas are listed below.

STUDENT COUNSELLING

The Student Counselling Unit provides personal and career counselling, advocacy, training and educational programmes, outreach and community oriented services. Students are given the opportunity to learn and improve their life skills such as personal, interpersonal, human relations and would also be trained on how to deal

with diversity and xenophobia challenges. Other programmes include topics on effective communication, value clarification, career guidance and development programme which elucidate the process of career decision-making. Tailor made workshops also include coping with depression, alcohol use and abuse, drug abuse and relationship problems in general. The Student Counselling Unit is a student-orientated counselling unit which effectively addresses student needs in a holistic and systematic manner in order to support the core business of the University, which is teaching and learning.

The Student Counseling Unit provides a confidential counseling service to all registered students at all campuses. Further referrals are made to relevant services such as UFH Health clinic and UFH Psychology Service Centre in East London and other support services in the community.

RESIDENTIAL LIFE

Living on campus places you at the centre of the University community, ready for both academic and co-curricular activities. This enables students to be part of a vital living and learning community and provides opportunities to make friendships that will last for a lifetime. Informal education in the enrichment of personality, pursuit of opportunities for companionship with people, and democratic community living, are essential aspects of total university experience. Residences, as educational laboratories, are places for teaching responsible citizenship and for developing personal and social values. Students are guided by committed staff to fulfil diverse needs, and, in the process, promote development, and responsibility. While each residence is unique, each supports excellence, and, staff and student leaders live and work in each area, co-ordinating services and programmes that produce contented individuals.

HEALTH AND WELLNESS

The health services promote and enhance good health and well-being of the entire community at UFH. Programmes that are provided include Voluntary Counselling and Testing (VCT), Primary Health Care and dissemination of information that allows all students to make informed decisions regarding the effects of lifestyle choices.

Many students are encouraged to serve in various groups and programmes provided by this service: for example, peer educators, the Helping Hands (HIV/AIDS Support Groups). At East London Campus the services are provided through a well-equipped mobile Clinic. There are also, health professionals that ensure that students are provided the experiential opportunities such as peer education and meaningful leadership roles on health issues. Over and above that information is provided to students on a range of professional medical service providers who can attend to almost any needs of the students.

STUDENT DEVELOPMENT

The Development Office within Student Affairs is dedicated to establishing new leadership programmes and improving current or existing ones. This office works closely with student government and all its societies and clubs to identify opportunities that would maximise the individual potential of students. The Students Development office is about building leadership, community engagement and creating strong bonds of partnership that will benefit students: for example, Abe Bailey Trust whose Travel Bursary is to broaden the views of young South Africans and promote unity, South African Student Volunteers (SASVO) that seeks to involve students in volunteer development work in the region and a range of others.

STUDENT REPRESENTATIVE COUNCIL (S.R.C)

Student Government is the voice of the student body attending the University of Fort Hare. Student Representative Council provides programmes and services for all registered UFH student organizations and Societies. The current structure of the SRC across campuses is such that there is a common President and General Secretary, however, Alice and East London campuses run parallel portfolios. It also assists with registering new organizations and societies, political groups, human interest groups, and more. Students develop invaluable leadership and life skills by serving in a wide variety of enriching activities. The purpose of the Student Representative Council is to provide a place where students have a voice, working together with the rest of the community to enhance student potential.

STUDENT DISCIPLINE (Student Rights and Responsibilities)

The office of Student Discipline is responsible for the protection of both students' rights as well as the rules and regulations of the institution itself. The university believes in responsible and accountable behaviour from all its members, staff and students, this office has been established to manage all student cases of misconduct within UFH. The office of Judicial Affairs strives to promote a learning environment that is safe, positive and in which the rights of all members of the campus community are respected.

The behavioural norms expected of the students are those of common decency, recognition of and non-infringement upon the rights and property of others, honesty in academic work, and all other activities, as well as observance of the University rules. Student conduct, therefore, is considered an integral part of the educational process, and all students are expected to know and abide by the rules and regulations of the institution. The co-ordinator of the Judicial Affairs conducts workshops and educational campaigns on various judicial aspects through-out the year, and students are encouraged to be part of making UFH a crime-free campus.

SPORTS AND RECREATION

While the primary function of Fort Hare is academic, the department of sports and recreation is committed to offering safe and quality programmes, facilities and

services in order to foster personal growth. This is done by promoting healthy lifestyle choices in an environment that values, embraces and enriches individual differences, in which customer satisfaction is the priority. Our broad sports programmes afford students access to inter-faculty leagues, wellness, and recreation activities, as well as programmes for those students who are more serious about sport and competition. As such UFH has committed to promote a variety of recreational and competitive sport programmes and encourages students to participate in these activities.

Members of Staff:

OFFICE OF THE DEAN OF STUDENTS

| | |
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| Dean of Students: | Mr B Gallant: B.Econ (UWC), HDE (UNISA), MBA (NMMU) |
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