

GENERAL ACADEMIC RULES OF THE UNIVERSITY

The Council of the University in consultation with Senate determines admission and registration requirements for all degrees, diplomas and certificates.

The conditions under which the University of Limpopo (UL) grants degrees, diplomas and certificates are laid down in terms of the Higher education Act (No. 101, 1997) the University of Limpopo Statute, and these are framed in terms of Section 32 of the Higher Education Act.

A. GENERAL RULES

RELATIONS TO OTHER RULES

G1

Except where otherwise laid down, expressly or by necessary implication, the General Rules hold good for the individual Faculties.

ADMISSION

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- 2.1 A candidate for a degree, diploma and certificate in any Faculty must comply with the conditions and meet the selection criteria as determined by the concerned Faculty. The Council has the right to refuse admission to any student should it consider to be in the interest of the University to do so.
- 2.2 Students are required, on admission, to register by signing the official registration form. Students must also pay the prescribed tuition fee. They must renew their registration and pay the prescribed fee annually as long as they continue to be students of the University; provided that students may be refused permission to renew their registration for any year of study if they fail to satisfy the prescribed minimum requirements.

REGISTRATION

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- 3.1 On registration (and after having completed and signed the official registration form), the student agrees to abide by all Rules and the Statute of the University.
- 3.2 Students may attend lectures/practicals/clinicals only of those modules/courses officially registered for.

- 3.3 A student is responsible for the composition of his/her programme in so far as its compliance with the General Rules and the Rules of the various Faculties are concerned. Modules/courses registered for shall not clash on the official timetable.
- 3.4 A student shall not register for a full-time qualification on a part-time basis.
- 3.5 The onus to register before the closing dates resides with the student.
- 3.6 A student who, for some or other reason, has been expelled or excluded from another institution shall not be registered at this University.
- 3.7 Upon registration, all students, without exception, must produce their matriculation or equivalent certificates as stipulated in the General Calendar.
- 3.8 Certified copies of all original documents that the University requires, should be submitted to the office of the Registrar on or before the last day of the first semester in the year of first registration. Failure to comply with this requirement will result in the cancellation of the registration.
- 3.9 Altered names and surnames of students will have effect from date of publication in the Government Gazette, and all documents issued prior to that date will remain in the unaltered or previous names and surname.

ENROLMENT

G4

- 4.1 Subject to the stipulations under Rules G8, G9 and G11, every candidate shall after enrolling as a registered student of the University, follow an approved programme of study as listed under Rule G10.
- 4.2 Enrolment under new Rules
- 4.2.1 Non-interruption of studies
- Where a Rule relating to the composition of a module/course or programme is amended, a student who began his/her studies under an old Rule and did not interrupt his/her studies, may complete his/her programme under the old Rule, except where Faculty Rules determine otherwise, subject to the stipulations under Rules G4.2.2.2 and G4.2.2.3.

4.2.2 Interruption of studies

4.2.2.1 A student interrupts his/her studies when he/she:

(a) fails to renew registration in the following year of

(b) fails to attain the requisite credits at a specific year level and in all events, to the stipulations under Rule G25.1 and G26.

4.2.2.2 A student who interrupts his/her studies sacrifices the right to continue with his/her studies according to the old Rule and may forfeit accumulated credits in the programme, subject to the stipulations under Rule G9.

4.2.2.3 On the recommendation of the relevant Faculty, Senate may, in exceptional circumstances, permit a student who interrupted his/her studies under such conditions as the Faculty may determine, to continue his/her studies under the old Rule.

4.2.2.4 Further, and on the recommendation of the relevant Faculty, Senate may formulate interim measures in order to enable a student indicated under Rule G4.2.2.2, who commenced his/her studies under an old Rule, to complete his/her studies according to the new Rule.

4.2.2.5 A student who wishes to interrupt his/her studies according to Rule 4.2.2.1 (a), may apply to the relevant Faculty and if approved, specific conditions for re-admission will be formulated.

4.3 Enrolment under programme changes

4.3.1 Where the composition of a programme changes substantially, the student shall be required to register under the new programme, whether or not such a student has interrupted his or her studies.

4.3.2 On the recommendation of the relevant Faculty, Senate may formulate interim measures to enable a student who commenced his/her studies under an old programme, to

complete his/her studies according to the new programme, with the understanding that certain accumulated credits may be forfeited.

TIMETABLE

G5

Modules/courses of study selected by students shall not clash on the official timetable.

PAYMENT OF FEES

G6

- 6.1 All requisite fees shall be paid as stipulated in the relevant documents.
- 6.2 No student shall be allowed to register or participate in attestation, oath taking and graduation ceremonies unless all outstanding University debts have been settled.
- 6.3 No academic documents pertaining to a student shall be released until all outstanding debts have been settled.

REGISTERING MODULES/COURSES FOR NON-DEGREE PURPOSES

G7

- 7.1 A student may not, for non-degree purposes, register for any module/course, which requires registration with a professional body.
- 7.2 A module/course thus registered should not clash on the official timetable.
- 7.3 A module/course taken outside a prescribed programme cannot later be recognised for that programme, unless such module/course could have been taken under the programme, and provided further that all other requirements of the qualification have been satisfied.
- 7.4 Recognition of credits is valid for a maximum of three years, except where Faculty Rules determine otherwise, subject to the stipulations under Rule G8.
- 7.5 The fees charged for all modules/courses registered for non-degree purposes, shall be double the normal rate.

- 7.6 Students who are excluded from registration, subject to Rule G26, shall not be allowed to register outstanding modules for non-degree purposes at this University.
- 7.7 The limit on the number of modules that students may register for non-degree purposes is subject to Faculty rules.

RECOGNITION AND EXEMPTION OF MODULES/COURSES G8

8.1 Recognition of modules/courses from other institutions

8.1.1 Senate may grant a student exemption from class attendance, as well as formative and summative assessment in a module/course by virtue of a credit obtained from another university or accredited institution of higher learning.

8.1.2 Subject to the stipulations under Rules G8.1.1, G10.2 and G10.3, Senate may, as far as is permissible, accept academic transcripts and certificates attesting to conduct issued by such a university and grant credit for such modules/courses for degree purposes; provided further that such a candidate shall not be admitted to a qualification by the University unless:

8.1.2.1 His/her total period of attendance at such a recognised university or other approved institution and at the University of Limpopo, together equals at least the full period prescribed by the University for the qualification;

8.1.2.2 He/she has successfully passed approved modules/courses at the University as follows:

(a) for any bachelor's degree for which the prescribed period is four years or more, at least the final two academic years; and

(b) for any other bachelor's degree: at least two academic years, provided that he/she has been successful in at least half the total number of credits prescribed for the qualification, including the credits for the final year of the major subjects, where such majors are required.

(NOTE: If a qualification does not comprise major subjects, such subjects are regarded as major

subjects as are designated for the purposes of this Rule under the Rules of the Faculty concerned.)

8.2 Recognition of modules/courses after obtaining degrees or diplomas

8.2.1 In the case of a student of the University or of another university, Senate may recognise periods of attendance and assessment procedures in a core module/course in one Faculty for admission to studies in another Faculty; provided that the candidate shall have complied with the conditions laid down under Rule G8.1.2.2, and in the case of a graduate of another university, also those under Rule G8.1.2.1.

8.2.2 In the case of a graduate of this University or of another university, Senate may accept periods of attendance as well as assessment in a core module/course for a second bachelor's degree in the same Faculty; provided that the candidate has complied with all the conditions laid down under Rule G8.1.2.2, and in the case of a graduate of another university or institution approved for the purpose by Senate, also those under Rule G8.1.2.1.

(These requirements do not apply to admission to a postgraduate bachelor's degree in the same Faculty.)

8.3 Recognition of attendance at the University of Limpopo

8.3.1 A module/course passed with a final combined mark of 50% is passed with exemption and the student is automatically and fully exempted from such a module/course; provided it has no practical and/or clinical component.

8.3.2 Subject to the above, a student receives full credit for the module/course in question, unless a specific Faculty Rule should preclude such exemption, or shall allow provisional exemption only.

8.3.3 A student who has failed a module/course is required to repeat the respective module/course in full. The Faculty concerned may, however, exempt him/her from specific attendance requirements.

RETENTION/LOSS OF CREDITS

G9

- 9.1 Senate may, on the recommendation of a specific Faculty, refuse to maintain credits earned by a candidate through successful completion of assessment procedures or exemption from a qualifying module/course, if the candidate has interrupted his/her studies at the University, and wishes to resume his/her studies, subject to Rules G4.2.1, G4.2.2.2 and G4.3.1.
- 9.2 A student who interrupts his/her studies retains credit for module/course passed for the following maximum periods, except where Faculty Rules determine otherwise, subject to Rule G10.
- | | | |
|--------------------|---|---------|
| Certificates | : | 1 year |
| Diplomas | : | 1 year |
| Bachelor's degrees | : | 3 years |
| Honours degrees | : | 2 years |
| Masters' degrees | : | 2 years |
| Doctoral degrees | : | 2 years |

DURATION OF STUDY

G10

- 10.1 Subject to the stipulations under Rules G8.1 and G9, every candidate for one of the qualifications listed hereunder, after enrolling as a registered student of the University, shall follow an approved programme of study as prescribed by the Rules. Such study programme should have a duration period as indicted.

Undergraduate Diplomas	Minimum	Maximum
ACE	1	2 years
Adv. Dipl. Th.	3	4 years
Dipl. FM	3	4 years
Dipl. MA	3	4 years
Dipl. NA	1	2 years
Dipl. NE	2	3 years
Dipl. OH	3	4 years
Dipl. Pub. Admin.	3	4 years
Dipl. SF	3	4 years
Dipl. Municipal Man.	3	4 years
HCE	1	2 years
Univ. Dipl. Oral Hyg.	2	3 years

Undergraduate Bachelor's Degrees	Minimum	Maximum
B.A.	3	5 years
B. Admin.	3	5 years
B. Agric.	3	5 years
B. Com.	4	5 years
BDS	6	8 years
BDS (New Curriculum)	5	7 years
B. Dent. Ther.	3	5 years
B. Ed.	4	6 years

B. Inf.	4	6 years
B.Sc. Diet.	4	6 years
B. Optom.	4	6 years
B. Pharm.	4	6 years
B. Compt.	3	6 years
B. Cur.	4	6 years
B. Dev.	3	5 years
B.Sc.	3	5 years
B.Sc. Agric.	4	6 years
B.Sc. (Physiotherapy)	4	6 years
B.Sc. (Diet)	4	6 years
B. Occ. Ther.	4	6 years
B. Rad. (Diagn)	3	5 years
Bachelor of Advanced Nursing Science	3	5
years		
Bachelor in Speech & Lang Path. & Audio	4	6
years		
LLB	4	6 years
MBCHB	6	8 years
B.Sc. Med. Sci.	4	6 years
Post-graduate Diplomas	Minimum	Maximum
Advanced Dipl. in Dip HPM	2	4 years
Dipl. Mch.	2	4 years
Comm. Dent.	2	4 years
CTRLI	1	2 years
HDINF		1 2
years		
HD	1	2 years
PGCE	1	2 years
PGDE	1	2 years
Postgraduate Dipl. Dent.	2	4 years
PDM	2	4 years
DPH	2	4 years
Honours Bachelor's Degrees	Minimum	Maximum
B. Admin. Hons.	1	2 years
B. Agric. Hons.	1	2 years
B.A. Hons.	1	2 years
B. Com. Hons.	1	2 years
B. Dev. Hons.	1	2 years
B. Ed. Hons.	1	2 years
B. Inf. Hons.	1	2 years
B.Sc. Hons.	1	2 years
Masters' Degrees	Minimum	Maximum
M.A.	1	3 years
M. Agric.	2	4 years
MBA	2	3 years
M. Dent.	4	6 years

M. Dent. (MFOS) (Dent)	5	7 years
MDS	1	3 years
M. Dev.	2	4 years
M. Ed.	2	4 years
M. Med.	4	6 years
M. Med. (Neur Surg)	5	7 years
M. Med. (Orth)	5	7 years
M. Med. (L Et O)	5	7 years
M. Med. (Plast Chir)	5	7 years
M. Med. (Thorac Chir)	5	7 years
MPA	2	4 years
M.Sc.	2	4 years
M.Sc. Med. Sci.	2	4 years
LLMLAB	2	4 years
LLMDEV	2	4 years
LLMENV	2	4 years
MPHIL	2	4 years

Doctoral Degrees	Minimum	Maximum
Ph.D.	2	4 years
MD	2	4 years
D. Dent.	2	4 years
LLD	2	4 years
D.Sc.	1	3 years
D.Sc. Med.	1	3 years
Ph.D. Med. Sci.	2	4 years

10.2 Subject to the terms of the Statute, Senate may recognise as part of the prescribed period of attendance by a student who qualifies for admission to a bachelor's degree at the University, periods of attendance as a registered student at another university or institution. Such attendance will only be accepted in respect of a recognised module/course of the University, or an equivalent module/course approved for the purpose by Senate.

10.3 Senate may recognise periods of attendance as an internal registered student at another university on application and after submitting a certificate of attendance and good conduct issued by such a university on or before the closing date for applications for admission to the University.

10.4 The duration of all extended degree programmes is one year longer than the corresponding standard degree programme.

**CHANGE OF PROGRAMMES AND SIMULTANEOUS REGISTRATION
FOR TWO OR MORE PROGRAMMES
G11**

- 11.1 Changes from one programme to another, and/or from one Faculty to another are subject to the approval of the Faculties concerned.
- 11.2 A student shall not, except with the permission of Senate, register for a qualification simultaneously with another qualification either undergraduate or postgraduate.
- 11.3 Where such permission has been granted, the candidate must comply with all applicable Rules.
- 11.4 A student who has been granted permission to register for more than one programme of study at a time may proceed with his or her proposed studies only if the Faculties concerned have not reported adversely on his or her work.
- 11.5 Simultaneous registration for two or more programmes shall be allowed provided that there are no clashes in continuous or summative assessment, attendance or any other instance. A student who registers simultaneously for two or more programmes shall ensure that there are no such clashes on the standard lecture and assessment timetable.
- 11.6 Should it become known that a student of this University has registered in contravention of the above Rule, his or her registration will be terminated with immediate effect.

ASSESSMENT G12

- 12.1 Assessment of students shall conform to the University's Assessment Policy.
- 12.2 A candidate shall be subjected to formative as well as summative assessment processes. Certain cases of exemption from assessment events may be condoned, in terms of Faculty Rules.
- 12.3 No assessment event that contributes to the formative assessment mark, shall be written after commencement of the summative assessment period.
- 12.4 No further assessment shall be granted after the student has had the benefit of a full assessment cycle, i.e. standard, and supplementary or deferred assessment, where applicable.
- 12.5 A candidate shall not be allowed to sit for summative assessment or receive final assessment results unless he/she has settled all outstanding University debts.

- 12.6 Under certain extraordinary conditions, deviations from the standard assessment procedures may be allowed by Senate, subject to Rule G16.

SUMMATIVE ASSESSMENT

G13

- 13.1 To be admitted to the summative assessment, a student must obtain a formative assessment mark of at least 40% in the module/course.
- 13.2 Summative assessment, where indicated, will be held at the normal assessment times, unless the Rules of the Faculty allow otherwise.
- 13.3 Summative assessment in a module/course will normally be a written and/or oral and/or clinical assessment, or an approved alternative assessment procedure subject to Faculty Rules.
- 13.4 For each and every final level summative assessment, one or more external assessors shall be appointed by the University.
- 13.5 When calculating the final mark following a summative assessment, the differential contribution of the formative and the summative assessment marks are 60% and 40% respectively.
- 13.6 Irrespective of the final mark achieved, a student must obtain at least 40% in the summative assessment.

SUPPLEMENTARY ASSESSMENT (FOR UNDERGRADUATE STUDIES ONLY)

G14

- 14.1 The format of a supplementary assessment shall be the same as that of the summative assessment.
- 14.2 Conditions for the granting of a supplementary assessment in any specific module/course are dealt with as stipulated in Rules G14.3 and G14.4.
- 14.3 Students who obtain a final mark between 45% and 49%, both inclusive, will be permitted to write supplementary assessment in the module/course concerned.
- 14.4 If the final mark achieved in a module/course is 50% or more, but the summative assessment mark is below 40%, the student will sit for a supplementary assessment.

- 14.5 Unless otherwise decided by Senate, supplementary assessment will be a flexible system within a reasonable period after the standard assessment.
- 14.6 Calculation of the final mark following a supplementary assessment will be same as that after the summative assessment with the supplementary assessment mark substituting the summative assessment mark. The maximum final mark allocated can only be 50%.

SPECIAL SUMMATIVE ASSESSMENT G15

- 15.1 A special summative assessment may be granted to a student who has been prevented from taking the assessment:
 - 15.1.1 By illness, on the day of the assessment or during or immediately before that assessment; provided that a medical certificate from a registered medical practitioner or registered traditional healer is submitted to the satisfaction of the Faculty; or
 - 15.1.2 As a result of domestic circumstances such as serious illness, or death of a spouse, legal partner, parent, guardian, child, sibling; provided the student can produce satisfactory proof of such special circumstances.
- 15.2 Senate shall determine whether the whole or only part of the assessment in the module/course concerned shall be done.
- 15.3 Where a candidate is permitted to do part of the assessment, the part of the assessment completed before the illness or relevant circumstances shall remain valid.
- 15.4 A special assessment may be given immediately after the cessation of the circumstances that prevented the candidate from taking part in an assessment or should be given within 7 days of approval.
- 15.5 A candidate who fails to sit for a special summative assessment shall not have a chance to sit for further assessment in the same module/course, and shall re-register such a module/course.
- 15.6 Applications for such a special summative assessment must be made on the prescribed form within 7 days of the date on which the assessment was held.

DEVIATION FROM STANDARD ASSESSMENT PROCEDURE

G16

- 16.1 Under certain extraordinary circumstances, Senate may allow deviation from the standard assessment procedure. Such circumstances include, amongst others, blindness of a student, inability of the student to write, extremely slow writing by a student, stuttering or any other condition that could be considered extraordinary.
- 16.2 Students who wish to be accommodated under Rule G16.1 shall register with and apply to Senate through the Disabled Students Unit, for approval at the first Senate meeting of the year.

ASSESSMENT FRAUD

G17

- 17.1 The guidelines as stipulated in the Student Code of Conduct will be followed to identify fraud in the assessment venue. A student, who is suspected of having acted in contravention of these, will be charged with assessment fraud and tried through a Faculty Student Disciplinary Committee, as described in the Student Disciplinary Procedure.
- 17.2 A student charged with assessment fraud shall appear before a Faculty Student Disciplinary committee within four weeks of the occurrence of the act of infringement.
- 17.3 Marks obtained in assessment events in all modules/courses registered for, will be withheld pending the outcome of the disciplinary hearing.
- 17.4 Plagiarism, as described in the Student Code of Conduct, is considered as assessment fraud. Any material that is presented for assessment and where plagiarism is suspected will be used as evidence and Rules G17.2 and G17.3 shall also apply.
- 17.5 A student, who presents a fraudulent Sick Certificate for assessment, will enter the same process as that described in Rules G17.2 and G17.3.
- 17.6 A student, who has been found guilty of assessment fraud by a Faculty Student Disciplinary Committee, will automatically be deregistered from all registered modules/courses and receive a suspension from the University aligned with the outcome of the Disciplinary hearing.

ASSESSORS

G18

- 18.1 Students are assessed in all modules/courses by internal and/or external assessors, as per respective Faculty arrangement.
- 18.2 Internal assessors are nominated by the Department concerned, and it is preferable that they should have taken part in the training and preparation of the students for the assessment concerned.
- 18.3 External assessors are nominated from outside the University staff establishment.

MINIMUM PASS AND DISTINCTION IN A OR MODULE/COURSE G19

- 19.1 The minimum pass mark in any module/course is 50%.
- 19.2 A module/course is passed with distinction when a mark of 75% or more is obtained.

FAILURE OF A MODULE/COURSE G20

- 20.1 A student is regarded as having failed a module/course if,
 - 20.1.1 He/she does not fulfil all the requirements in the module/course concerned.
 - 20.1.2 He/she does not meet the sub-minimum requirements in certain parts/ divisions/ papers of the assessment.
 - 20.1.3 His/her final mark is less than 50%.
- 20.2 Subject to the provisions of Rules G25 and G26, a student shall not be permitted more than two attempts at passing a module/course even when changing his/her degree programme.

VIEWING AND REMARKING OF SCRIPTS G21

- 21.1 Viewing of scripts:
 - 21.1.1 With the permission of the Dean of the Faculty, a student may view his/her final assessment script together with the marking memorandum, under the supervision of a responsible person appointed by the Dean.
- 21.2 Remarking of assessment scripts:

- 21.2.1 An application from a student for the remarking of an assessment script should be submitted in writing on the prescribed form to the Dean of the Faculty within two weeks of the assessment results having been issued to students. Requests through the postal service should be by registered mail.
- 21.2.2 The Dean of the Faculty shall make the necessary arrangements for the remarking of the script.
- 21.2.3 The prescribed fee per module/course is to be paid in full by the applicant prior to remarking.
- 21.2.4 Assessment scripts shall be kept for five years only.

STUDENT PROGRESS

G22

- 22.1 The performance of a student is assessed throughout the year by way of tests (written or oral), practical work, assignments, group discussions, seminars and/or other suitable means of assessment. Students should be regularly provided with feedback on their progress.
- 22.2 The results of each formative assessment are expressed quantitatively and are the determinants of the student's formative mark that is his/her admission to summative assessment (refer to Rules G12 and G13).

AWARDING OF A QUALIFICATION

G23

- 23.1 Conferment of a Qualification:
- 23.1.1 No person shall receive a qualification, except an honorary degree, unless he/she has fulfilled all the requirements prescribed by the Rules for the qualification.
- 23.2 Awarding of a qualification "with distinction" (*cum laude*) for Bachelor's degrees, Honours degrees and diplomas are subject to the following requirements:
- 23.2.1 The qualification must have been completed within the minimum prescribed period
- 23.2.2 An average distinction mark is required over the duration of the study.

23.3 In all events, the University reserves the right not to confer any degree nor to award any qualification on any grandaunt of the University who have outstanding University debts.

B. RULES FOR UNDERGRADUATE STUDY

ADMISSION

G24

24.1 No person shall be admitted as a candidate for a qualification unless he/she:

24.1.1 is in possession of a certificate of full exemption from the Matriculation Board or its equivalent.

Or

24.1.2 is in possession of the Matriculation Certificate of Conditional Exemption from the Matriculation Board.

Or

24.1.3 has satisfied the requirements of an alternative admission policy.

24.2 Applicants shall also comply with the conditions contained under Rule G26.

CREDIT FOR MODULES/COURSES PASSED / ADMISSION TO A SUBSEQUENT MODULE/COURSE

G25

Limitation on enrolment for modules/courses at subsequent levels, unless otherwise determined by the various Faculties:

25.1 Year level

25.1.1 Second year level

Subject to Rules G8 and G20.2, a student shall not be allowed to take any module/course at second year level, unless he/she has obtained at least 50% of the total credits prescribed at first year level, unless otherwise determined by the Faculty concerned.

25.1.2 Third year level

Subject to Rules G8 and G20.2, a student shall not be allowed to take any module/course at third year level, unless he/she has obtained 100% of the total credits prescribed at first-year level, and at least 50% of the total credits prescribed at second year level, unless otherwise determined by the Faculty concerned.

25.1.3 Fourth year level

Subject to Rules G8 and G20.2, a student shall not be allowed to take any module/course at fourth-year level unless he/she has obtained 100% of the total credits prescribed at second-year level and at least 50% of the total credits prescribed at third-year level, unless otherwise determined by the Faculty concerned.

25.1.4 Fifth Year level

Subject to Rules G8 and G20.2, a student shall not be allowed to take any module/course at fifth year level, unless he/she has obtained 100% of the total credits prescribed at third year level, and at least 50% of the total credits prescribed at the fourth year level, unless otherwise determined by the Faculty concerned.

25.1.5 Sixth Year level

Subject to Rules G8 and G20.2, a student shall not be allowed to take any module/course at sixth-year level, unless he/she has obtained 100% of the total credits prescribed at fourth-year level, and at least 50% of the total credits prescribed at fifth-year level, unless otherwise determined by the Faculty concerned.

25.2 Year status

25.2.1 Second-year status

Subject to any contrary Faculty Rule in respect of a particular qualification, a student must have obtained credit for at least 75% of the total credits at first year level before being admitted to second year status.

25.2.2 Third-year status

Subject to any contrary Faculty Rule in respect of a particular qualification, a student must have obtained credit for at least 75% of the total credits at second-year level before being admitted to third-year status.

25.2.3 Fourth-year status

Subject to any contrary Faculty Rule in respect of a particular qualification, a student must have obtained credit for at least 75% of the total credits at third year level before being admitted to fourth-year status.

25.2.4 Fifth-Year Status

Subject to any contrary Faculty Rule in respect of a particular qualification, a student must have obtained credit for at least 75% of the total credits at fourth-year level before being admitted to fifth-year status.

25.2.5 Sixth-Year Status

Subject to any contrary Faculty Rule in respect of a particular qualification, a student must have obtained credit for at least 75% of the total credits at fifth-year level before being admitted to sixth year status.

RENEWAL OF REGISTRATION

G26

- 26.1 A full-time student who, after having been registered for a full academic year, has not been able to accumulate any credits, will not be able to renew his/her registration at this University.

- 26.2 Progress limitation
 - 26.2.1 A full-time student who has been registered for a qualification at a specific year level for two years at this or any other University and has not yet obtained the requisite credits at that year level, as described under Rule G25.1, will not be allowed to register or to renew registration at this University in the following year.
 - 26.2.2 A student who was thus excluded from the University may only apply for readmission after the outstanding credits were obtained from another accredited Institution of higher learning and subject to the stipulations under Rule G8.

- 26.3 Maximum duration limitation
 - 26.3.1 A full-time student who has been enrolled for a period of two years exceeding the minimum period of attendance of a qualification as stipulated under Rule G10, and is still not in a position to complete his/her study programme in one more additional year, will not be allowed to renew registration at this University in the following year.
 - 26.3.2 A student who was thus excluded from the University may apply for readmission for the purposes of degree conferment only. Renewal of registration will only be allowed after all the outstanding credits for the qualification were obtained from another accredited Institution of higher learning and subject to the stipulations under Rule G8.

- 26.4 A student who, for some or other reason, has been expelled or excluded from another institution shall not be registered at this University.

- 26.5 The period of study completed at a Tele-institution will be equated with a period of full-time study for purposes of applying Rules G26.2 to G26.4.

**STATUTORY REGISTRATION
G27**

- 27.1 A student who fails to comply with the statutory registration requirements shall not be permitted to pursue his/her studies in that module/course for the duration of the academic year. The same applies to a student whose statutory registration has been cancelled for a particular year of study.
- 27.2 In all events, the stipulations of Rule G7.1 also apply.

C. RULES FOR POSTGRADUATE STUDY

ADMISSION TO STUDIES

G28

- 28.1 Apart from the provisions of the General Rules, the provisions of the Faculty concerned also apply.
- 28.2 Subject to the stipulations of Rule G29 above, a candidate shall not be admitted to study for a postgraduate degree or diploma or certificate unless he/she holds a bachelor's degree, except where a Faculty Rule defines otherwise.
- 28.3 A student must register at the beginning of each year before the prescribed closing date, except in instances as stipulated under Rules G37.1 and G55.1.
- 28.4 The maximum duration of the post-graduate degree or diploma or certificate programme, as defined under Rule G10, may be extended with the approval of Senate.
- 28.5 Interruption of studies must be applied for and approved by Senate. Students who do not comply shall be responsible for payment of unsubsidised fees for the specific year of interruption of studies.
- 28.6 Subject to the relevant Faculty Rules, part-time students may extend their studies by one year beyond the maximum as stipulated under Rule G10.

EQUIVALENT STATUS

G29

- 29.1 On the recommendation of a Faculty, Senate may grant a graduate from another university or equivalent institution an equivalent status at the University on such conditions as Senate may impose.
- 29.2 A person who has passed assessment procedures at another university or equivalent institution, held by Senate to be at least equivalent to the University's own assessment procedures, may be admitted to the study for a subsequent degree.

D. RULES FOR HONOURS DEGREE STUDY

ADMISSION TO STUDY FOR AN HONOURS DEGREE

G30

- 30.1 In addition to the rules in this Section, those contained under Section A (General Rules) and Section C (Rules for Postgraduate Study) also applies.
- 30.2 Admission criteria:
- 30.2.1 A relevant bachelor's degree or equivalent.
- 30.2.2 At least 60% obtained as an average final mark in the appropriate major learning programme.
- Or
- 30.2.3 By special recommendation of the Faculty concerned.

DURATION OF STUDY

G31

- 31.1 The study duration of the degree is as described under Rule G10.
- 31.2 No student shall be allowed to register or even receive results when he/she owes outstanding debts to the University.

REGISTRATION

G32

- 32.1 Students shall register during the registration period at the beginning of every year.
- 32.2 Fees payable shall cover registration as well as modules/courses registered for the year.

COMPOSITION OF A PROGRAMME

G33

The programme is composed of a number of modules/courses as prescribed in the relevant Faculty Rules. For purposes of this Rule, Faculty Rules may prescribe papers, projects, extended essays, practicals, or combinations thereof, as modules/courses for the honours bachelor's degree.

ASSESSMENT

G34

- 34.1 The degree is offered over one calendar year and students shall sit for summative assessment during the assessment periods as determined by Senate.
- 34.2 In order to pass, a student shall obtain a minimum of 50% in every required module/course in the programme.
- 34.3 Subject to Rule G10, submission and assessment of Honours Research reports shall be concluded before the end of March in the year following the final year of enrolment for the degree, unless otherwise specified by the Faculty.
- 34.4 The general assessment Rules, as described under Rule G12 to Rule G21, all apply to Honours students, except for supplementary assessment, as described under Rule G14 that is not permitted.

CONFERMENT OF THE DEGREE

G35

- 35.1 The degree shall not be conferred before at least one year has elapsed since the student obtained the bachelor's degree or other qualification by virtue of which he/she was admitted to the honour's programme.
- 35.2 The degree will be conferred when the required number of appropriate credits has been accumulated for a specific qualification.

E. RULES FOR MASTERS DEGREE STUDY

ADMISSION TO STUDY FOR MASTERS DEGREE

G36

- 36.1 In addition to the rules in this Section, those contained under Section A (General Rules) and Section C (Rules for Postgraduate Study) also applies.
- 36.2 Admission criteria:
- 36.2.1 A relevant honours bachelor's degree or equivalent.
- 36.2.2 At least 60% obtained as an average final mark in the appropriate major learning programme.
- Or
- 36.2.3 By special recommendation of the Faculty concerned.
- 36.3 On the recommendation of the Faculty concerned, Senate may allow a student to do a masters degree in a programme or Faculty different from that in which he/she holds an honours degree.

REGISTRATION AND RENEWAL OF REGISTRATION

G37

- 37.1 A candidate may register for the first time throughout the year and shall renew his/her registration each year before the closing date for academic registration of undergraduate programmes, until he/she has complied with all the requirements for the degree, subject to the stipulations under Rule G9.
- 37.2 After a candidate for a master's degree by research has paid the full amount of the study fees, he/she need only pay a registration fee upon renewal of his/her registration each year, provided that he/she otherwise complies with the prescribed Rules.
- 37.3 If a candidate registered for a coursework masters study fails in any module/course, he/she must repeat the module/course in order to qualify for the degree, subject to Faculty Rules.
- 37.4 If a student's progress is not satisfactory as per Faculty Rules, his/her registration for the programme in question may be cancelled.

COMPOSITION OF A PROGRAMME

G38

- 38.1 All masters degrees require a dissertation or equivalent requirement as determined by special Faculty Rules.
- 38.2 A research masters programme is composed of a research project where the candidate should exhibit competency in planning, execution and reporting of a research topic.
- 38.3 A coursework masters programme is determined by Faculty Rules and may include assessment papers, projects, a mini-dissertation, research papers, practicals, or combinations thereof, as modules/ courses for the degree.

DISSERTATION/MINI-DISSERTATION

G39

- 39.1 The title and proposal of a dissertation/mini-dissertation is approved for a period of four years, after which the student shall apply to Senate for an extension of time.
- 39.2 The dissertation/mini-dissertation must render proof that the candidate is able to conduct and execute independent scientific research.
- 39.3 Material from the student's own published work may be incorporated in the dissertation/ mini-dissertation, but a collection of published works shall not be accepted as a dissertation.
- 39.4 No publication may, without the prior permission of Senate, contain a statement to the effect that the published material was or is to be submitted in part or in fulfilment for the degree.
- 39.5 A dissertation/mini-dissertation previously submitted as a whole or in substance for a degree at another university will not be accepted at this University.

CLOSING DATES FOR SUBMISSION

G40

- 40.1 In order to be awarded the degree during a particular graduation, the assessment report must be submitted in its final form for approval by the Executive Committee of Senate at least three months before the graduation ceremony.
- 40.2 Students who aim to graduate during the first graduation of the year, but who, for some reason, do not make the deadline described in Rule G40.1, must re-register before 31 March and complete all outstanding requirements for the degree.

ASSESSMENT OF THE DISSERTATION/MINI-DISSERTATION

G41

- 41.1 On the recommendation of the supervisor, and the Faculty concerned, the Executive Committee of Senate appoints an assessment panel consisting of the supervisor, the co-supervisor(s) (if any) as internal assessor(s), and at least one external assessor, provided that:
 - 41.1.1 A supervisor or co-supervisor or a person who acted in that capacity at any time for a particular student, may not act as an external assessor for that student.

- 41.1.2 An external assessor may not have been in the employment of the University during the preceding three academic years.
- 41.2 As soon as the dissertation/mini-dissertation has been submitted for assessment, the Examinations Office shall notify the members of Senate and the Faculty concerned, in writing, that the dissertation/mini-dissertation is ready for inspection. Within fourteen days, any member of Senate or the Faculty concerned may submit comments, in writing, through the Executive Dean, to the Examinations Office for submission to, and consideration by, the supervisor.
- 41.3 The members of the assessment panel must submit their independent comments on the dissertation/mini-dissertation in writing within six weeks to the Examinations Office who will forward them, with comments received, to the supervisor through the Office of the Executive Dean. A summarised report will be submitted to the Faculty Assessment Committee within two weeks. Upon approval the supervisor oversees corrections and submits the report, with one spirally bound copy of the dissertation/mini-dissertation to the Office of the Executive Dean.
- 41.4 Before the degree is conferred, the candidate must submit to the Examinations Office:
- 41.4.1 One corrected hard bound copy for each assessor, including internal assessor(s).
- 41.4.2 One corrected hard bound copy for the Examinations Office.
- 41.4.3 One corrected hard bound copy and an electronic copy for the Library.
- 41.5 If a candidate fails in a dissertation/mini-dissertation, he/she may submit an amended or different dissertation/mini-dissertation within one year.

CONFERMENT OF THE MASTERS DEGREE G42

- 42.1 Apart from the provision of the Statute to the contrary, a masters degree may not be conferred,
- 42.1.1 Before the minimum period of registration has elapsed.

42.1.2 Unless he/she has complied with all the requirements imposed under the Rules.

And

42.1.3 All financial obligations to the University have been fulfilled.

42.2 In order to be awarded the degree in a particular year, the composite assessment report must be submitted in its final form for approval by the Executive Committee of Senate at least three months before the graduation ceremony.

PUBLICATION OF A DISSERTATION/MINI-DISSERTATION

G43

43.1 If a dissertation, or a paper thereon, is not published by the author within one year after the conferment of the degree, or no actual steps regarded by Senate as satisfactory are taken to effect the publication thereof in the said period, the University is entitled to publish the whole of the dissertation or part thereof or a summary.

43.2 The term “publishing” implies that the dissertation is made available to the public, free or against payment, privately or through the trade, in the form of a typed volume or in the form of a volume multiplied by other processes or as a journal article or by other means.

43.3 At publication, the University must state that it is a consequence of a dissertation/mini-dissertation submitted by the candidate in compliance with the requirements for the degree..... of the University, and with the supervisor, co- supervisor (s) and student acting as co-authors.

MASTERS STUDY BY RESEARCH

DURATION OF STUDY

G44

The minimum and maximum duration of study is as described under rule G10.

REQUIREMENTS FOR AWARDING A MASTERS DEGREE

G45

45.1 A research masters degree is awarded on the grounds of:

45.1.1 A dissertation, in addition to which;

45.1.2 An oral summative assessment may be required.

SUBMISSION OF DISSERTATION

G46

46.1 The title page of the copies of the dissertation which are submitted shall contain the following:

46.1.1 The full title of the dissertation.

46.1.2 The full name of the candidate.

46.1.3 Submitted in fulfilment of the requirements for the degree of,in the Faculty of, at the University of Limpopo, South Africa.

46.1.4 Year of submission.

46.1.5 Name(s) of supervisor (s).

46.2 The candidate must sign the following official statement on submitting his/her dissertation:

“I declare that the dissertation hereby submitted to the University of Limpopo, for the degree of (degree & field of research) has not previously been submitted by me for a degree at this or any other university; that it is my work in design and in execution, and that all material contained herein has been duly acknowledged.”

- 46.3 The candidate is required to submit to his/her supervisor, the following:
- 46.3.1 An abstract of the dissertation, in English. The abstract should further be bound into each copy of the dissertation.
 - 46.3.2 One spirally bound copy of a dissertation for each supervisor and assessor.
 - 46.3.3 One spirally bound copy for the Examinations Office for viewing purposes by members of Senate and Faculty.
- 46.4 With the copies of the dissertation, the supervisor and co-supervisor (s), must indicate to the Faculty that the candidate is ready for assessment.

AWARDING OF MARKS

G47

- 47.1 The final mark achieved for the dissertation, is the average of the marks allocated by all assessors (internal and external).
- 47.2 If an assessor indicates in his/her examination report that he/she has to view the dissertation again after the corrections are effected, it may be done so once only.
- 47.3 Where an external assessor awards a mark below 50%, Senate may seek a second external opinion once only.
- 47.4 In order to pass the degree, a minimum of 50% should be allocated by all assessors (internal and external).

CONVERSION OF A MASTERS DEGREE STUDY INTO A DOCTORAL DEGREE

G48

- 48.1 Should a dissertation be deemed of exceptional merit by the supervisor (s) and/or co-supervisor (s), it may be converted to a doctoral thesis, subject to the Rules governing doctor's degrees, provided that Rule G54, is understood to mean that the degree shall be awarded at least four years after the Bachelor's degree has been conferred on the candidate.
- 48.2 Procedure:
- 48.2.1 If in the process of supervising a masters degree, the supervisor and co-supervisor (s), if any, and in consultation with the Director of the School and the Executive Dean of the Faculty, consider that:

- (a) The research already done, the findings or outcome of which at that stage are of exceptional merit in that in all probability, it has surpassed a masters dissertation; or
- (b) The research, when ultimately completed, will outclass work of a masters quality, and would academically fall within the range of a doctoral thesis. The supervisor shall:
 - seek the opinion of two external assessors who qualify to assess a doctoral thesis, and
 - if the external assessors recommend that the research be upgraded to the doctoral level, the Executive Dean shall submit the recommendation of the external assessors and the substantiation of the supervisor and co-supervisor (s) to the Faculty Assessment Committee and to the Executive Committee of Senate for consideration and approval.

48.2.2 If a masters dissertation already completed is found to be of such an exceptional quality that the supervisor and co-supervisor consider that, in all probability, it stands a chance of being upgraded to a doctoral degree level, the supervisor, in consultation with the Director of the School and the Executive Dean of the Faculty, shall apply to the Senate who shall put the following processes in motion:

- (a) The dissertation shall be submitted for consideration as a Doctoral thesis by two external assessors.
- (b) If both external assessors recommend that the dissertation is of a doctoral quality, the Faculty Assessment Committee shall recommend to Senate that the dissertation be upgraded accordingly.
- (c) If Senate accepts the supervisors' and external assessors' recommendations, it shall put in motion the normal processes of assessment of a doctoral thesis.

48.2.3 If, after the conversion of the masters dissertation to a doctoral thesis, the student fails in the opinion of the assessors to obtain a pass in the doctoral assessment, the normal assessment procedure for masters dissertations, as indicated under Rule G41, shall be initiated.

MASTERS STUDY BY COURSEWORK

DURATION OF STUDY

G49

The minimum and maximum duration of study is as described under Rule G10.

REQUIREMENTS FOR AWARDING A COURSEWORK MASTERS DEGREE

G50

50.1 A coursework masters degree is awarded on the grounds of

50.1.1 Completion of the required modules/courses.

50.1.2 A mini-dissertation, contributing at least 50% towards the final mark.

Or

50.1.3 A research paper in the case of the MBA study.

SUBMISSION OF A MINI-DISSERTATION

G51

51.1 The title page of the copies of the dissertation which are submitted shall contain the following:

51.1.1 The full title of the dissertation.

51.1.2 The full name of the candidate.

51.1.3 Submitted in partial of the requirements for the degree of, in the Faculty of, at the University of Limpopo, South Africa.

51.1.4 Year of submission.

51.1.5 Name(s) of supervisor (s).

51.2 The candidate must sign the following official statement on submitting his/her dissertation:

"I declare that the mini-dissertation hereby submitted to the University of Limpopo, for the degree of(degree & field of research) has

not previously been submitted by me for a degree at this or any other university; that it is my work in design and in execution, and that all material contained herein has been duly acknowledged.”

- 51.3 The candidate is required to submit to his/her supervisor, the following:
- 51.3.1 An abstract of the mini-dissertation. The abstract should be bound into each copy of the mini-dissertation.
 - 51.3.2 One spirally bound copy of a mini-dissertation for each supervisor and assessor.
 - 51.3.3 One spirally bound copy for the Examinations Office for viewing purposes by members of Senate and Faculty.
- 51.4 With the copies of the dissertation, the supervisor and co-supervisor (s), must indicate to the Faculty that the candidate is ready for assessment.
- 51.5 If a candidate fails in a mini-dissertation or research paper, he/she may submit an amended or different mini-dissertation within one year.

AWARDING OF MARKS G52

- 52.1 In order to pass the degree, a student shall obtain a pass mark of at least 50% in every module/course required for the degree.
- 52.2 The final mark should be proportional between the mark obtained for the mini-dissertation and all the required coursework components of the degree.
- 52.3 The final mark achieved for the mini-dissertation, is the average of the marks allocated by all assessors (internal and external).
- 52.4 In order to pass the degree, a minimum of 50% should be allocated for the mini-dissertation by all assessors (internal and external).
- 52.5 Where an external assessor awards a mark below 50%, Senate may seek a second external opinion once only.
- 52.6 If an assessor indicates in his/her examination report that he/she has to view the mini-dissertation again after the corrections are effected, it may be done so once only.

F. RULES FOR DOCTORAL DEGREE STUDY

ADMISSION FOR DOCTORAL STUDY

G53

- 53.1 In addition to the rules in this Section, those contained under Section A (General Rules) and Section C (Rules for Postgraduate Study) also applies.
- 53.2 Admission criteria:
- 5.3.2.1 A masters degree or equivalent qualification.
- 53.2.2 If a candidate does not have a masters degree, he/she may be admitted to the doctoral study provided that Senate is satisfied that such candidate has reached the standard of a masters degree.
- 53.3 Before a candidate is accepted for doctoral study, the Faculty concerned must be convinced that the candidate has sufficient knowledge of the field of study to be able to fulfil the requirements for the degree.

DURATION OF STUDY

G54

The minimum and maximum duration of study is as described under Rule G10.

REGISTRATION AND RENEWAL OF REGISTRATION

G55

- 55.1 Candidates for doctoral study are not subject to the registration date for bachelor's degrees only for the first registration.
- 55.2 A candidate who has been registered for a doctoral degree must renew his/her registration each year before the closing date for academic registration and pay all prescribed fees until the candidate has complied with all the requirements for the degree. On renewal of registration, the student is required to pay the registration fee only.
- 55.3 If a student's progress is not satisfactory as per Faculty Rules, the student's registration for doctoral study may be cancelled.

REQUIREMENTS FOR AWARDING A DOCTORAL DEGREE

G56

- 56.1 A doctoral degree is awarded on the grounds of a completed thesis.
- 56.2 Subject to Faculty Rules, the assessment panel may subject a candidate to a defence of the thesis.

THESIS G57

- 57.1 The title and proposal of a thesis is approved for a period of five years, after which the student may apply to Senate, via the relevant Faculty, for an extension of time.
- 57.2 A thesis must:
 - 57.2.1 Demonstrate a high level of research capability.
 - 57.2.2 Make a significant and original academic contribution in the discipline or field.
 - 57.2.3 Be of a quality to satisfy peer reviewAnd
 - 57.2.4 Merit publication.
- 57.3 Unless otherwise stated under Faculty Rules for degrees and diplomas, material from the student's own published work may be incorporated in the thesis, but should not substitute the full text. A collection of published works shall not be accepted as a thesis.
- 57.4 No publication may, without the prior permission of Senate, contain a statement to the effect that the published material was or is to be submitted in fulfilment of the degree.
- 57.5 In order to be awarded the degree during a particular graduation, the assessment report must be submitted in its final form for approval by the Executive Committee of Senate at least three months before the graduation ceremony.
- 57.6 Students who aim to graduate during the first graduation of the year, but who, for some reason, do not make the deadline described in Rule G57.5, must re-register before 31 March and complete all outstanding requirements for the degree.

- 57.7 A thesis previously submitted as a whole or in part for a degree at another tertiary institution will not be accepted for consideration at this University.

SUBMISSION OF THE THESIS

G58

- 58.1 The title page of the copies of the thesis which are submitted shall contain the following:

58.1.1 The full title of the thesis.

58.1.2 The full name of the candidate.

58.1.3 Submitted in fulfilment of the requirements for the degree of,in the Faculty of,at the University of Limpopo, South Africa.

58.1.4 Year of submission.

58.1.5 Name(s) of promotor (s).

- 58.2 A candidate for the doctoral degree must sign the following official statement on submitting his/her thesis:

“I declare that the thesis hereby submitted to the University of Limpopo, for the degree of (degree & field of research) has not previously been submitted by me for a degree at this or any other university; that it is my work in design and in execution, and that all material contained herein has been duly acknowledged.”

- 58.3 The candidate is required to submit to his/her promotor, the following:

58.3.1 An abstract of the dissertation, in English, subsequently bound into each copy for approval.

58.3.2 One spirally bound copy of a thesis for each promotor and assessor.

58.3.3 One spirally bound copy for the Examinations Office for viewing purposes by members of Senate and Faculty.

- 58.4 With the copies of the thesis, the promotor and co-promotor (s), must indicate to the Faculty that the candidate is ready for assessment.

ASSESSMENT OF THE THESIS

G59

- 59.1 On the recommendation of the promotor and the Faculty concerned, the Executive Committee of Senate appoints an assessment panel consisting of the promotor, the co-promotor (s) (if any) as internal assessor(s), and at least two external assessors, provided that:
- 59.1.1 A promotor or co-promotor or a person who acted in that capacity at any time for a particular student, may not act as an external assessor for that student.
- 59.1.2 An external assessor may not have been in the employment of the University during the preceding three academic years.
- 59.2 Should the Executive Committee of Senate consider it necessary, it may appoint one additional member, who is not an assessor, to act as chair of the assessment panel.
- 59.3 As soon as the thesis has been submitted for assessment, the Examinations Office shall notify the members of Senate and Faculty concerned, in writing, that the thesis is ready for inspection.
- 59.4 Within fourteen days after the abovementioned notice, any member of Senate or Faculty concerned may submit comments on the thesis, in writing, through the Executive Dean, to the Examinations Office for submission to, and consideration by the assessment panel.
- 59.5 The members of the assessment panel must submit their independent comments on the thesis in writing within six weeks to the Examinations Office who will forward them, with comments received to the promotor through the Office of the Executive Dean.
- 59.6 The promotor compiles a summary report for submission to the Faculty Assessment Committee within two weeks. Upon approval, the promotor oversees corrections and submits the report, with one spirally bound copy of the thesis to the Office of the Executive Dean.
- 59.7 Before the degree is conferred, the candidate must hand in to the Examinations Office:
- 59.7.1 One corrected hard bound copy for each assessor, including all internal assessor(s).

59.7.2 One corrected hard bound copy for the Examinations office.

59.7.3 One corrected hard bound copy and an electronic copy for the library.

59.8 A candidate may not submit a thesis for a doctoral degree if it has been formerly rejected in a different form.

CONFERMENT OF THE DEGREE

G60

60.1 A Doctoral degree is not awarded unless the candidate has been registered for the degree at the University for at least two academic years before the presentation of his/her thesis.

60.2 If a thesis is accepted and an assessor decides that the candidate has to make certain changes, the degree is not conferred until the changes have been effected to the satisfaction of Senate.

60.3 The doctor's degree is conferred on a student who, in the opinion of the assessment panel and Senate, has fulfilled the requirements of the degree.

60.4 The doctoral degree is not awarded with distinction.

PUBLICATION OF A THESIS

G61

61.1 Rule G43, applies throughout to a doctoral degree.

61.2 The Senate may waive this right, provided the student makes arrangements for publication of the work in a manner acceptable to Senate.

AWARDING OF DEGREE *honoris causa*

G62

62.1 Subject to the provisions of the Statute, Council may confer a degree *honoris causa* on a person on the recommendation of Senate.

62.2 The degree *honoris causa* may be awarded in any Faculty, and on any person, within or without the University, who has rendered distinguished service in the advancement of arts, science, jurisprudence or other branches of learning.

- 62.3 The Statute of the University describes the awarding of the degree *honoris causa*.

**GUIDELINES FOR OUTSTANDING ACHIEVEMENT AND ENDEAVOURS
G63**

- 63.1 Scholarship and Research.
- 63.2 Contributions to the community's cultural resources and traditions, or its health and welfare services, or its educational needs.
- 63.3 The promotion of better human relations or service to society.
- 63.4 Leadership, economic and industrial development, advancement of the profession, or leadership in public life in South Africa.
- 63.5 Eminence that reflects favourably on the University.
- 63.6 Intellectual and/or scientific consideration,
- 63.7 Non-academic performance and achievements in respect of other contributions that have direct or indirect relevance to the University's objectives and functions.
- 63.8 Contributions made in a world arena.

**PROCEDURE
G64**

- 64.1 A proposal to confer a degree *honoris causa* may be submitted only by members of the academic staff.
- 64.2 An academic member of staff suggests a name which is submitted to a meeting of the School. If there is support, the name is submitted to the Faculty, and later to Senate and Council.
- 64.3 The consent of the candidate to be honoured shall be obtained, in writing, beforehand.
- 64.4 Voting in the Senate shall be by ballot after deliberations on the matter, and no such honour shall be conferred if it is opposed by more than one-third of the members present at the meeting.

- 64.5 Should Senate, by a two-thirds majority, approve and Council ratify the awarding of such an honorary degree, (but prior to public announcement thereof) the candidate shall be contacted by the Registrar and informed of the University's decision about honouring him or her with such an award.
- 64.6 A maximum of four *honorary doctors degrees* may be awarded during one academic year.

GENERAL INFORMATION

GLOSSARY

- **Abstract**
A shortened form of a dissertation or thesis outlining the most important facts or arguments.

- **Academic year**
The specified period that delineates the academic activities of a specific year.

- **Alternative access programme**
A programme designed to assist students who do not qualify for outright entry into degree or diploma studies.

- **Assessment**
The process of determining a learner's capability by observing and evaluating performance using a range of methods benchmarked against standards.

- **Block release**
A period of study that a student undertakes during a fixed time-frame over and above the normal contact period; otherwise defined as a fixed period during which part-time students present themselves for tuition.

- **Compulsory ancillary module/course**
A module/course, which has to be completed before a learning programme is finalised.

- **Continuous Assessment**
A variety of assessments, including formative and summative methods, given during a learning process.

- **Cum Laude**
A qualification obtained with an average distinction mark over all modules/courses.

- **Discipline**

A coherent branch of knowledge and theory.

- **Dissertation**
A comprehensive report of research findings with a defined number of credits for a Research Masters degree.
- **Distinction mark:**
A final mark of 75% or more achieved in a module/course.
- **Exemption**
A full credit for a module/course already passed at the University; or an accredited institution of higher learning.
- **Extended Degree Programme**
Degree programme extended by one year beyond the normal duration.
- **Extended essay**
A short research report as a component of an Honours or LLB degree study.
- **Final mark**
The weighted average of the formative assessment mark and the summative assessment mark in a module/course.
- **Formative assessment**
Assessment that takes place during the process of learning and teaching, to inform learning and teaching strategies for improvement as well as give an indication regarding the readiness of the learner to do summative assessment.
- **Formative assessment mark**
The mark obtained through continuous assessment in a module/course.
- **Mini-dissertation**
A research component for a Coursework Masters degree.
- **Module/Course**
A self-contained unit of study with a defined number of credits.

- **Part-time student**
A student engaged in other occupations (such as full-time employment) and who can devote only part of his/her time to contact studies.

- **Part-time study**
Contact studies done on a part-time basis.

- **Pass mark**
A minimum final mark of 50% achieved in a module/course.

- **Prerequisite of a module/course**
Specified learning required for the registration of a module/course.

- **Programme**
A purposeful and structured set of learning experiences, defined by a coherent grouping of modules/courses that leads to a qualification.

- **Qualification**
A formal recognition of the achievement of required credits as determined by a programme.

- **Quarter**
The study period extending over a quarter of the academic year.

- **Recognition of prior learning**
A mode of recognising skills and competencies gained outside formal learning structures.

- **Research paper**
A short research report as a component of a degree study e.g. an MBA.

- **Semester**
A study period extending over half of the academic year.

- **Statutory registration**
Registration with a professional body.

- **Summative assessment**
Assessment, which integrates all learning of a module/course in conjunction with formative assessment. It is an indicator of competency and leads to credits, which are recorded and reported.

- **Summative assessment mark**
The mark obtained through summative assessment in a module/course.

- **Supplementary assessment**
Assessment granted to a student for purposes of assessing knowledge through the process of re-assessment.

- **Syllabus**
The content of a module/course.

- **Thesis**
A comprehensive report of research findings of a research study for a Doctoral degree.

CODES

1. Subject Codes

Refer to the respective Faculty calendars

2. Examination Results Codes

Code	Description	Result
F1	FAIL	F
F2	FAIL: RE-EXAMINATION GRANTED	F
F3	FAIL SUB-MINIMUM – RE-EXAMINATION	GRANTED
F		
F4	FAIL – REPEAT IN 6 MONTHS	F
F5	FAIL RE-EXAMINATION	F
F6	CONTINUING	F
F7	INFRINGEMENT OF EXAMINATION Rules	F
F8	ABSENT – RE-EXAMINATION GRANTED	F
F9	INVESTIGATION PENDING	F
FA	NO EXAMINATION ADMISSION	F
FF	RESULTS PENDING	F
FR	FAIL SUBMINIMUM	F
FX	ABSENT FROM EXAMINATION	F
FT	ABSENT FROM CLASS	F
P1	PASS	P
P2	PASS WITH DISTINCTION	P
P3	CREDIT GRANTED	P
P4	PASS RE-EXAMINATION	P
P5	LAPSED	P
FP	NOT PROMOTED	F
FC	FAIL CLINICAL REQUIREMENTS	F
FE	FAIL – RE-EXAM IN CLINICAL	F
FQ	REPEAT BLOCK	F
FK	EXCLUDED FROM UNIVERSITY (ACADEMIC)	F
FD	DISSERTATION OUTSTANDING	F
PG	PASSED FINAL EXAM	P
PQ	PASSED FINAL EXAMINATION cum laude	P
PP	PROMOTED	P
PZ	CONTINUING ENROLMENT	P
PA	QUALIFICATION AWARDED	P
PC	QUALIFICATION AWARDED (cum laude)	P
X1	EXPELLED FROM THE UNIVERSITY	F
X2	EXCLUDED FROM THE UNIVERSITY	F
X3	DISCONTINUED	F
X4	CANCELLED BY SENATE	F
X5	CANCELLED BY DISCIPLINARY COMMITTEE	F
X6	UNAUTHORIZED REGISTRATION (G19)	F
X7	NO MATRICULATION EXEMPTION	F
X8	NO AGE EXEMPTION	F

3. Annual Result Codes

PP	Denotes promotion to the next level of study
PG	Denotes a pass on the final assessment
FP	Denotes a state of non-promotion
FH	Denotes a fail in the assessment, but are given a second chance
FZ	Denotes continuation with degree programme