

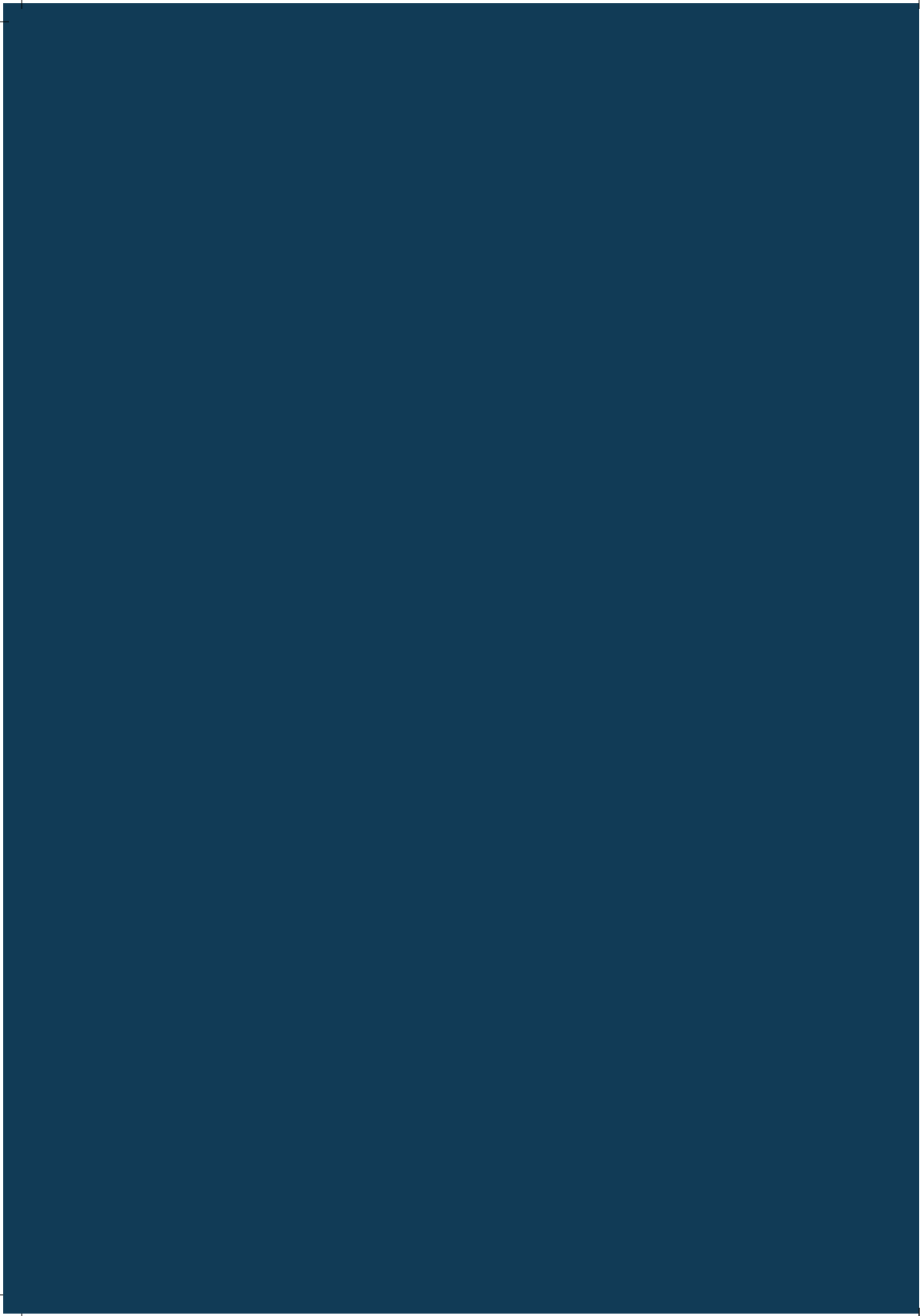


UNIVERSITY OF  
MPUMALANGA

Creating Opportunities

2024

ALMANAC AND  
GENERAL RULES



The University of Mpumalanga (UMP) was promulgated through the publication of Government Notice (No 36772) on 22 August 2013. The UMP was launched on 31 October 2013.

This calendar is valid for the 2024 Academic Year.

Although the information contained in this Calendar has been compiled as accurately as possible, Council and the Senate accept no responsibility for errors and omissions which may occur. The University reserves the right to amend any regulation or stipulation without prior notice.

Unless specifically stated otherwise, the General Information and Regulations will apply.



### **ACCREDITATION**

All the programmes offered by the University of Mpumalanga are accredited by the Council on Higher Education (CHE) and other accreditation bodies. The qualifications of the University of Mpumalanga are recognised by all other Universities in South Africa and to this end the institution operates on a system of external moderators drawn from other Universities and Industry.

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## 1. ADDRESSES

All correspondence should be addressed to:

The Registrar  
University of Mpumalanga  
Private Bag X11283  
Mbombela  
1200  
South Africa

### **Mbombela Campus (Main Campus)**

**Physical Address:** Corner of R40 and D725 Roads, Riverside, Mbombela, South Africa, 1200

**Enquiries:** +27 13 002 0001/2

**Fax No.:** +27 13 755 1110

**Fax to Email:** +27 86 527 5421

**Website:** [www.ump.ac.za](http://www.ump.ac.za)

## 2. OTHER CONTACT DETAILS

### **Siyabuswa Campus**

**Physical Address:** Bhekimfundo Drive, Siyabuswa, South Africa, 0472

**Postal Address:** Private Bag X 4011, Siyabuswa, 0472

**Enquiries:** +27 13 002 8000

## 3. FINANCIAL INFORMATION

### **Financial Aid Office**

**Enquiries:** +27 13 002 0094



### Application Banking Details

Bank	Account Name	Account No.	Branch Code	Reference
STANDARD BANK	University of Mpumalanga	333270347	052852	Identification (ID) Number

### Registration Banking Details

Bank	Account Name	Account No.	Branch Code	Reference
STANDARD BANK	University of Mpumalanga	032610688	052852	Student Number

## 4. HISTORICAL OVERVIEW

In 1996 a committee was set up by the former MEC of Education, Mr DD Mabuza to explore the possibility of establishing a university in the province of Mpumalanga. The National Institute for Higher Education (NIHE-Mpumalanga) was established under the leadership of the late Prof C Mokadi to coordinate the provision of higher education in the province.

The University of Mpumalanga (UMP) was promulgated through the publication of Government Notice (No 36772) on 22 August 2013. The Interim Council was appointed by the Minister of Higher Education and Training in August 2013. UMP was launched on 31 October 2013.

**The inaugural students were enrolled in February 2014 in the following programmes:**

- Bachelor of Education in Foundation Phase Teaching
- Diploma in Hospitality Management
- Bachelor of Agriculture in Agricultural Extension and Rural Resource Management

**In 2015 two diplomas were introduced:**

- Diploma in Agriculture

- Diploma in Information Communication Technology in Applications Development

**In 2016 four new programmes were introduced:**

- Diploma in Nature Conservation
- Bachelor of Development Studies
- Bachelor of Science in Agriculture
- Advanced Diploma in Agriculture in Agricultural Extension

2017

**In 2018 three new programmes have been introduced:**

- Advanced Diploma in Hospitality Management
- Bachelor of Commerce
- Bachelor of Arts

**In 2019 seven new programmes have been introduced:**

- Bachelor of Science
- Advanced Diploma in Agriculture in Post-Harvest Technology
- Advanced Diploma in Agriculture in Agricultural Production Management
- Advanced Diploma in Nature Conservation
- Bachelor of Agriculture Honours in Agricultural Extension and Rural Resource Management
- Bachelor of Development Studies Honours
- Master of Agriculture in Agricultural Extension

**In 2020 seven new programmes have been introduced:**

- Diploma in Animal Production
- Bachelor of Administration
- Bachelor of Science in Environmental Sciences
- Advanced Diploma in Information Communication Technology in Applications Development
- Master of Development Studies
- Master of Education in Early Childhood Education
- Master of Science in Agriculture

**In 2021 six new programmes have been introduced:**

- Postgraduate Diploma in Nature Conservation

- Bachelor of Arts Honours in English
- Bachelor of Arts Honours in Sociology
- Bachelor of Arts Honours in Geography
- Bachelor of Commerce Honours in Economics
- Master of Science

**In 2022 seventeen new programmes have been introduced;**

- Higher Certificate in Information and Communication Technology in User Support
- Bachelor of Information and Communication Technology
- Bachelor of Laws
- Bachelor of Arts Honours in Psychology
- Bachelor of Arts Honours in Industrial Psychology
- Bachelor of Arts Honours in siSwati
- Bachelor of Arts Honours in Geography
- Bachelor of Science Honours in Geography
- Bachelor of Science Honours in Ecology
- Bachelor of Science Honours in Entomology
- Postgraduate Diploma in Information and Communication Technology
- Postgraduate Diploma in Hospitality Management
- Master of Arts
- Master of Commerce
- Doctor of Philosophy in Agriculture
- Doctor of Philosophy in Development Studies
- Doctor of Philosophy in Science

**In 2023 eleven new programmes have been introduced:**

- Higher Certificate in Events Management
- Advanced Diploma in Animal Production
- Postgraduate Diploma in Agriculture in Extension
- Bachelor of Science in Forestry
- Bachelor of Social Work
- Bachelor of Arts Honours in Gender Studies
- Bachelor of Education Honours in Teaching and Learning
- Bachelor of Administration Honours
- Bachelor of Commerce Honours in Industrial and Organisational Psychology
- Bachelor of Commerce Honours in Business Management
- Doctor of Philosophy

**In 2024 seven new programmes have been introduced:**

- Diploma in Culinary Arts
- Bachelor of Arts Honours in Politics
- Bachelor of Arts Honours in Tourism
- Bachelor of Arts Honours in isiNdebele
- Master of Administration
- Master of Computing
- Doctor of Philosophy in Commerce Fields

## 5. UNIVERSITY VISION, MISSION AND VALUES

### 5.1 VISION

An African University leading in creating opportunities for sustainable development through innovation.

### 5.2 MISSION

To offer high quality educational and training opportunities that foster the holistic development of students through teaching and learning, research and scholarship, and engagement in collaboration with strategic partners.

### 5.3 VALUES

The African life ethos of **Ubuntu**, referring to our orientation to and expressions of humanity to others, forms the broad and overarching framework for our values. The values of the University serve as a basis for all its actions, academic and otherwise, and its interactions with students, staff and all its other stakeholders. As such these values form an abbreviated code of conduct that should shape the behaviours of all its recognised institutional constituents and to which the University subscribes.

#### **Excellence**

The University commits itself to uphold the highest standards of excellence in all its actions, functions, and services.

#### **Integrity**

At all times and in all situations the actions and interactions of the University will be characterised by undeviating honesty, by utmost fairness, caring for one another as fellow human beings, and treating one another with the utmost respect.

#### **Diversity**

Diversity is valued and celebrated in unlocking a range of interactions and enhancing exposure to a wide variety of diverse cultures, backgrounds, views and opinions.

#### **Collaboration**

As an engaged institution UMP will actively seek out opportunities for collaboration with all its stakeholders in maximising the development of human potential and socio-economic development.

#### **Adaptability**

UMP acknowledges our ever-changing knowledge contexts, institutional environments, and social situations and therefore the need to promote and foster adaptability.

#### **Relevance**

UMP endorses the need for its academic programmes, research activities, and engagement projects to respond to its context.

#### **Inspiration**

UMP values inspiration that allows and encourages others to be more and do more than what at first seems possible.

## **6. ACADEMIC TERMS AND IMPORTANT DATES FOR 2024**

### **University Opens**

Tuesday, 02 January 2024

### **Orientation of New Students**

Monday, 12 February 2024 – Friday, 16 February 2024

### **Commencement of Lectures**

Monday, 19 February 2024

### **Semester 1**

#### **First Term**

Monday, 19 February 2024 – Friday, 29 March 2024

#### **Second Term**

Monday, 08 April 2024 – Friday, 24 May 2024

### **Semester 2**

#### **Third Term**

Monday, 22 July 2024 – Friday, 06 September 2024

#### **Fourth Term**

Monday, 16 September 2024 – Friday, 01 November 2024

#### **Graduation Ceremonies**

Friday, 03 May 2024

- (a) 1st Session – 09h00
- (b) 2nd Session – 14h00

Saturday, 04 May 2024

- (c) 1st Session – 09h00
- (d) 2nd Session – 14h00

#### **Closure of University**

Friday 20 December 2024

## **7. DEGREES AND DIPLOMAS: OFFERED BY THE UNIVERSITY**

**UMP will offer 82 programmes in 2024.**

#### **Higher Certificate in Events Management**

1-year minimum full time  
NQF Level 5 (120 Credits)

#### **Higher Certificate in Information and Communication Technology in User Support**

1-year minimum full time  
NQF Level 5 (120 Credits)

#### **Diploma in Agriculture**

3 years  
NQF Level 6 (360 Credits)

#### **Diploma in Culinary Arts**

3 years  
NQF Level 6 (360 Credits)

#### **Diploma in Hospitality Management**

3 years  
NQF Level 6 (360 Credits)

**Diploma in Information Communication Technology in Applications Development**

3 years

NQF Level 6 (360 Credits)

**Diploma in Nature Conservation**

3 years

NQF Level 6 (360 Credits)

**Diploma in Animal Production**

3 years

NQF Level 6 (360 Credits)

**Advanced Diploma in Agriculture in Agricultural Extension**

1 year

NQF Level 7 (120 Credits)

**Advanced Diploma in Agriculture in Agricultural Production Management**

1 year

NQF Level 7 (120 Credits)

**Advanced Diploma in Agriculture in Post-Harvest Technology**

1 year

NQF Level 7 (120 Credits)

**Advanced Diploma in Nature Conservation**

1 year

NQF Level 7 (120 Credits)

**Advanced Diploma in Animal Production**

1 year

NQF Level 7 (120 Credits)

**Advanced Diploma in Hospitality Management**

1 year

NQF Level 7 (120 Credits)

**Advanced Diploma in Information Communication Technology in Applications Development**

1 year

NQF Level 7 (120 Credits)

**Bachelor of Agriculture in Agricultural Extension and Rural**

**Resource Management**

3 years

NQF Level 7 (360 Credits)

**Bachelor of Science**

3 years

NQF Level 7 (360 Credits)

**Bachelor of Science in Agriculture**

4 years

NQF Level 8 (480 Credits)

**Bachelor of Science in Forestry**

4 years

NQF Level 8 (480 Credits)

**Bachelor of Science in Environmental Sciences**

3 years

NQF Level 7 (360 Credits)

**Bachelor of Development Studies**

3 years

NQF Level 7 (360 Credits)

**Bachelor of Social Work**

4 years

NQF Level 8 (480 Credits)

**Bachelor of Commerce**

3 years

NQF Level 7 (360 Credits)

**Bachelor of Administration**

3 years

NQF Level 7 (360 Credits)

**Bachelor of Arts**

3 years

NQF Level 7 (360 Credits)

**Bachelor of Education in Foundation Phase Teaching**

4 years

NQF Level 8 (480 Credits)



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**Bachelor of Information and Communication Technology**

3 years

NQF Level 7 (360 Credits)

**Bachelor of Laws**

4 years

NQF Level 8 (480 Credits)

**Postgraduate Diploma in Agriculture**

1 year

NQF Level 8 (120 Credits)

**Postgraduate Diploma in Nature Conservation**

1 year

NQF Level 8 (120 Credits)

**Postgraduate Diploma in Information and Communication Technology**

1 year

NQF Level 8 (120 Credits)

**Postgraduate Diploma in Hospitality Management**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Agriculture Honours in Agricultural Extension and Rural Resource Management**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Development Studies Honours**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Arts Honours in English**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Arts Honours in IsiNdebele**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Arts Honours in Sociology**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Arts Honours in Politics**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Arts Honours in Culture and Heritage Studies**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Arts Honours in Tourism**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Arts Honours in Geography**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Arts Honours in siSwati**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Arts Honours in Psychology**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Arts Honours in Industrial Psychology**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Arts Honours in Gender Studies**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Administration Honours**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Commerce Honours in Industrial and Organisational Psychology**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Commerce Honours in Economics**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Commerce Honours in Business Management**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Science Honours in Geology**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Science Honours in Geography**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Science Honours in Ecology**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Science Honours in Entomology**

1 year

NQF Level 8 (120 Credits)

**Bachelor of Education Honours in Teaching and Learning**

1 year

NQF Level 8 (120 Credits)

**Master of Agriculture**

1 year

NQF Level 9 (180 Credits)

**Master of Agriculture in Agricultural Extension**

1 year

NQF Level 9 (180 Credits)

**Master of Science**

1 year

NQF Level 9 (180 Credits)

**Master of Science in Agriculture**

1 year

NQF Level 9 (180 Credits)

**Master of Computing**

1 year

NQF Level 9 (180 Credits)

1 year  
NQF Level 9 (180 Credits)

**Master of Arts**

1 year  
NQF Level 9 (180 Credits)

**Master of Administration**

1 year  
NQF Level 9 (180 Credits)

**Master of Development Studies**

1 year  
NQF Level 9 (180 Credits)

**Master of Commerce**

1 year  
NQF Level 9 (180 Credits)

**Master of Commerce in Business Management**

1 year  
NQF Level 9 (180 Credits)

**Master of Commerce in Economics**

1 year  
NQF Level 9 (180 Credits)

**Master of Commerce in Industrial Psychology**

1 year  
NQF Level 9 (180 Credits)

**Master of Education in Early Childhood Education**

1 year  
NQF Level 9 (180 Credits)

**Doctor of Philosophy in Agriculture**

2 years  
NQF Level 10 (360 Credits)

**Doctor of Philosophy in Science**

2 years  
NQF Level 10 (360 Credits)

**Doctor of Philosophy in Development Studies**

2 years  
NQF Level 10 (360 Credits)

**Doctor of Philosophy**

2 years  
NQF Level 10 (360 Credits)

**Doctor of Philosophy in Commerce Fields**

2 years  
NQF Level 10 (360 Credits)

**Admission requirements:**

*“The basic admission requirement for the Undergraduate Qualifications is the National Senior Certificate or its equivalent. Additional requirements are dealt with in Rule G.2.2”.*

## 8. OFFICE-BEARERS OF THE UNIVERSITY

Chancellor	Justice ML Maya
Vice-Chancellor	Prof TV Mayekiso
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Deputy Vice-Chancellor: Research, Innovation and Internationalisation	Dr A Stroebel
Deputy Vice-Chancellor: p, Engagement and Planning,	Prof M Mbewe
Registrar	Mr S Legodi
Executive Director: Finance	Mr KD Pather
Executive Director: Human Resources	Dr LS Govender
Executive Director: Operations	Mr R Flame
Dean: Faculty of Agriculture and Natural Sciences	Prof N Ludidi
Dean: Faculty of Economics Development and Business Sciences	Prof V Gumede
Dean: Faculty of Education	Prof HF Israel
Dean of Students	Dr P Maminza

## 9. COUNCIL

Council Appointee (Chairperson)	Mr S Mahlalela
Council Appointee (Deputy Chairperson)	Ms N Ravele
Vice-Chancellor	Prof TV Mayekiso
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Deputy Vice-Chancellor: Research, Innovation and Internationalisation	Dr A Stroebel

Council Appointee	Ms N Madliwa
Council Appointee	Dr P Maduna
Council Appointee	Ms NB Mfihlo
Council Appointee	Prof RT Nhlapo
Council Appointee	Vacant
Council Appointee	Mr S Schormann
Council Appointee	Mr M Khoza
Council Appointee	Prof TJ Lebakeng
Council Appointee	Mr B Mthembu
Ministerial Appointee	Vacant
Ministerial Appointee	Ms NZN Madlakana
Ministerial Appointee	Prof M Kanyane
Ministerial Appointee	Mr J Aling
Ministerial Appointee	Ms N Ravele
Senate Appointee	Prof P Lukhele-Olorunju
Senate Appointee	Prof E Boshoff
Convocation Representative	Vacant
Convocation Representative	Mr T Ndebele
Institutional Forum Representative	Prof HF Israel
SRC Representative	Mr W Mabila
SRC Representative	Mr B E Magaseng
Academic Staff Representative	Dr M Eggink
Support Staff Representative	Dr N Twise

Secretariat:

Registrar	Mr S Legodi
Secretary	Mr S Mabuza

**9.1 COMMITTEES OF COUNCIL**

**9.1.1 EXECUTIVE COMMITTEE (EXCO)**

Chairperson of Council (Chairperson)	Mr S Mahlalela
Deputy Chairperson of Council	Ms N Ravele
Chairperson of GFIC	Mr M Schormann

Chairperson of HRC	Prof T Nhlapo
Chairperson of SC	Prof M Kanyane
Chairperson of FPIC	Mr J Aling
Chairperson of REMCO	Ms N Madliwa
Chairperson of NC	Ms N Ravele
Senate Representative	Prof E Boshoff
Vice-Chancellor	Prof TV Mayekiso

Secretariat:

Registrar	Mr S Legodi
Secretary	Mr S Mabuza

### 9.1.2 GOVERNANCE, FINANCE AND INVESTMENT COMMITTEE (GFIC)

Council Member (Chairperson)	Mr M Schormann
Council Member	Ms N Ravele
Council Member	Mr J Aling
Vice-Chancellor	Prof TV Mayekiso
Executive Director: Finance	Mr KD Pather

Secretariat:

Registrar	Mr S Legodi
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### 9.1.3 AUDIT, RISK AND IT GOVERNANCE COMMITTEE (ARIGC)

Council Member (Chairperson)	Ms N Ravele
Council Member	Ms N Madliwa
Council Member	Ms N Mfihlo
External Expert	Mr P Ganesan
External Expert	Mr T Tshabalala

By Invitation:

Vice-Chancellor	Prof TV Mayekiso
Executive Director: Finance	Mr KD Pather
Chief Information Officer	Mr J Vele

Secretariat:

Registrar	Mr S Legodi
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#### 9.1.4 HUMAN RESOURCES COMMITTEE (HRC)

Chairperson	Prof T Nhlapo
Council Member	Mr B Mthembu
Council Member	Prof M Kanyane
External Expert	Ms L Ngcwabe
Vice-Chancellor	Prof TV Mayekiso
Executive Director: Human Resources	Dr LS Govender
Secretariat:	
Registrar	Mr S Legodi

#### 9.1.5 FACILITIES PLANNING AND INFRASTRUCTURE COMMITTEE (FPIC)

Council Member (Chairperson)	Mr J Aling
Council Member	Prof T Lebakeng
Council Member	Mr M Khoza
Vice-Chancellor	Prof TV Mayekiso
Executive Director: Operations	Mr R Flame
External Member	Ms Z Lushaba
Senior Director: New Infrastructure Projects	Mr D Mokotedi
Secretariat:	
Registrar	Mr S Legodi

#### 9.1.6 STRATEGY COMMITTEE (SC)

Council Member (Chairperson)	Prof M Kanyane
Council Member	Dr P Maduna
Council Member	Mr M Khoza
Council Member	Mr T Ndebele
Vice-Chancellor	Prof TV Mayekiso

Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Deputy Vice-Chancellor: Research, Innovation and Internationalisation	Dr A Stroebel

Secretariat:

Registrar	Mr S Legodi
Secretary	Ms A Mhlongo

#### 9.1.7 NOMINATIONS COMMITTEE (NC)

Council Member (Chairperson)	Ms N Ravele
Council Member	Ms B Mfihlo
Council Member	Ms NZN Madlakana
Vice-Chancellor	Prof TV Mayekiso

Secretariat:

/Registrar	Mr S Legodi
Secretary	Ms F Khosa

#### 9.1.8 REMUNERATION COMMITTEE (REMCO)

Council Member (Chairperson)	Ms N Madliwa
Council Member	Ms N Ravele
Council Member	Mr B Mthembu
Council Member	Mr M Schormann
External Expert	Vacant
HRC Member	Prof M Kanyane
Vice-Chancellor	Prof TV Mayekiso
Executive Director: Human Resources	Dr LS Govender
Executive Director: Finance	Mr KD Pather
Secretary (Registrar)	Mr S Legodi

### 10. SENATE

Vice-Chancellor (Chairperson)	Prof TV Mayekiso
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Deputy Vice-Chancellor: Teaching and Learning (Deputy Chairperson)	Prof M Davhana-Maselesele
Deputy Vice- Chancellor: Postgraduate Studies, Engagement and Planning Deputy Vice- Chancellor: Research, Innovation and internationalisation Dean: Faculty of Agriculture and Natural Sciences	Prof M Mbewe  Dr A Stroebel Prof N Ludidi
Dean: Faculty of Economics, Development and Business Sciences	Prof V Gumede
Dean: Faculty of Education	Prof HF Israel
Dean of Students	Dr PM Maminza
Director: Research Management Deputy Director: Academic Support Division	Prof P Lukhele-Olorunju Dr S Machingambi
Head of School: Agricultural Sciences	Prof FR Kutu
Head of School: Computing and Mathematical Sciences	Prof N Wayi-Mgwebi
Head of School: Biology and Environmental Sciences	Prof S Mini
Head of School: Chemical and Physical Sciences	Prof N Ludidi (Acting)
Head of School: Development Studies	Prof E Boshoff
Head of School: Hospitality and Tourism Management	Prof J Sibanyoni
Head of School: Social Sciences Programme Leader: Foundation Phase Teaching	Prof C Gwandure Prof E Jansen van Vuuren
Programme Leader: Diploma in Agriculture in Plant Production	Mr J Seema
Programme Leader: Diploma in Animal Production	Prof V Mlambo
Programme Leader: Diploma in Nature Conservation	Dr M Ndlovu
Programme Leader: Diploma in Information Communication Technology	Prof B Kalema

Programme Leader: Bachelor of Agriculture	Mr L Letsoalo
Programme Leader: Bachelor of Science	Prof T Mwabvu
Programme Leader: Bachelor of Science in Agriculture	Dr B Mcata
Programme Leader: Bachelor of Science in Environmental Sciences	Dr A Shabalala
Programme Leader: Bachelor of Science in Forestry	Prof FR Kutu
Programme Leader: Bachelor of Information and Communication Technology	Dr M Bembe
Programme Leader: Diploma in Hospitality Management	Dr L Ncube
Programme Leader: Bachelor of Development Studies	Prof T Sabela
Programme Leader: Bachelor of Arts	Dr D Ngobese
Programme Leader: Bachelor of Commerce	Prof A Maredza
Programme Leader: Bachelor of Administration	Dr R Manyaka (Acting)
Programme Leader: Bachelor of Laws	Prof A Okharedia (Acting)
Programme Leader: Bachelor of Social Work	Dr T Makanya (Acting)
Registrar	Mr S Legodi
Campus Director: Siyabuswa Campus	Dr E Tshikwatamba
Director: Academic Planning and Quality Assurance	Vacant
Director: Library and Information Services	Ms N dos Santos
Chief Information Officer	Mr J Vele
Deputy Registrar: Academic Administration	Ms N Shongwe
Professor in Law	Prof A Okharedia
Associate Professor: Economics	Prof K Ogujiuba

Professor: Environmental Sciences	Prof D Parker
Faculty Representative: Faculty of Agriculture and Natural Sciences	Dr M Bembe
Faculty Representative: Faculty of Economics, Development and Business Sciences and Natural Sciences	Prof F Niyimbanira
Faculty Representative: Faculty of Education	Dr M Makgaleng
Council Representative	Mr T Ndebele
Council Representative	Prof TJ Lebakeng
Senate Representative	Prof V Mlambo
SRC Representative	Mr W Mabila
SRC Representative	Ms AC Ngomane

## 10.1 COMMITTEES OF SENATE

### 10.1.1 EXECUTIVE COMMITTEE OF SENATE (ECS)

Vice-Chancellor (Chairperson)	Prof TV Mayekiso
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Deputy Vice- Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Deputy Vice- Chancellor: Research, Innovation and internationalisation	Dr A Stroebel
Dean: Faculty of Agriculture and Natural Sciences	Prof N Ludidi
Dean: Faculty of Economics, Development and Business Sciences	Prof V Gumede
Dean: Faculty of Education	Prof HF Israel
Campus Director: Siyabuswa Campus	Dr E Tshikwatamba
Senate Representative	Prof E Boshoff
Postgraduate Committee of Senate Representative	Prof V Mlambo
Registrar	Mr S Legodi

### 10.1.2 RESEARCH COMMITTEE OF SENATE (RCS)

Deputy Vice-Chancellor: Research, Innovation and Internationalisation Director: Research Management	Dr A Stroebel Prof P Lukhele-Olorunju
Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Dean: Faculty of Economics, Development and Business Sciences (ex officio)	Prof V Gumede
Dean: Faculty of Education (ex officio)	Prof HF Israel
Chairperson of Faculty Research Committee: Agriculture and Natural Sciences Education Economics, Development and Business Sciences	Prof V Mlambo Vacant Prof E Boshoff
Director: Library and Information Services or Nominee	Ms N dos Santos
SRC Representative	Ms A Ngomane

### 10.1.3 RESEARCH ETHICS COMMITTEE OF SENATE (RECS)

Deputy Vice-Chancellor: Research, Innovation and Internationalisation Director: Research Management	Dr A Stroebel Prof P Lukhele-Olorunju
Representative: Faculty of Agriculture and Natural Sciences	Prof T Mwabvu
Representative: Faculty of Economics, Development and Business Sciences	Prof E Boshoff
Representative: Faculty of Education	Vacant

### 10.1.4 TEACHING AND LEARNING COMMITTEE OF SENATE (TLCS)

Deputy Vice-Chancellor: Teaching and Learning (Chairperson)	Prof M Davhana-Maselesele
Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Dean: Faculty of Economics, Development and Business Sciences	Prof V Gumede
Dean: Faculty of Education Dean of Students or Nominee Director Academic Planning and Quality Assurance or Nominee	Prof E Jansen van Vuuren Dr P Maminza Vacant
Director Academic Support Services Dean: Faculty of Agriculture and Natural Sciences	Dr S Machingambi Prof N Ludidi
Chief Information Officer	Mr J Vele
Director: Library and Information Services or Nominee	Ms N dos Santos
HoS: School of Biology and Environmental Sciences HoS: School of Hospitality & Tourism HoS: Development Studies HoS: Social Studies	Prof S Mini  Prof J Sibanyoni Prof E Boshoff Prof C Gwandure
SRC Representative	Ms A Ngomane
SRC Representative	Mr W Mabila

#### 10.1.5 LIBRARY AND INFORMATION SERVICES COMMITTEE OF SENATE (LISCS)

Deputy Vice-Chancellor: Research, Innovation and Internationalisation	Dr A Stroebe
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Director: Research Management	Prof P Lukhele-Olorunju
Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Dean: Faculty of Agriculture and Natural Sciences	Prof N Ludidi

Dean: Faculty Economics, Development and Business Sciences	Prof V Gumede
Dean: Faculty of Education	Prof HF Israel
Registrar	Mr S Legodi
Chief Information Officer	Mr J Vele
Director: Library and Information Services	Ms N dos Santos
SRC Representative	Ms C Mkhize
Secretary	Ms F Khosa

#### 10.1.6 TIMETABLE COMMITTEE OF SENATE (TCS)

Chairperson	Prof W Chingombe
Academic Administration Representative	Ms N Shongwe
Academic Administration Representative	Ms M Mapukata
Academic Administration Representative	Ms J Nkosi
Faculty Representatives:	
Agriculture and Natural Sciences	Dr N Zhakata
Economics, Development and Business Studies	Dr M Eggink
Education	Dr J Masalesa
ICT Representative	Mr M Ramatapa
Operations Representative	Mr J Thrush
SRC Representative	Ms AC Ngomane
Secretary	Mr M Khumalo

#### 10.1.7 POSTGRADUATE COMMITTEE OF SENATE (PGCS)

Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning (Chairperson)	Prof M Mbewe
Deputy Vice-Chancellor: Teaching and Learning (ex-officio)	Prof M Davhana-Maselesele
Director: Research Management	Prof P Lukhele-Olorunju
Director: Research Capacity Development	Vacant
Faculty Representatives:	
Agriculture and Natural Sciences	Prof V Mlambo



Economics, Development and Business Studies Social Sciences	Vacant
Education	Prof A Okharedia
SRC Representative	Vacant
SRC Representative	Mr W Mabila
SRC Representative	Ms N Zulu
Secretary	Ms F Khosa

## 11. JOINT COMMITTEE OF COUNCIL AND SENATE

### 11.1 HONORARY DEGREES COMMITTEE (HDC)

Chairperson of Council (Chairperson)	Mr S Mahlalela
Council Appointee (Deputy Chairperson of Council)	Ms N Ravele
Council Appointee	Vacant
Council Appointee	Vacant
Council Appointee	Vacant
Vice-Chancellor	Prof TV Mayekiso
SRC Representative	Mr W Mabila
SRC Representative	Mr BE Magaseng

## 12. JOINT COMMITTEES OF SENATE AND MANCO

### 12.1 PUBLIC LECTURES COMMITTEE

Deputy Vice-Chancellor: Research, Innovation and Internationalisation	Dr A Stroebel
Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Director: Research Management (Chairperson)	Prof P Lukhele-Olorunju
Director: Marketing or Nominee	Mr T Manana
Director: Stakeholder Liaison and Communication or Nominee	Mr T Ubisi

Director: Engagement or Nominee	Vacant
Research Representative	Mr Z Matshaya
SRC Representative	Ms A Ngomane
Secretary	Ms M Mogakane

## 12.2 QUALITY COMMITTEE

Vice-Chancellor (Chairperson)	Prof TV Mayekiso
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Deputy Vice- Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Deputy Vice- Chancellor: Research, Innovation and internationalisation	Dr A Stroebel
Campus Director	Dr E Tshikwatamba
One Dean, designated by the Deputy Vice-Chancellor: Teaching and Learning	Vacant
Dean of Students	Dr P Maminza
Dean: Economics, Development and Business Science	Prof V Gumede
Internal Auditors Representative	Vacant
Director: Academic Planning and Quality Assurance	Vacant
Director: Research Management	Prof P Lukhele-Olorunju
Director: Marketing	Mr T Manana
Director: Stakeholder Liaison and Communication	Mr T Ubisi
Human Resource Division Nominee	Dr LS Govender
Finance Division Nominee	Mr KD Pather
Chief Information Officer	Mr J Vele
Registrar	Mr S Legodi
Senior Director: Operations	Mr MF Leutle
Senior Director: New Infrastructure Projects	Mr D Mokotedi
Secretary	Ms A Mhlongo

### 13. FACULTY BOARDS

Dean

All Academic Staff Members in the Faculty

Support Staff

All Technical Staff Members in the Faculty

Members in Schools Outside the Faculty (Service Lecturers)

Ex Officio Members:

Vice-Chancellor

Deputy Vice-Chancellor: Teaching and Learning

Deputy Vice-Chancellor: Research, Innovation and Internationalisation

Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning

Registrar

Deputy Registrar: Academic Administration

Faculty Administrator (Secretary)

### 14. INSTITUTIONAL FORUM (IF)

Senate Representative (Chairperson)	Prof HF Israel
Council Representative	Ms N Madlakana
Council Representative	Dr P Maduna
Senate Representative	Prof N Wayi-Mgwebi
Management Representative	Dr P Maminza
Management Representative	Dr L Govender
Academic Staff Representative	Vacant
Academic Staff Representative	Dr M Ndlovu
Support Staff Representative	Ms C Moshaba
Support Staff Representative	Vacant
NEHAWU Representative	Mr G Mokoena
NTEU Representative	Dr H Khwidzhili
SRC Representative	Mr W Mabila
SRC Representative	Mr BE Magaseng
Vice-Chancellor Appointee	Dr N Twise
Vice-Chancellor Appointee	Ms N Shongwe
Vice-Chancellor Appointee	Prof T Sabela
Secretary	Ms F Khosa

## 15. MANAGEMENT COMMITTEE (MANCO)

Vice-Chancellor (Chairperson)	Prof TV Mayekiso
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Deputy Vice-Chancellor: Research, Innovation and Internationalisation	Dr A Stroebel
Dean of Students	Dr P Maminza
Executive Director: Finance	Mr KD Pather
Executive Director: Human Resources	Dr LS Govender
Executive Director: Operations	Mr R Flame
Registrar	Mr S Legodi
Co-opted Members:	
Senior Director: Operations	Mr MF Leutle
Campus Director	Dr E Tshikwatamba
Secretary	Mr S Mabuza

### 15.1 COMMITTEES OF MANCO

#### 15.1.1 Extended MANCO (EMANCO)

Vice-Chancellor (Chairperson)	Prof TV Mayekiso
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Deputy Vice-Chancellor: Research, Innovation and Internationalisation	Dr A Stroebel
Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Dean of Students	Dr P Maminza
Executive Director: Finance	Mr KD Pather
Executive Director: Human Resources	Dr LS Govender
Registrar	Mr S Legodi

Dean: Faculty of Agriculture and Natural Sciences	Prof N Ludidi
Dean: Faculty of Education	Prof HF Israel
Dean: Faculty of Economics, Development and Business Sciences	Prof V Gumede
Director: Research Management	Prof P Lukhele-Olorunju
Director: Academic Planning and Quality Assurance	Vacant
Senior Director: Operations	Mr MF Leutle
Director: Hotel and Catering	Dr T Nkosana
Senior Director: New Infrastructure Projects	Mr D Mokotedi
Chief Information Officer	Mr J Vele
Campus Director: Siyabuswa Campus	Dr E Tshikwatamba
Director: Student Housing	Dr N Twise
Director: Marketing	Mr T Manana
Director: Stakeholder Liaison and Communication	Mr T Ubisi
Director: Revenue and Expenditure	Dr O Mbhalati
Director: Management Accounts, Budgets and Payroll	Dr QN Ambe
Director: Infrastructure and Maintenance	Mr J Thrush
Director: Library and Information Services	Ms N dos Santos
Director: Employee Relations	Mr MP Myeki
Deputy Registrar: Academic Administration	Ms N Shongwe
Secretary	Ms A Mhlongo

### 15.1.2 Physical Planning and Space Utilisation Committee (PPSUC)

Executive Director: Operations (Chairperson)	Mr R Flame
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Dean of Students or Nominee	Dr P Maminza

Dean of Faculty of Agriculture Natural Sciences	Prof N Ludidi
Dean of Faculty of Economics, Development and Business Sciences	Prof V Gumede
Dean of Faculty of Education	Prof HF Israel
Registrar or Nominee	Mr S Legodi
Executive Director: Finance	Mr KD Pather
Senior Director: New Infrastructure Projects	Mr D Mokotedi
Senior Director: Operations	Mr MF Leutle
Chief Information Officer or Nominee	Mr J Vele
Campus Director: Siyabuswa Campus	Dr E Tshikwatamba
Director: Revenue and Expenditure or Nominee	Dr O Mbhalati
Director: Infrastructure and Maintenance	Mr J Thrush
Security Manager	Mr M Mbatha
Manager: Infrastructure and Maintenance	Mr JH Nel
Academic Employees Representative	Vacant
SRC Representative	Ms N Zulu
Secretary	Ms K Viljoen

### 15.1.3 Student Financial Aid Committee (SFAC)

Director: Revenue and Expenditure (Chairperson)	Dr O Mbhalati
Executive Director: Finance (ex-officio)	Mr KD Pather
Dean of Students	Dr P Maminza
Registrar	Mr S Legodi
Deputy Director: Student Financial Aid, Scholarships and Assets Management	Ms I Delis
Deputy Director: Supply Chain Management	Ms G Chauke
Financial Aid Officer	Mr T Mabunda
SRC Representative	Ms C Mkhize
Secretary	Mr M Khumalo

Additional members as determined by the SFAC

#### 15.1.4 Safety, Health, and Environment Committee (SHEC)

Senior Director: Operations (Chairperson)	Mr MF Leutle
Senior Director: New Infrastructure Projects	Mr D Mokotedi
Director: Infrastructure and Maintenance Services	Mr J Thrush
Director: Library and Information Services	Ms N dos Santos
Director: Student Housing	Dr N Twise
Director: Employee Relations	Mr MP Myeki
Deputy Registrar: Academic Administration	Ms N Shongwe
Senior Manager Operations: Siyabuswa Campus	Vacant
Security Supervisor: Siyabuswa Campus	Vacant
Security Manager: Mbombela Campus	Vacant
Manager: Maintenance	Mr J Nel
Academic Staff Representative	Ms T Sonqishe
Support Staff Representative	Vacant
NEHAWU Member	Mr S Soko
NTEU Member	Mr G Sambo
SRC Representative	Ms N Zulu
SRC Representative	Mr BE Magaseng
Secretary	Mr M Khumalo

#### 15.1.5 Student Catering Management Committee (SCMC)

Senior Director: Operations (Chairperson)	Mr MF Leutle
Director: Student Housing	Dr N Twise
Security Managers' Representative	Mr T Makgakga
Wardens' Nominee	Ms Q Mashaba
Wardens' Nominee	Mr D Ramatshego
Infrastructure and Maintenance	Mr J Thrush
Hospitality Staff Representative	Ms M Sealetse

Manager: Student Governance and Development	Mr J Mokoatala
Director: Hotel and Catering Service	Dr T Nkosana
CRC Representative	Ms A Magagula
CRC Representative	Ms C Mkhize
Secretary	Mr M Khumalo

#### 15.1.6 Siyabuswa Campus Management Committee (SCMC)

Vice-Chancellor (Chairperson)	Prof TV Mayeksiso
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Deputy Vice-Chancellor: Innovation Research and Internationalisation	Dr A Stroebel
Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Executive Director: Operations	Mr R Flame
Dean of Students	Dr P Maminza
Dean of Faculty: Education	Prof HF Israel
Campus Director: Siyabuswa Campus	Dr E Tshikwatamba
Registrar	Mr S Legodi
Executive Director: Finance	Mr KD Pather
Executive Director: Human Resources	Dr LS Govender
Senior Director: Operations	Mr MF Leutle
Chief Information Officer	Mr J Vele
Invitee: Director Library and Information Services	Ms N dos Santos
Secretary	Mr M Khumalo

#### 15.1.7 Records and Archives Management Committee (RAMC)

Registrar (Chairperson)	Mr S Legodi
Deputy Director: Records and Archives	Vacant
Chief Information Officer	Mr J Vele
Senior Director: Operations	Mr MF Leutle
Senior Director: New Infrastructure Projects	Mr D Mokotedi
Director: Library and Information Services	Ms N dos Santos



Director: Management Accounts Budgets and Payroll	Dr QN Ambe
Deputy Director: Committee Secretarial Services	Mr S Mabuza
Deputy Director: HEMIS	Mr A Siziba
Deputy Director: Human Resources	Ms N Mnisi
Senior Academic Staff Development Professional	Dr S Machingambi
Professional Archivist from a Recognized Outside Institution	Vacant
Secretary	Ms M Mogakane

#### 15.1.8 Risk Management Committee (RMC)

Executive Director: Finance (Chairperson)	Mr KD Pather
Vice-Chancellor	Prof TV Mayekiso
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Deputy Vice-Chancellor: Research, Innovation and Internationalisation	Dr A Stroebel
Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Dean of Agriculture and Natural Sciences	Prof N Ludidi
Dean: Faculty of Education	Prof HF Israel
Dean: Faculty of Economics, Development and Business Sciences	Prof V Gumede
Dean of Students	Dr P Maminza
Registrar	Mr S Legodi
Director: Siyabuswa Campus	Dr E Tshikwatamba
Executive Director: Human Resources or Nominee	Dr LS Govender
Senior Director: Operations	Mr MF Leutle
Senior Director: New Infrastructure Projects	Mr D Mokotedi
Director: Library and Information Services	Ms N dos Santos
Director: Infrastructure and Maintenance	Mr J Thrush

Director: Marketing	Mr T Manana
Director: Stakeholder Liaison and Communication	Mr T Ubisi
Director: Revenue and Expenditure	Dr O Mbhalati
Director: Management Accounting, Budgets and Payroll	Dr QN Ambe
Secretary	Mr M Khumalo

#### 15.1.9 Audit Steering Committee (ASC)

Vice-Chancellor (Chairperson)	Prof TV Mayekiso
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele Dr A Stroebel
Deputy Vice-Chancellor: Research, Innovation and Internationalisation	
Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Executive Director: Finance	Mr KD Pather
Executive Director: Human Resources	Dr LS Govender
Dean of Students	Dr P Maminza
Campus Director: Siyabuswa Campus	Dr E Tshikwatamba
Registrar	Mr S Legodi
Senior Director: Operations	Mr MF Leutle
Chief Information Officer	Mr J Vele
Deputy Director: HEMIS	Mr A Siziba
External Auditors Member (Invitee)	
Internal Auditors Member (Invitee)	
Secretary	Mr M Khumalo

#### 15.1.10 Information Communication Technology Committee (ICTC)

Chief Information Officer (Chairperson)	Mr J Vele
Executive Director: Operations	Mr R Flame
Deputy Director: ICT Support	Ms J Zungu
Deputy Director: ICT Operations	Mr M Ramatapa
Executive Director: Finance or Nominee	Mr KD Pather
Senate Academic Staff Representative	Prof N Wayi-Mgwebi

Student Affairs Representative	<b>Vacant</b>
Director: Library and Information Services	Ms N dos Santos
Senior Librarian: Systems, Library, and Information Services	Mr L Mangale
Registrar or Nominee	Mr S Legodi
Secretary	Ms N Sibisi
Such other members as determined by the MANCO	

#### 15.1.11 Integrated Planning Committee (IPC)

Executive Director: Operations (Chairperson)	Mr R Flame
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Dean of Students	Dr P Maminza
Executive Director: Finance	Mr KD Pather
Executive Director: Human Resources	Dr LS Govender
Campus Director: Siyabuswa Campus Registrar	Dr E Tshikwatamba Mr S Legodi
Senior Director: New Infrastructure Projects	Mr D Mokotedi
Senior Director: Operations	Mr MF Leutle
Chief Information Officer	Mr J Vele
Director: Research Management	Prof P Lukhele-Olorunju
Secretary	Ms K Viljoen

#### 15.1.12 Human Resources Development and Advancement Committee (HRDC)

Executive Director: Human Resources (Chairperson)	Dr LS Govender
Vice-Chancellor (ex-officio)	Prof TV Mayekiso
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Dean: Faculty of Agriculture and Natural Sciences	Prof N Ludidi

Dean: Faculty of Economics, Development and Business Sciences	Prof V Gumede
Dean: Faculty of Education	Prof HF Israel
Dean of Students	Dr P Maminza
Director: Research Management	Prof P Lukhele-Olorunju
Senior Staff Development Professional	Dr S Machingambi
Campus Director: Siyabuswa Campus	Dr E Tshikwatamba
Registrar	Mr S Legodi
Executive Director: Finance	Mr KD Pather
Executive Director: Operations	Mr R Flame
Senior Manager: Organizational Development	Mr M Rachidi
Chief Information Officer	Mr J Vele
Union Representative: NEHAWU	Vacant
Union Representative: NTEU	Dr H Khwidzhili
Secretary	Mr M Khumalo

#### 15.1.13 Naming Committee (NC)

Director: Stakeholder Liaison and Communication (Chairperson)	Mr T Ubisi
Director: Marketing	Mr T Manana
Senate Representative	Vacant
MANCO Member	Prof <b>M Mbewe</b>
IF Representative	Prof T Sabela
Dean of Students or Nominee	Dr P Maminza
Siyabuswa Campus Director or Nominee	Dr E Tshikwatamba
Senior Director: New Infrastructure Projects	Mr D Mokotedi
Union Representative: NEHAWU	Mr S Soko
Union Representative: NTEU	Dr H Khwidzhili
SRC Representative	Ms N Zulu
Secretary	Ms B Madondo

#### 15.1.14 Vice-Chancellor's Scholarship Committee (VCSC)

Vice-Chancellor (Chairperson)	Prof TV Mayekiso
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Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
Dean: Faculty of Agriculture and Natural Sciences	Prof M Mbewe
Dean: Faculty of Economics, Development and Business Sciences	Prof V Gumede
Dean of Students	Dr P Maminza
Registrar	Mr S Legodi
Director: Marketing	Mr T Manana
SRC Representative	Ms C Mkhize
Secretary	Ms D Makutu

#### 15.1.15 Transformation Committee (TC)

Vice-Chancellor (Chairperson)	Prof TV Mayekiso
Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele
IF Representative	Prof HF Israel
Dean of Students	Dr P Maminza
Executive Director: Human Resources	Dr LS Govender
Executive Director: Finance	Mr KD Pather
Executive Director: Operations	Mr R Flame
Campus Director: Siyabuswa	Dr E Tshikwatamba
Director: Marketing	Mr T Manana
Director: Stakeholder Liaison and Communication	Mr T Ubisi
Director: Employee Relations	Mr MP Myeki
Director: Student Residences	Dr N Twise
Gender Forum Representative	Dr N Maqubela
Union Representative: NEHAWU	Mr S Thabethe
Union Representative: NTEU	Dr H Khwidzhili
SRC Representative	Ms N Zulu
Senate Representative	Vacant
Secretary	Mr M Khumalo

#### 15.1.16 HEMIS Management and Governance Committee (HMGC)

Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
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Director: Academic Planning and Quality Assurance	Vacant
Deputy Director: HEMIS	Mr A Siziba
Deputy Registrar: Academic Administration	Ms N Shongwe
Deputy Director: Records and Archives	Vacant
HEMIS Admin Officer	Ms R Safdar
ITS Specialist	Ms C van der Linde
Deputy Director: End-User Support	Ms N Zungu
Deputy Director: Academic Planning and Quality Assurance or Nominee	Vacant
Deputy Director: Human Resources	Ms N Mnisi
Student Affairs Representative	Dr N Twaise
Director Infrastructure and Maintenance	Mr J Thrush
Director: Revenue and Expenditure	Dr O Mbhalati
Senior Manager: Student Accounts	Mr T Mabunda
Project Manager (NIP)	Ms T Mojela
Secretary	Ms F Khosa

#### 15.1.17 Security Management Committee (SMC)

##### **Mbombela Campus:**

Senior Director: Operations Chairperson)	Mr MF Leutle
Security Managers' Representative	Mr N Rambau
Security Managers' Representative	Mr T Makgakga
Security Managers' Representative	Mr E Sedibe
Security Managers' Representative	Mr MN Mbatha
Director: Infrastructure and Maintenance Services	Mr J Thrush
Senior Director: New Infrastructure Project	Mr D Mokotedi
Director: Employee Relations	Mr MP Myeki
Dean of Students or Nominee	Dr P Maminza
Director: ICT Operations	Mr J Vele
Farm Manager	Mr P Mtsweni
Security Services Provider(s) Representative	Vacant
CRC Representative	Mr S Zulu

CRC Representative	Ms N Muleya
Wardens' Representative	Mr D Ramatshego
Wardens' Representative	Ms Q Mashaba
Secretary	Ms P Ndlovu

**Siyabuswa Campus:**

Campus Director (Chairperson)	Dr E Tshikwatamba
Security Supervisors Representative	Mr H Matlala
Security Supervisors Representative	Mr N Makhado
Senior Manager: Operations	Mr F Mashilo
Manager: Student Governance and Development	Mr MG Nkambule
ICT Manager	Mr S Ngwenya
Security Services Provider(s) Representative	Mr J Lebelo
CRC Representative	Ms M Jiyana
CRC Representative	Mr N Dlamini
Wardens Representative	Ms M Dlamini
Secretary	Ms N Ntuli

**15.1.18 Health Care Committee**

Executive Director: Human Resources or Nominee (Chairperson)	Dr LS Govender
Representative from Senior Management	Prof M Mbewe
Dean of Students or Nominee	Dr P Maminza
Executive Director: Finance or Nominee	Mr KD Pather
Union Representative: NEHAWU	Mr P Mtsweni
Union Representative: NTEU	Mr H Khwidzhili
Health Care Brokers Representative	Mr L Mbolekwa
Senior Manager: HR	Mr B Mkhize
Additional Member	
Secretary	Ms F Khosa

**15.1.19 Catering Management Committee**

Director: Hotel and Catering (Chairperson)	Dr T Nkosana
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Director: Management Accounts, Budgets, and Payroll	Dr QN Ambe
Senior Director: Operations	Mr MF Leutle
Director: Student Housing	Dr N Twise
Director: Revenue and Expenditure Deputy Director: Supply Chain Management	Dr O Mbhalati Ms G Chauke
Head of School: Hospitality & Tourism Management	Prof J Sibanyoni
Programme Leader: Hospitality & Tourism Management	Dr Ncube
Deputy Director: Support Services	Vacant
Co-opted Member(s)	
Secretary	Mr M Khumalo

#### 15.1.20 Disposal of Movable Assets Committee

Senior Director: Operations (Chairperson)	Mr MF Leutle
Deputy Director: Student Financial Aid, Scholarships and Assets Management	Ms I Delis
Director: Infrastructure and Maintenance	Mr J Thrush
Director: Revenue and Expenditure	Dr O Mbhalati
Deputy Director: ICT End User Support	Ms N Zungu
Senior Manager: Operations	Vacant
Senior Manager: Operations	Mr J Nel
Farm Manager	Mr P Mtsweni
Asset Management Officer	Ms D Mamushi
Secretary	Ms M Mogakane

#### 15.1.21 Online Shop Management Committee (OSMC)

Executive Director: Finance (Chairperson)]	Mr KD Pather
Director: Revenue and Expenditure	Dr O Mbhalati
Deputy Director: Supply Chain Management	Ms G Chauke
Director Marketing	Mr T Manana
Deputy Director: ICT	Ms J Zungu
Director Student Housing	Dr N Twise



Lecturer of Entrepreneurship	Dr M Musara
Secretary to the Director Hotel and Catering Services	Ms W Parkes
Director Stakeholder Liaison and Communications	Mr A Ubisi
Admin Assistant Engagement and Partnership	Ms P Motha
SRC Nominee	Ms N Zulu
Any other Co-opted Member	Ms S Lekhuleni
Secretary	Mr M Khumalo

#### 15.1.22 Fundraising Committee

Vice-Chancellor (Chairperson)	Prof TV Mayekiso
Executive Director: Finance	Mr KD Pather
Dean of Students	Dr P Maminza
Director: Marketing	Mr T Manana
Deputy Director: Student Financial Aid, Scholarships and Assets	Ms I Delis
Academic Representative – Nominated by DVC: Teaching and Learning	Vacant
Senior Manager: Engagement	Mr S Mbuyane
Senior Manager: Student and Graduate Placement	Mr R Mkhwanazi
Manager: Student Governance and Development	Mr J Mokoatala
Two SRC Representatives (One from Each Campus)	Mr C Mkhize Mr N Dhlamini
Secretary	Ms R Koch

#### 16. DEANS' FORUM

Deputy Vice-Chancellor: Teaching and Learning (Chairperson)	Prof M Davhana-Maselesele
Deputy Vice-Chancellor: Research, Innovation and Internationalisation	Dr A Stroebel

Deputy Vice-Chancellor: Postgraduate Studies, Engagement and Planning	Prof M Mbewe
Director: Research Management	Prof P Lukhele-Olorunju
Dean of the Faculty of Agriculture and Natural Sciences	Prof N Ludidi
Dean of the Faculty of Education	Prof H Israel
Dean of the Faculty of Economics, Development and Business Sciences	Prof V Gumede
Secretary	Ms S Msimanga

### 17. STUDENT SUPPORT SERVICES COMMITTEE (SSSC)

Dean of Students (Chairperson)	Dr P Maminza
Chief Information Officer or Nominee	Mr J Vele
Deputy Registrar: Academic Administration	Ms N Shongwe
Director: Infrastructure and Maintenance	Mr J Thrush
Director: Marketing	Mr T Manana
Director: Hotel and Catering	Dr T Nkosana
Director: Student Housing	Dr N Twaise
Campus Director: Siyabuswa Campus	Dr E Tshikwatamba
Director: Library and Information Service	Ms N dos Santos
Manager: Student Governance and Development: Siyabuswa Campus	Mr MG Nkambule
Security Manager	Mr M Mbatha
Deputy Director: Student Financial Aid, Scholarships and Assets Management	Ms I Delis
Manager: Student Governance and Development: Mbombela Campus	Mr J Mokoatala
Manager: Sports and Recreation	Ms W Manamela
Senior Manager Students Accounts	Mr T Mabunda
Professional Nurse	Ms L Silombo
Student Counsellor	Ms X Sibuyi
SRC Representative	Ms N Zulu
Secretary	Ms M Mogakane

## 18. OFFICE OF THE VICE-CHANCELLOR

Vice-Chancellor	Prof TV Mayekiso, HED (UNISA), BA, BA Hons, MA (UFH), DPhil (Free University Berlin), HE Diploma (Unisa).
Personal Assistant	Ms Z Siyongwana, Adv Dip (UJ), BBA (UNISA)
Administrative Officer	Ms A Mhlongo, BA (UJ)

## 19. OFFICE OF THE DEPUTY VICE-CHANCELLOR: TEACHING AND LEARNING

Deputy Vice-Chancellor: Teaching and Learning	Prof M Davhana-Maselesele, BA (Cur); B.A. Hons (Cur) Nursing Education; MA Cur (UNISA), DPhil (UJ)
Secretary	Vacant

### 19.1 Academic Planning and Quality Assurance

Director: Academic Planning and Quality Assurance	Vacant Dr S Machingambi (PGDE, BA (UNISA), MDP (USB), Dip; MED (UNIZIM), D-ED (UNIVEN)
Deputy Director: Academic Support Services	Mr T Nkomo, BSc (UNIZIM), MSc (WITS)
Academic Support Professional	

## 20. OFFICE OF THE DEPUTY VICE-CHANCELLOR: RESEARCH, INNOVATION AND INTERNATIONALISATION

Deputy Vice-Chancellor: Research, Innovation and Internationalisation	Dr A Stroebel, BSc (UP); BInst Agrar Hons (UP); MSc (Ghent Univ); PhD (UFS)
Executive Secretary	Vacant

### 20.1 Research Management and Partnerships

Director: Research Management	Prof P Lukhele-Olorunju, BSc (University of Botswana & Swaziland), MSc (Ahmadu Bello University), PhD (University of Georgia)
Secretary	Vacant
Senior Manager: Research Capacity Development	Mr Z Matshaya, PGD (NMMU), BCom (UWC), MPhil (UP)
Research Manager	Ms X Mashaba, NDip, BTech (MUT)
<b>20.2 Library and Information Services</b>	
<b>MBOMBELA CAMPUS</b>	
Director	Ms N dos Santos
Secretary	Ms PN Mphephu, NDip (TUT)
Administrative Assistant	Ms VG Sigadla, NDip (UWC)
Senior Librarians	Ms Z De Beer, B. Bibl (UP)
Librarians	Ms SR Bopape, HD Info Stud (UL), BA, BInf Sc. Hon. (UL), BA Psych Hon. (UNIVEN)
Assistant Librarians	Mr Y Naicker, NDip Library & Info Studies, Hons Degree, Bachelor of Info SC. (UNISA)
Library Assistants	Ms M Kwetapane, NDip; B Theo (UL), B Info Sc. Hons (UNISA); Mr MP Mjweni, NDip, BTech (DUT) Mr NX Ngobese, BA Info Sc. (UNIZULU), PGD Inf Stud (UKZN)

Library Shelf Attendants	Ms E Ramasenya, B Info Stud (UL), B Info Sc. Hons (UNISA); Ms B Nkosi, NDip, BTech, (DUT)
<b>SIYABUSWA CAMPUS</b>	
Senior Librarians	Vacant
Librarians	Vacant
Assistant Librarians	Mr J Raolane, HD Infor Stud, BA Soc Sc (UL), Hons B Info Sc. (UNISA)
Library Assistants	Ms P Mashilo, B Info Sc., Info Sc. Hons (UNISA), PGDip (SUN)
Library Shelf Attendants	Ms MF Mojela, B Info Sc. (UNISA) Ms D Nzuza, NDip (DUT)
<b>21. OFFICE OF DEPUTY VICE-CHANCELLOR: ENGAGEMENT</b>	<b>POSTGRADUATE STUDIES, AND PLANNING</b>
Deputy Vice-Chancellor: Postgraduate Studies, Engagements, and Planning	Prof M Mbewe, BSc (Texas Southern University, USA), PhD (University of Cambridge, UK)
Personal Assistant to the DVC: PSEP	Ms S Msimanga Diploma (PITMAN) BPhil Hons (IMM)
<b>21.1 Engagement and</b>	<b>Continuing Education</b>
Deputy Director: Continuing Education	Vacant
Senior Manager: Engagement	Mr S Mbuyane, NDip (PT), BAgri Hons (UL)
Senior Manager: Students and Graduate Placement	Mr R Mkhwanazi, HED, BSc (VISTA), BEd Hons, MEd (UNISA)
Administration Assistant	Ms P Motha, NDip, BTech (TUT), BAdmin Hons (UNISA)

<b>21.2 Higher Education Information</b>	<b>Management System (HEMIS)</b>
Deputy Director: HEMIS	Mr A Siziba, NDip, BTech (CPUT)
HEMIS Administrative Officer	Ms R Safdar., NDip (ML Sultan), B Tech, MTech (DUT)

## 22. OFFICE OF THE SIYABUSWA CAMPUS DIRECTOR

Campus Director: Siyabuswa Campus	Dr E Tshikwatamba, BAdmin (UNIVEN), BAdmin Hons (UNISA), MAdmin, DAdmin (UP)
Secretary	Ms N Ntuli., BBA (MANCOSA)

## 23. FINANCE

Executive Director	Mr KD Pather; B Compt Hons B Compt; CTA (UNISA), CA (SA)
Executive Secretary	Ms NP Maluleka, BCom (WITS)
Director: Revenue and Expenditure	Dr O Mbhalati, BA (UNIN), HONS-ETD, FED (RAU), MBA (UL), DBL, CTA (UNISA), CA (SA)
Director: Management Accounts, Budgets and Payroll	Dr QN Ambe, MBA (TUT), NDip, BTech (TP), PhD (UJ)
Deputy Director: Revenue and Expenditure	Mr A Makgatho, BCom (UJ), BBA-Hons (STADIO)
Senior Manager: Revenue and Expenditure	Ms SP Lekhuleni, BCom (UJ), PGD (UNISA), CA(SA)
Deputy Director: Management Accounts Budget and Payroll	Mr A Zita, Bcom (UL); Bcom Hons (UNIVEN)
Deputy Director: Supply Chain Management	Ms G Chauke, BCom (UNIVEN), PGD; MBA (MANCOSA)
Deputy Director: Student Financial Aid, Scholarship and Assets Management	Ms I Delis, BCom (UDW); MBA (UNISA)
Senior Manager: Student Accounts	

	Mr T Mabunda, BCom (UJ), PGD (UNISA)
Supply Chain Officers	Ms E Maluka Ms MO Ntsoele, <b>NDip (Damelin), BBA (STADIO)</b>
Accountants: Expenditure	Ms M Nkosi, BCom (UJ) BCom Hons (UNISA), Ms M Mamabolo, BCom (UJ), Ms M Malatji, NDip (UJ), Ms Z Silima, Bcom(UJ), AdvDip (UNISA)
Financial Aid Officers	Ms R Tshivhase, BCom (UNISA) MPM (UNIVEN) Ms N Holliday, BCom (UJ), PGD (UNISA)
Student Accounts Officer	Mr L Sinthumule, BCom (UNIVEN), PGD (TUT)
Asset Management Officer	Ms P Maseko, NDip, BTech (TUT)
Assistant Asset Officer	Ms D Mashasha, BCom (UNISA)

## 24. HUMAN RESOURCES

Executive Director	Dr LS Govender, BA, Hons BA (UNISA), MEd (UWC), PhD (Stellenbosch)
Executive Secretary	Ms L Masupe, NDip; PGD, BEd Hons (CUT), PGD (UFS)
Director: Employee Relations	Mr MP Myeki, Dip (TMT), HED, BSc (UFH), BEd, PGD (RU), Dip, BA Hons, MEd, LLM (NMMU)
Deputy Director: Remuneration and Budgets	Mrs K Khuzwayo, NDip (MUT), BTech (DUT)
Deputy Director: Human Resources Management	Ms NS Mnisi, NDip (WTC), BAdmin (UNISA), PGD (UP)
Senior Manager: Employee Relations	Ms SJD Seitshiro, BA, BA Hons (NWU), PGD (UFS), MA (Westminster)
Senior Manager: Organisation Development	Mr MP Rachidi, BAdmin, BAdmin Hons, MA (UL)
Senior Human Resources Officers	Mr FS Thwala Ms TS Mashau, Dip, AdvDip (SBS) Mr BS Mkhize, NDip, BTech (MUT), PGDip, MA (UKZN) Ms N Mthonti: NDip, BTech (DUT)
Human Resources Officer: Mbombela	Ms MM Khosa, NDip, BTech (TUT), PGD (UJ)
Human Resources Officer: Siyabuswa	Mr EL Rabalao, NDip (TUT)
Administrative Assistant: Human Resources	Ms NP Nene, NDip (VUT), BTech (DUT) Mr SB Thabethe, NDip. BTech (TUT) Ms LH Dladla, NDip (WTC)



## 25. INFORMATION COMMUNICATION TECHNOLOGY

Chief Information Officer	Mr J Vele, BSc, BSc Hons (UNIN), MBA (Potch)
Secretary	Ms N Sibisi, NDip, BTech (TUT), BCom Hons (MANCOSA)
Deputy Director: User support	Ms J Zungu, Dip, BTech, MTech (CPUT), MBA (MANCOSA)
Deputy Director: ICT Operations	Mr M Ramatapa NDIP, BTech (TUT)
Manager: Audio Visual Support	Mr MSF Makgopa NDip, BTech; BTech (TUT); MBA (UL)
Network Administrator	Vacant
IT Technicians	Mr S Ngwenya, BSc (UNIVEN); Mr B Phiri, Dip (MSc College); Mr N Mabuza, BSc (Greenwich) Mr D Mnisi BSc (UNIZULU); Ms L Boshomane, NDip, BTech (TUT)
Service Desk	Ms Z Nkosi NDip (TUT)
Chief Information Officer	Mr J Vele, BSc, BSc Hons (UNIN), MBA (Potch)
Secretary	Ms N Sibisi, NDip, BTech (TUT), BCom Hons (MANCOSA)
Deputy Director: User Support	Ms N Zungu, Dip, BTech, MTech (CPUT), MBA (MANCOSA)

## 26. NEW INFRASTRUCTURE PROJECTS

Senior Director	Mr MD Mokotedi, Pr.Eng, BSc (Southern Methodist); HDE (WITS), MCom (UJ)
Secretary	Ms W Mthembu, NDip, BTech (TUT), PGD (NWU)
Deputy Director: Infrastructure Supply Chain Management	Vacant
Project Managers: New Infrastructure Projects	Ms T Mojela, PrCPM; PMP; NDip (UJ), MTech (UJ)

## 27. OPERATIONS

Executive Director: Operations	Mr R Flame, AdvDip, MBA, (UNISA)
Executive Secretary	Ms K Viljoen
Senior Director: Operations	Mr MF Leutle, PGD (UWC), BEd Hons (UNISA), MM (SBS) BAgric, BAgric Hons, M Agric, HDip (UFH)
Secretary	Ms P Ndlovu, NDip (UNISA), BTech (TUT)
Director: Infrastructure and Maintenance	Mr J Thrush, BSc (UCT), MBA (WITS)
Director: Hotel and Catering Services	Dr T Nkosana, BTech (Hons) (CUT), MSc (DUT), MBA (WITS), PhD (DUT)
Deputy Director: Support Services	Vacant
Senior Manager: Operations (Siyabuswa Campus)	Vacant
Manager: Infrastructure and Maintenance	Mr JH Nel, NDip (TP), BTech (UNISA)
Security Managers	Mr N Rambau, NDip, BTech (UNISA); Mr M Mbatha, NDip, BTech (UNISA), LLB (UNISA); Mr R ATI Ms L Nogonwya, NDip (MUT); BTech (UNISA)
Supervisors: Security	Mr H Matlala Mr E Sedibe, NDip (TUT), NDip, AdvDip (UNISA). Mr A Makhado NDip (UNISA), Mr T Makgakga BTech (UNISA)
Administrative Assistants: Hotel and Catering Services	Ms W Parkes, NDip (UNISA) Hons (UNISA)
Administrative Assistant: Infrastructure and Maintenance	Mr G Mokoena, NDip, BTech (TUT); BAdmin Hons (UNISA)

Administrative Assistant: Support Services	Mr M Fakude
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## 28. MARKETING

Director	Mr T Manana, NDip, BTech, MTech (DUT)
Secretary	Ms D Makutu, NDip (ETC)
Front Desk Coordinator	Miss PE Gwambe, NDip (TUT)
School Liaison Officer	Mr S Ngema, NDip (PT)
Marketing Officers	Mr G Sambo, NDip, BTech (TUT); Ms P Marole, BCom (NWU)

## 29. STAKEHOLDER LIAISON AND COMMUNICATION

Director	Mr T Ubisi, PGD, BA, MBL (UNISA)
Secretary	Bongile Madondo, NDip, BTech (DUT)

## 30. REGISTRAR

Registrar	Mr S Legodi, UED, BCom (UNIN); BCom Hons (VISTA); MBA (DE Montfort)
Secretary	Ms L Qwabe, NDip (PEC), NDip (NMU)
Deputy Registrar: Academic Administration	Ms N Shongwe, PGD, BA (UKZN)
Deputy Director: Committee Secretariat Services	Mr S Mabuza, BA (WITS)
Secretary: Committee Secretariat Services	Ms M Mogakane NDip (UJ)
Deputy Director: Records and Archives	Vacant
Manager: Academic Administration: (Mbombela Campus)	Ms N Nyawo, NDip, BTech, (DUT), PGCE; BCom Hons (UNISA)
Manager: Academic Administration: (Siyabuswa Campus)	Ms S Mkhathshwa, BA, BA Hons (UNIZULU)

Senior Examinations Officer	Ms J Nkosi, Dip (UNISA), BTech (TUT)
Senior Committee Officer	Vacant
Committee Officers	Ms F Khosa, NDip (DUT); BTech (TUT); Mr M Khumalo, BA (WITS)
Examinations Officer	Ms M Mapukata, NDip, BTech (WSU)
Admissions Officer	Ms Z Ncanana NDip, BTech (MUT)
Administrative Assistants: Academic Administration (Mbombela Campus)	Vacant NDip (Lyceum), BEnv (UNISA), PGD (Regent Business School). Ms S Msweli, BSocSc; PGDip; MCom (UKZN). Mr T Masilela, NDip; BTech (TUT)
Administrative Assistants: Academic Administration (Siyabuswa Campus)	Ms Z Nkosi, Dip (UNISA); Ms L Msiza

### 31. STUDENT AFFAIRS

Dean of Students	Dr P Maminza, NDip (TNT), BTech, MTech (TSA), PGD (Weitz Centre), PhD (SU)
Executive Secretary	Ms R Koch, NDip (EFC)
Director: Student Housing	Dr N Twaise, BA, BA Hons (UNITRA), MA Psych (Michigan), MBA (Business School of Netherlands), PhD (NMU)
Administrative Assistant: Student Housing	Vacant
Manager: Student Housing	Mr M Ngcamango, BA, BA Hons (NMU)

Student Counsellor	Ms X Sibuyi, BPsyc (UNIVEN), MA Clin Psyc (UL)
Professional Nurse	Ms L Silombo, NDip Nursing (MCN), NDip (NWU), BTech (TUT) Ms A Mpinga, NDip Nursing (MNC), DipMidW (TNC), DipNAd, BTech (TUT), PGD (SMU).
Administrative Assistant: Student Health Services	Ms Andile Molemane, BA (UNISA)
Manager: Student Governance (Mbombela Campus)	Mr J Mokoatala, BSc (UL), AdvDip, PGD (Cranefield), PGD (Wales)
Manager: Student Governance (Siyabuswa Campus)	Mr MG Nkambule, BEd; BEd Hons (UL)
Manager: Sports and Recreation	Ms W Manamela, NDip (UJ), BPsyc, BPsyc Hons (UP)
Sports and Recreation Officers	Mr H Matonsi, NDip; BA Hons (UJ), BTech (TUT); Mr A Mokoena, NDip; BTech (TUT)
Student Development Officers	Ms E Mashego, BA; BA Hons (UNIN), BTech (CUT), MPhil (SU); Ms L Sithole, BA; BA Hons (UNISA)
House Wardens	Ms Q Mashaba, NDip (Masana), BCur (UNISA); Ms M Dlamini, NPDE (UKZN) NDip (Coastal), BEd Hons (UNISA); Mr D Ramatshego, BEd, BSoc Sci Hons, PGDM (NWU) Mr S Njoko NDip, BTech (DUT) Mr S Njoko NDip, BTech (DUT)

## 32 FACULTY OF AGRICULTURE AND NATURAL SCIENCES

### 32.1 Office of the Dean

Dean	Prof N Ludidi, BSc, Hons, MSc, PhD (UWC)
Secretary Administrative Assistant	Ms L Sithole, NDip (TUT) Ms MP Thabethe, NDip (TUT)
Faculty Administrator	Ms NC Mkhize, NDip; BTech (MUT)

### 32.2 School of Agricultural Sciences

Head of School	Prof FR Kutu, BSc Hons, MSc, PhD (Ibadan)
Administrative Assistant	Prof V Mlambo, BSc Agric
Professor: Agronomy (Soil Science)	Ms Z Mtshali, Dip (Lyceum).
Professor: Animal Nutrition	Prof FR Kutu, BSc Hons, MSc, PhD (Ibadan)
	Prof V Mlambo, BSc Agric Hons, MSc Anim Sc (UNIZIM), MSc Dev Stud, PGC (West Indies), PhD (Reading, UK)
Senior Lecturer	Mr L Letsoalo, BSc Agric (UL)
Senior Lecturer	Ms E Mokwena, BAgric (UP)
Senior Lecturer	Mr M Mthembu, BTech; MSc (UNISA)
Senior Lecturer	Ms G Van der Linde, BSc Agric; BSc Agric Hons (UFS)
Senior Lecturer	Mr S Motloung, BSc; BSc Hons (NWU)
Senior Lecturer	Mr L Tshikhudo, NDip (MCA), BTech (UNISA), MSAgric (UFS)
Senior Lecturer	Mr T Sefara, BAgric; BAgric Hons (UL), MSc (Reading)
Senior Lecturer	Dr H Khwidzhili, NDip (TUT); BTech (CUT); MSc (UFS); PhD (UKZN)
Lecturer	Mr J Seema, NDip (PT), BTech (TUT), MSc (UFS)
Lecturer	Ms S Gumede BSc (UNISWA), MSc (UNIZIM)
Lecturer	Mr N Chiloane, NDip; BTech (TUT)
Lecturer	Ms M Lesudi, NDip (MCA), BTech (UNISA)



Lecturer	Ms S Mankge, BSc, BSc Hons, MSc (UL)
Lecturer	Ms M Phasha, BSc ; BSc Hons (UL), PGD (RU)
Lecturer	Ms S Thabang, BSc, BSc Hons, MSc (UL)
Lecturer	Mr SH Ngobeni, BSc Agric (UL)
Lecturer	Mr S Soko, BAgric (UNIVEN)
Lecturer	Mr D Burnett, NDip (NT)
Lecturer	Mr X Nkosi, NDip (LCA)
Lecturer	Ms T Moitsehang, BSc (NWU)
Lecturer	Dr I Agholor, Dip (UNIBEN), BSc Hons (UNN), BAgric Hons, MAgric, PhD (UFH)
Lecturer	Dr J Ndoro, BAgric, BAgric Hons, MAgric PhD (UKZN)
Lecturer	Mr B Chirende, BEng Hons (UNIZULU), MEng (UJ)
Lecturer	Mr S Dlamini, BSc, BSc Hon, MSc. (NWU)

### 32.3 School of Biology and Environmental Sciences

Head of School	Prof S Mini, B.A.; UED; BSc Hons; MSc. PhD (UFH)
Administrative Assistant	<b>Ms T Khoza</b> , BAdmin (UNIVEN), BAdmin Hons (UNISA)
Associate Professor: Biology	Prof D Parker, BS; BSc Hons; MSc, PhD (RU)
Associate Professor: Biology	Prof T Mwabvu, BS, MSc (UZ); PhD (UKZN)
Senior Lecturer	Dr W Chingombe, BSc; MSc (Havana); PhD (UWC)

Senior Lecturer	Dr M Ndlovu, BSc Hons (NUST), PhD (UCT)
Senior Lecturer	Dr A Shabalala, BSc (UKZN), BSc Hons (NMMU), MSc (UP), PhD (UJ)
Senior Lecturer	Dr Z Dube, BSc, MSc (UZ), PhD (UL)
Senior Lecturer	Dr T Dalu, Dip,(Haaga Helia), BSc Hons, MSc,(UniZim), PhD (Rhodes)

Senior Lecturer	Dr TB Dalu, BA,BSocSci (Monash), MSc, PhD (RU)
Lecturer	Dr L Minnie, BSc; BSc Hons, MSc, PhD (NMMU)
Lecturer	Ms E Kola, BSc, BSc Hons (UL), MSc (UP)
Lecturer	Mr L Munyai, MSc, (UNIVEN)
Lecturer	Ms SP Mntambo, BSc, Hons, MSc, (UKZN)
Lecturer	Mr S Nsukwini, Dip (UNISA), BSoc Sci, BSoc Sci Hons, MSc (UKZN)
Lecturer	Mr L Mukwevho, BAgric, BAgric Hons (UNIVEN), MSc (UKZN)
Lecturer	Mr M Maya, BSc; BSc Hons (UFS), PGC (TWENTE), MSc (WITS)
Lecturer	Mr C Muzerengi, PGD (US), BESMEG, MSc (UNIVEN)

### 32.4 School of Computing and Mathematical Sciences

Associate Professor and Head of School	Prof N Wayi-Mgwebi, BCom (RU), BCom-Hons (UP), MCom (UP), DPhil (NWU)
Administrative Assistant	Ms L Kunene, BBA (UKZN)
Associate Professor	Prof B Kalema, PGD; BSc; MSc (MU), DTech (TUT)
Senior Lecturer	Dr M Bembe, BSc (UZ), BSc-Hons (SU), MEng (UJ), DPhil (KAIST)
Lecturer	Dr N Zhakata, NDip (Harare Polytech), Dip (UNIZIM), BCom (ZOU), M Phil (SU), PhD (UP)
Lecturer	Dr H Mauwa, BSc (UM), BSc Hons; MSc. IT (NMMU), PhD (UW)
Lecturer	Mr C Ndlovu, NDip; BTech, MTech (TUT),
Lecturer	Dr M Chere, NDip: BTech (PenTech), PGD (UN), PGCE, MTech (UP), DPhil (KAIST)
Lecturer	Ms D Masuku, BSc (UNISA), BSc Hons, MSc (UFH)
Lecturer	Ms I Ngomane, BSc; BSc Hons, MSc (UL)
Lecturer	Mr R Hlangwani, BSc (UL), PGD (UMP)
Lecturer	Dr T Motsepa, BSc (NUL), MSc, PhD (NWU)
Lecturer	Dr Y Makhubele, FDE (UP), BA (UNISA), BEd Hons (WITS), MEd, PhD (UJ)
Lecturer	Dr OS Ogunleye, BTech-Hons (LAUTECH), MBA (Mancosa), MSc, PhD (UCT)

ATSP Fellow & Associate Lecturer	Ms P Leutle, BTech (NMMU), NDip (UMP)
ATSP Fellow & Associate Lecturer	Mr MA Makome, NDIP, AdvDip, PGD (UMP)

### 32.5 School of Chemical and Physical Sciences

Head of School (Acting)	Prof N Ludid, BSc, Hons, MSc, PhD (UWC)
Administrative Assistance Lecturer	Ms M Thabethe, NDip (TUT), BTech(DUT)
Lecturer	Dr N Khanyile, BSc (Hons), PhD (RU), PGDip (Haaga-Helia Uni).
Manager	Dr TH Mongwe, BSc & BSc Hons (UL), MSc & PhD (Wits)
Admin Assistant	Ms MP Thabethe, NDip (TUT)

### 32.6. Teaching and Research Farm

Manager	Mr P Mtsweni, NDip (PT)
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## 33. FACULTY OF ECONOMICS, DEVELOPMENT AND BUSINESS SCIENCES

### 33.1 Office of the Dean

Dean	Prof V Gumede, BA, BA Hons, PGD (SOAS), MCom (UDW), PhD (UND)
Secretary	Ms P Mkhabela
Faculty Administrator	Mr S Khanyile, NDip (DUT), AdvDip (TUT)

### 33.2 School of Hospitality and Tourism Management

Head of School	Prof J Sibanyoni NDip, BTech (TNG), MTech (TUT), PhD (UNISA)
Administrative Assistant	Ms F Mthembu, NDip, BTech (TUT)

Senior Lecturer	Dr W von Solms, NDip, Hons, MBA, MCom (NMMU). PhD (NWU)
Senior Lecturer & Programme Leader	Dr L Ncube, NDip (TNT); BTech (TUT); MBA (MANCOSA), PhD (TUT)
Lecturer	Dr K Thwala, NDip, BTech, MTech (VUT), PhD (NWU)
Lecturer	Ms B Naku, NDip, BTech, MTech (CPUT)
Lecturer	Ms M Sealetse, NDip, BTech (VUT), PGD (RU), MTech (TUT), MEd (UKZN)
Lecturer	Ms S Vardan, HDE (Natal), MApp Sc (UKZN),
Lecturer	Mr L Teffo, NDip, BTech (TUT), MSc (UNISA), MBA (MANCOSA)
Lecturer	Ms Y Osman, NDip (CPUT) BTech, PGD (TUT)
Lecturer	Mr W Makuzva, NDip, BTech, MTech (CPUT)
Work Integrated Learning Coordinator	Mr P Montoedi, NDip (VUT)
Assistant Work Integrated Learning Coordinator	Ms N Radebe, Dip, Adv Dip (UMP)
Senior Lab Assistant	Ms N Zinto, NDip; BTech (TUT), PGCE (UNISA)
Lab Assistant	Mr M Khambule, Dip, Adv Dip (UMP), PGD (TUT)
<b>33.3 School of Development Studies</b>	
Associate Professor and Head of School	Prof E Boshoff, BSocSc, BSocSc Hons, MSocSc, PhD (UFS)

Administrative Assistant	Ms L Nchabeleng, BAdmin, BCom Hons (UNISA)
Professor	Prof AA Okharedia, BSc Hons, MSc (UI), PhD (Vienna), LLB (UNIZULU), LLM (UKZN), MBA (NWU), LLD (UNISA), PhD (WITS)
Associate Professor	Prof A Maredza, PGD (RU), BSc Hons, MSc (UZ), MCom, DCom (UFH)
Associate Professor	Prof T Sabela, PGD (UKZN), MPhil (UCT), BHome Econ, Hons, PhD (UNIZULU)
Senior Lecturer	Dr C Kappo-Abidemi, NDip (HND), BTech, MTech, DTech (CPUT)
Senior Lecturer	Ms I Macdonald, BCom (UP), BCom Hons (UP), CTA (UNISA), MCom (UP), CA (SA)
Senior Lecturer	Dr M Eggink, BCom, MCom (PU for CHE), PGD, DCom (UNISA)
Senior Lecturer	Dr R Nishimwe-Niyimbanira, PGD (Haaga- Helia), BCom; BCom Hons (ULK-Rwanda); MComMAD, PHD (NWU)
Associate Professor	Prof K Ogujiuba, BSc Hons (NAU), PGD, MPP, MSc, PhD (UJ), MSc, PhD (UNN), PhD (UWC)
Senior Lecturer	Dr M Musara, BCom Hons (UFH),
Lecturer	Mr DP Semosa, BCom, BCom Hons, MCom (UL)
Lecturer	Mr KM Makalela, BDev, BDev Hons, MDev (UL)

Lecturer	Mr S Maake, BDev, BDev Hons, MDev (UL)
Lecturer	Ms T Maziya, BA, LLB (RU); LLM (SU)
Lecturer	Dr TN Mthetwa, BSocSc, BSocSc Hons, MCom (UFH), PhD (UKZN)
Lecturer	Mr F Khoza, BCom, BCom Hons, MCom (UNISA)
Lecturer	Dr M Musara, BCom, BCom Hons, MCom (UFH), PhD (UJ)
Lecturer	Dr F Niyimbanira, PDG (Haaga-Helia); BCom, BCom Hons; MCom (UKZN), PhD (NWU)
Lecturer	Dr PI Dlamini, PGCE (UNISA), BCom, BEd Hons, MCom (UKZN), PhD (Huazhong)
Lecturer	Dr N Yende, BDev, BDev Hons, MDev, PhD (UKZN)
Lecturer	Ms A Van Graan, BCom, BCom Hons, MCom (US)
Lecturer	Ms S Shai, BCom (RIU), BA Hons, MA (WITS)
Lecturer	Mr RK Manyaka, BAdmin, BAdmin Hons, MAdmin (UL)
Lecturer	Mr TM Silima, Dip, BAdmin (UNIVEN), BAdmin Hons (UL), MA (UJ)
Lecturer	Ms S Mphinyana-Chauke, NDip, AdvDip, BComHons, MCom (NMMU)
Lecturer	Mr T Lukhele, BDev, BDev Hons; MDev (UL)

Lecturer	Ms S Mgoduka, BCom, BCom Hons, MCom (UNIZUL)
Lecturer	Mr L Neo, BEng (UJ), MSs (SPbPU)
Lecturer	Ms TP Tebele-Mosia, LLB(UNIVEN), LLM(UJ), MBA (Mancosa)
Lecturer	Mr SP Vilakazi, NDip, BTech (MUT), MCom (DUT)
Lecturer	Ms C Pretorius, BCom (PU for CHE), BCom Hons (UNISA), MTech (TUT), PGD (Haaga-Helia), CA(SA)
Lecturer	Ms N Olorunju, LLB, LLM (WITS)
ATSP Fellow	Ms B Mahlangu, BDev, BDev Hons (UMP)
ATSP Fellow	Ms AN Madiba BCom, BCom Hons (UMP)

#### 33.4 School of Social Sciences

Head of School	Prof C Gwandure, BSc Hons, MSc (UNIZIM), PhD (NMU)
Administrative Assistant	Ms TP Nhlabathi, NDip (VUT), BTech (DUT)
Administrative Assistant: MIC Senior	Mr Z Masilela, NDip; BTech; BA (VUT), PGD(UNISA)
Senior Lecturer	Dr LN Maqubela, BA, BA Hons (UL), MA (UP), PhD (Warwick)
Senior Lecturer	<b>Dr S Manka</b>
Senior Lecturer and Programme Leader	Dr D Ngobese, BA. Ed, BA Hons, MA (UFS), PhD (UNIVEN)
Senior Lecturer	Dr T Forssman, BA, BA Hons, MA (WITS): PhD (Oxford)



Senior Lecturer	Dr J Mhandu, BA Hons (Wits), BSocSci (GZU), MSocSci (UP), PhD (UKZN)
Senior Lecturer	Dr S Masuku, BA (UNISWA); MA, (Vrije Universiteit Brussel); MA, PhD (RU)
Senior Lecturer	Dr D Boshoff, BA (UP), BA Hons, PGCE, MA, DLit et Phil (UNISA)
Senior Lecturer	Dr O Maseng, BA, MA (NWU); PhD (UFH)
Senior Lecturer	Dr T Makanya, BSW, MSC, PHD (UKZN)
Senior Lecturer	Dr B Khoza, BEd, BA, MA (UL), PhD
Lecturer	Dr NG Klaas-Makolomakwe, BsocSci, BsocSci Hons (UCT) MA (UWC), PHD (UKZN)
Lecturer	Ms M Lekekela, BA, BA Hons, MA ( UL)
Lecturer	Ms N Ndlovu, ACE (NWU); Dip (MCE), BEd (UN) BA, MA (UNIVEN)
Lecturer	Dr M Modipane, BA (UL), BA Hons (UKZN): MA, PhD (UNIVEN)
Lecturer	Dr I Steyn, BA, BA Hons (UDW): MA (UKZN): PhD (UJ)
Lecturer	Dr K Steinke, BA, BA Hons (UNISA), MA (UKZN), PhD (NWU)
Lecturer	Ms M Motseki, BA, HONS, MA (UL), MA (WKU)
Lecturer	Dr DP Knobel, BA, BA Hons (UP), MA, PhD (UNISA)

## 34. FACULTY OF EDUCATION

### 34.1 Office of the Dean

Dean	Prof HF Israel, HDE, BA, BA Hons (UDW), BEd (UNISA), MEd, DEd (Baylor, Texas)
Secretary	Ms S Magwaza, BSS, BSS Hons, MA (UKZN)
Faculty Administrator	Vacant

### 34.2 School of Early Childhood Education

Head of School (Acting)	Prof H Israel HDE, BA, BA Hons (UDW), BEd (UNISA), MEd, DEd (Baylor, Texas)
Secretary	Ms U Matiwane, Dip (BBC), NDip, BTech (CPUT)
Associate Professor	Dr E Jansen van Vuuren, HDE (DOK), PGD (Rhodes), BMus Hons, MMus, DMus (UP)
Senior Lecturer	Dr AS Du Plessis, BA (NWU), BA Hons, MEd, MA (UJ), DPhil (UP)
Lecturer	Dr MJ Masalesa, BA, BEd (UNISA), BA (Hons), MA (UP), PhD (UNISA)
Academic Support Coordinator	Ms V Rademeyer, HDE, NDip, BA, (NMU), BEd Hons (UNISA), MEd (UJ)
Lecturer	Ms L Jiyane, Dip, BTech (TUT), BEd Hons (UP), MEd (UJ)
Lecturer	Ms N Nonkwelo, BA (UNITRA), BEd, MA (WITS)

Lecturer	Vacant
Lecturer	Dr M Makgaleng, BEd, BEd Hons; MEd; PhD (TUT)
Lecturer	Dr RM Thobakgale, BA (UNISA), BA Hons, MA, DLitt (UP)
Lecturer	Ms BF Ndhlovu, BEd, BEd Hons, MEd (UKZN)
Lecturer	Mr W Jiyane, BA, BA Hons (UP)
Lecturer	Mr M Mona, BA, BA Hons, MPhil (UCT)
Lecturer	Mr P Masilela, FED (SESSA), BA (UP), BASIN Hons, MA (UNIVEN)
Lecturer	Dr RM Mhlari, BA Hons, MA, PhD (UL)
Lecturer	Dr S Ndlovu, BA, BA Hons, MA, PhD (WITS)
Lecturer	Ms MC Motseki, BA, BA Hons, MA (UL), MA, PGC (WKU)

### 35. DEFINITIONS

Unless the context otherwise indicates:

**“Academic year”** means that portion of a Calendar year approved by Council on recommendation of Senate for the academic activities of the University;

**“Admission”** means the process or act in terms of which it is determined whether or not a prospective applicant should be allowed to register for the proposed academic programme, bearing in mind the suitability of the applicant. Admission is the first stage of the academic registration process and involves an academic decision by the Dean of Faculty. Once admitted, an applicant may then proceed to be formally registered as a student;

**“Close relative”** means a mother, father, grandmother, grandfather, brother, sister or child;

**“Co-examiner”** means a person appointed by a Faculty Board to assist an examiner in the setting and marking of an examination;

**“Continuous assessment”** means a series of oral, written or practical assignments, tests, project reports, etc., which normally does not culminate in a formal examination, but for which a weighted final mark is derived from the assessed performance in various ongoing learning activities;

**“Council”** means the Council of the University;

**“Curriculum”** means the complete programme of study for a particular degree, diploma or certificate;

**“Duly Performed (DP)”** means a student has fulfilled the minimum requirements in terms of attendance and semester or year mark to sit for an examination in a particular module;

**“Examination mark”** means the mark obtained in an examination;

**“Examiner”** means a person appointed by a Faculty Board to set the required examination, test, assignment or other assessment instrument and to subsequently assess the academic performance of a student;

**“External examiner”** means a person appointed by the Faculty Board as examiner but who is not in the employ of the University (e.g. an academic from another university);

**“Final mark”** means the mark derived from a weighted combination of a semester or year mark and an examination mark; in the case of continuous assessment the semester or year mark constitute the final mark;

**“Final semester”** means the semester in which the curriculum is concluded;

**“Final-year student”** means a student who by passing all registered modules in a given year, will thereby complete the relevant qualification;

**“First-year student”** means a student who has not obtained sufficient credits at this University or any other University for promotion to the second year of a specific degree, diploma, or certificate;

**“Intermediate student”** means a student who is neither a first-year student nor a final-year student;

**“Level of study”** means the level at which a student is positioned within the curriculum of the qualification for which he or she is registered;

**“Moderator”** means a person appointed by a Faculty Board to evaluate the standard and appropriateness of the examination paper or other assessment instrument, as well as the quality and fairness of the subsequent marking process;

**“Module”** means a self-contained unit of learning material within the curriculum of a particular degree, diploma or certificate;

**“Non-degree module”** means a module offered by a registered student which is not required for his or her approved curriculum in a specific degree, diploma or certificate;

**“Occasional student”** means a student who is not registered for a degree, diploma or certificate, but who is registered for a stand-alone module or modules;

**“Provisional registration”** means registration subject to conditions prescribed by the University;

**“Re-checking”** means verifying administratively whether all questions in a particular paper have been marked and whether such marks have been correctly totalled;

**“Re-examination”** means a new examination scheduled to take place after the regular examination has taken place, the results of which replace the results of the regular examination;

**“Re-marking”** means the re-marking of an examination paper by an external examinee. (Re-marking of non-exit level modules could be done by an internal examiner, if available, who has not been involved with the presentation or assessment of the module;

**“Returning student”** means a student who has previously registered with the University;

**“Semester”** means one half of the academic year of the University Calendar;

**“Semester mark”** means the cumulative mark obtained from learning and assessment activities in a semester or year module;

**“Senate”** means the Senate of the University of Mpumalanga;

**“Senior certificate”** means a school-leaving certificate with pass marks in at least five Higher Grade or five Standard Grade subjects or a combination of five Higher Grade and Standard Grade subjects, approved by the Universities South Africa and issued by the Council, or an equivalent certificate issued prior to the commencement of section 9 of the South African Certification Council Act, 1986 (Act 85 of 1986);

**“Senior student”** means a student who is not classified as a first-year student in terms of the progression rules;

**“Special examination”** means an examination granted to a candidate to facilitate the completion of a qualification; or granted to a candidate who could not write the main examination or re-examination;

**“Student”** means a person who is registered for a qualification offered at the University;

**“Supervisor”** means a member of staff appointed by a Faculty Board to oversee the research project or dissertation or thesis of a postgraduate student;

**“Syllabus”** means the contents of a module;

**“University”** means the University of Mpumalanga;

**“Year mark”** means the cumulative mark obtained from assessment activities in a year-long module; and

**“Year of study”** means the year in which a student is registered at the University, in line with the progression rules. However, students who change programmes or qualifications might not have a corresponding level in terms of academic status; for example a student in his or her second year of study who has changed programmes or qualification after the first year of study would have first-year academic status. For the purposes of determining a student’s year of study, the time spent on foundation programmes shall not be considered.

Where the term **“Council”** appears in italics in the General Rules, it indicates a power delegated by Council to Senate.

Where the term **“Senate”** appears in italics in the General Rules, it indicates a power delegated by Senate to a Faculty Board.

## 36. LIBRARY RULES AND REGULATIONS

The primary aim of the University Library is the provision of access to information. The purpose of these regulations is to ensure optimal access by all at all times.

### 36.1 Membership

The library is for the use of registered students and all members of the teaching, administrative, and support staff of the University. Membership for students is valid for students for their current registration period (one year) and staff remain members until they resign from the University.

Persons who are not members of the University are permitted to use the facilities of the library, after individual approval by the Director: Library and Information Services and on receipt of the prescribed fee if applicable, subject to conditions laid down by the University.

## 36.2 Library hours

DURING ACADEMIC PERIOD		
	OPEN	CLOSE
Monday to Friday	07h30	20h00
Saturdays	08h00	13h00
24-hour access to lower ground floor (study area) – Building L6		

Monday to Friday	07h30	22h00
Saturday	08h00	13h00

### DURING STUDENT RECESS

Monday to Friday	08h30	16h00
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Closed on Sundays and Public Holidays

## 36.3 Quantity of items, loan period and renewal

Category	Maximum of Items Lent Simultaneously	Loan Period	Renewal
Undergraduate	6	14	Once
Undergraduate – Final year	10	30	Once
Academic Staff	20	60	Once
Other Staff	10	30	Once
External CHELSA Members	6	30	Once
External Others	4	14	Once

To promote the accessibility of books, the issuing of library material is subject to the condition that any work that may be more urgently required by another reader, must be returned to the library within 24 hours after notice has been given by the Director: Library and Information Services.



### **36.4 Books and periodicals on reserve**

Books and other documents that, at the request of lecturers, are placed on the reserve shelf for use in the library only, may be consulted in the library for periods of two hours (renewable at the counter). Books on reserve may be applied for in advance for specific times on specific days.

### **36.5 Material that may not be taken out of the Library.**

Reference material and material in the Collection Section is available for use only in the library. Unbound periodicals may not be taken out of the library. After a book has been used, it must be placed on the trolleys or left on the table. Students are not allowed to return books to the shelves. Daily Newspapers stay in the Library.

### **36.6 Fines for overdue library materials**

A fine shall be imposed on a borrower who fails to return any material borrowed from the Library on or before the due date, provided that an applicable fine shall be:

- (a) Levied per day on any one unit not returned on or before the due date. (b) Levied per hour on any one unit not returned within the prescribed time in the case of library materials issued on short loan.

### **36.7 Compensation**

#### **1. Lost material**

Compensation to the value of the estimated replacement price of the lost material or periodical, or an amount determined by the Director: Library and Information Services, will be payable by a borrower who is unable to substitute a copy of the same material.

#### **2. Damaged/stolen material**

Compensation of an amount decided upon by the Director: Library and Information Services will be payable by the borrower concerned for damaged but repairable material. It is a serious offence to tear pages from a library book. The Director: Library and Information Services reserves the right to take strong measures against any user found guilty of such an offence. This may include disciplinary action according to the UMP Students Disciplinary Code or being barred from using library services.

### **36.8 Failure to return library materials and/or unpaid fines**

Borrowers will be refused the use of all library facilities until such time as the overdue books are returned or replaced, or the borrower refunds the value of the books, and all fines are paid. Materials on loan are not transferable. Every user is responsible for the return of material that he/she has borrowed from the library.

The University reserves the right to have the examination results of the user withheld for default.

### **36.9 Stock-taking**

To facilitate stock-taking, all books issued should be handed in at the loan desk at least three days before the last day of each semester or two days before the borrower leaves the University.

### **36.10 Student/staff cards**

No user may borrow library materials without a valid student or staff identification card. If registration or staff cards are lost, they can be replaced at an applicable cost per card.

### **36.11 Printing from USB port**

Students are only allowed to print through the photocopy machine. The librarian is available to show students how it is done.

### **36.12 Photocopying**

If a card is lost or damaged in whatsoever way, a new card will then be issued by the ICT department upon submitting proof of payment (receipt) of the applicable fee at finance. "To recharge a card, the required amount must first be paid in, at finance" The new card together with the recharge receipt must be brought to the library. It will be recharged by Library staff.

### **36.13 Library etiquette**

In the interests of order in the library and the comfort of users, silence should be maintained as far as possible.

- (a) Users will not be allowed to smoke, eat or drink in the library.
- (b) No noise is allowed in the Library.
- (c) Cell phones may not be used.
- (d) The general rules pertaining to students' behaviour as prescribed in the University Calendar are also applicable to the Library.
- (e) The Director: Library and Information Services reserves the right to have disruptive persons removed from the library. A comprehensive document on behaviour rules is available from the Director: Library and Information Services.

The Director: Library and Information Services reserves the right to suspend the privileges of the user who does not observe the regulations.

## 37. INTERPRETATION OF THE RULES AND REGULATIONS

The interpretation of the Regulations by the Council of the University shall be final.

### G.1 RIGHTS OF THE UNIVERSITY

1. The University may confer and award such qualifications as approved by the relevant authorities.
2. No person is entitled to the privileges attached to a degree, diploma or certificate unless such a degree, diploma or certificate has been conferred on or awarded to him or her at a congregation of the University.
3. A qualification obtained by a student in an improper manner shall be revoked by Council.
4. The University reserves the right to withhold a degree, diploma, certificate, or the results of examination(s) until all prescribed fees and outstanding fines are paid, the outstanding Disciplinary Charges against the students are finalised, and the outstanding equipment and Library books are returned.
5. The University reserves the right to exclude a student from pursuing his or her course of study should his or her academic performance or conduct prove to be unsatisfactory.

### G.2 GENERAL ADMISSION REGULATIONS

#### 1. New students

Applications should be made on the prescribed form available from the university and/or on the University website. They should be addressed to the Registrar, University of Mpumalanga, Private Bag X11283, Mbombela, 1200. An applicable, non-refundable fee should accompany each application. No applications will be considered after the published closing date.

#### 2. Senior students who were not registered in 2022

Senior students not registered in the 2021 academic period and who wish to be re-admitted in the subsequent academic year, are required to complete new application forms for admission and submit them to the Registrar no later than 15 January 2022.

#### G.2.1 General provisions

1. Admission means approval to report for registration as a student of the University, irrespective of previous registration.
2. Registration is at the sole discretion of Council. Compliance with the minimum entrance requirements does not mean automatic admission. On registration, every student is bound to observe all the rules and regulations applicable to students.

3. The rules in this Almanac comply with the Higher Education Act 101 of 1997 as amended, and the statutes and regulations framed thereunder, and the resolutions taken by Council and Senate in terms of the Act and in terms of such statutes and regulations.
4. These general rules apply in all Faculties unless a Faculty, with the approval of Senate, has provided otherwise.
5. If the rules of a Faculty prescribe special requirements for admission to a module, such rules also apply where the said module is offered to students in another Faculty, unless the rules of the latter Faculty provide otherwise.

### **G.2.2 Admission requirements for all degrees and diplomas**

1. For all Diplomas and Degrees, applicants are required to have a National Senior Certificate (NSC) or Independent Examination Board (IEB) school-leaving certificate as certified by **Umalusi**, or if Grade 12 was completed before 2008, a Grade 12 Certificate with University exemption, or a National Certificate (Vocational) level 4 NCV issued by the Council for General and Further Education and Training.
2. **For the NSC**, of the seven school subjects the four compulsory subjects include Life Orientation and either Mathematics or Mathematical Literacy, and two languages, one of which must be English. The remaining three subjects are chosen by the student, and different subjects are required or recommended for the different certificates, diplomas, and degrees (see below).
3. **For the NCV level 4**, the fundamental subjects must include English, Mathematics or Mathematical Literacy and the four vocational subjects must be chosen from the NCV level 4 subjects that are similar to the Diploma for which the application is being made.

**NOTE:** However, that the minimum statutory entrance requirements nevertheless do not guarantee a prospective student admission to the programmes.

4. Admission is based on both the subjects taken and the level of pass achieved, and, for the NSC, this is used to calculate the **ADMISSION POINTS SCORE (APS)**.
5. Preliminary admission is based on the results obtained in the final Grade 11/Grade 12 June examination.
6. Final admission is based on the final Grade 12 results and a valid NSC or NCV level 4 with admission for Diploma or Higher Certificate.

### **G.2.3 Admission requirements for foreign applicants**

1. **Universities South Africa** shall on request issue a certificate of conditional exemption to an applicant from any foreign country who holds a certificate entitling him or her to unconditional admission as a candidate for a degree, or equivalent qualification, at a foreign university or other institution, approved by **Universities South Africa**, in the country where he or she obtained his or her school-leaving certificate, provided that admission to such foreign

institution on the grounds of mature age or any other special conditions shall, for the purposes of this paragraph, not be regarded as unconditional admission to degree studies.

#### **G.2.4 Admission requirements for Recognition of Prior Learning (RPL) applicants**

1. The University of Mpumalanga (UMP) academic programmes allow one to apply for recognition and credits for skills and learning acquired through means other than through formal learning programmes.
2. An applicant's skills and knowledge will be evaluated and if found to be relevant, he or she may be granted appropriate credits.
3. RPL may thus make it possible for an applicant to either gain access to or earn credits towards a UMP academic programme based on prior learning, thereby reducing the time to complete the qualification.
4. Admission based on prior learning is regulated through the University Admission Policy on RPL.

#### **G.2.5 Admission based on certificate of complete exemption by virtue of post-school qualifications**

1. An applicant may nevertheless be admitted as a student of the University if he or she holds:
  - (a) A senior certificate issued by the Council of any of the examining institutions previously recognized for this purpose for matriculation exemption, or any other qualification approved by **Universities South Africa**; or
  - (b) A diploma approved by **Universities South Africa**, from a university, with a minimum prescribed full-time post-school duration of two years; or at least 280 credits.
  - (c) One of the following diplomas approved by **Universities South Africa**, with a minimum prescribed full-time post-school duration of study of three years:
    - i. teachers' diploma obtained from a South African teachers' training college;
    - ii. nursing diploma obtained from a South African nursing college in terms of a cooperation agreement with a South African university; or
    - iii. any other equivalent post-school qualification approved by **Universities South Africa**.
2. If a student wishes to register for further study for which the possession of a certificate or diploma is a pre-requisite, but where such a certificate or diploma has not been obtained at a recognised institution or by means of a recognised course of study, the Senate may, as the case may be, and after the necessary evaluation has been done, admit such student to the prospective further study on the basis of a certificate or diploma obtained at such institution or on the

basis of such other studies or experience, as well as in cases where the certificate or diploma has been obtained at a recognised institution elsewhere or locally.

### **G.3 REGISTRATION**

1. Once admitted, a person may be registered for a particular year and qualification by signing and completing a registration form in full, thereby binding themselves to the rules of the University and undertaking to pay the prescribed fees. In the event of semester modules, students shall register for each semester.
2. Registration amounts to a contract between the student and the University and is not finalised by the student merely completing (and signing) a registration form, but only when an authorised University official signifies acceptance by affixing his or her signature to the form as well.
3. Registration is at the sole discretion of Council.
4. Once registered, a student is bound to observe all the rules and regulations applicable to students and is subject to the disciplinary authority of the University.
5. Council through Senate may prescribe minimum requirements for a person who wishes to re-register for the following year with the aim of continuing his or her studies.
6. A student must pay the prescribed fees on or before the registration dates.
7. The curriculum that a student intends following is as set out in the Faculty handbook.
8. The Faculty must approve the selection of modules that a student intends to register for in a particular year.
9. A modification to the selection of modules is subject to the rules applicable at the time of modification.
10. If a student who has studied at another Higher Education Institution wishes to register at this University for the first time, he or she must submit a certificate of satisfactory conduct from the other institution and an official academic transcript.
11. The last date for registration is as stipulated in the Calendar, after which no person shall be registered.
12. Qualifications are based on modules, and modules with a minimum total credit value, as indicated below, are required for the following undergraduate qualifications:
  - (a) Diploma: 360 Credits
  - (b) Degree (three years): 360 Credits
  - (c) Degree (four years): 480 Credits
13. Except with the special permission of Senate a student may not, in the same academic year:

- (a) Register for more than one qualification at the University; or (b) Be registered for a qualification at another University.

### **G.3.1 Registration dates**

1. Student registration will take place in accordance with the registration dates as contained in the University Calendar, ITS System and website.
2. Prospective students are themselves responsible for establishing the correct dates, times, and venues of registration.
3. Students must abide by the registration programme and relevant deadlines.

### **G.3.2 Late registration**

1. Late registration dates are indicated on the official University Calendar.
2. A late registration fee is levied on students who do not register on their scheduled registration dates.
3. No person shall be considered for registration after the day of late registration.

### **G.3.3 Modules that may be registered for in a semester**

1. A full-time student must register for all prescribed modules for a particular qualification in a particular semester.
2. A student may only register a module in addition to those prescribed for a particular qualification in a particular semester with the approval of the Head of School.
3. A student will not be allowed to register for a particular module unless the pre-requisite module, as indicated in the rules pertaining to the programme, has been completed successfully.
4. A student will not be allowed to register for a particular module unless the co-requisite module, as indicated in the rules pertaining to the programme, has been completed successfully.

### **G.3.4 Sequence of modules to be registered in a year**

1. Unless otherwise prescribed in the faculty rules for a particular qualification, no student may register for a higher-level module before he or she has completed the relevant lower-level modules.

### **G.3.5 Level of study or study progression**

1. Unless otherwise prescribed in the faculty rules for a particular qualification, a student's level of study or study progression shall be determined as follows:

#### **(a) Academic Year 1 to 2**

A student shall obtain at least 90 (75%) of his/her first-year credits including all the required pre-requisite and co-requisite modules to progress to academic Year 2. A student who fails to achieve this will return the following year as a first-year student and will not be allowed to register for any Academic Year 2 module.

### **(b) Academic Year 2 to 3**

A student must have passed all first-year modules and obtained at least 90 (75%) of his/her second-year credits including all the required pre-requisite and co-requisite modules to progress to Academic Year 3.

**NOTE:** Where Academic Year 3 is a year of WIL, students must have obtained all 240 credits from Academic Year 1 and 2.

A student who fails to achieve this will return the following year as a second-year student and will not be allowed to register for the third year.

### **(c) Academic Year 3 to 4 (4-year Qualification)**

A student must have passed all first- and second-year modules (240 Credits) and have obtained at 90 (75%) credits of his/her third-year credits, including all required pre-requisite and co-requisite modules to progress to Academic Year 4.

**NOTE:** Where Academic Year 4 is a year of WIL, students must have obtained all 360 credits from academic year 1, 2 and 3.

A student who fails to achieve this will return the following year as a third-year student and will not be allowed to register for the fourth year.

### **G.3.6 Registration of last outstanding modules at another institution**

1. Students in their final academic year who have 30 or fewer credits outstanding for completion of the curriculum of the qualification for which they are registered, may apply for permission to register at another institution, subject to the provisions of University Examination Rules.
2. A student who wishes to register at another institution in order to obtain the necessary credits for fulfilling the outstanding requirements for obtaining a qualification at the University shall:
  - (a) Be responsible for complying with all the requirements of both institutions.
  - (b) Select a module(s) at the other institution that may be regarded as comparable with or substantially similar to the module(s) failed at the University.
  - (c) Obtain from the Dean of the Faculty in which he or she was registered at UMP, a written permission to register at the other institution and written confirmation that the proposed module(s), if passed, would satisfy the outstanding requirements for obtaining the qualification and that they would be recognized for such purposes.
  - (d) Pay the usual fees associated with the granting of credits obtained at another institution.



3. This Rule applies to all modules in an undergraduate curriculum, irrespective of the year in which the modules are offered.

### **G.3.7 Change of programme (programme modification)**

1. Subject to the provisions of this rule, a student may change registration from one programme to another on **two occasions only**, irrespective of whether the second programme is offered in the same faculty or another faculty provided that such change is in line with the rules.
2. A student may change registration from one programme to another provided that he or she meets the entry requirements for the second programme and provided further that enrolment targets have not been exceeded.
3. A student who has been excluded from a faculty on academic grounds may apply to the Dean of the intended new faculty to change registration to another programme offered by that faculty, or offered in a different faculty subject to the provisions of this Rule and provided that the student shall be enrolled on probation, on condition that the student obtains at least 96 (80%) credits in respect of the modules for which he or she has enrolled, failing which, the student shall be excluded from the University on academic grounds.
4. 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.
5. In calculating the prescribed period of study, the frequency or duration of the period of interruption of study by a student shall not be considered.
6. This rule applies only to undergraduate students who have not completed their studies.

### **G.3.8 Interruption of study**

1. Students who interrupt their studies for whatever reason, except on account of academic exclusion from the University, may resume their studies in subsequent years, provided that they meet the entry and/or academic progression requirements for their programmes and provided further that enrolment targets for that programme have not been exceeded.
2. Students who wish to return to the University after interrupting their studies shall apply for re-admission prior to the final date for admissions stipulated in the Calendar in the year preceding their return, in which event their applications will be assessed against the usual progression criteria applying to returning students who have not interrupted their studies, as set out in the rules. The re-admission of applications of students who fail to meet the stipulated deadline will be judged against the same criteria, except that they will be re-admitted only if the enrolment targets for that programme have not been exceeded.
3. In the event of a programme not being offered in a particular year, or having been discontinued altogether, students who have interrupted their studies shall not be entitled to be registered for modules or programmes that are not offered

by the University and may be required to enrol for different modules or programmes, provided that they meet stipulated entry requirements and provided further that, where appropriate, credits obtained prior to the interruption may be recognised towards fulfilment of the requirements of the new programme.

4. Should a returning student wish to enrol for a programme different from the one for which he or she was registered, the general rule for the change of programmes shall apply.
5. The minimum and maximum duration of a qualification is as prescribed by general, or faculty rules shall be taken into consideration.

### **G.3.9 Curriculum amendments and termination of studies**

1. A student may only amend his curriculum before the last date for late registration as indicated in the University Calendar.
2. In respect of each amendment the student is required to complete the prescribed form obtainable from the Faculty Officer and obtain the approval of the Head of School.
3. If it becomes clear that a student is attending a programme or module for which he is not registered, the said attendance will be terminated immediately, and the student will not be credited for the programme or module if he/she continues with it. No registration will be effected to officialise the unlawful attendance of a module.
4. If it becomes necessary for a student to de-register from the University, the prescribed form, must be completed, signed, and handed to the Faculty Officer. Refunds will be administered in line with the cancellation dates. Should this procedure not be followed no refund (if any) will be credited to the student account.
5. Pro Rata fees will be levied depending on the date of cancellation.
6. All University equipment and books is to be handed over in the case of total de-registration.
7. De-registration/cancellation of a module or programme must be authorised by the Head of School.
8. See Rule G.12.6 for Change in academic status or/or residence.

### **G.3.10 Programme/module exemptions/recognitions**

#### **1. Recognition of programmes and modules passed at other institutions**

- (a) A student who has completed a certificate, diploma, or degree programme at another University, and wants to enrol for another certificate, diploma or degree programme at the University is entitled to recognition of not more than 50% of the modules/credits in the completed curriculum, excluding the major modules in the final year of study. The number of credits/modules for recognition may in exceptional cases be exceeded with the approval of the Senate.

- (b) The Senate at its discretion may grant exemption from a module in respect of a similar learning unit which a student has passed at another University. The exemptions so granted may not exceed 50% of the total module credit value of a qualification and may not include any of the major modules at the final level.
- (c) At least 60% of the modules at the final level must be completed at the University.
- (d) Students who wish to apply for recognition of learning units successfully completed at other Universities and/or academic institutions, must direct such applications to the Admissions Office before 31 October of the year preceding the intended year of registration. The Admissions Office may accept applications after this closing date for submission to Senate, but the full liability for any consequences of an unsuccessful late application for exemption rests with the student.

## **2. Recognition of internal examinations**

- (a) A student who wishes to register for another programme of study before completing a Degree or Diploma at the University is entitled to recognition of all corresponding modules on condition that the current programme of study is cancelled.
- (b) A student who has completed a programme of study successfully and wishes to register for another programme of study, may apply for recognition of up to 50% of the prescribed corresponding modules/credits. Such student may not repeat any majors for the remaining 50% of the programme of study.
- (c) All applications for exemption/recognition modules are subject to the Senate's approval.
- (d) The fact that a module has been exempted or recognised will be indicated on the Academic Transcript.

### **G.3.11 Work Integrated Learning (WIL)**

1. Students are required to register prior to the commencement of the training period. Failure to register will invalidate the period of training.
2. Students should have completed their preceding modules to qualify for WIL registration. No credits will be awarded for WIL until the student has completed all his or her modules leading to WIL.
3. Students undergoing work integrated learning are subject to the disciplinary code of the University and the Training Provider.
4. The work integrated learning curriculum content will meet the university programme outcome and where relevant, those of the training provider.
5. Students undergoing work integrated learning may not relocate to an alternate training provider without prior permission of the WIL Coordinator.
6. Students receiving sponsorship will sign a work integrated learning contract with the university, which binds the student to the terms and conditions as recorded in the contract.

#### **G.4 REPEATING A MODULE**

1. A student repeating a module shall attend all lectures, seminars, tutorials, and practicals (depending upon the module) as if he is taking the module for the first time and shall report for all assessments of the papers again and obtain a semester or year mark unless that a Faculty Board grants exemption from any class and other obligations. In such cases the relevant faculty shall communicate applicable concessions and conditions to the student in writing, and these shall be approved by the Faculty Board concerned.

#### **G.5 EXEMPTION FROM ATTENDING CLASSES**

1. In exceptional cases written application for exemption from class attendance in a particular module shall be considered by the Faculty Board in accordance with the following:
  - (a) A student has attended classes in that module during a previous academic period.
  - (b) A student may not apply for exemption from class attendance for more than one module during a particular academic year or semester.
  - (c) A student may not apply for exemption from class attendance for a module on one level and continue simultaneously with a related module on the higher level.
  - (d) Should exemption from class attendance be granted, the student will still be required to write all tests and complete all assignments and practicals as scheduled for the period. The semester or year mark of the previous period is thus deemed to be null and void unless the faculty allows the student to retain the semester or year mark.
  - (e) Should a student be exempted from class attendance, such student will be required to register for and pay the full fees for the module.
  - (f) Exemption from class attendance in a module will be granted for only one consecutive year/semester.
  - (g) Applications for exemption from attending classes must be lodged before the last date for late registration as published in the University Calendar.

#### **G.6 UNSATISFACTORY ACADEMIC PERFORMANCE/ACADEMIC EXCLUSION**

##### **G.6.1 General rules**

Subject to specific requirements of particular qualifications, students may be academically excluded for one year for the following reasons:

Repeated failure of a module. Normally no student may be allowed to register for the same module more than twice unless in exceptional cases with permission of the Senate.

1. In any year failure to pass 50% of the modules registered.

2. In any year, failure to perform satisfactorily or make any progress towards completing a qualification.
3. In any year, failure to obtain any credits for the qualification for which they were registered.
4. Criteria for exclusion (minimum credits to be obtained):
  - (a) After one year, a minimum of 32 credits.
  - (b) After two years, a minimum of 128 credits.
5. Students contemplated in sub-rule 4 above may, after exclusion period of one year, apply for re-admission using the applicable re-admission form for programmes in their faculty or in another faculty, subject to the provisions of the relevant rules.
6. Full-time students in their final years of study who have failed to obtain the minimum number of credits towards the qualification for which they are registered, according to the following criteria, shall be excluded from the University on academic grounds:
  - (a) **In the case of a three-year programme** - After three years, a minimum of 180 credits. ii - After four years, a minimum of 300 credits. iii - After five years, if a degree has not been obtained.
  - (b) **In the case of a four-year programme** - After three years, a minimum of 240 credits. ii - After four years, a minimum of 360 credits. iii - After five years, a minimum of 420 credits. iv - After six years, if a degree has not been obtained.
7. Students contemplated in sub-rule 6 above shall thereafter not be entitled to register for any programme offered at the University, provided that students contemplated in sub-rules 6(a) (iii) and 6(b) (iv) who have last outstanding credits may register at another institution as envisaged in the applicable rules, provided that they don't qualify for special exams or have failed special exams.
8. In calculating the number of years in terms of this rule, the year that a student spent on a foundation programme, if applicable, shall not be considered.
9. Notwithstanding the provisions in this rule indicating the contrary, the University may re-admit a student who has been excluded from the University where his or her subsequent experience or academic achievement justifies re-admission and may be placed on academic probation.
10. In the event of a student being excluded in terms of the general rule, guidance must be sought from the Head of School and/or the Student Counselling section.

### **G.6.2 Appeal against academic exclusion**

1. A student who has been excluded on academic grounds shall be entitled to appeal against such exclusion to the Registrar in which event the relevant Faculty Examination Committee that excluded the student in the first instance shall reconsider its decision.

Should the Faculty Committee dismiss the appeal, the student's appeal documentation, together with the Faculty Examination Committee's reasons for dismissing the appeal shall be presented for a final determination to an Institutional Re-Admission Committee specifically constituted for such a purpose by the Deputy Vice-Chancellor: Teaching and Learning.

2. Such an appeal must be lodged with the Registrar no later than 10 January of every year. The Faculty Examination Committee should provide the results no later than 17 January. If the appeal is dismissed, it will automatically be escalated to the Institutional Re-Admission Committee.
3. The Institutional Re-Admission Committee must consider and decide upon such appeals no later than 24 January of every year.
4. The Institutional Re-Admission Committee shall consider all factors deemed pertinent to such a matter, including the student's academic performance before the exclusion, physical and mental health (supported by appropriate documentation) and compelling personal circumstances as evidenced by appropriate documentation.
5. The relevant Faculty Examination Committee or the Institutional Re-Admission Committee may dismiss the appeal or re-admit the student, with conditions (probation) or without conditions.
6. The decision of the Institutional Re-Admission Committee shall be final.

### **G.6.3 Poor academic performance warning**

1. Full-time students, other than students in their first academic year, who have failed to obtain any credits for which they were registered and who have not been excluded, shall be given a written warning that notes their poor performance and draws attention to the exclusion provisions contained in the General Rules. In addition, such students shall be put to terms and be informed that failure to obtain a minimum of 60 credits from modules registered in the following academic year will result in academic exclusion, irrespective of whether or not they have met the exclusion criteria contained in the General Rules.
2. All students who fail to obtain a minimum of 60 credits from modules registered in a given academic year, shall be given a written warning that notes their poor performance, and draws attention to the exclusion provisions contained in the General Rules, giving them notice that the rules will be enforced in future.
3. A student who has been excluded from a faculty in terms of the rules and who has been enrolled for a programme offered in a different faculty, shall be enrolled on probation, on condition that the student obtains at least 60 credits

in respect of the modules for which he or she has enrolled, failing which the student shall be excluded from the University.

### **G.7 TIME-TABLE CLASHES**

A student will not be allowed to register for module combinations which will result in timetable clashes unless special permission is provided by the Head of School and special arrangements have been made with the relevant lecturers and academic administration department.

### **G.8 EXAMINATION AND PROMOTION REGULATIONS**

#### **G.8.1 Admission to examinations (DP)**

1. In order to be admitted to an examination in a module a student must:

- (a) Be registered for that module in that semester or year.
- (b) Have obtained a semester or year mark of at least 40%.
- (c) Have an extended DP.

A student who has satisfied sub-rule 1 above is deemed to have “duly performed” (DP) in the relevant module.

#### **G.8.2 Assessment**

Subject to specific requirements of qualifications of modules, the following shall apply:

1. A final mark is based on both the semester or year mark and one or more final examinations which may include practical examination.
2. Not more than 50% of the final mark may be derived from the semester or year mark. This may vary according to faculty or on the pedagogy and nature of the assessment used.
3. Except as otherwise indicated in this rule, where a student meets the required standard for a pass in an examination, including a special examination, the actual mark obtained and the classification of the pass (distinction), shall be recorded on the student’s academic record.
4. The way in which the class record is calculated and the way in which the final mark is calculated must be made available by the module lecturer to every student in the course handout.

#### **G.8.3 Minimum marks required for pass, and distinction**

1. To obtain a pass, a final mark of at least 50% is required.
2. To obtain a certificate, diploma or degree with distinction, a candidate must:
  - (a) Have achieved an average mark derived from the marks for all levels at least 75%.
  - (b) Have completed the qualification in the minimum prescribed time.

3. A student who has obtained a semester or year mark or an examination mark of 39%, or a final mark of 44% or 49%, shall be automatically considered for condonation by the Faculty Examination Committee towards one percent higher than the one obtained, irrespective of the number of modules in which a student has obtained such a semester, year, or examination mark.
4. In giving effect to sub-rule 3 above, the lecturer shall in the first instance record the actual mark that the student obtained, thereafter the Head of School and the relevant Faculty Examination Committee which has overall oversight of examination marks (in all other instances) shall effect the condonation and record it in its minutes and inform the Registrar accordingly.

#### **G.8.4 Sub-minima**

1. In order to pass any **module**, a student shall obtain a subminimum of 40% in the examination.
2. A student who attains a final mark of 50 % or more in a module but fails to obtain a 40% in the main examination, qualifies for a re-examination in that module.

#### **G.8.5 Pass by Link**

1. Only modules in the same academic year that represent the same subject can be paired for Pass by Link;
2. The pairing of modules for which Pass by Link can be considered will be approved by Faculty and Senate;
3. The subminimum final mark for the failed 1st Semester module will be approved by Senate and will normally be 45% and above;
4. Students who achieve a final mark of between 45% and 48% will be awarded a supplementary exam and if the mark is above the subminimum for Pass by Link, the student will have the choice of opting for Pass by Link provided that the exam mark is 40% or greater;
5. For a student to Pass by Link, the minimum class mark for entrance to examinations of 40% must have been met for both modules;
6. For a student to Pass by Link, the sum of the final mark of the failed 1st Semester module, plus the final mark of the passed 2nd Semester module must be 100 or greater;
7. For a student to Pass by Link, the examination mark for either the main exam or the re-examination must be at least 40% for both modules; and 8. Where a Pass by Link is awarded, the student receives credits for both modules.

#### **G.8.6 Honours programmes**

1. In order to pass an honours degree, students must pass all modules;
2. A student who fails a module may be granted a supplementary examination in accordance with the General University Rules;



3. Assessment of modules will vary depending on the nature of the module but will include formative and summative assessment;
4. The weighting of formative to summative assessment used to calculate the final module mark will favour formative assessment and will normally be 60% formative and 40% summative;
5. In calculating the final mark for the Honours Degree, the weighting of the modules will be directly linked to their credits;
6. The independent research project which must carry at least 30 credits or 25% of the total credits will be weighted at 25% of the final mark; and 7. Students may repeat a single Honours module on the condition that all other modules have been passed.

### **G.8.7 Examination procedure**

1. All examinations are conducted at venues determined by the Registrar. 2. An examination of a module in a degree, diploma or certificate is conducted by an internal examiner, and co-examiner where applicable.
3. The examiner must set an examination paper and mark the script submitted by a student.
4. The moderator assesses the examination question paper and a selected sample of examination scripts (10 % OR minimum 20 scripts) and reports the outcome of such examination to the Office of the Registrar.
5. The Head of a School is accountable to the Dean of the Faculty for the examination and the academic performance of all students doing modules offered by that School.
6. The University policy on external examination and moderation shall apply. 7. The Senate has the right to appoint an external examiner or moderator or both for the examination of any module.

### **G.8.8 Rules for candidates writing tests and examinations**

(NOTE: That all tests are conducted under examination rules)

#### **1. Before the examinations**

- (a) Candidates should be at the examination room at least 30 minutes before the starting time of the examination.
- (b) Candidates must be seated upon instructions by the invigilator at least 20 minutes before the commencement time.
- (c) No extra time will be granted to students arriving late at the examination room.
- (d) Candidates must ensure that they have their Student Identity Card and Admission Permit at every examination session.
- (e) Candidates are not allowed to have in their possession any books, notes, electronic devices, scribbling or blotting paper, etc. except that which is issued to them or what they are required to bring for answering their examination papers. Anything disallowed must be left in front of the examination venue.

- (f) The borrowing of examination equipment will not be allowed.
- (g) No talking or smoking is permitted in the examination room at any time.

## **2. At the start of the examination**

- (a) Each candidate must fill in the attendance slip and place it together with his/her registration/student card and examination permit at the top right-hand corner of the desk.
- (b) Candidates must provide all the information required on the cover of the answer book and also take note and comply with the instructions indicated.
- (c) Candidates must check that their question papers are complete and that they have the correct number of pages.

## **3. During the examination**

- (a) The instructions of the invigilator must be obeyed.
- (b) No candidate is permitted to communicate in any way with another candidate.
- (c) If a candidate requires attention, a hand should be raised; if this is not observed, he/she should stand up.
- (d) All rough work must be done in the answer book and ruled off when no longer needed.
- (e) Candidates must ensure that their answers are at all times kept from the view of other candidates.
- (f) Candidates may not leave the examination room during the first hour of the examination.
- (g) Candidates will be permitted to leave and to return to the examination room under circumstances of extreme urgency, only with the approval of the main invigilator and under such supervision as is practicable.
- (h) Candidates may not leave the examination during the last 30 minutes of the examination.
- (i) Candidates may not write or direct personal remarks to the examiner/invigilator on the examination material or in any other way.
- (j) Candidates will not be allowed into the examination venue 30 minutes after the start of the examination. Candidates who arrive late will not receive extra time.

## **4. At the end of the examinations**

- (a) Candidates must stop writing when instructed to do so by the main invigilator.
- (b) Candidates must place the second and subsequent answer books and supplementary material inside their first book and indicate on the cover of the book the number of books used. They must ensure that the registration/student number appears on all books and supplementary material.
- (c) Candidates must remain seated in their places until all answer books and other University property have been collected by the invigilators, and until they are instructed to leave. Until such time no talking is permitted.

- (d) Candidates must remove all personal property from the examination room.
- (e) Under no circumstances must a candidate remove answer books or any other University property from the examination room.

### **5. Warning for misconduct during examinations**

Disciplinary measures as per rules/disciplinary code will be applied if candidates:

- (a) During the test or examination, have in their possession any books, memoranda, notes or any papers whatsoever, except such answer book or other books or papers as supplied by the invigilator on the day of the examination.
- (b) Aid another candidate or obtain or attempt to obtain aid from another candidate or unauthorised person.
- (c) Expose their written answers to the view of other candidates.
- (d) Plagiarise from other sources.
- (e) Contravene any of the above examination rules.

### **G.8.9 Re-examination**

1. A student who has obtained a final mark of between 45% and 48% qualifies for a re-examination.
2. A student who has obtained a final mark of 50% or greater and failed to obtain a 40% mark in the main examination qualifies for a re-examination.
3. The final mark in that re-examination shall be determined according to the rules governing the final mark.

### **G.8.10 Special examination**

#### **G.8.10.1 Special examination for students who could not write the regular examination**

1. A special examination may be granted to a student prevented from taking part in the regular examination of a module:
  - (a) By illness on the day of the examination or immediately before it, on condition that he or she submits a medical certificate specifying the nature and duration of the illness and declaring that for health reasons it was impossible or undesirable for him or her to sit for the examination; **or**
  - (b) By family or other circumstances, such as the serious illness, death of a close relative or subpoenaed by a court, etc. at the time when the examination was conducted, on condition that satisfactory substantiating evidence of such circumstances is produced.
2. A special examination may be granted to a student who has written the final examination in exceptional cases by the Head of the School.
3. An application for a special examination under (1) and (2) above must be submitted to the Examination Department a week before the date of the special

examination whereupon the Registrar will submit the application to the Head of School.

4. The Head of School must:

(a) Approve or reject the application

5. The final mark for a module for which a special examination has been granted shall be determined according to the Rules governing the final mark.

#### **G.8.10.2 Special Examination for Final-Year Students in Respect of Last Outstanding Modules**

1. Students in their final academic year who, after the completion of the final or continuous assessment have a maximum of two (2) modules outstanding for completion of the curriculum of the qualification for which they are registered, may be granted a special examination in respect of such module(s), irrespective of the semester in which such modules were presented and/or examined and irrespective of the number of times the student has previously attempted an examination in the relevant module.
2. A student must have duly performed, i.e., must have qualified to write the original examination by having obtained a semester or year mark of at least 40%, irrespective of the final mark obtained in the module(s) concerned.
3. A student who has failed a continuous assessment module will be given extra assessment(s) determined by the module owner with the approval of the Head of School.
4. The modules must have been registered in the semester or year preceding the special examination.
5. Special examinations are conducted only in the period specified in the calendar.
6. Candidates who qualify for special examinations will be notified in writing by the Registrar, before or on the date stipulated in the calendar.
7. Candidates are also encouraged to alert the Registrar if they are of the opinion that they qualify for special examinations.
8. Students who at the end of the special examination period continue to have outstanding credits towards their degrees must thereafter re-register in terms of the rules.

#### **G.8.11 Duly performed status**

1. Students may apply for permission from the Dean of the Faculty to be granted an extension of their previous academic year's duly performed status (an extended DP) in respect of those modules. The award of an extended DP is dependent on the student having achieved a DP for the module in the previous year.

2. Where an extended DP is granted the student:
  - (a) Shall register for such module(s).
  - (b) Shall be exempted from attending lectures and performing class tests and other assignments that contribute towards a semester or year mark.
  - (c) Shall retain the semester or year mark obtained in the previous year, which shall be used in calculating the final mark for the module. (d) Shall be informed if the curriculum has changed and advised of the risks of having the DP extended.
  - (e) If the DP is less than 50% shall be advised of the risks of having the DP extended.
3. Such extension shall be valid for one year only.
4. Application should be done through the Faculty Officer.

#### **G.8.12 Viewing and re-marking of examination scripts**

1. A student may apply to the Registrar for the viewing of an examination script, provided that the application:
  - (a) Is made in writing and completing the necessary form; and
  - (b) Is submitted within 7 days after the official publication of results.
2. Students who are not satisfied after viewing, may apply to the Registrar for re-marking provided that the application:
  - (a) Is made in writing and completing the necessary form;
  - (b) Is submitted within 14 days after the official publication of results; and
  - (c) (c) The prescribed fee is paid.
3. This rule applies to examination papers in undergraduate modules.
4. Re-marking may change the result status of a candidate if:
  - (a) A fail becomes a pass.
  - (b) A pass becomes a pass with distinction.
5. If, because of re-marking, the result status of a candidate changes for the better, then 100% of the charged fee will be refunded.
6. Re-checking or re-marking of a script may result in the lowering of a mark.7. Re-marking of a script shall be done by an independent examiner appointed for this purpose.
8. The mark obtained after re-marking is regarded as the final mark.

## **G.9 STUDY MATERIAL**

1. At the start of a module, the lecturer must supply to each student in a particular course:
  - (a) A module outline.
  - (b) A module timetable.
  - (c) The scope of work to be covered.
  - (d) A list of prescribed works or study guides.
  - (f) An explanation of the modes of assessment.
2. A lecturer must submit to his or her Head of School, before the start of a semester, a copy of such documentation, and information as to where it can be obtained or viewed.

## **G.10 APPOINTMENT OF EXTERNAL MODERATOR/EXAMINER**

1. An external moderator/examiner must be appointed by the relevant Faculty Board for each exit module.
2. The term of appointment of such moderator/examiner must be determined by the Faculty Board but may not exceed three years.
3. The external moderator/examiner must submit a report on the overall examination of the module to the Dean of the Faculty.

## **G.11 EVALUATION OF LECTURERS AND PROGRAMMES/MODULES**

1. Students will be afforded the opportunity to evaluate lecturers, the course/module contents, assessment, lecturer's class performance, approach, and facilitation style at regular intervals.
2. Deans must ensure that such evaluations take place regularly and that the reports are discussed with other academic staff members.

## **G.12 GENERAL FINANCIAL INFORMATION**

1. University fees are determined annually by the Council of the University.
2. Studying at the University also includes, amongst other things, participation in student organizations, sporting activities and the utilization of the library and computer centre.
3. It is very important for students to meet their financial obligations to the University. The University cannot provide the necessary services, infrastructure and support to its students if students do not honour their obligations.
4. Students are only considered to have completed the registration process after satisfying the academic requirements and are not entitled to attend classes or write examinations until the required fees have been paid or satisfactory arrangements have been made with the Finance Department. Registration will be terminated if the appropriate fees have not been paid or arrangements in this regard have not been made.

5. A student with an unpaid balance from a previous semester will not be permitted to register in a subsequent semester until his or her account has been paid or satisfactory arrangements have been made with the Finance Division.
6. Students should ensure that they have made adequate provision for the purchase of books and stationery.

### **G.12.1 General provisions**

1. The University determines tuition, accommodation, meals, and other applicable fees annually.
2. A student is personally responsible for the payment of his/her student account. Should the student's University studies be financed by means of a bursary or a loan, the student's account must be presented without delay, to the person or entity responsible for settlement of fees.
3. The account of a student includes, inter alia, the following:
  - (a) Tuition fees (per module or field of study, as may be applicable).
  - (b) Recognition levies for modules already passed at other institutions.
  - (c) Accommodation and meal fees.
  - (d) Administrative levies.
  - (e) Study material.
4. A student, who has enrolled, is liable for the full year's tuition, accommodation, meals, and other applicable fees.
5. The registration form in the University includes a contract by means of which a student commits himself/herself to the payment of all fees as required by the University.
6. Ignorance of the rules and regulations and non-adherence thereof does not absolve a student of the obligation to pay fees.
7. The onus in respect of the payment of university fees rests entirely with the student. The implication therefore is that a student is responsible for acquainting himself/herself with his/her obligation in respect of tuition, accommodation, and other fees.
8. The non-receipt of a statement of account does not absolve a student of the obligation to pay his/her fees.

### **G.12.2 Application fees**

1. Students who apply for admission to the University are required to pay a non-refundable handling fee. The University determines this fee annually.
2. If students are admitted to the University, their application fees may not be used for partial defrayal of their tuition fees, or any amounts charged to their account.
3. If an application for admission to the University is received after the official closing date, and such application is successful, an increased application fee (so-called late-application fee) will apply.

4. For accounting purposes, application fees are not assigned to individual student accounts, as in most instances there will not be an account open at the time of receipt of the fees, and in some instances, the applicant may never become a student of the institution.

### **G.12.3 Payment of fees**

1. The payment terms for tuition fees are as follows:
  - (a) The initial payment for tuition fees (first instalment) as determined annually by Council is payable by all students on or before registration.
  - (b) Students with confirmed funding are not required to pay the initial payment.
  - (c) The balance is payable in three equal instalments payable on or before the 30 April, 31 July, and 30 September of each year.
  - (d) Where a student only registers for the second semester in any academic year, then that student is required to pay the maximum of half of the initial instalment of the total fees, as determined annually by Council before the student can register, and the balance of the fees by 30 September of that year.
  - (e) Where a student registers for any short learning program (SLP) the full fee is payable upon registration.
2. The payment dates for on-campus accommodation fees and access to meal allowance are as follows:
  - (a) The initial payment (first instalment) for accommodation as determined annually by Council is payable by all students on or before acceptance and allocation into on-campus residence during the first semester.
  - (b) Students with confirmed funding are not required to pay the initial payment.
  - (c) The balance of the accommodation cost and the meal allowances is payable in two equal instalments payable on or before the 30 April, and before the close of the first semester of each year.
  - (d) Where a student is accepted and allocated on-campus accommodation in the second semester, then the full amount for the accommodation and meal allowances is payable at acceptance and allocation of the on-campus accommodation.
3. Application for alternative payment arrangements may be made in exceptional circumstances.

The following guideline applies to approved arrangements for the payment of fees:

- (a) The University's financial year runs from January to December of each year.



- (b) The payment of tuition, accommodation and other fees, or arrangements in that regard, cannot be carried over from one financial year to the next.
  - (c) Arrangements must be such that the account is settled in full by 30 September.
4. If a student neglects to fulfil the provisions concerning the payment of student fees, the University retains the right to:
- (a) Withhold examination results (awards of any supplementary examinations will be communicated).
  - (b) Refuse enrolment for the following semester or academic year.
  - (c) Withhold the student's degree/diploma certificate.
  - (d) Levy interest on the outstanding amounts at a rate equal to the prime interest rate as determined by the bank which the UMP utilises as at the time of the default.
  - (e) Not allow the student access to the on-campus accommodation for the second semester.
  - (f) Withdraw the monthly allowances for meals until such time as the full amount for the year is paid in full.
  - (g) Hand over the full account to the attorneys of the UMP or to a debt collector for recovery. The student will be liable for any additional fees that are raised by the attorney or debt collector.

#### **G.12.4 Discount on the payment of fees**

1. An applicable discount will be granted on settlement of fees (tuition, study material, copyright, facility usage, accommodation, and meals) on or before 30 April. The following apply:
- (a) The discount is determined on the amount paid on the student's behalf. Any financial aid (e.g. bursaries, loans, NSFAS loans/grants) granted by the Department of Higher Education and the University, are not considered in determining the discount.
  - (b) Except in the case of complete discontinuation of studies, only transactions **before** the cancellation dates will be taken into consideration in determining the discount.
  - (c) The discount rate is determined by the University and is revised periodically.

#### **G.12.5 Overdue payments**

##### **1. Responsibility of debt**

- (a) Students are liable for all amounts due to the UMP.
- (b) The student is to provide proof of funding to UMP.

- (c) In the event that a student has a funder and their funder, for any reason fails to pay the amounts due, then the student will still be held personally responsible for the amount due to the UMP.
- (d) The parents/guardian/funders will be held liable for the student's fees, in the event they have signed surety for the student.
- (e) If the funder does not pay to UMP any of the amounts due by the student, it is the responsibility of the student to engage the funder.

## 2. Interest

- (a) Interest will be added to overdue fees.
- (b) The interest rate will be either as specified in the applicable registration, loan or accommodation contract, the legally prescribed monetary interest rate or a rate approved by the Executive Director: Finance.

### G.12.6 Change in academic status or residence

1. It is recognized that some students will not continue with their studies at the University and may wish to withdraw voluntarily from the registered programme. Likewise, a small number of students may apply to place their studies in abeyance to return later.
2. Similarly, some students may wish to move out of the University on-campus accommodation.
3. When a student changes a degree or diploma programme and/or individual module for which he/she is registered, or residences, it may result in a modification of tuition fees payable. It is the responsibility of the student to ensure that the Faculty Administration Office or House Warden is informed accordingly and that amendments are reflected accurately on his/her tuition fees account.
4. A student cancelling his/her studies/residence must advise the University in writing and completing the relevant form. Such notice must be submitted to the relevant Faculty Administration Office or Residence Office before leaving the University.
5. All outstanding fees are payable immediately on discontinuation of studies or residence.
6. The financial liability of a student is determined by the date on which notice of cancellation is received by the University (see table below).

Date on which notification is received	Financial liability (amount payable)
Cancelled within the first weeks of the commencement of the lecture	No levy/fee

Cancelled within 2 to 4 weeks of the commencement of the lecture	50% of tuition fee
Cancelled after 4 weeks of commencement of the lectures	Full fees (no discount granted)

### **G.12.7 Fees for recognition of module credits**

1. A recognition levy/fee is payable when credit is granted to a student in respect of a module(s) passed at another higher education institution.
2. The levy/fee is determined annually based on the period of the module.

### **G.12.8 Deceased students**

1. Remission is granted on the payment of tuition fees should the student pass away during the academic year.
2. All payments received about tuition fees during the year in which the student passed away will be returned to the student's next of kin or the organization which made the payments.

### **G.12.9 Family rebate policy**

1. A family rebate is granted in respect of students studying at the University in the following instances:
  - (a) Where two or more dependent children from the same household enrol simultaneously for degree or diploma programmes at the University of Mpumalanga.
  - (b) Where one or both parents and one or more of their dependent children study simultaneously at the University.
  - (c) Where a married couple studies simultaneously at the University.
2. The rebate is as follows:
  - (a) 2 or more students - 10% of tuition fees with a maximum allowable rebate per student.
  - (b) The above rebates are applicable to every member of the family who studies at the University.
  - (c) No rebate is granted in respect of accommodation and meal fees and/or other levies.
  - (d) The rebate excludes copyright, and study material.
  - (e) When studies are discontinued, whether in full or partially, by one or more of the students who originally qualified for rebates, the rebate will be recalculated to reflect the situation after the changes were made.
  - (f) A written application form must be submitted to the Division of Student Accounts and Loans annually.

- (g) Only own or legally adopted children will be regarded as dependents.
- (h) Children will qualify if they:

**Group A:**

- i. - Have not yet reached the age of 21 years; ii. - Are not employed full-time; and iii. - Are fully dependent financially.

**Group B:**

- i - Are older than 21 years of age;
- ii - Are not in full-time employment nor have been employed in a full-time capacity since reaching the age of 21; and
- iii - Are financially fully dependent on the parent or other sponsor.

- (i) The amount of the rebate will be determined by Council from time to time.

**G.12.10 International students**

**1. International levy/fee**

- (a) The international levy for undergraduate students is determined annually.
- (b) This international levy is payable annually by all non-South African citizens including students who are citizens of SADC countries. This amount is payable in addition to the registration fee.
- (c) Asylum seekers, refugees, diplomats, and their dependents stationed in South Africa are exempted from paying the international levy.
- (d) The international levy is payable on registration.

**2. Tuition fees**

- (a) Non-South African citizens (excluding students who are citizens of SADC countries), will be charged double the tuition fee in addition to the international levy.
- (b) Students who are citizens of SADC countries will pay the same tuition fee as charged for South African citizens but must pay the international levy as well.
- (c) Asylum seekers, refugees and diplomats stationed in South Africa, will pay the same tuition fee as charged for South African citizens and are exempted from the international levy.
- (d) All international student debt must be paid in full before they can be registered for the new year.

**3. Legal compliance**

- (a) Students are required to ensure that they comply with the Immigration Act 19 of 2004 in all its parts. Payments made to the University will be forfeited if a student is deported.

#### **G.12.11 Issuing of duplicate certificates**

1. An administration levy/fee is determined annually and is payable in the following cases:
  - (a) Translation and/or issuing of duplicate degree and diploma certificates with academic transcript.
  - (b) Issuing of a duplicate certificate of registration as a student.

#### **G.12.12 Repeating of modules**

##### **1. General rules**

- (a) Normally a student is allowed to repeat a module ONLY once.
- (b) The student is responsible for the full tuition fees in respect of every module previously failed and being repeated.

##### **2. Exemption from a section of class attendance and/or laboratory work as a result of a module passed at another educational institution**

- (a) If a student has passed a module at another educational institution, on the grounds of which the faculty concerned has granted partial exemption from class attendance and/or practicals, upon recommendation by the Dean or Head of School concerned, discount may be granted to a maximum of 30% on the fees payable.

### **G.13 GENERAL STUDENT REGULATIONS G13.1 Tuition and training**

#### **1. Presentation of lectures**

Lectures are presented according to the reasonable discretion of the relevant Lecturer within the prescriptions and policy regarding tuition and training of the Senate and Faculty Boards.

#### **2. Attendance of lectures, etc.**

- (a) Students must attend all lectures, group sessions, seminars, practical classes and excursions which form part of a module's learning and assessment activities.
- (b) Absence from lectures may be considered in the calculation of a student's semester or year mark.

#### **3. Procedure regarding absence from lectures**

- (a) When absence from lectures is due to official University related activities, the student must make a prior application to be excused to the Head of School.
- (b) When absence from lectures is due to the illness of the student, the illness or death of close relatives or other circumstances beyond the student's control, the Head of School grants approval.
- (c) In his application for approval of absence from a lecture or test, the student must produce written proof that he has made arrangements with all his lecturers for catching up with his studies and for writing tests.
- (d) If formal examinations are involved, the Registrar makes the necessary arrangements in consultation with the relevant Head of School.

#### **4. Carrying out of prescribed work**

- (a) A student must do all prescribed work which has a bearing on his tuition and must write all class tests.
- (b) In all circumstances the formulation of an assignment must be a student's own independent work.

### **G.13.2 PERSONAL**

#### **1. Dress**

Students must always be dressed neatly at lectures, on campus and in the residences. Students should also comply with proper dress and safety regulations in laboratories.

#### **2. Personal care**

A student is responsible to maintain an appropriate standard of personal hygiene and care.

### **G.13.3 MISCELLANEOUS**

#### **1. Student cards**

- (a) The University issues a student card to each student on which his/her student number and photograph appears.
- (b) Lost student cards are replaced at the ICT department only after submission of an official payment receipt for the prescribed replacement fee.

#### **2. Change of personal particulars**

- (a) A student must immediately notify the Registrar in writing of any change of address, names, surname, cell number, etc.
- (b) Change of particulars forms are available at the Enquiries and Admissions Office.
- (c) Students remain responsible for making sure that the University has their correct personal particulars on record especially the cell number and email address.

- (d) The University uses electronic media as its main communication system.
- (e) Telephonic notification of change of address will not be accepted.

### **3. Notifiable diseases**

If a student has suffered from a notifiable disease or has been in contact with such a disease, a medical certificate, stating that the student may be at the University without any danger of infecting others, must be submitted to the Registrar/Dean of Students before the student may return to campus.

## **G.14 GENERAL RULES FOR CONDUCT**

### **G.14.1 Subordination to the rules**

1. On signing the registration form, a student binds himself/herself to obey all the legal provisions and rules of the university, and it is the student's duty to acquaint himself with such legal provisions and rules. Ignorance of such legal provisions shall not set up a defence.
2. In this regard, especially the following are important, namely, The University's Act, 1993 (Act 125, of 1993) or subsequent Amendments thereof; the Higher Education Act, 1997 (Act 107, of 1997 as amended), the 2002 Standard Institutional Statute of the Universities; all the Year Calendars having a bearing on the student; the rules and prescriptions of Council, Senate, Faculty Board, the Vice-Chancellor or any other authorised official.

### **G.14.2 General Provisions**

1. A student shall not formally be charged with misconduct before a written signed statement containing a charge, complaint or allegation against the student has been handed to the designated person.
2. The designated person may institute a preliminary investigation into a charge, complaint or allegation which has been laid before him, or into a student's conduct which has been such that it could possibly amount to misconduct. In the preliminary investigation, consultations may be held, or information obtained, from any person, including the student against whom the charge, accusation or allegation has been instituted.
3. The Vice-Chancellor or any person authorised by him/her may, when it is regarded as appropriate, suspend a student against whom a charge, accusation or allegation has been instituted for such a period as is deemed necessary under the circumstances, i.e., the student may be prohibited to:
  - (a) Enter any premises or residence of the University, or any part thereof.
  - (b) Exercise any right or privilege which he/she enjoys as a registered student.
4. The Vice-Chancellor, or the person authorised by him/her, may at any time cancel such a suspension. Notwithstanding such cancellation, the hearing of the charge of misconduct may proceed.
5. When the chairperson of a disciplinary committee, before that disciplinary committee has reached a ruling on the charge against a student, is of the

opinion that the relevant charge should be heard by a different committee, he may suspend the hearing and refer the matter to the Vice-Chancellor for a ruling. The Vice-Chancellor may rule that the disciplinary committee must continue with the hearing or that it must be referred to another disciplinary committee.

6. If a disciplinary committee, the Vice-Chancellor, or the person appointed by the Vice-Chancellor, temporarily or permanently deprives a student of any right or privilege which he/she as student enjoys, or suspend him/her temporarily or permanently, such student shall forfeit all rights to repayment, reduction or remission of fees paid or payable to the University.

### **G.14.3 Conduct**

#### **Students shall:**

1. Pursue the mission of the University as contained in the Policy Statement of the University.
2. Primarily dedicate themselves to their studies.
3. Not commit misconduct, as defined in the Students' Disciplinary Regulations.
4. Refrain from any conduct or action which results or may result in any other student(s) being inconvenienced in their studies or prejudiced in any other way.
5. Refrain from undisciplined or improper behaviour towards any staff member.
6. Immediately notify the Registrar in writing of any change of address (any letter, communication, parcel, etc., directed to a student at his/her last recorded address, shall be deemed to have been received by the student).
7. Comply with the rules regarding dress.
8. Subject themselves to the traffic and parking rules of the University.
9. Refrain from smoking during lectures, practical classes, examinations, tests or in any place where smoking is prohibited.

### **G.14.4 Misconduct**

1. Misconduct is any conduct which is prejudicial or could be prejudicial to the good name of the University, the maintenance of order and discipline at the University or the proper carrying out of work at the University.
2. In accordance with the provisions of the Students' Disciplinary Regulations, measures may be taken against any student who is found guilty of misconduct.

### **G.14.5 Student activities**

#### **1. Orientation programme**

- (a) An orientation programme, specifically aimed at acquainting new students with the environment and circumstances of the University, so that they may adapt academically and socially within the shortest period and as effectively as possible, is arranged at the beginning of the academic year/semester.



- (b) All students registering at the University for the first time, are required to participate in this programme.

## **2. Sport and culture**

- (a) In order to promote the total development of the student, the University provides sports and cultural facilities.

## **3. Party-political associations**

- (a) The Students' Representative council or any association, society or club at the University shall give no official or financial support to any political party.
- (b) No offices of a political party/organisation shall be permitted on campus.
- (c) No political party/organisation meetings shall be held on campus.

## **4. Outside persons as speakers on campus**

- (a) Any recognised student association, society or club wishing to invite outside persons to speak on campus, shall notify the Students' Representative Council thereof prior to the invitation.
- (b) The Students' Representative Council shall immediately notify the Dean of Students of such prospective invitation and obtain his/her prior permission to direct an invitation to the speaker.

## **5. Use of notice boards, conducting of meetings and functions and distribution of publications**

- (a) Students or student associations, societies and clubs may use notice boards and conduct meetings or gatherings on the premises of the University only with the approval of the Students' Representative Council, the Dean of Students.
- (b) No student, club or association, society or club may, without the SRC, the Dean of Students' written permission, publish, affix, display or distribute any document, poster, or publication of any nature whatsoever on the premises of the University, or, using the name of the University also to publish, affix, display or distribute it elsewhere, or contribute towards doing so.
- (c) After the necessary permission has been obtained in terms of paragraph (4) (b) above, a student may affix such document, poster, or publication only on the designated notice board and he may not write, scratch or paint in any way on walls, pillars or any other parts of the campus buildings.
- (d) No room or other terrain of the University may be used for meetings or functions without prior permission from the Dean of Students.

## **6. Trips, Tours, Excursions and Camps**

- (a) Trips, tours, and camps for which arrangements are made in the name of the University, may only be organised with the permission of the relevant University Official.
- (b) Students are requested to complete and sign an Indemnity Form obtainable from the relevant University Official before undertaking such a trip.

#### **G.14.6 Students' Representative Council**

1. The Students' Representative Council is elected every year by the students of the University as determined by the SRC Constitution.
2. As the highest student representative body, the SRC, within the framework of its powers, is entrusted with matters concerning student life.
3. In the absence of a constituted SRC, or when the SRC, in the Vice-Chancellor's opinion does not act in the interests of the students, the SRC's functions may be carried out by the Vice-Chancellor, or any person or body appointed by him/her.

### **G.15 STUDENTS' DISCIPLINE**

#### **G.15.1 Student Discipline General Provisions**

1. Registered students are subject to the disciplinary measures and procedures applicable to students as determined by this Statute and the Rules.
2. The disciplinary measures and provisions applicable to students as described in the Rules and contemplated by section 36 of the Act, may be changed by the Council after consultation with the Senate and the SRC as provided for in section 32(2) (d) of the Act.
3. If the Vice-Chancellor, who is the chief disciplinary officer of the University, is of the opinion that the circumstances of a specific case warrant it, he or she may perform some or all of the actions performed by the Registrar in terms of the Disciplinary Code or, alternatively, he or she may delegate the authority to perform these functions to another employee or an independent external person.
4. The definition of misconduct, the composition of the various disciplinary committees and their duties, the procedures followed during a disciplinary hearing and the various disciplinary measures that may be imposed, as well as the lodging of an appeal shall be set out in the Rules and made available to all students.
5. Where a student has been found guilty of misconduct and the disciplinary measure applied by the University leads to suspension or termination of his or her studies at the University, or his or her expulsion from a University residence, the student concerned shall forfeit all claims to a refund or a rebate on fees paid or payable to the University.
6. The Disciplinary Code: Students (the Code) of the University of Mpumalanga represents the Rules regarding student discipline at the University, as contemplated in the Statute, and shall, subject to the provisions of the Statute and the Rules, apply to all registered students at the University.

7. The University resolved to take a firm position against all acts of plagiarism and consequently developed and approved Rules (“Policy and Procedure on Managing and Preventing Acts of Plagiarism”, to manage and prevent acts of plagiarism. All alleged misconduct of students pertaining to plagiarism will therefore be dealt with in accordance with said rules.
8. Experience has also shown that many disciplinary enquiries are the result of contraventions of the “Rules Governing Examinations, Tests and Other Academic Assignments”. These Rules are attached to the Code with a view to informing students of the contents thereof and to alert them to the serious consequences of misconduct associated with examinations, tests, and academic assignments.

### **G.15.2 Student Disciplinary Code**

1. Central to the academic stature of the University is the quality and integrity of its academic, research and community engagement programmes. Multiple other factors, however, impact on the academic stature of the institution. Important factors are the behaviour of students and the policies, programmes and practices applied by the institution to regulate such.
2. The Code is an important institutional instrument to steer the behaviour of students with a view to developing and preparing them to become well- rounded people and responsible citizens of the country. The ultimate goal is to guide and assist students to embrace a value framework and institutional culture showing due respect for the constitutional rights of people and the Rules of the University.
3. The Code provides for a variety of disciplinary measures to be applied, depending on the circumstances of each case. Most of these measures are designed to afford students the opportunity to correct their behaviour, whilst continuing with their studies. Incidents of serious misconduct, however, must be dealt with firmly and appropriate disciplinary measures might have a far-reaching impact on the future of a student at the University and/or other universities. Certain incidents of misconduct may also compel or otherwise prompt the University to report an incident to the South African Police Service for investigation and action, and/or to pursue a particular matter in a court of law or another appropriate forum.
4. The Code furthermore promotes the fair and lawful adjudication of disciplinary matters and the imposition of suitable disciplinary measures. The processes and procedures embedded in the Code are also aligned with the institutional aspiration to initiate and finalise disciplinary matters as soon as possible.
5. The Code is an important instrument whereby the University gives effect to its responsibility to implement all reasonable measures to protect the interests of students, members of staff, contractors, and members of the public on its premises.
6. The Code also has as its objective the promotion and protection of the interests of the University as an educational institution.
7. The Code is not intended to be an exhaustive, catch-all set of rules and regulations providing for every conceivable objectionable and/or punishable act

by a student. The rules and regulations below will therefore not be assigned an overly literal or strict interpretation. When the conduct of a student is being assessed, the determining factor will always be the objective aim of a rule or regulation.

8. This Code, including (Disciplinary Code for Students: University of Mpumalanga Residences), Annexure A1 (Disciplinary Guidelines: Residences), (Policy and Procedure on Managing and Preventing Acts of Plagiarism) (Rules Governing Examinations, Tests and Other Academic Assignments) may be reviewed from time to time, as contemplated in paragraph 65 (2) of the Statute, and is therefore subject to change.

## 2024 ALMANAC

JANUARY		
		Week 1
Mon	1	<ul style="list-style-type: none"> <li>• <b>New Years' Day</b></li> <li>• University reopens.</li> <li>• Advanced and Postgraduate Diplomas, Honours, Masters and Doctoral registrations commence.</li> <li>• WIL registrations commence.</li> </ul>
Tue	2	
Wed	3	
Thurs	4	
Fri	5	
<b>Sat</b>	6	<ul style="list-style-type: none"> <li>• WIL registrations end</li> </ul>
<b>Sun</b>	7	Week 2
Mon	8	
Tues	9	
Wed	10	
Thurs	11	
Fri	12	
<b>Sat</b>	13	
<b>Sun</b>	14	Week 3
Mon	15	<ul style="list-style-type: none"> <li>• 2023 2nd Semester Re-Exams/Special Exams commence</li> </ul>
Tues	16	
Wed	17	<ul style="list-style-type: none"> <li>• Meeting: MANCO (8h30)</li> </ul>
Thurs	18	
Fri	19	
<b>Sat</b>	20	
<b>Sun</b>	21	Week 4
Mon	22	
Tues	23	
Wed	24	<ul style="list-style-type: none"> <li>• 2023 2nd Semester Re-Exams/Special Exams end</li> </ul>
Thurs	25	
Fri	26	<ul style="list-style-type: none"> <li>• Final admission and selection of new applicants</li> </ul>
<b>Sat</b>	27	
<b>Sun</b>	28	Week 5
Mon	29	
Tue	30	

Wed	31	<ul style="list-style-type: none"><li>• Last day for the submission of Masters Dissertations and Doctoral Theses</li><li>• Meeting: Faculty Examinations Committee: Agriculture and Natural Sciences (09h00)</li><li>• Meeting: MANCO (08h30)</li><li>• <b>Meeting: Faculty Examinations Committee: Development, Economics, and Business Sciences 09:00)</b></li></ul>
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## FEBRUARY

Thurs	1	<ul style="list-style-type: none"> <li>• Meeting: Timetable Committee of Senate (09h00)</li> <li>• Meeting: Faculty Examinations Committee: Education (14h00)</li> </ul>
Fri	2	<ul style="list-style-type: none"> <li>• Registration of the SRC/CRC members</li> <li>• Publishing of Re-Exams/Special Exams Results</li> </ul>
<b>Sat</b>	3	<ul style="list-style-type: none"> <li>• Residences open for new students</li> </ul>
<b>Sun</b>	4	Week 6
<b>Mon</b>	5	<ul style="list-style-type: none"> <li>• Registration of new students commence.</li> </ul>
<b>Tues</b>	6	<ul style="list-style-type: none"> <li>• Meeting: Library and Information Services Committee of Senate (9h00)</li> <li>• Final day for applications for viewing and remarking of examination scripts</li> </ul>
Wed	7	<ul style="list-style-type: none"> <li>• Meeting: Teaching and Learning Committee of Senate (09h00)</li> </ul>
Thurs	8	<ul style="list-style-type: none"> <li>• Meeting: Research Committee of Senate (09h00)</li> </ul>
Fri	9	<ul style="list-style-type: none"> <li>• Registration of new students end</li> <li>• Publication of results for remarking of examination scripts</li> </ul>
<b>Sat</b>	10	<ul style="list-style-type: none"> <li>• Residences open for returning students</li> </ul>
<b>Sun</b>	11	Week 7
Mon	12	<ul style="list-style-type: none"> <li>• Registration of returning students commence.</li> </ul>
Tues	13	<ul style="list-style-type: none"> <li>• Orientation of new students commence.</li> <li>• Meeting: Faculty Board of Agriculture and Natural Sciences (13h00)</li> </ul>
Wed	14	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> <li>• Meeting: Faculty Board Education of Education (13h00)</li> </ul>
Thurs	15	<ul style="list-style-type: none"> <li>• Meeting: Faculty Board of Economics, Development and Business Sciences (13h00)</li> </ul>
Fri	16	<ul style="list-style-type: none"> <li>• Meeting: EMANCO (08h30)</li> <li>• Registration of returning students end</li> <li>• Advanced and Postgraduate Diplomas, and Honours students' registration end</li> </ul>
<b>Sat</b>	17	
<b>Sun</b>	18	Week 8
Mon	19	<ul style="list-style-type: none"> <li>• Lecture Commences (1<sup>st</sup> Term)</li> </ul>
Tue	20	<ul style="list-style-type: none"> <li>* Meeting: IF EXCO (10h00)</li> </ul>

Wed	21	<ul style="list-style-type: none"> <li>• Meeting: ECS (10h00)</li> </ul>
Thurs	22	<ul style="list-style-type: none"> <li>• Meeting: Postgraduate Studies Committee of SENATE (09:00)</li> </ul>
Fri	23	
Sat	24	
Sun	25	Week 9
Mon	26	<ul style="list-style-type: none"> <li>• Meeting: Human Resources Committee (10h00)</li> </ul>
Tue	27	<ul style="list-style-type: none"> <li>• Meeting: Facilities Planning and Infrastructure Committee(14h00)</li> <li>• Meeting: Strategy Committee (10h00)</li> <li>• Meeting: Nominations Committee (14h00)</li> </ul>
Wed	28	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> </ul>
Thurs	29	<ul style="list-style-type: none"> <li>• Meeting: MANCO/SRC (14h00)</li> <li>• Meeting: Audit, Risk, and IT Governance Committee (10h00)</li> <li>• Meeting: Governance, Finance, and Investment Committee (14h00)</li> <li>• Last day for the changing of curriculum, programmes, cancellation of modules, late registration, applications for DP retention and module credits exemptions.</li> <li>• Late registration ends</li> </ul>



## MARCH

Fri	1	<ul style="list-style-type: none"> <li>Meeting: Remuneration Committee (10h00)</li> </ul>
<b>Sat</b>	2	
<b>Sun</b>	3	Week 10
Mon	4	
Tues	5	<ul style="list-style-type: none"> <li>Meeting: IF (10h00)</li> </ul>
Wed	6	<ul style="list-style-type: none"> <li>Meeting: SENATE (10h00)</li> </ul>
Thu	7	<ul style="list-style-type: none"> <li>Meeting: Audit Steering Committee (09h00)</li> <li>Meeting: Risk Management Committee (14:00)</li> </ul>
Fri	8	<ul style="list-style-type: none"> <li>Meeting: Siyabuswa Campus Management Committee (09h00)</li> </ul>
<b>Sat</b>	9	
<b>Sun</b>	10	Week 11
Mon	11	
Tues	12	
Wed	13	<ul style="list-style-type: none"> <li>Meeting: MANCO (08h30)</li> </ul>
Thu	14	<ul style="list-style-type: none"> <li>Meeting: EXCO (10h00)</li> </ul>
Fri	15	
<b>Sat</b>	16	
<b>Sun</b>	17	Week 12
Mon	18	
Tues	19	
Wed	20	
Thurs	21	<ul style="list-style-type: none"> <li><b>Public Holiday (Human Rights Day)</b></li> </ul>
Fri	22	<ul style="list-style-type: none"> <li><b>University Holiday</b></li> </ul>
<b>Sat</b>	23	
<b>Sun</b>	24	Week 13
Mon	25	

Tues	26	<ul style="list-style-type: none"> <li>Meeting: Council (10h00)</li> </ul>
Wed	27	<ul style="list-style-type: none"> <li>Meeting: MANCO (08h30)</li> <li>Final day for the Changing of the 1st Semester Assessment Structure/weights</li> </ul>
Thurs	28	<ul style="list-style-type: none"> <li><b>Public Holiday – Good Friday</b></li> </ul> <hr/> <hr/>
Fr	29	
Sat	30	
Sun	31	

		APRIL
		Week 14
Mon	1	<ul style="list-style-type: none"> <li>• <b>Public Holiday (Family Day)</b></li> </ul>
Tues	2	
Wed	3	
Thurs	4	<ul style="list-style-type: none"> <li>• Meeting: Postgraduate Studies Committee of SENATE (09:00)</li> </ul>
Fri	5	<ul style="list-style-type: none"> <li>• Lectures end (1st Term)</li> </ul>
Sat	6	
Sun	7	Week 15
Mon	8	<ul style="list-style-type: none"> <li>• Recess commences</li> </ul>
Tues	9	<ul style="list-style-type: none"> <li>• Meeting: Timetable Committee of Senate (14h00)</li> </ul>
Wed	10	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> </ul>
Thurs	11	
Fri	12	<ul style="list-style-type: none"> <li>• Recess ends</li> </ul>
Sat	13	
Sun	14	Week 16
Mon	15	<ul style="list-style-type: none"> <li>• Lectures commence (2nd Term)</li> </ul>
Tues	16	<ul style="list-style-type: none"> <li>• Meeting: Library and Information Services Committee of Senate (09h00)</li> </ul>
Wed	17	
Thurs	18	<ul style="list-style-type: none"> <li>• Meeting: Teaching and Learning Committee of Senate (09h00)</li> </ul>
Fri	19	
Sat	20	
Sun	21	Week 17
Mon	22	
Tues	23	<ul style="list-style-type: none"> <li>• Meeting: Research Ethics Committee of Senate (09h00)</li> </ul>
Wed	24	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> </ul>
Thurs	25	<ul style="list-style-type: none"> <li>• Meeting: Audit Steering Committee (09h00)</li> <li>• Meeting: Risk Management Committee (14h00)</li> </ul>
Fri	26	<ul style="list-style-type: none"> <li>• Last day for the submission of 1st Semester question papers</li> <li>• Masters and Doctoral registration end</li> </ul>

<b>Sat</b>	27	<b>Public Holiday - Freedom Day</b>
<b>Sun</b>	28	

**MAY**

		Week 18
Mon	29	
Tues	30	
Wed	1	<ul style="list-style-type: none"> <li>• <b>Public Holiday- Worker’s Day</b></li> </ul>
Thurs	2	
Fri	3	<ul style="list-style-type: none"> <li>• <b>Graduation Ceremony (09h00)</b></li> <li>• <b>Graduation Ceremony (14h00)</b></li> </ul>
<b>Sat</b>	4	<ul style="list-style-type: none"> <li>• <b>Graduation Ceremony (09h00)</b></li> <li>• <b>Graduation Ceremony (14h00)</b></li> </ul>
<b>Sun</b>	5	Week 19 <b>Mothers’ Day</b>
Mon	6	<ul style="list-style-type: none"> <li>•</li> </ul>
Tues	7	<ul style="list-style-type: none"> <li>• Meeting: Faculty Board of Agriculture and Natural Sciences (13h00)</li> </ul>
Wed	8	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> <li>• Meeting: MANCO/SRC (14h00)</li> <li>• Meeting: Faculty Board of Education (13h00)</li> </ul>
Thurs	9	<ul style="list-style-type: none"> <li>• Meeting: Faculty Board of Development, Economics and Business Sciences (13h00)</li> </ul>
Fri	10	<ul style="list-style-type: none"> <li>• Meeting: Siyabuswa Campus Management Committee (09h00)</li> <li>• Last date for the capturing of assessment marks for semester programmes</li> </ul>
<b>Sat</b>	11	
<b>Sun</b>	12	Week 20
Mon	13	<ul style="list-style-type: none"> <li>• Finalisation of DP marks for semester programmes</li> </ul>
Tues	14	<ul style="list-style-type: none"> <li>• Meeting: IF EXCO (10h00)</li> </ul>
Wed	15	<ul style="list-style-type: none"> <li>• Publication of provisional DP marks</li> </ul>
Thurs	16	<ul style="list-style-type: none"> <li>• Verifying of DP marks by students ends</li> </ul>

Fri	17	<ul style="list-style-type: none"> <li>• Publication of DP's</li> </ul>
<b>Sat</b>	18	
<b>Sun</b>	19	Week 21
Mon	20	
Tues	21	<ul style="list-style-type: none"> <li>• Meeting: ECS (10h00)</li> </ul>
Wed	22	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> </ul>
Thurs	23	<ul style="list-style-type: none"> <li>• Meeting: Remuneration Committee (10h00)</li> </ul>
Fri	24	
<b>Sat</b>	25	
<b>Sun</b>	26	Week 22
Mon	27	<ul style="list-style-type: none"> <li>• <b>Examinations commence (1st Semester)</b></li> </ul>
Tues	28	<ul style="list-style-type: none"> <li>• Meeting: Human Resources Committee (10h00)</li> <li>• Facilities, Planning, and Infrastructure Committee of Council(14h00)</li> </ul>
Wed	29	<ul style="list-style-type: none"> <li>• Meeting: Strategy Committee (10h00)</li> <li>• Meeting: Nomination Committee Council (14h00)</li> </ul>
Thu	30	<ul style="list-style-type: none"> <li>• Meeting: Audit, Risk, and IT Governance Committee (10h00)</li> <li>• Meeting: Governance, Finance, and Investment Committee (14h00)</li> </ul>
Fri	31	<ul style="list-style-type: none"> <li>• Lectures end (2nd Term)</li> </ul>

## JUNE

<b>Sat</b>	1	
<b>Sun</b>	2	Week 23
Mon	3	
Tues	4	<ul style="list-style-type: none"> <li>• Meeting: IF (10h00)</li> </ul>
Wed	5	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> </ul>
Thurs	6	<ul style="list-style-type: none"> <li>• Meeting: SENATE (10h00)</li> </ul>
Fri	7	
<b>Sat</b>	8	
<b>Sun</b>	9	Week 24
Mon	10	
Tues	11	<ul style="list-style-type: none"> <li>• Meeting: EXCO (10h00)</li> </ul>

Wed	12	<ul style="list-style-type: none"> <li>Meeting: EMANCO (08h30)</li> </ul>
Thurs	13	
Fri	14	
Sat	15	
Sun	16	Week 25 <b>Public Holiday - Youth Day</b> i
Mon	17	<ul style="list-style-type: none"> <li><b>Youth Day (Holiday Observed)</b></li> </ul>
Tues	18	
Wed	19	<ul style="list-style-type: none"> <li>Meeting: MANCO (08h30)</li> </ul>
Thurs	20	
Fri	21	<ul style="list-style-type: none"> <li><b>Examinations end (1st Semester)</b></li> </ul>
Sat	22	
Sun	23	Week 26
Mon	24	<ul style="list-style-type: none"> <li>Recess commences</li> </ul>
Tues	25	<ul style="list-style-type: none"> <li>Meeting: Council (10h00)</li> </ul>
Wed	26	
Thurs	27	
Fri	28	

## JULY

Sat	29	
Sun	30	Week 27
Mon	1	
Tues	2	<ul style="list-style-type: none"> <li>Meeting: Faculty Examinations Committee: Agriculture and Natural Sciences (09h00)</li> </ul>
Wed	3	<ul style="list-style-type: none"> <li>Meeting: MANCO (08h30)</li> <li>Meeting: Faculty Examinations Committee: Education (09h00)</li> </ul>
Thurs	4	<ul style="list-style-type: none"> <li>Meeting: Faculty Examinations Committee: Economics, Development, and Business Sciences (09h00)</li> </ul>
Fri	5	<ul style="list-style-type: none"> <li>Publication of exam results</li> </ul>
Sat	6	
Sun	7	Week 28
Mon	8	
Tues	9	<ul style="list-style-type: none"> <li>Final day of application for reviewing and remarking of exam scripts</li> </ul>
Wed	10	<ul style="list-style-type: none"> <li>Meeting: Timetable Committee of Senate (09h00)</li> </ul>
Thurs	11	<ul style="list-style-type: none"> <li>Meeting: Postgraduate Studies Committee of SENATE (09:00)</li> </ul>

Fri	12	<ul style="list-style-type: none"> <li>• Publication of results from remarking of examination scripts</li> </ul>
Sat	13	
Sun	14	Week 29
Mon	15	<ul style="list-style-type: none"> <li>• <b>Special/Re-Examinations commence.</b></li> </ul>
Tues	16	<ul style="list-style-type: none"> <li>• <b>Nelson Mandela Day</b></li> </ul>
Wed	17	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> </ul>
Thurs	18	<ul style="list-style-type: none"> <li>• Meeting: Library and Information Services Committee of Senate (09h00)</li> </ul>
Fri	19	<ul style="list-style-type: none"> <li>• Recess ends</li> </ul>
Sat	20	
Sun	21	Week 30- Residences open
Mon	22	<ul style="list-style-type: none"> <li>• Lectures commence (3rd Term)</li> <li>• 2nd Semester registration commence.</li> </ul>
Tues	23	<ul style="list-style-type: none"> <li>• Meeting: Teaching and Learning Committee of Senate (09h00)</li> </ul>
Wed	24	<ul style="list-style-type: none"> <li>• <b>Special/Re-Examinations end</b></li> </ul>
Thurs	25	<ul style="list-style-type: none"> <li>• Meeting: Research Committee of Senate (09h00)</li> </ul>
Fri	26	<ul style="list-style-type: none"> <li>• 2nd Semester registration end</li> <li>• Last day for the changing of curriculum, programmes, cancellation of modules, late registration, applications for DP retention and module credits exemptions</li> </ul>
Sat	27	
Sun	28	Week 31

## AUGUST

Mon	29	<ul style="list-style-type: none"> <li>Meeting: Faculty Examinations Committee: Agriculture and Natural Sciences (09h00)</li> </ul>
Tues	30	<ul style="list-style-type: none"> <li>Meeting: Faculty Examinations Committee: Education (09h00)</li> </ul>
Wed	31	<ul style="list-style-type: none"> <li>Meeting: MANCO (08h30)</li> <li>Meeting: Faculty Examination Economics, Development and Business Sciences (09h00)</li> </ul>
Thurs	1	<ul style="list-style-type: none"> <li>Meeting: Faculty Board of Agriculture and Natural Sciences (13h00)</li> </ul>
Fri	2	<ul style="list-style-type: none"> <li>Publication of Special/Re-Examinations results</li> </ul>
<b>Sat</b>	3	
<b>Sun</b>	4	Week 32
Mon	5	
Tues	6	<ul style="list-style-type: none"> <li>Meeting: Faculty Board of Economics, Development and Business Sciences (09h00)</li> <li>Final day for applications for viewing and remarking of special examination scripts</li> </ul>
Wed	7	<ul style="list-style-type: none"> <li>Meeting: Faculty Board of Education (09h00)</li> </ul>
Thurs	8	<ul style="list-style-type: none"> <li>Publication of results from remarking of special examination scripts</li> </ul>
Fri	9	<ul style="list-style-type: none"> <li><b>Public Holiday – National Women’s Day</b></li> </ul>
<b>Sat</b>	10	
<b>Sun</b>	11	Week 33
Mon	12	
Tues	13	
Wed	14	<ul style="list-style-type: none"> <li>Meeting: MANCO (08h30)</li> <li>Meeting: MANCO/SRC (14h00)</li> </ul>
Thurs	15	<ul style="list-style-type: none"> <li>Meeting: Audit Steering Committee (10h00)</li> <li>Meeting: Risk Management Committee (14h00)</li> </ul>
Fri	16	
<b>Sat</b>	17	
<b>Sun</b>	18	Week 34
Mon	19	
Tues	20	<ul style="list-style-type: none"> <li>Meeting: Human Resources Committee (10h00)</li> </ul>
Wed	21	<ul style="list-style-type: none"> <li>Meeting: IF EXCO (0900)</li> </ul>
Thurs	22	<ul style="list-style-type: none"> <li>Meeting: ECS (10h00)</li> </ul>
Fri	23	<ul style="list-style-type: none"> <li>Meeting: Siyabuswa Campus Management Committee (09h00)</li> </ul>



Sat	24	
Sun	25	Week 35
Mon	26	<ul style="list-style-type: none"> <li>• Meeting: Remuneration Committee (09h00)</li> <li>• Meeting: Facilities. Planning and Infrastructure Committee (14h00)</li> </ul>
Tues	27	<ul style="list-style-type: none"> <li>• Meeting: Strategy Committee (10h00)</li> <li>• Meeting: Nominations Committee (14h00)</li> </ul>
Wed	28	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> </ul>
Thurs	29	<ul style="list-style-type: none"> <li>• Meeting: Audit, Risk, and ICT Governance Committee (10h00)</li> <li>• Meeting: Governance, Finance, and Investment Committee (14h00)</li> </ul>
Fri	30	<ul style="list-style-type: none"> <li>• Meeting: Remuneration Committee (10h00)</li> <li>• Final day for Changing of the 2nd Semester assessment Structure/weights.</li> </ul>

## SEPTEMBER

Sat	31	
Sun	1	Week 36
Mon	2	
Tues	3	<ul style="list-style-type: none"> <li>• Meting: Postgraduate Studies Committee of SENATE (09:00)</li> </ul>
Wed	4	<ul style="list-style-type: none"> <li>• Meeting: IF (10h00)</li> </ul>
Thurs	5	<ul style="list-style-type: none"> <li>• Meeting: SENATE (10h00)</li> </ul>
Fri	6	<ul style="list-style-type: none"> <li>• Lectures end (3rd Term)</li> </ul>
Sat	7	
Sun	8	Week 37
Mon	9	<ul style="list-style-type: none"> <li>• Recess commences.</li> </ul>
Tues	10	<ul style="list-style-type: none"> <li>• Meeting: Timetable Committee of Senate (14h00)</li> </ul>
Wed	11	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> </ul>
Thu	12	<ul style="list-style-type: none"> <li>• Meeting: EXCO (10h00)</li> </ul>
Fri	13	<ul style="list-style-type: none"> <li>• Recess ends</li> </ul>
Sat	14	
Sun	15	Week 38
Mon	16	Lecture Commences (4 <sup>th</sup> Term)
Tues	17	<ul style="list-style-type: none"> <li>• Meeting: Library and Information Services Committee of Senate (09h00)</li> </ul>
Wed	18	<ul style="list-style-type: none"> <li>• Meeting: Teaching and Learning Committee of Senate (09h00)</li> </ul>
Thu	19	<ul style="list-style-type: none"> <li>• Meeting: EMANCO (08h30)</li> </ul>
Fri	20	<ul style="list-style-type: none"> <li>• Meeting: Research Committee of Senate (09h00)</li> </ul>
Sat	21	
Sun	22	Week 39
Mon	23	<ul style="list-style-type: none"> <li>• <b>University Holiday</b></li> </ul>
Tues	24	<ul style="list-style-type: none"> <li>• <b>Public Holiday-Heritage Day Observed</b></li> </ul>
Wed	25	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> </ul>

Thurs	26	<ul style="list-style-type: none"><li>• Meeting: Council (10h00)</li><li>• Last day for the submission of 2nd Semester question papers</li></ul>
Fri	27	

<b>Sat</b>	28	
<b>Sun</b>	29	Week 40
Mon	30	
Tues	1	<ul style="list-style-type: none"> <li>• Meeting: Faculty Board of Agriculture and Natural Sciences (13h00)</li> </ul>
Wed	2	<ul style="list-style-type: none"> <li>• Meeting: IF EXCO (09h00)</li> <li>• Meeting: Faculty Board of Education (13h00)</li> </ul>
Thurs	3	<ul style="list-style-type: none"> <li>• Meeting: Faculty Board Committee: Economics Development and Business Sciences (13h00)</li> </ul>
Fri	4	
<b>Sat</b>	5	
<b>Sun</b>	6	Week 41
Mon	7	
Tues	8	
Wed	9	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> </ul>
Thurs	10	
Fri	11	<ul style="list-style-type: none"> <li>• Last date for the capturing of assessments marks for all programmes</li> </ul>
<b>Sat</b>	12	
<b>Sun</b>	13	Week 42
Mon	14	
Tues	15	<ul style="list-style-type: none"> <li>• Meeting: IF (09h00)</li> </ul>
Wed	16	<ul style="list-style-type: none"> <li>• Meeting: ECS (10h00)</li> </ul>
Thurs	17	<ul style="list-style-type: none"> <li>• Meeting: Audit Steering Committee (10h00)</li> <li>• Meeting: Risk Management Committee (14h00)</li> </ul>
Fri	18	<ul style="list-style-type: none"> <li>• Final day for the capturing of marks</li> </ul>
<b>Sat</b>	19	
<b>Sun</b>	20	Week 43
Mon	21	<ul style="list-style-type: none"> <li>• Finalisation of DP marks for all programmes</li> </ul>
Tues	22	<ul style="list-style-type: none"> <li>• Publication of provisional DP marks</li> </ul>
Wed	23	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> <li>• Meeting: MANCO/SRC (14h00)</li> </ul>

Thurs	24	Last day for verifying of DP by students
Fri	25	<ul style="list-style-type: none"> <li>• Publication of final DP's</li> </ul>
<b>Sat</b>	26	
<b>Sun</b>	27	Week 44
Mon	28	<ul style="list-style-type: none"> <li>• Meeting: Human Resources Committee (10h00)</li> <li>• Meeting: Facilities Planning and Infrastructure Committee (14h00)</li> </ul>
Tues	29	<ul style="list-style-type: none"> <li>• Meeting: Strategy Committee (10h00)</li> </ul>
Wed	30	<ul style="list-style-type: none"> <li>• Meeting: Nominations Committee (14h00)</li> <li>• Meeting: SENATE (10h00)</li> </ul>
Thurs	31	<ul style="list-style-type: none"> <li>• Meeting: Audit, Risk, and ICT Governance Committee (10h00)</li> <li>• Meeting: Governance, Finance, and Investment Committee (14h00)</li> </ul>

## NOVEMBER

Fri	1	<ul style="list-style-type: none"> <li>• Meeting: Remuneration Committee (10h00)</li> <li>• Lectures end (4th Term)</li> </ul>
<b>Sat</b>	2	
<b>Sun</b>	3	Week 45
Mon	4	<ul style="list-style-type: none"> <li>• <b>Examinations commence (2nd Semester)</b></li> </ul>
Tues	5	
Wed	6	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> </ul>
Thurs	7	
Fri	8	<ul style="list-style-type: none"> <li>• Meeting: Siyabuswa Campus Management Committee (09h00)</li> </ul>
<b>Sat</b>	9	
<b>Sun</b>	10	Week 46
Mon	11	
Tues	12	<ul style="list-style-type: none"> <li>• Meeting: EMANCO (08h30)</li> </ul>
Wed	13	
Thurs	14	<ul style="list-style-type: none"> <li>• Meeting: EXCO (10h00)</li> </ul>
Fri	15	<ul style="list-style-type: none"> <li>• Last day for the submission of WIL marks</li> <li>• Last day for the submission of Honours Research Projects</li> </ul>
<b>Sat</b>	16	
<b>Sun</b>	17	Week 47
Mon	18	
Tues	19	
Wed	20	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> </ul>
Thu	21	
Fri	22	
<b>Sat</b>	23	
<b>Sun</b>	24	Week 48
Mon	25	
Tues	26	
Wed	27	

Thu	28	<ul style="list-style-type: none"> <li>• Meeting: Council (10h00)</li> </ul>
Fri	29	<ul style="list-style-type: none"> <li>• <b>Examinations end (2nd Semester)</b></li> </ul>

## DECEMBER

<b>Sat</b>	30	
<b>Sun</b>	01	Week 49
Mon	02	
Tues	03	<ul style="list-style-type: none"> <li>• Meeting: Faculty Examination Committee: Economics Development and Business Sciences (09h00)</li> </ul>
Wed	04	<ul style="list-style-type: none"> <li>• Meeting: MANCO (08h30)</li> <li>• Meeting: Faculty Examination Committee: Agriculture and Natural Sciences (09h00)</li> </ul>
Thu	05	<ul style="list-style-type: none"> <li>• Meeting: Faculty Examination Committee: Education (09h00)</li> </ul>
Fri	06	<ul style="list-style-type: none"> <li>• Submission Masters Dissertations and Doctoral Theses</li> <li>• Publication of Results</li> </ul>
<b>Sat</b>	07	
<b>Sun</b>	08	Week 50
Mon	09	
Tues	10	<ul style="list-style-type: none"> <li>• Final day for the viewing and remarking of examination scripts.</li> </ul>
Wed	11	
Thu	12	
Fri	13	<ul style="list-style-type: none"> <li>• Publication of results from the remarking of examination scripts</li> <li>• Final Day for the Application of Special Exams</li> </ul>
<b>Sat</b>	14	
<b>Sun</b>	15	Week 51
Mon	16	<b>Public Holiday – Day of Reconciliation</b>
Tues	17	
Wed	18	
Thurs	19	
Fri	20	<b>University Closes</b>
<b>Sat</b>	21	

<b>Sun</b>	22	Week 52
Mon	23	
Tues	24	
Wed	25	<b>Public Holiday – Christmas Day</b>
Thurs	26	<b>Public Holiday – Day of Goodwill</b>
Fri	27	
<b>Sat</b>	28	
<b>Sun</b>	29	
<b>Mon</b>	30	
<b>Tue</b>	31	







UNIVERSITY OF  
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Creating Opportunities

2024

ALMANAC AND GENERAL RULES

**General Enquiries**(Switchboard)

Tel: +27 13 002 0001

E-mail: [info@ump.ac.za](mailto:info@ump.ac.za)

Web: [www.ump.ac.za](http://www.ump.ac.za)

Facebook: [www.facebook.com/ump.ac.za](http://www.facebook.com/ump.ac.za)

**Mbombela Campus**(Main Campus)

Private Bag X 11283, Mbombela, 1200  
c/o D725 and R40, Riverside, Mbombela, South Africa, 1200

Tel: +27 13 002 0001

**Siyabuswa Campus**

Private Bag X 4011, Siyabuswa, 0472  
Bhekimfundo Drive, Siyabuswa, South Africa, 0472

Tel: +27 13 002 0800