



NORTH-WEST UNIVERSITY<sup>®</sup>  
YUNIBESITHI YA BOKONE-BOPHIRIMA  
NOORDWES-UNIVERSITEIT  
POTCHEFSTROOM CAMPUS

# **Honores Baccalaureus Educationis (BEdHons)**

**INFORMATION BOOKLET  
2014**

**FACULTY OF EDUCATION SCIENCES  
UNIT FOR OPEN DISTANCE LEARNING**

**November 2013 Edition**

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## Dear Student,

This **Information Booklet** supports you with regard to the following aspects in order to assist you with your studies throughout the course of your academic year:

## ACADEMIC MATTERS

### TEACHING AND LEARNING OPPORTUNITIES

#### Contact Sessions/Interactive Whiteboard Sessions (IWS)

- This information booklet will supply you with all the information regarding the contact sessions dates and times at the different tuition centres in your area.
- You may attend contact session at the tuition centre of your choice. Please remember that you do not have to book to attend contact sessions.
- Attending contact sessions is not compulsory.
- Take note that only modules as allocated on the timetable will be facilitated on the assigned dates for these modules.
- Timetables for all sessions as from November 2013 – 31 October 2014 are included in this booklet.
- Your information booklet will indicate times/dates and centres for these contact sessions.
- **Take note!!!!** The majority of sessions in 2014 at all tuition centres will be facilitated utilising the interactive whiteboards.
- **Take note!!! Modules scheduled on timetables will all be facilitated on the given date for that specific timetable.**
- Sessions being facilitated on the interactive whiteboards will be **presented** on the **scheduled times** indicated in your year programmes.
- Please ensure you are on time for the scheduled time for your modules/programme. The time-slots are scheduled according to these times similar to TV-programmes. If you are late you will miss out!
- During the Interactive Whiteboard sessions students may SMS questions regarding the module that is presented to 43366. Normal SMS rates apply to this number. These questions will be addressed by the lecturer during or after the session.
- More information regarding this system will be communicated to you during IWB sessions.

#### **PLEASE NOTE:**

- **NO EXAMINATION INFORMATION SESSIONS WILL BE FACILITATED AT TUITION CENTRES DURING 2014.**
- **ALL EXAMINATION INFORMATION WILL BE SENT TO ALL STUDENTS TOGETHER WITH ASSIGNMENTS SUBMITTED TO OLG.**
- **PLEASE SUBMIT ASSIGNMENTS as early as possible as to ensure that marked assignments together with examination information reach students before examinations commence.**

#### **Facilitation of modules by a facilitator at tuition centres**

- Students will in addition to the lecturers' presentation, also be supported by facilitators at the tuition centres.
- These modules are specified on the indicated times in your year programme.

#### **Summer and Winter Schools**

- **Take note!!! Summer and Winter Schools will be facilitated at all tuition centres.**
- Summer and Winter School dates:
  - 5-14 December 2013
  - 10-19 July 2014
- **Take note!!!!** Only selected modules will be facilitated during the Summer and Winter Schools. Refer to year programme for dates, times and modules.

- Teaching of these modules will only be done by means of the use of the interactive whiteboards at tuition centres.
- **No facilitators will be present at tuition centres during Summer and Winter Schools.**

### **Appointments/communication with the NWU's academic staff**

- Lecturers are available to assist with **academic problems** during office hours (08:00 – 16:30) on Tuesdays, Wednesdays and Thursdays.
- You have to make **an appointment** as is required of all professionals.
- You may contact 018 285 5900 to assist you with information regarding the lecturers or see their contact details (telephone number and e-mail addresses) on the Tutorial Letters.

### **ADMINISTRATIVE MATTERS**

#### **Year Programme**

- **Refer to the year programme before contacting the helpdesk.**
- **Familiarise yourself with dates of contact sessions taking place in your area (included in this booklet).**
- Your year programme will clearly indicate which sessions will be facilitated on the interactive whiteboards and which will be facilitated by facilitators. No other modules will be facilitated at a tuition centre on one specific date.
- Timetables for all centres are included in your booklet. You may attend any contact session in any area. You do not have to book to attend a contact session. Please ensure that you use the correct timetable for the given centres. Dates, times and centres are clearly indicated.
- When attending contact sessions students are requested to complete attendance lists at the centre they attend contact sessions. Even if sessions are facilitated by means of the interactive whiteboards attendance lists must be completed for all modules.

#### **Appointments/communication/SMS's with the NWU's administrative staff**

- Not all SMS's are applicable to all students.
- SMS's will not be sent out for all sessions.
- **If an SMS is sent out to you regarding contact sessions it is to inform you that you are supposed to attend these contact sessions.**
- In all cases please refer to your year programme regarding contact sessions in your area.
- If you do not receive any SMS's reminding you of contact sessions, please contact 018 285 5900 or 011 670 4850 to update your information on the system.
- For additional information regarding your studies also visit the Facebook page for the **UNIT for Open Distance Learning or Eenheid vir Oop Afstandsl eer.**
- If unsure where to attend contact classes in your area, please call 018 285 5900 (office hours – Monday to Friday 08:00 – 16:30) or 082 7796 390 (Saturdays 08:00 – 16:00).
- Bookings for EUCE 511 practical can only be done by calling 011 670 4850.
- Should you experience problems with facilitators or facilitation at tuition centres please contact 082 779 6390.

### **Assessment (assignments and examination) and the administration there of**

#### **Assignments**

- Please follow the format for assignments as is stipulated in the tutorial letters.
- Refrain from using Bantex bags, ring binders, etc.
- The NWU urges students to submit completed assignments early to be assessed in order to ensure that examination information is received before examinations commence.
- **You may not post assignments directly to the lecturer.**

## Examination

- **No examination information sessions** will be facilitated during 2013 at tuition centres.
- All students will receive their examination information for modules when marked assignments are returned. If students submit assignments late the possibility exists that students will not receive their examination information in time before the examination commences.
- **Students may download examination information from the OLG website and from the Moodle site.** Examination information and tutorial notes can also be obtained on the OLG website at [www.olg.co.za](http://www.olg.co.za) or on [www.olg.co.za/moodle](http://www.olg.co.za/moodle).

## Moodle username and password

- You received your Moodle username and password when you registered from OLG.
- Feel free to call the helpdesk should you need more information in this regard. All registered students have access to Moodle.

## Important contact numbers

- All **queries**: 018 285 5900 or 011 670 4850.
- Saturdays 08:00 – 16:00: 082 7796 390.

# Open Distance Learning (ODL)

## BEdHons

### 1. IMPORTANT INFORMATION

#### 1.1 What is OPEN DISTANCE LEARNING (ODL)?

ODL is the mode of delivery of academic programme(s) offered by the NWU to non-residential students. This mode is offered independently or in terms of an agreement of co-operation with another public or private provider of higher education, such as OLG. Students may enrol at any time of the year, however, academic programmes are offered in six-month cycles (November to April and May to October). Minimum and maximum study periods are applicable. Students enrolled in an ODL-mode are required to study the prescribed study material independently.

Academic support to students is provided by means of structured contact sessions and access to academic staff. Academic staff of the NWU's Faculty of Education Sciences (FES) is responsible for the delivery of academic programmes to of under- or unqualified teachers, and already qualified teachers. This mode of academic delivery provides for a Summer and Winter school, interactive white board sessions presented at tuition centres countrywide and facilitation sessions for selected modules. The academic provision is supported by the technical and administrative staff of the Unit for Open Distance Learning (UODL).

#### 1.2 Termination of studies of students

- Minimum and maximum duration of study periods for BEdHons are indicated in this information booklet (see par. 6).
- Termination of studies: Six months before exceeding the maximum duration of a study period and a student's studies are finally terminated; the student will receive a warning letter from the Director of the Unit for Open Distance Learning (UODL) to inform him/her of one final and once-off examination opportunity to successfully complete all outstanding modules.
- If there are still modules outstanding after this extended period and exam opportunity, the studies of such a student will be terminated in terms of General Rule A.6.6.
- Only in exceptional cases and then on the grounds of irrefutable evidence will the Executive Director of the UODL consider a request for continuation of studies from a student whose studies have been terminated. Should such an application be successful, the student will be afforded only one more examination opportunity to complete all outstanding modules.

### 2. NATURE AND GENERAL AIMS OF THE BEDHONS

This qualification is intended to acknowledge specialised academic or professional studies in education. On completion of the studies, candidates will be able to demonstrate an advanced reflective understanding of, and a competency in knowledge, skills, values, principles, methods and procedures relevant to the specific specialisation in education.

#### 2.1 Specific objectives

- This NQF level 7 qualification prepares students for a Master's degree in Education (M.Ed.) at NQF level 8 (additional research modules may be required before admission to a Master's degree).
- Students will be able to understand the role that research plays in education, make basic evaluations and conduct educational research.
- These studies will enable students to play a leadership role in professional educational activities in the different sectors of teaching in South Africa.

#### 2.2 Admission requirements for the BEdHons (NQF-level 7) qualification

- Any recognised education qualification that totals 480 credits (of which 72 are at NQF Level 6), or any recognised RPL equivalent of the above-mentioned;
- recognised three-year teacher qualification with an ACE/FDE/HED;

Recognised four-year HED qualification.

**Faculty of Education Science's specific requirements:**

- Students wishing to follow a curriculum in Mathematics Education must have undertaken relevant training that will qualify them to be appointed in a permanent position as an educator in the relevant learning area, Mathematics Education or Mathematical Literacy, in a particular school phase.

### 3. LANGUAGE

- Study guides for all the modules are available in Afrikaans and English.
- A student may write examinations and submit assignments in either Afrikaans or English.
- Contact sessions are conducted in Afrikaans and English.

### 4. CORRESPONDENCE / COMMUNICATION

**(YOUR STUDENT NUMBER MUST BE STATED ON ALL CORRESPONDENCE)**

Any enquiries with regard to registration or correspondence should be addressed to:

The Unit for Open Distance Learning  
Registration Office  
Building B11a  
North-West University  
Private Bag X6001  
Internal Box 539  
POTCHEFSTROOM  
2520

**TEL:** 018 285 5900

**FAX:** 018 299 4558 / 087 231 5262 / 087 231 5297

**EMAIL:** Alison.Cloete@nwu.ac.za / Libby.Beukes@nwu.ac.za

### 5. STUDY MATERIAL

- Study material will be delivered either by **Postal or Courier** services or **to the address you have indicated for the delivery of Study material.**
- **Please note that you must indicate a physical address or work address where the study material can be delivered via courier.**
- Study material sent through postal services must be collected from the post office within **seven working days** or it will be returned to the NWU / OLG. The student will be liable for the cost of postage.
- Study material may be collected at the University, except if already dispatched.

### 6. STUDY DURATION

The minimum duration for completion of BEdHons studies is two years with a maximum of three years.

### 7. ARTICULATION AND PHASING OUT DATES FOR THE NPDE, ACE AND BEDHONS

The last year in which students may enrol for the **ACE** is December 2015. These students must complete the ACE by the end of 2018. With respect to articulation arrangements:

- a) 2013 is the last year in which students who enrol for the ACE may articulate into the BEdHons at NQF level 7, provided that they must have completed the ACE by the end of 2015.
- b) The BEdHons at NQF level 7 will admit its last intake in October 2015, and these students must complete the qualification by December 2018.
- c) From 2015 onwards, students with an ACE must articulate into the ADE followed by the PGDE.

The last year in which students may enrol for the **NPDE** is 2014. These students must complete the NPDE by the July 2018. Articulation routes for students with the NPDE are as follows:

- a) Students with an NPDE may enrol for the ACE until December 2015.
- b) From 2015 onwards, students with a completed NPDE must enrol for the ACT, followed by the ADE and PGDE.

## 8. CONTACT SESSIONS

Students who attend the contact sessions experience remarkable improvements in their marks and are well prepared for examinations.

During these sessions, you will meet with relevant academic professionals who will give you advice on your assignments, feedback regarding completed assignments and academic guidance through your study material. You will also have the opportunity to work in groups with peers.

It is very important that you are well prepared for attendance of a contact session. Contact sessions are scheduled on **Fridays and Saturdays** and take place at registered **TUITION CENTRES**. Refer to timetable for correct dates. Students can also write exams at the study centre but must indicate such a preference well in advance.

For study **venues, contact times and dates**: See list of Study Centres and semesters schedule for Open Distance Learning in this information booklet.

**IT IS IMPORTANT THAT YOU ATTEND AT THE VENUE YOU HAVE INDICATED ON YOUR APPLICATION FORM, SINCE PROVISION WILL ONLY BE MADE FOR YOU AT THAT CENTRE. ONLY WRITTEN REQUESTS FOR ANY CHANGE OF VENUE WILL BE ACCEPTED. YOUR EXAMINATION CENTRE IS THE CENTRE CLOSEST TO YOUR HOMETOWN (see attached list).**

### 8.1 Provincial list for tuition centres

<b>EASTERN CAPE</b>		
<b>Bhisho</b> Bhisho L/H.P. School No. 1 Kauta Drive BISHO	<b>Lusikisiki</b> Ngqungqushu FET Campus Off Magwa Road Next to Quich Chix LUSIKISIKI	
<b>Port Elizabeth</b> Hoërskool Cillie H/v Uitenhage & Kempstonweg Sydenham Noordeinde	<b>Mthatha</b> Khanyisa High School Behind Shell Ultra City Along N2 road to East London MTHATHA	
<b>FREE STATE</b>		
<b>Welkom</b> St Helena Primêre Skool Unicornweg 14 WELKOM		
<b>GAUTENG</b>		
<b>Pretoria</b> Susan Strijdom Training Centre Gordon weg 30 Colbyn Queenswood	<b>Johannesburg</b> Weltevreden Park Primary School 41 Cockspur Road WELTEVREDEN PARK	
<b>KWAZULU-NATAL</b>		
<b>Durban</b> Durban Education Centre 2 College Road OVERPORT DURBAN	<b>Empangeni</b> Civic Centre Empangeni Library EMPANGENI	<b>Ladysmith</b> Windsor Park High School 28 Forbes street LADYSMITH
<b>Matatiele</b> Bergview College 2 Davies Street MATATIELE	<b>Mkuze</b> Mkuze Primary School C/o Kingfisher & Dikkop Street	<b>Pietermaritzburg</b> Sinodale Centre 345 Boshoff street PIETERMARITZBURG



<b>MKUZE</b>		
<b>Port Shepstone</b> Marburg High School Cnr Main Harding & Deepvale Rd PORT SHEPSTONE	<b>Vryheid</b> Hoërskool Pionier Landdrosstraat 16 VRYHEID	
<b>LIMPOPO</b>		
<b>Giyane</b> Giyani EMPC Nsami Road GIYANI	<b>Polokwane</b> Pietersburg Eng Med Primary School 45 Grobler Street POLOKWANE	
<b>MPUMALANGA</b>		
<b>Graskop</b> Panorama Hoërskool Eufeessstraat GRASKOP	<b>Ermelo</b> Ligbron Akademie vir Tegnologie Voortrekkerstraat (Behind Technical College) ERMELO	<b>Witrivier</b> Laerskool Witrivier Syd Cornwall Street WITRIVIER
<b>NORTH WEST</b>		
<b>Lichtenburg</b> Laerskool Burgersdorp Hendrik Potgijeterstraat 41 or Beyers Naude Ryiaan 41 LIGHTENBURG	<b>Potchefstroom</b> North-West University NWU Potchefstroom Campus Esselen Street Entrance Building B11A B6 and classrooms opposite to building B11 POTCHEFSTROOM	
<b>Rustenburg</b> Oom Paul Skool Lucas Street 42 RUSTENBURG	<b>Vryburg</b> Hoërskool Vryburg Mc Kay Street 2 VRYBURG	
<b>NORTHERN CAPE</b>		
<b>Kimberley</b> NIHE NC, (Old Phatsimang Building) 775 John Dhaka Street GALESHEWE		
<b>WESTERN CAPE</b>		
<b>George</b> Glenwood House Independent School Glenwood Ave GEORGE	<b>Oudtshoorn</b> Suid Kaap College Cnr Adderley & Voortrekker Street OUDTSHOORN	<b>Parow</b> Parow-West Primary School Rayn Street PAROW

## 8.2 Contact session timetable for 2014

- The following contact sessions are on offer at the tuition centres/study centres :
  - Whiteboard 1
  - Whiteboard 2
  - Facilitator (not in NW-Province)
  - NWU-Lecturer Sessions in Vryburg, Lichtenburg and Rustenburg by lecturers from the NWU's FES. These sessions will be presented according to a scheduled time-table handed out at the centres.
- Whiteboard sessions and facilitator sessions will take place on the times scheduled on the timetable in your year programme in the information booklet.
- If you receive an SMS to remind you of the contact sessions, please confirm this information by referring to your year programme in the information booklet to see if your programme/modules will be facilitated during the sessions on a specific date. These SMS's are generically generated and may not be applicable on your academic programme!

4. All contact sessions are available on drop box – use the link bellow to get access to drop box <https://www.dropbox.com/sh/80pzo7b55dnob4c/N12IHrPtzp>
5. Refer to your year programme of the closest tuition centre in your area. You may attend contact sessions in any area. You do not have to book for contact sessions.

### **8.3 Contact session dates (see p. 11)**

## Contact session timetable for 2014

1. Take note that there are possibly four sessions that could take place at selected tuition centres:
  - Whiteboard 1
  - Whiteboard 2
  - Facilitator (not in NW-Province)
  - NWU-Lecturer sessions in Vryburg, Lichtenburg and Rustenburg. These sessions will be facilitated by lecturers from the NWU. These sessions will take place any time during the day it is scheduled
2. Whiteboard sessions and facilitator sessions will take place on the times scheduled on the timetable in your year programme.
3. If a sms is sent to you reminding you of contact sessions, please refer to your year programme to see if your programme/modules will be facilitated during the sessions on that date
4. Refer to your year programme of the closest tuition centre in your area. You may attend contact sessions in any area. You do not have to book for contact sessions
5. **Northern Cape, Mpumalanga and North-West province bursary students will only have facilitator sessions on dates communicated to them. It remains the responsibility of the bursary students to refer to timetable below when interactive whiteboard sessions will be facilitated for his/her modules**

### 8 November 2013

Time	Whiteboard 1	Time	Whiteboard 2
	<b>BEdHons</b>		<b>BEdHons</b>
14:30	VGLO 624	14:30	NAVR 611
15:30	ELEA 611	15:30	NAVR 621
16:30	RSPR 671	16:30	LEON 611

### 9 November 2013

Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	NWU - Lecturer
	<b>BEdHons</b>		<b>BEdHons</b>	<b>At OLG tuition centres as from 09:00 (Not in NW-Province and Quest-Vdblpark)</b>	<b>Rustenburg only As from 09:00 These modules can be facilitated at any time during this session</b>
09:00	APLS 673	09:00	LEON 612		
10:00	WISO 611/MATD 621	10:00	LEON 621	APLS 673	
11:00	WISO 621/MATD 622	11:00	OPSK 612	LEON 621	
12:00	TLAS 612	12:00	OPSK 613		
13:00	MATE 671	13:00	OPSK 624	TLAS 612	
14:00	LEON 622	14:00	VGLO 612	OPSK 624	
15:00	WISO 622	15:00	OPSK 625	VGLO 612	
16:00	LEON 613	16:00			

15 November 2013					
Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	NWU - Lecturer
					Lichtenburg only As from 14:00
14:30	LEON 624				
15:30	LEON 614				
16:30	LEON 623				
16 November 2013					
Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	NWU - Lecturer
	BEdHons		Grade R Diploma	At OLG tuition centres as from 09:00 (Not in NW-Province and Quest-Vdblpark)	Vryburg only As from 09:00 These modules can be facilitated at any time during this session
09:00	ONWB 623				
10:00	LEON 623			ONWB 623	
11:00	ONWR 623				
12:00	LEON 614			ONWR 623	
13:00	ONWB 621			LEON 614	
14:00	LEON 624			ONWR 621	
15:00	ONWR 622			LEON 624	
16:00	VGLO 621				
18 January 2014					
Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	NWU - Lecturer
	NPDE		NPDE	At OLG tuition centres as from 09:00 (Not in NW-Province and Quest-Vdblpark)	Rustenburg only As from 09:00 These modules can be facilitated at any time during this session
09:00 – 16:30					MATD 622, MATE 671 FOER 611, RSPR 671 NAVR 611, NAVR 621 APLS 671, OPSK 624, LORE 671 LEON 621, TLAS 612, LEON 614 VGLO 612 ONWB 623, ONWR 623 ONWR 621, ONWB 621 EMLO 611 ONWB 624, ONWB 625 ONWB 622, ONWB 611
1 February 2014					
Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	NWU - Lecturer
	ACE		ACE	At OLG tuition centres as from	Vryburg only As from 09:00

				<b>09:00 (Not in NW-Province and Quest- Vdblpark)</b>	<b>These modules can be facilitated at any time during this session</b>
<b>09:00 – 16:30</b>		<b>09:00</b>			MATD 622, MATE 671 FOER 611, RSPR 671 NAVR 611, NAVR 621 APLS 671, OPSK 624, LORE 671 LEON 621, TLAS 612, LEON 614 VGLO 612 ONWB 623, ONWR 623 ONWR 621, ONWB 621 EMLO 611 ONWB 624, ONWB 625 ONWB 622, ONWB 611

**15 February 2014**

<b>Time</b>	<b>Whiteboard 1</b>	<b>Time</b>	<b>Whiteboard 2</b>	<b>Facilitator</b>
	<b>Bed Hons</b>		<b>PGCE/ACE</b>	<b>At OLG tuition centres as from 09:00 (Not in NW-Province and Quest-Vdblpark)</b>
<b>09:00</b>	FOER 611			
<b>09:45</b>	RSPR 671			FOER 611
<b>10:30</b>	LORE 671			RSPR 671
<b>11:15</b>	ONWR 611			LORE 671
<b>12:00</b>	FLCE 621			ONWR 611
<b>12:45</b>	EMLO 611			FLCE 621
<b>13:30</b>	CEPS 612			EMLO 611
<b>14:15</b>	ONWB 624			CEPS 612
<b>15:00</b>	ONWR 624			ONWB 624
<b>15:45</b>	ONWB 625			
<b>16:30</b>	ONWR 625			ONWB 625

**28 February 2014**

<b>Time</b>	<b>Whiteboard 1</b>	<b>Time</b>	<b>Whiteboard 2</b>	<b>Facilitator</b>
	<b>BEdHons</b>		<b>PGCE</b>	<b>At OLG tuition centres as from 15:00 (Not in NW-Province and Quest-Vdblpark)</b>
<b>14:30</b>	NAVR 611			
<b>15:10</b>	LEON 611			NAVR 611
<b>15:50</b>	NAVR 621			LEON 611
<b>16:30</b>	LEON 612			NAVR 621

**1 March 2014**

Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	NWU - Lecturer
	<b>BEdHons</b>		<b>BEdHons</b>	<b>At OLG tuition centres as from 09:00 (Not in NW-Province and Quest-Vdblpark)</b>	<b>Lichtenburg only As from 09:00 These modules can be facilitated at any time during this session</b>
<b>09:00</b>	ONWB 621	<b>09:00</b>	LEON 621		
<b>09:45</b>	WISO 611/MATD 621	<b>09:45</b>	OPSK 612	ONWB 621	
<b>10:30</b>	WISO 621/MATD 622	<b>10:30</b>	OPSK 613		
<b>11:15</b>	ONWB 623	<b>11:15</b>	LEON 622		
<b>12:00</b>	ONWR 623	<b>12:00</b>	LEON 623		
<b>12:45</b>	LEON 624	<b>12:45</b>	VGLO 612	ONWR 623	
<b>13:30</b>	LEON 613	<b>13:30</b>	ONWR 622	LEON 624	
<b>14:15</b>	ONWB 622	<b>14:15</b>	OPSK 624	LEON 613	
<b>15:00</b>	MATE 671	<b>15:00</b>	ONWR 621	ONWB 622	
<b>15:45</b>	ONWB 611		LEON 614		
<b>16:30</b>	WISO 612		OPSK 625	ONWB 611	

**8 March 2014**

Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	NWU - Lecturer
	<b>NPDE</b>		<b>NPDE</b>	<b>At OLG tuition centres as from 09:00 (Not in NW-Province and Quest-Vdblpark)</b>	<b>Lichtenburg only As from 09:00 These modules can be facilitated at any time during this session</b>
<b>09:00 – 17:00</b>		<b>09:00</b>			MATD 622, MATE 671 FOER 611, RSPR 671 NAVR 611, NAVR 621 APLS 671, OPSK 624, LORE 671 LEON 621, TLAS 612, LEON 614 VGLO 612 ONWB 623, ONWR 623 ONWR 621, ONWB 621 EMLO 611 ONWB 624, ONWB 625 ONWB 622, ONWB 611

**9 May 2014**

Time	Whiteboard 1	Time	Whiteboard 2
	<b>BEdHons</b>		<b>BEdHons</b>
<b>14:30</b>	VGLO 624	<b>14:30</b>	NAVR 611
<b>15:30</b>	ELEA 611	<b>15:30</b>	NAVR 621
<b>16:30</b>	RSPR 671	<b>16:30</b>	LEON 611

**10 May 2014**

Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	NWU - Lecturer
	BEdHons		BEdHons	At OLG tuition centres as from 09:00 (Not in NW-Province and Quest-Vdblpark)	Rustenburg only As from 09:00 These modules can be facilitated at any time during this session
09:00	APLS 673	09:00	LEON 612		
10:00	WISO 611/MATD 621	10:00	LEON 621	APLS 673	
11:00	WISO 621/MATD 622	11:00	OPSK 612	LEON 621	
12:00	TLAS 612	12:00	OPSK 613		
13:00	MATE 671	13:00	OPSK 624	TLAS 612	
14:00	LEON 622	14:00	VGLO 612	OPSK 624	
15:00	WISO 622	15:00	OPSK 625	VGLO 612	
16:00	LEON 613	16:00			

**23 May 2014**

Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	NWU - Lecturer
14:30	LEON 624				
15:30	LEON 614				
16:30	LEON 623				

**24 May 2014**

Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	NWU - Lecturer
	BEdHons			At OLG tuition centres as from 09:00 (Not in NW-Province and Quest-Vdblpark)	Vryburg only As from 14:00 These modules can be facilitated at any time during this session
09:00	ONWB 623				
10:00	LEON 623			ONWB 623	
11:00	ONWR 623			LEON 623	
12:00	LEON 614			ONWR 623	
13:00	ONWB 621			LEON 614	
14:00	LEON 624			ONWB 621	
15:00	ONWR 622				
16:00	VGLO 621				

**7 June 2014**

Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	NWU - Lecturer
	Diploma in Grade R FIRST SEMESTER SECOND INTAKE 2013		Diploma in Grade R SECOND SEMESTER FIRST INTAKE 2013	At OLG tuition centres as from 09:00 (Not in NW-Province and Quest-Vdblpark)	Rustenburg only As from 14:00 These modules can be facilitated at any time during this Session

09:00 – 15:00					MATD 622, MATE 671 FOER 611, RSPR 671 NAVR 611, NAVR 621 APLS 671, OPSK 624, LORE 671 LEON 621, TLAS 612, LEON 614 VGLO 612 ONWB 623, ONWR 623 ONWR 621, ONWB 621 EMLO 611 ONWB 624, ONWB 625 ONWB 622, ONWB 611
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**21 June 2014**

Time	White board 1	Time	White board 2	Facilitator	NWU – Lecturer
	ACE		ACE	At OLG tuition centres as from 09:00 (Not in NW-Province and Quest-Vdblpark)	Vryburg only As from 09:00 These modules can be facilitated at any time during this session
09:00 - 16:00		09:00			MATD 622, MATE 671 FOER 611, RSPR 671 NAVR 611, NAVR 621 APLS 671, OPSK 624, LORE 671 LEON 621, TLAS 612, LEON 614 VGLO 612 ONWB 623, ONWR 623 ONWR 621, ONWB 621 EMLO 611 ONWB 624, ONWB 625 ONWB 622, ONWB 611

**2 August 2014**

Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	NWU - Lecturer
	NPDE		NPDE	At OLG tuition centres as from 09:00 (Not in NW-Province and Quest-Vdblpark)	Lichtenburg only As from 09:00 These modules can be facilitated at any time during this session
09:00 – 17:30		09:00			MATD 622, MATE 671 FOER 611, RSPR 671 NAVR 611, NAVR 621 APLS 671, OPSK 624, LORE 671 LEON 621, TLAS 612, LEON 614 VGLO 612 ONWB 623, ONWR 623 ONWR 621, ONWB 621



					EMLO 611 ONWB 624, ONWB 625 ONWB 622, ONWB 611
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**30 August 2014**

Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	NWU - Lecturer
	<b>BEdHons</b>		<b>PGCE</b>	<b>At OLG tuition centres as from 09:00 (Not in NW-Province and Quest-Vdblpark)</b>	<b>Lichtenburg only As from 09:00 These modules can be facilitated at any time during this session</b>
<b>09:00</b>	FOER 611				
<b>09:45</b>	RSPR 671			FOER 611	
<b>10:30</b>	LORE 671			RSPR 671	
<b>11:15</b>	ONWR 611			LORE 671	
<b>12:00</b>	FLCE 621			ONWR 611	
<b>12:45</b>	EMLO 611			FLCE 621	
<b>13:30</b>	CEPS 612			EMLO 611	
<b>14:15</b>	ONWB 624			CEPS 612	
<b>15:00</b>	ONWR 624			ONWB 624	
<b>15:45</b>	ONWB 625				
<b>16:30</b>	ONWR 625			ONWB 625	

**5 September 2014**

Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	
	<b>BEdHons</b>		<b>PGCE</b>	<b>At OLG tuition centres as from 15:00 (Not in NW-Province and Quest-Vdblpark)</b>	
<b>14:30</b>	NAVR 611	<b>14:30</b>			
<b>15:10</b>	LEON 611	<b>15:10</b>		NAVR 611	
<b>15:50</b>	NAVR 621	<b>15:50</b>		LEON 611	
<b>16:30</b>	LEON 612	<b>16:30</b>		NAVR 621	

**6 September 2014**

Time	Whiteboard 1	Time	Whiteboard 2	Facilitator	
	<b>BEdHons</b>		<b>BEdHons</b>	<b>At OLG tuition centres as from 09:00 (Not in NW-Province and Quest-Vdblpark)</b>	
<b>09:00</b>	ONWB 621	<b>09:00</b>	LEON 621		
<b>09:45</b>	WISO 611/MATD 621	<b>09:45</b>	OPSK 612	ONWB 621	
<b>10:30</b>	WISO 621/MATD 622	<b>10:30</b>	OPSK 613		
<b>11:15</b>	ONWB 623	<b>11:15</b>	LEON 622		

<b>12:00</b>	ONWR 623	<b>12:00</b>	LEON 623	
<b>12:45</b>	LEON 624	<b>12:45</b>	VGLO 612	ONWR 623
<b>13:30</b>	LEON 613	<b>13:30</b>	ONWR 622	LEON 624
<b>14:15</b>	ONWB 622	<b>14:15</b>	OPSK 624	LEON 613
<b>15:00</b>	MATE 671	<b>15:00</b>	ONWR 621	ONWB 622
<b>15:45</b>	ONWB 611	<b>15:45</b>	LEON 614	
<b>16:30</b>	WISO 612	<b>16:30</b>	OPSK 625	ONWB 611

## 9. INFORMATION FOR SUMMER AND WINTER SCHOOL

All open distance learning students are invited and urged to attend the Summer and Winter School Academic Sessions during December 2013 and July 2014 at the Potchefstroom campus.

### 9.1 Summer and Winter School timetables 2013/2014

- No facilitators will be present at tuition centres for the Summer and Winter school. All facilitation will be done through the interactive whiteboards installed at tuition centres
- Grade R 2nd Semester will only be facilitated during the July 2014 Vacation school

2013	2014	Day 3	Day 3
7 Dec	12 July	<b>BEdHons level 7</b>	<b>BEdHons level 8</b>
09:00	09:00	LEON 611	FOER 611
10:00	10:00	LEON 612	RSPR 671
11:00	11:00	NAVR 611	CUDE 611
12:00	12:00	OPSK 613	EMLO 611
13:00	13:00	VGLO 612	CLIN 611
14:00	14:00	LEON 613	ONWR 611
15:00	15:00	ONWB 611	LORE 671
16:00	16:00	OPSK 612	TLAS 612
17:00	17:00	WISO 622	CEPS 612

2013	2014	Day 4	Day 4
9 Dec	14 July	<b>BEdHons level 7</b>	<b>BEdHons level 8</b>
09:00	09:00	NAVR 621	SLAD 621
10:00	10:00	LEON 621	WISO 611/ MATD 621
11:00	11:00	LEON 622	VGLO 624
12:00	12:00	ONWB 621	TSCU 621
13:00	13:00	ONWB 622	FLCE 621
14:00	14:00	ONWB 623	WISO 621/ MATD 622
15:00	15:00	LEON 623	APLS 673
16:00	16:00	LEON 624	ONWR 624
17:00	17:00	VGLO 621	MATE 671

2013	2014	Day 5	Day 5
10 Dec	15 July	BEdHons level 7	PGCE
09:00	09:00	OPSK 624	
09:45	09:45	OPSK 625	
10:30	10:30	ONWR 621	
11:15	11:15	ONWR 622	
12:00	12:00	ONWR 623	
12:45	12:45	ONWR 625	
13:30	13:30	ONWB 625	
14:15	14:15	VGLO 622	
15:00	15:00	VGLO 623	
15:45	15:45	ONWB 624	
16:30	16:30	LEON 614	
17:15	17:15	ELEA 611	

2013	2014	Day 6	Day 6
11 Dec	16 July	PGCE/BEdHons	ACE
09:00	09:00	ISCS 611	
09:45	09:45		
10:30	10:30		
11:15	11:15		
12:00	12:00		
12:45	12:45		
13:30	13:30		
14:15	14:15		
15:00	15:00		
15:45	15:45		
16:30	16:30		
17:15	17:15		

## 9.2 Suggested accommodation: (please, make your own arrangements!)

- Dennepark Guest House: 018 299 2449 (Contact person: Ms Deline Thompson / Bettie Etsebeth)
- Hockey Academy: 018 299 4141 (Contact person: Ms Erika de Vries / Ms Ilene Joubert)

## 10. ASSIGNMENTS

Students are required to submit assignments according to dates specified in this Information Booklet. Complete your assignments in due time so that you will be able to concentrate on preparing for the examinations. All assignments must be posted, or submitted at the study centres for distribution and assessment.

### 10.1 Enquiries

Mr P Vermaak (018) 299 4591  
 Ms M Mynhard (018) 299 2152 (NAVR 621)  
 Ms D Vermaak (018) 299 4579 (NAVR 621)  
 Mr B Brock (018) 299 2153

Postal address	Physical Address
Unit for Open Distance Learning	Unit for Open Distance Learning

North-West University  
Private bag X 6001  
Internal Box 539  
Potchefstroom  
2520

North-West University  
C/o Esselen and Malherbe street  
Building B11a  
Room G 30  
Potchefstroom  
2520

**TAKE NOTE:**

- ❖ **ASSIGNMENT MARKS GIVE YOU ADMISSION TO THE EXAMINATION.**
- ❖ **AN ASSIGNMENT MARK CAN ONLY BE USED FOR TWO EXAM OPPORTUNITIES WHERE AFTER A NEW ASSIGNMENT MUST BE SUBMITTED.**
- ❖ **LATE SUBMISSION OF ASSIGNMENTS WILL HAVE TO STAND OVER TO THE NEXT SEMESTER, WHICH MEANS THAT THE STUDENT WILL ONLY THEN HAVE A PARTICIPATION MARK WHICH WILL GIVE HIM/HER ENTRY TO WRITE EXAMS IN A PARTICULAR MODULE.**

**10.2 DUE DATES**

<b>ASSIGNMENTS</b>	<b>NAVR 621</b>
15 February 2014	29 March 2014
15 August 2014	30 September 2014

**TAKE NOTE:**

- ❖ All assignments must be posted to the NWU/OLG for assessment. Assignments may be posted to the address provided above.
- ❖ From October 2010 it is compulsory to submit your already marked NAVR 611 assignment together with your NAVR 621 assignment.
- ❖ Ensure that your NAVR 621 assignment is submitted before the due date, in order to do any corrections before 30 September.
- ❖ Assumed learning requirement for NAVR 611 – 50% or 45 participation mark.

**11. EXAMINATIONS**

- **Make sure you are registered at a specific Examination Centre.**
- **Should you need to change your examination centre, please contact 018 285 5900.**
- **Changes for the April examination must be communicated to them before the end of February, and for the September examinations, before the end of July.**
- **If you should fail to change your examination centre in time, there would be serious financial implications for students.**
- **The exam letters will in future be available on the OLG website.**
- **Alternatively you may contact Mr. Willie Jansen van Vuuren / Mr Nathanael Friesling at 018 299 4577 or find it on the OLG website: [www.olg.co.za](http://www.olg.co.za)**

**11.1 Exam dates**

- First semester examination takes place from 20 March to 18 April 2014.
- Second semester examination takes place from 20 September to 17 October 2014.

## 11.2 Examinations can be written at one of the venues on the list provided.

Please take careful note of the details given below regarding the examination procedures so that you know what is expected of you:

1. Examinations will take place on the dates given in the above section.
2. Familiarise yourself with the examination timetable and be prepared to write the exams on the specified days. The exam timetables have been finalised and **NO** changes will be considered.
3. A personal timetable for examination leave that can be submitted to the Department of Education will be posted to you. If you have **NOT** received this timetable two weeks prior to the exams, you must please inform the Unit for Open Distance Learning Office immediately.
4. Examination papers are set and marked by lecturers and accredited markers from the University.
5. As soon as your results have been processed, they will be posted to you.
6. The final promotion is done by an examination panel from the University.
7. If you fail a module during the examinations, you will have the opportunity to rewrite the module the following semester. For instance: if you failed a module during the March / April examination, you will have the opportunity to rewrite it again during the September / October examination. If you fail a module again during the second examination you will have to reregister and pay for the module to obtain the opportunity to write it again in the March / April examination the following year.
8. Examination regulations appear in each answer book. Any irregularities during examinations are considered a serious offence and the necessary steps will be taken.
9. Dishonesty during the examination may lead to a candidate being expelled from the course. Please ensure that you do not become a victim of this kind of behaviour. It is not worth it.
10. **NO marks will be given telephonically.**
11. **How to find your results on the internet:**
  - ◆ <http://www.nwu.ac.za>
  - ◆ Under the heading "Instant Information" click on the "**Exam results**" link.
  - ◆ The login window will appear. Type in your **student number** and **PIN** (*the pin can be requested on the same webpage*).
12. You can also obtain your examination results via SMS. Go to new messages, type in your **student number** followed by the word **NWU** and send the message to **35606**. An SMS will be sent to you with your results.
13. You can also make use of the **MTN-line** to receive your examination results. The number to call is **083 123 222**. Have your student number available.
14. Examination marks are evaluated as follows:

- **Minimum for participation mark = 40%**
- **Examination sub-minimum = 40% per module \***
- Participation and examination marks total the **module** or final **mark**.
- Distinction = 75%
- Pass mark = 50%
- Examination (50%) + participation (50%) = module mark (final mark).

**\*e.g. you might obtain a module mark of above 50% and still fail because of the sub-minimum requirement in the exams which is 40%.**

15. Procedure to register at the library: Contact (018) 299 4134

### 11.3 Examination papers from previous years

Previous examination papers can be obtained from the internet at the following address:  
<http://www.nwu.ac.za>:

- Under the green header “Campuses” click on the “**Open Distance Learning**” link.
- Click on the “**Support Services**” link (on the left side of the screen).
- Under the grey header “Examination” click on the “**Old papers**” link.

### 11.4 Examination Timetable

These dates are subject to change

MARCH/APRIL 2014		
Module	Date	Session 1 = 9:00 Session 2 = 14:00
MATD621	28 March 2014	1
WISO611	28 March 2014	2
TSCU621	31 March 2014	1
FOER611	01 April 2014	2
NAVR611	01 April 2014	1
ONWB621	01 April 2014	2
LEON611	02 April 2014	2
EMLO611	03 April 2014	2
FLCE621	03 April 2014	1
CUDE611	04 April 2014	2
ONWR621	04 April 2014	2
LORE671	07 April 2014	2
LEON622	08 April 2014	1
MATE671	08 April 2014	1
ONWB622	08 April 2014	2
VGLO624	08 April 2014	1
CLIN611	09 April 2014	2
MATD622	09 April 2014	1
ONWB611	09 April 2014	1
ONWR622	09 April 2014	2
LEON614	10 April 2014	2
VGLO623	10 April 2014	1
WISO621	10 April 2014	2
LEON613	11 April 2014	1
LEON623	11 April 2014	2
ONWR611	11 April 2014	2
OPSK612	11 April 2014	1

OPSK624	11 April 2014	2
CEPS612	14 April 2014	2
TLAS612	14 April 2014	2
VGLO612	14 April 2014	1
ONWR623	15 April 2014	2
ONWR624	15 April 2014	1
OPSK625	15 April 2014	2

**MARCH/APRIL 2014 (cont.)**

<b>Module</b>	<b>Date</b>	<b>Session 1 = 9:00 Session 2 = 14:00</b>
VGLO621	15 April 2014	2
WISO622	15 April 2014	2
LEON612	16 April 2014	1
LEON624	16 April 2014	2
ELEA611	17 April 2014	2
ISCS611	17 April 2014	2
ONWB623	17 April 2014	2
OPSK613	17 April 2014	1
ONWB625	22 April 2014	1
VGLO622	23 April 2014	1
LEON621	24 April 2014	2
ONWR625	24 April 2014	1
APLS673	25 April 2014	2
ONWB624	25 April 2014	1

**SEPTEMBER/OCTOBER 2014**

<b>Module</b>	<b>Date</b>	<b>Session 1 = 9:00 Session 2 = 14:00</b>
MATD621	03 October 2014	2
WISO611	03 October 2014	1
TSCU621	06 October 2014	2
FOER611	07 October 2014	1
NAVR611	07 October 2014	2
ONWB621	07 October 2014	1
LEON611	08 October 2014	1
EMLO611	09 October 2014	1



FLCE621	09 October 2014	2
CUDE611	10 October 2014	1
ONWR621	10 October 2014	1
LORE671	13 October 2014	1
LEON622	14 October 2014	2
ONWB622	14 October 2014	1
VGLO624	14 October 2014	2
CLIN611	15 October 2014	1
MATD622	15 October 2014	2

**SEPTEMBER/OCTOBER 2014 (cont.)**

Module	Date	Session 1 = 9:00 Session 2 = 14:00
ONWB611	15 October 2014	2
ONWR622	15 October 2014	1
LEON614	16 October 2014	1
VGLO623	16 October 2014	2
WISO621	16 October 2014	1
LEON613	17 October 2014	2
LEON623	17 October 2014	1
ONWR611	17 October 2014	1
OPSK612	17 October 2014	2
OPSK624	17 October 2014	1
CEPS612	20 October 2014	1
TLAS612	20 October 2014	1
VGLO612	20 October 2014	2
ONWR623	21 October 2014	1
ONWR624	21 October 2014	2
OPSK625	21 October 2014	1
VGLO621	21 October 2014	1
WISO622	21 October 2014	1
LEON612	22 October 2014	2
LEON624	22 October 2014	1
ELEA611	23 October 2014	1
ISCS611	23 October 2014	1
ONWB623	23 October 2014	1
OPSK613	23 October 2014	2
LEON621	24 October 2014	1
ONWR625	24 October 2014	2

APLS673	27 October 2014	1
ONWB624	27 October 2014	2
MATE671	28 October 2014	1
ONWB625	28 October 2014	2
VGLO622	29 October 2014	2

## 12. CHANGE OF ADDRESS

It is important to inform the Unit for Open Distance Learning of any change of address or contact number. Valuable information regarding your studies will be lost if we do not have this information.

## 13. PROCESS UPON CANCELLATION OF STUDIES / EXPULSION

### 13.1 Notice to the Head: Support Section

Your notice of cancellation of studies or single course modules should be done on the official cancellation form available from Support Section at room G30 in the UODL, Building B11a on the campus plan.

Should notice of cancellation take place by letter, it should be directed to:

The Head: Support Section  
Private Bag X6001  
POTCHEFSTROOM  
2531

**Attention: Mrs. A. Cloete or Mrs. L. Beukes** and by *registered mail*, in which case the date of receipt will be noted as official cancellation date.

The cancellation is valid from the date of proper submission of the cancellation form to Department of Academic Administration, or from the date of receipt of the registered postal article by the Head: Support Section.

The Head: Support Section or Department of Academic Administration will notify Financial Administration: Revenue accordingly regarding the cancellation.

### 1.3.2 Fees payable upon cancellation of studies

Should a student cancel his/her studies prior to 15 March, only the registration are payable as set out above. Should a student cancel his/her studies after 15 March, the full tuition for the first semester is payable.

Should a student cancel his/her studies for the second semester prior to 31 July, only the tuition for the first semester is payable. Should a student cancel his/her studies after 31 July, the full tuition for the year is payable.

Should a student cancel his/her studies, all bursaries and/or loans are refundable immediately.

### 13.3 Continued liability of payable fees upon expulsion of studies

In all cases of transgressions and subsequent disciplinary steps that might entail, in terms of the provisions of the university statute and the Students' Disciplinary Rules, the temporary or permanent, total or partial suspension of rights and privileges, intervention in or interruption or termination of studies or non-acceptance in a residence, the student concerned forfeits any claim to the repayment, reduction or waiver of moneys that have been paid or are payable to the University. All bursaries and/or loans are also refundable immediately.

## 14. FEES PAYABLE UPON CHANGING OF MODULES

Should a student change any module(s) after the period allowed for changing, which is annually determined by Academic Administration, no credit will be granted for the cancelled module(s).

## **15. CREDIT AMOUNTS ON A UNIVERSITY ACCOUNT**

If a credit balance arises on a University account, application may be made on the prescribed form for payment of the credit amount per cheque or direct transfer; no credit will be paid out in cash.

Credit balances on student accounts can only be paid out against acceptable proof on the student's identity. Payment to any other person than the student can only be made on written authority of the student on the prescribed form available at the enquiries desks and against satisfactory proof of the identity of the student. The above procedure is necessitated by relevant legislation and internal controls.

Official application forms for credit payments are available at student account enquiries, the website or (018) 299 2674 and should be thoroughly completed and approved for the pay-out of credits. Please take note of the cut-off times for requesting payments as well as time delays before actual pay-out. A standard levy will be charged on the student's account for every cheque issued for this purpose.

## **16. WEB ADDRESS**

The complete Fees Payable and Financial Rules are available at [www.nwu.ac.za/gelde](http://www.nwu.ac.za/gelde).

## **17. GENERAL ACCOUNT ENQUIRIES**

Enquiries with regard to student accounts may be directed to the staff at student accounts, situated on the ground floor of the Joon van Rooy Building.

Tel: (018) 299 2667/8/9

(018) 299 2670/1

(018) 299 2672/3

Fax: (018) 293 5230/5234/5252

(018) 293 5313/5314/5315

E-mail: PUK-studyfees@nwu.ac.za

### 18. NORTH-WEST UNIVERSITY EXAMINATION CENTRES

EASTERN CAPE	FREE STATE	GAUTENG	KWAZULU-NATAL	MPUMALANGA	NORTH WEST	NORTHERN CAPE	LIMPOPO	WESTERN CAPE
Bizana	Bethlehem	Alberton	Durban	Elukwatini	Delareyville	Colesberg	Giyani	George
Butterworth	Bloemfontein	Brixton	Empangeni (1)	Ermelo	Klerksdorp	De Aar	Jane Furse	Oudtshoorn
Cradock	Frankfort	Hebron	Empangeni (2)	Graskop	Lichtenburg	Hopetown	Lephalale	Parow
East London	Harrismith	Kenmare	Escourt	Grobliersdal	Mafikeng	Kimberley	Makado	Vredenburg
Elliot	Ladybrand	Pretoria	Eshowe	Kinross	Makapanstad	Kuruman	Modimolle	Vredendal
Graaff-Reinet	Welkom	Pretoria	Greytown	Kanhlushwa	Potchefstroom	Springbok	Mokopane	Worcester
Grahamstown		(Colbyn)	Jozini	Kamaqhekeza	Rustenburg	Upington	Phalaborwa	
Idutywa		Randfontein	Kokstad	Lydenburg	Stilfontein		Polokwane	
Joubertina		Springs	Ladysmith	Middelburg	Vryburg		Thabazimbi	
King Williams Town		Vanderbijlpark	Matatiele	Nelspruit	Zeerust		Thohoyandou	
Lisikisiki		Vereeniging	Mbazwana	Piet Retief			Tzaneen	
Mount Fletcher			Mkuse					
Mount Frere			New Castle					
Mthatha			Nongoma					
Port Elizabeth			Pietermaritzburg					
Queenstown			Pongola					
Sterkspruit			Port Shepstone					
			Stanger					
			Ulundi					
			Vryheid					

## **19. RULES** (Refer to the NWU Calendar of the BEdHons)

The rules for the BEdHons Programme must be read together with the **General Academic rules** of the university (A-rules), which is available on the Internet at: <http://www.nwu.ac.za/node/5661>

## **20. BEDHONS PROGRAMME OUTLAY**

The BEdHons Degree is conferred in ONE of the following fields of study:

- ❖ Teaching and learning
- ❖ Educational management, -law and -systems
- ❖ Learner support
- ❖ Mathematics Education

**Notwithstanding the implication that students, who are following the ODL mode, may write exams in any module in a non-linear manner, we suggest the following:**

- Structure your curriculum over the period of 2 years as suggested in the tables below.
- Do not attempt more than 3 modules per semester (exam session), remember you should spend at least 6 months working through a module.
- Most curricula do not have more than 12 modules which imply that you can complete the curriculum in two years (4 exam opportunities).
- If, after 2 years, you are still left with some modules, you are granted 2 more exam opportunities to complete your curriculum.

## 21. LIST OF MODULES

The list of modules, of which the curricula are comprised, together with their credit values, are listed in the table below.

- The requirements with regard to the assumed learning for NAVR 621 are indicated in the last column.
- To be allowed into NAVR 621 a module mark of at least 50% in NAVR 611 is required or a participation mark of at least 45%
- NAVR 621 must be completed in one of the core modules of a curriculum.

Module code	Descriptive name	Requirements	Credits
<b>FUNDAMENTAL MODULES</b>			
NAVR 611	Educational Research		16
NAVR 621	Action Research	NAVR 611 50% or 45% participation mark	8
LEON 611	Learning Perspectives		8
LEON 612	Teaching Perspectives		8
LEON 613	The OBE Curriculum		8
ONWB 611	Educational Organisations		8
<b>CORE MODULES</b>			
LEON 614	Classroom Communication		16
LEON 621	Strategic Learning and Motivation		16
LEON 622	Strategic Teaching		16
LEON 623	Curriculum Development		16
LEON 624	Assessment of Learning		8
ONWB 621	Education Management Tasks		16
ONWB 622	Financial Management		8
ONWB 623	Human Resources Development: Labour Law		8
ONWR 621	Introduction to Education Law		8
ONWR 622	Interpretation of Statutes		8
OPSK 612	Learners with Special Needs A		16
OPSK 613	Health Promotion and Organisational Development		16
OPSK 624	School Guidance		8
OPSK 625	Learners with Special Needs B		8
VGLO 612	Education Systems		16
WISO 611	Mathematics Education in Perspective		16
WISO 621	Mathematics Education: Theory and Practice		16
WISO 622	The Mathematics Learning Area Curriculum		16
<b>ELECTIVE MODULES</b>			
ONWR 623	Human Rights in Education		8
VGLO 621	Particularisation of Education Systems		8

## 22. COMPOSITION OF THE CURRICULA

Select one of the following:

**PROGRAMME:** Teaching and Learning (Programme code: 464 120)

**CURRICULUM:** General Teaching and Learning (Curriculum code: O601P)

Year 1		Year 2	
First semester		First semester	
Module code	Cr	Module code	Cr
LEON 611	8	LEON 613	8
LEON 612	8	ONWB 611	8
LEON 614	16	NAVR 611	16
<b>Total 1<sup>st</sup> semester</b>	<b>32</b>	<b>Total 1<sup>st</sup> semester</b>	<b>32</b>
Year 1		Year 2	
Second semester		Second semester	
Module code	Cr	Module code	Cr
LEON 621	16	LEON 623	16
LEON 622	16	LEON 624	8
		NAVR 621	8
<b>Total 2<sup>nd</sup> semester</b>	<b>32</b>	<b>Total 2<sup>nd</sup> semester</b>	<b>32</b>
<b>Total Year 1</b>	<b>64</b>	<b>Total Year 2</b>	<b>64</b>

**PROGRAMME:** Education Management, Law & Systems (Programme code: 464 121)

**CURRICULUM:** Education Management, Law & Systems (Curriculum code: O608P)

Year 1		Year 2	
First semester		First semester	
Module code	Cr	Module code	Cr
LEON 611	8	LEON 613	8
LEON 612	8	ONWB 611	8
VGLO 612	16	NAVR 611	16
<b>Total 1<sup>st</sup> semester</b>	<b>32</b>	<b>Total 1<sup>st</sup> semester</b>	<b>32</b>
Year 1		Year 2	
Second semester		Second semester	
Module code	Cr	Module code	Cr
ONWB 621	16	ONWR 621	8
ONWB 622	8	ONWR 622	8
ONWB 623	8	NAVR 621	8
		<b><u>Choose one:</u></b>	
		ONWR 623 (Elective module)	8
		VGLO 621 (Elective module)	8
<b>Total 2<sup>nd</sup> semester</b>	<b>32</b>	<b>Total 2<sup>nd</sup> semester</b>	<b>32</b>
<b>Total Year 1</b>	<b>64</b>	<b>Total Year 2</b>	<b>64</b>

**PROGRAMME: Learner Support (Programme code: 464 148)**

**CURRICULUM: Learner Support (Curriculum code: O610P)**

Year 1		Year 2	
First semester		First semester	
Module code	Cr	Module code	Cr
LEON 611	8	OPSK 613	16
LEON 612	8	NAVR 611	16
OPSK 612	16		
<b>Total 1<sup>st</sup> semester</b>	<b>32</b>	<b>Total 1<sup>st</sup> semester</b>	<b>32</b>
Year 1		Year 2	
Second semester		Second semester	
Module code	Cr	Module code	Cr
LEON 621	16	OPSK 625	8
LEON 622	16	OPSK 624	8
		LEON 624	8
		NAVR 621	8
<b>Total 2<sup>nd</sup> semester</b>	<b>32</b>	<b>Total 2<sup>nd</sup> semester</b>	<b>32</b>
<b>Total Year 1</b>	<b>64</b>	<b>Total Year 2</b>	<b>64</b>

**PROGRAMME: Teaching and Learning (Programme code: 464 120)**

**CURRICULUM: Mathematics Education (Curriculum code: O607P)**

Year 1		Year 2	
First semester		First semester	
Module code	Cr	Module code	Cr
LEON 611	8	LEON 613	8
LEON 612	8	ONWB 611	8
WISO 611	16	NAVR 611	16
<b>Total 1<sup>st</sup> semester</b>	<b>32</b>	<b>Total 1<sup>st</sup> semester</b>	<b>32</b>
Year 1		Year 2	
Second semester		Second semester	
Module code	Cr	Module code	Cr
WISO 621	16	WISO 622	16
LEON 621	16	LEON 624	8
		NAVR 621	8
<b>Total 2<sup>nd</sup> semester</b>	<b>32</b>	<b>Total 2<sup>nd</sup> semester</b>	<b>32</b>
<b>Total Year 1</b>	<b>64</b>	<b>Total Year 2</b>	<b>64</b>



### 23. OPEN DISTANCE LEARNING ADMINISTRATIVE STAFF MEMBERS

The following staff-members are responsible for the following sections:

SECTION	STAFF MEMBER	TELEPHONE
<b>CALL CENTRE:</b> <i>(Student enquiries)</i>	Mr Leon Danster Ms Robyn Richardson Ms Emma Moletsoa Ms Jeanine Ponton	018 285 5900
Registration	Ms Alison Cloete	018 299 4573
Study material	Mr Willie Jansen van Vuuren Mr Nathanael Friesling	018 299 4577
Finances	Ms Kitty Jacobs	018 299 2672
Study centres and examinations	Ms Narina Lamprecht	018 299 4576
Academic enquiries	Dr CP van der Vyver	018 299 4587
Assignments	Mr Pieter Vermaak	018 299 4591
NAVR 621 Assignments	Ms M Mynhard Ms D Vermaak	018 299 2152 018 299 4579
Student Marks	Ms Marita Coetzee Ms Patricia du Plessis / Mr Mornè Korff Ms Almarie Botha	018 299 4588 018 299 2151 018 299 2150

## 24. LIST OF LECTURERS - POTCHEFSTROOM CAMPUS

MODULE	LECTURERS	E-MAIL	CONTACT NUMBER
LEON 611	Dr B Geduld Mr D Jagals	13267752@nwu.ac.za 12782890@nwu.ac.za	CALL CENTRE (018) 285 5900
LEON 612	Mnr D Jagals Dr B Geduld	12782890@nwu.ac.za 13267752@nwu.ac.za	
LEON 613	Dr B Geduld Mnr D Jagals	13267752@nwu.ac.za 12782890@nwu.ac.za	
LEON 614	Ms N Kgati	12717762@nwu.ac.za	
LEON 621	Dr B Geduld Mnr D Jagals	13267752@nwu.ac.za 12782890@nwu.ac.za	
LEON 622	Mnr D Jagals Dr B Geduld	12782890@nwu.ac.za 13267752@nwu.ac.za	
LEON 623	Mnr D Jagals Dr B Geduld	12782890@nwu.ac.za 13267752@nwu.ac.za	
LEON 624	Mnr D Jagals Dr B Geduld	12782890@nwu.ac.za 13267752@nwu.ac.za	
NAVR 611	Dr M Mdakane Dr CP van der Vyver	10911502@nwu.ac.za 13267876@nwu.ac.za	
NAVR 621	Dr M Mdakane Dr CP van der Vyver	10911502@nwu.ac.za 13267876@nwu.ac.za	
ONWB 611	Me L van Jaarsveld	21171890@nwu.ac.za	
ONWB 621	Me L van Jaarsveld	21171890@nwu.ac.za	
ONWB 622	Me L van Jaarsveld	21171890@nwu.ac.za	
ONWB 623	Dr I van Deventer	10693823@nwu.ac.za	
ONWR 621	Dr I van Deventer	10693823@nwu.ac.za	
ONWR 622	Dr I van Deventer	10693823@nwu.ac.za	
ONWR 623	Dr I van Deventer	10693823@nwu.ac.za	
OPSK 612	Mr L Labuschagne	10253076@nwu.ac.za	
OPSK 613	Mr L Labuschagne	10253076@nwu.ac.za	
OPSK 624	Ms M Neethling	12689866@nwu.ac.za	
OPSK 625	Ms M Neethling	12689866@nwu.ac.za	
VGLO 612	Mr L de Beer	24804533@nwu.ac.za	
VGLO 621	Mr L de Beer	24804533@nwu.ac.za	
WISO 611	Ms Tertia Jordaan	22997385@nwu.ac.za	
WISO 621	Ms Dorothy Laubscher	10218343@nwu.ac.za	
WISO 622	Ms Dorothy Laubscher	10218343@nwu.ac.za	