

## **How does it work?**

The NWU-UODL is a division of the North-West University that offers people the opportunity to study from home. Most of the programmes offered are presented online and through the NWU student portal eFundi. We still have a few courses that are paper-based which means that students still send in hard copy assignments.

## **What can I study?**

We have programmes in Education, Theology, IT, Postgraduate Diplomas and Public Governance degree. Click here for more information on the [programme](#) offering.

## **When can I apply?**

Applications take place between March and October of each year where some of the programmes close as early as June. It is important to take note that the UODL receives a lot of applications and this may result in the early closure of [applications](#).

## **How much does it cost?**

Distance qualifications are payable per module. As a result, costs will vary from programme to programme. Click [here](#) for a quotation for your selected programme's study fees.

## **When can I register and how does that work?**

Successful applicants have an opportunity to register from October of the application year up until January of the study year. The registration documents are personalised and sent by the administration staff to each successful applicant and as a result, you may receive your documents before or after someone you know.

It is highly recommended that students register as early as possible as the NWU-UODL works on a first-pay first-serve basis.

## **Where do I get my study material?**

Some of the programmes also provide study material while other programmes only provide study guides and tutorial letters. Students that are registered for programmes that supply study material which includes textbooks will receive their study material upon successful registration. Please take note that delivery of study material is done by an external company and may be delayed due to numerous reasons. A tracking number will be supplied to help track your parcel.

## **When does the academic year start?**

The Academic year for Distance Learning is aligned with the Full time students. You can access the Academic Year calendar [here](#).

## **Where can I get more information on the programme structure and possible modules?**

Each faculty has a yearbook that is updated regularly and includes all the modules students will have. You can access the academic yearbook [here](#).

## **What is eFundi?**

eFundi is the NWU student online portal where certain programmes operate. Students interact with their lecturer here and also do assignments and write online tests/ quizzes.

Please take note. Students that are registered for ADE, ACT and Diploma in Grade R do not use the eFundi portal.

## **Are there physical classes?**

Students receive a timetable as part of their study material that indicates when classes are to take place. These classes are presented online where students can stream them live and take active part in the lessons. These classes can be viewed at home or at any one of our whiteboard centres across South Africa and Namibia. Broadcast session timetables are available for all the classes on our [website](#) under learning resources.

## **I missed a lecture due to unforeseen circumstances. How can I catch up on the class?**

Lectures are uploaded online for students to return to and for those students who missed the live class to watch it at a later stage. You can [click](#) here to access the downloads page. The log in details are available on the same page as Lecture Recordings Sign-in details.

## **How can I contact my lecturer?**

Lecturer contact details are available in the study guide for the specific module.

## **How do assignments work?**

Students that are registered for the Theology, BEd, BEdHons, PGCE and PGDip in Management/ Labour Law/ Education complete all assessments on eFundi unless otherwise stated by the lecturer.

Students registered for the ADE, ACT and Diploma in Grade R complete assignments in hard copy and courier it to the university well ahead of the due date.

## **Where do I write my exams?**

The UODL has over 90 exam centres across South Africa and Namibia where students can go write their exams. You can view the nearest exam centre to you under [here](#).

## **How many exam opportunities do I get?**

The UODL examination opportunities are scheduled during June/July and October/November of each year. Students write their examination during the June/July and October/November of each year. This will serve as the first opportunity for that module in that specific semester.

A student has a second opportunity in the following examination period if he/she failed the first opportunity. If he/she fails the second opportunity, he/she will have to re-register for the module.

For instance, if you had module AAAA111 and you failed it during the June/July examination period, you are able to write the second opportunity in the October/November examination period. In the case where you fail this second opportunity, you will have to re-register for the module again the following year paying the full amended price.

Students that are in their final year may be offered a 3<sup>rd</sup> opportunity by the faculty should they have a module that is blocking them from completing their studies. This decision is communicated to qualifying students by the administration office.

### **How do exams work during COVID?**

Students submit continuous assessments (depending on the Faculty) in the place of an exam which also means that there is no second opportunity. Students need to adhere to the set dates for the submission of the continuous assessment. Should a student not meet the minimum passing average, the student will have to repeat the module the following year.

### **I have done another qualification. How can I apply for credit for some of the modules?**

The NWU has a general RPL (Recognition of Prior Learning) process for which students can apply for module recognition. This can only be done by actively registered students. Students have to complete a [student request form](#) which is available online and submit it to the UODL administration office.

The North-West University accepts the principle underlying outcome-based, source-based and life-long learning, in which considerations of articulation and mobility play an important role, and subscribes to the view that recognition of prior learning, whether acquired by formal education curricula at this or another institution or informally (by experience) is an indispensable element in deciding on admission to and awarding credits in an explicitly selected teaching-learning programme of the North-West University.

### **What happens if I do not complete my qualification in the maximum amount of time provided?**

The university allows a student in Distance learning double the period to complete their qualification.

- E.g BEd – Minimum Duration 4 years - Maximum 8 years

Should a student not perform well or advance accordingly with their studies, they will receive a warning letter that warns of termination of studies. In an instance where they do not complete their studies within the maximum period, the student will receive a termination of studies letter. The student will have to fill in a student

request form which will be sent to the programme leader for approval dependent on the amount of modules outstanding.

In the case where the programme has been phased out, the student will have to apply for a different programme.

### **I completed my first qualification and would like to go on. What are my options?**

Within the Education faculty, we have a number of possible qualifications you can do that allow you to move to a higher NQF level. Click [here](#) to see how you can articulate in the Education field. For any other postgraduate qualification, you can visit the [Postgraduate Studies](#) page.

### **I completed my studies but cannot attend my graduation. How will I be able to receive my qualification certificate?**

You can contact the Ceremonies office that works with graduation at [NWU-Grad@nwu.ac.za](mailto:NWU-Grad@nwu.ac.za) or 018 299 2623 during office hours. Remember to use your student number as reference/ subject line.

### **How can I contact the faculty to which I belong?**

Contact details for each faculty are available online under the specific faculty. You can click [here](#) to access the faculty pages.

### **I changed my cell phone number and email address. How can I update my contact details?**

You can update your contact and personal details on the student 360 portal. Simply click [here](#) and update your personal details on the system to match your current details.

### **How can I access the Student 360 portal to update my personal details?**

Click [here](#) to access the Student 360 How-to guide.

### **Where can I access my financial statement?**

You can access your financial statement [here](#). Use your student number and pin created when you applied to login.

### **I cannot seem to download any of my requested documents. Why is that?**

The system uses a pop-up window that means a new page will be opened for the retrieval of the requested documents. Please ensure that your device allows for pop-ups.

### **I forgot my pin. How can I reset it?**

You can follow this [link](#) to change/ reset your password.

### **Where can I download my Academic Record?**

Click [here](#) to access the Academic Record retrieval guide.