

BEd in Intermediate Phase Teaching

(BEd in Intermediate Phase)

SCHOOL FOR LANGUAGE EDUCATION

Distance Learning

PROSPECTUS (Information booklet)

2022

**North-West University
Potchefstroom Campus
Faculty of Education Sciences**

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Fax: +27 87 234 4957

Website: <http://distance.nwu.ac.za/>
<http://distance.nwu.ac.za/contact-us-general-information>

Email: DistancePotch@nwu.ac.za

SMS: Send SMS to **43366**

NWU [Space] **Student number** [Space] **Subject code** [Space] **And the question**

2. Direct all written correspondence to:

2.1 Academic matters:

The Academic Manager for Education Sciences: Unit for Distance Learning

Building B11
North-West University
Private Bag X6001
Internal Box 539
Potchefstroom
2520

2.2 Administrative matters:

The Unit for Distance Learning (UDL)
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North-West University
Private Bag X6001
Internal Box 539
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**PLEASE MENTION YOUR STUDENT NUMBER
IN ALL CORRESPONDENCE.**

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EXECUTIVE DEAN'S FOREWORD

Dear Distance Student

I would like to welcome you as a student to the North-West University's Faculty of Education and trust that your association with the Faculty will be pleasant and successful. I am acutely aware of the difficulties involved with being a student (part-time) whilst having other competing priorities. To be successful, you must embrace the fact that there will be setbacks along the way. Challenges, like COVID-19, provide us with the opportunity to recognize what is important in our lives and what is not. I encourage you to keep the end goal in mind, especially when the pressure of assignments and examinations becomes challenging.

"All is for the very best; therefore, be not afraid but move forward joyfully. Feel yourself a part of the whole process of change, of wholeness and of newness".
(Eileen Caddy, co-founder of the Findhorn Foundation Community)

As you may be aware, NWU has eight faculties situated at three campuses. The Faculty of Education's contact programmes are being offered at the Mahikeng, Potchefstroom and Vanderbijlpark Campuses and the Faculty's administration of distance programmes is being managed by the Unit for Distance Learning (UDL). The UDL makes provision for lecture broadcasts to centres across the country and Namibia, depending on the lockdown level. With the onset of COVID-19 the Faculty embraced synchronous and asynchronous teaching and it is important that you have an electronic device (e.g., computer) link to the internet to fully participate in the academic programmes. Highly qualified academic staff, from the three campuses, present these lectures and you are urged to attend these broadcasts/online sessions – or download the lectures the following week - as they will further assist you to navigate your studies with greater success.

The programmes offered by the Faculty in **2022** are the **BEd Honours**, **BEd Foundation Phase**, **BEd Intermediate Phase** (only the Social Sciences and Life Skills programme) and **BEd Senior & FET** (Further Education & Training) phase, **PGCE** (Post-Graduate Certificate in Education), **PGDip** (Post-Graduate Diploma in Education), **ACT** (Advanced Certificate in Teaching), **ADE** (Advanced Diploma in Education), and **Diploma in Grade R Teaching**.

This prospectus (information booklet) details all the relevant administrative arrangements relating to your studies in **2022**. Please diarise the dates and times regarding Whiteboard contact sessions and the submission of assignments, tests and examinations, as they pertain to you.

On attaining these outcomes, for the qualification you registered for, you should be equipped to successfully progress to further study. This implies that your lecturers will make high, but not unreasonable, academic demands of you. Always keep the admission requirements for the next level of study in mind, as we would like for you to continue your studies with the Faculty after completion of your current degree or diploma.

Our academic staff members are experts in their respective subject disciplines and they are best equipped to support you as they fully understand the challenges faced by students studying in the distance mode. However, I do kindly request that you also consider the workload of staff members and that you adhere to deadlines throughout the year. In addition, I ask that you please also respect their personal time and space. Furthermore, please note that the University Library and Information Technology systems are available to all enrolled NWU students.

I congratulate you on your decision to further your studies and thank you for choosing the Faculty of Education at NWU. I trust that your hard work and dedication will lead to success and I look forward to sharing in your graduation.



Prof Lloyd Conley
Executive Dean
Faculty of Education
North West-University

Important information for 2022

Please take note that due to the COVID-19 pandemic, the following procedures will be followed:

There will be no formal sit-down examinations, unless a particular module has been granted permission for formal sit-down examinations. Thus, for the majority, if not all, of your modules, your module mark will be calculated by use of continuous assessments. The weighting of assessments will be determined by each lecturer for his/her module.

There will be no face-to-face contact sessions, unless these take place with the use of an online platform, such as Zoom or Microsoft Teams.

The UDL Study Centres will not be utilised for examinations and might be utilised for whiteboard sessions.

What is Distance Learning

Distance Learning (DL) is an approach that combines the principles of learner-centeredness, lifelong learning, flexibility provision, the removal of barriers to learning, accessibility to learning, the recognition of prior learning, the provision of learner support, the construction of learning programmes in the expectation that learners can succeed, e-learning, and the maintenance of rigorous quality assurance.

The Unit for Distance Learning (UDL) at the Potchefstroom Campus offers several distance learning programmes on behalf of the faculties at several Learner Support Centres in South Africa and Namibia. Distance Learning programmes are offered on the following principles:

- a) Each programme has a minimum and maximum duration for completing the studies.
- b) Students do not have a second examination opportunity directly after their first attempt. If they fail the first attempt (e.g. in June), they may write the failed module during the next examination opportunity (e.g. in November). A valid participation mark will grant a student access to two examination opportunities, after which he/she must generate a new participation mark.
- c) Contact lectures are mainly presented by means of interactive whiteboard sessions. All modules presented by means of interactive whiteboards are stored on the internet for students to access at a later stage.
- d) Students are supported by means of a Call Centre, eFundi, and email contact with lecturers and facilitators at the Learner Support Centres.
- e) Examinations are written at several Learner Support Centres throughout southern Africa, but the NWU may request students to write a specific module (e.g. Computer Science) at the Potchefstroom Campus.

1 General Academic Rules for DL programmes

(Aligned to the NWU's Academic Rules)

1.1 Admission requirements for programme(s)

The admission requirements for all formal academic qualifications offered by the University are indicated in the Admission Policy, as approved by Senate and Council <http://distance.nwu.ac.za/Education>

1.2 DL examination opportunities

DL examination opportunities are scheduled during June/July and October/November of every year. Students may write an examination during either June/July or October/November of each year. 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. Examination opportunities and information are communicated to students via the relevant prospectus (programme information booklet) and timetables, the NWU and OLG websites, and eFundi.

NWU web address: <http://www.nwu.ac.za>

IMPORTANT NOTICE

Recommendation for completing modules during the study period:

It is strongly suggested that the modules should be completed consecutively, in the proposed order, as the content of initial modules provide an essential basis for concept forming in subsequent modules. Following the suggested order will greatly contribute to a student's progress, as subsequent modules build onto preceding modules and will promote meaningful knowledge construction.

1.3 Admission to examinations

According to Academic Rules A.2.4.2 and A.3.4.2, any student who has obtained the required proof of participation and the prescribed participation mark of 50%, will be admitted to the examination in the module concerned. Students will be granted a second examination opportunity during the following semester should they fail their first attempt.

- Please take note: A participation mark will grant a student a second consecutive examination opportunity, should he/she fail their first attempt.
- If the second attempt is also failed, the student will have to re-register for the module which have cost implication.

1.4 Participation mark

A “participation mark” is awarded to a student in a module within a prescribed period by means of formative assessment for the completion of teaching-learning activities that are required as part of the study within the module.

A participation mark for modules in the BEd Intermediate Phase programme will be obtained by successfully completing and obtaining an assignment mark for the prescribed assignment(s), as stipulated for each module. A BEd student must obtain a 50% participation mark to be admitted to the examination.

An assignment mark contributes towards the participation mark for two examination opportunities only. Thereafter, new assignments must be submitted for a new participation mark, in order to gain admission to write the examination in that module.

1.5 Module mark

A “module mark” is calculated according to a formula that will be determined for each module in terms of faculty rules from time to time. The formula is based on the participation mark and the examination mark awarded to a student in a module, and in the first year of study, it is based on 50% participation and 50% for examination in most of the modules. (Please check the MOD of each module for this specific information).

1.6 Unsatisfactory academic performance

A student whose academic performance is found to be unsatisfactory will receive a formal written warning from the Executive Dean: Faculty of Education or an administrator authorised by him. Thereafter, if progress is still unsatisfactory, the student will be dealt with in terms of General Academic Rules A.2.4.7.1, A.2.4.8 and A.2.8.

1.7 Termination of studies of DL students

The minimum and maximum duration of study for the various qualifications is indicated in the Calendar and in the programme prospectus (information booklet) for the qualification concerned. One year before the maximum duration of study is exceeded and a student's studies are finally terminated, such a student will receive a warning letter from the Executive Dean: Faculty of Education or an administrator authorised by him to inform him/her of the two final examination opportunities when all outstanding modules must be passed. Should such a student still have outstanding modules after these examination opportunities, his/her studies must be terminated in terms of Academic Rules A.2.4.6 and A.2.8.

Only in exceptional cases, and on the grounds of irrefutable evidence, the Executive Dean: Faculty of Education or the school director, or the programme leader authorised by the Executive Dean, will consider a request for continuation of studies from a student whose studies had been terminated. Should such an application be successful, the student will be afforded only one examination opportunity to complete all outstanding modules.

1.8 Warning against plagiarism

Assignments are individual tasks and not group activities (unless explicitly indicated as such). For further details, see:

<http://distance.nwu.ac.za/unit-open-distance-learning-procedures>

2 Academic matters

2.1 Programme information: BEd Intermediate Phase

(Refer to the NWU Calendar for the Programme at

<http://distance.nwu.ac.za/Education>).

2.1.1 Nature and general aims

The NWU has a long history of training teachers. It has the necessary facilities and capacity to deal with the training of teachers on all three (3) campuses, as well as all the delivery sites.

The Bachelor of Education (BEd) in Intermediate Phase Teaching is a four-year, vocation-specific, professional degree that integrates both the academic study and the professional preparation required to be a

teacher from the first year. The focus in the Intermediate Phase is to prepare students to teach from grades 4 – 6. The knowledge mix for these teaching phases include disciplinary, pedagogical and practical learning, to enable teachers to work competently with learners from grades 4 – 6 in selected subjects only, and they are therefore required to gain a solid understanding of their subject and a mastery of core teaching skills. The students are prepared to teach a variety of curricula offered in schools, of which the curriculum of the South African Department of Basic Education is one. They are also taught to demonstrate various teaching methods and to incorporate teaching aids.

Successful completion of the programme qualifies the student for registration with the South African Council for Educators (SACE) and for employment as an educator in South African schools. In addition to serving as an initial qualification to teach, successful completion of the degree provides students with the opportunity to continue their study of education at a postgraduate level.

Intermediate Phase teachers must be skilled in transferring subject knowledge in their specific fields (proof of pedagogical content knowledge); display general pedagogical knowledge (how to teach in general); and show insight into and understanding of the context of learners (knowledge in context).

Please remember the following:

The **BEd Intermediate Phase** students at the North-West University who are completing their studies via our UDL are required to complete a total of **24 weeks practicum** at a school (in Grades 4 - 6 classrooms) for Work Integrated Learning (WIL). Students must complete the 24 weeks practicum over a period of 4 - 8 years, with a minimum of three continuous weeks at a time. An arrangement in this regard should be made between the student and the school.

2.1.2 Work Integrated Learning (WIL)

Work Integrated Learning (WIL) is **compulsory for ALL BEd** students who are registered in the Faculty of Education Sciences. The number of weeks indicated below is the students' responsibility and must be successfully completed before the BEd degree will be awarded. The total number of weeks for the BEd WIL period is 24 weeks.

Year of study	Period	Practical training (WIL requirements)
1 st year of study	Month 1 – 6	3 weeks in a Grade 4 classroom
	Month 7 - 11	3 weeks in a Grade 4 classroom
2 nd year of study	Month 1 – 6	3 weeks in a Grade 5 classroom
	Month 7 - 11	3 weeks in a Grade 5 classroom
3 rd year of study	Month 1- 6	3 weeks in a Grade 6 classroom
	Month 7 – 11	3 weeks in a Grade 6 classroom
4 th year of study	Month 1 – 6	3 weeks in a grade 7 classroom
	Month 7 - 11	3 weeks in a Grade 7 classroom

2022 Dates

- **Semester 1: Assignments and Portfolios: Will be communicated via the official Learning Management System (LMS) eFundi**
- **Semester 2: Assignments and Portfolios: Will be communicated via the official Learning Management System (LMS) eFundi**

Please note that more information is available on your TPED 127, TPED 227, TPED 327 eFundi sites and that questions and queries may be submitted during the first whiteboard session. Please note the WIL modules as noted with the TPED module codes here, would not reflect on eFundi as such. Look out for **“WIL ACA”** sites instead.

The School must be willing to take part in the WIL process by:

- Allowing the student to observe and reflect on a number of classes/lessons by the mentor.
- Allowing the student to teach a few lessons under mentorship of the teacher (refer to the WIL guideline for more information).
- Providing the NWU with a telephone number, email **or** fax number **and** physical address.
- Agreeing that the allocated mentor attend the NWU's Mentorship Training Programme (accredited by the SETA) to become an accredited NWU mentor who will be able to assess the student in practice. The NWU will contact the school in this regard after completion and submission of form PR 02 E.
- **Please indicate the name and surname of the person in charge of student affairs at the school.**

If the school is willing to accommodate the student, please complete form **PR 02 E** in full. The student will be responsible for returning the form to the WIL office for final approval. **Please complete the form with an EMIS number (Education Management Information System).**

We kindly request that this form be completed and signed, as it serves as confirmation that

- the school is willing to accommodate our Distance Learning student named on the form;
- note is taken of the necessary requirements of accommodating this student for WIL;
- an appropriate mentor has been allocated, who will complete his/her mentorship training at NWU, if not yet SETA accredited; and
- the NWU will be informed of the mentor allocated by the school to the student.

The student must do the following to prepare for the WIL process:

- Arrange with the school to complete his/her WIL period, by requesting the school to complete and sign the PR 02 E form.
- Send the completed PR 02 E form to the WIL Distance Learning office (only return Appendix A for this purpose). The PR 02 E form is available on the website - http://distance.nwu.ac.za/sites/distance.nwu.ac.za/files/files/open-distance-learning/Main/2015/Application%20Forms/Application_complete.pdf.
- Obtain an EMIS number from the school. Without this number, students will not be allowed to complete their WIL period at the particular school.
- Ensure that the school is aware of and willing to identify a teacher of the school to undergo the NWU Mentorship Training course, in order to become SETA accredited. For more information on the Mentorship Training, please call **+27 18 285 2208/09**.

Requirements for allocating a mentor (one of the following):

- Principal or deputy principal.
- Qualified BEd Intermediate Phase teacher with five years of experience.
- Degree and PGCE qualified teacher with five years of experience.
- Allocated mentor to undergo the NWU Mentorship Training Programme.
- Allocated mentor to undertake all assessments as required from the student. The mentor may undertake assessments while he/she is still completing the Mentorship Training.
- The school must have Grades 4–7 classrooms.

IMPORTANT:

- Students should ensure that they understand the information provided in study guide TPED 127.

- They should ensure that they have provided a valid_email address on the PR 02 E form.
- They should refer to APPENDIX B of the PR 02 E form for the compilation of the WIL portfolio and other forms that must be completed.

WIL Office:

Tel: +27 18 285 2012/299 4755

Fax: + 27 87 233 1442

Email: p-wil-office@nwu.ac.za

2.1.3 Study duration and articulation

- Study duration

The minimum duration for completion of the BEd Intermediate Phase studies is four years, with a maximum duration of eight years.

- Articulation

This specialised qualification will provide successful students with an opportunity to articulate vertically to a related BEd Honours Degree (NQF 8), to specialise in other disciplines, and to articulate to the related Postgraduate Diploma in Education (NQF 8). These NQF level 8 qualifications will ensure access to further postgraduate studies (Masters and Doctoral studies) in related fields of study. Students may also articulate horizontally to the Advanced Diploma in Education (NQF 7).

2.1.4 Admission requirements

2.1.4.1 General admission requirements

- a) APS-score: The results obtained in four designated subjects and two NSC subjects are used in calculating the APS-score of 24. The results obtained for Life Orientation are excluded. Students may be required to write an admission examination.
- b) Language requirement: A pass at level 4 (50-59 %) in the language of instruction at both the Home and First Additional Language level is required.

2.1.4.2 Specific requirements

- a) Basic computer literacy.

- b) Internet access.
- c) Compulsory attendance of all contact sessions.
- d) The required technology such as a computer and/or tablet and mobile phone to meet NWU's minimum specifications, namely: Wi-Fi-enabled; one of the operating systems: Windows, Android or Apple; 3G enabled (preferable); and 32 Gig (preferable).

2.1.4.3 Calculating the APS-score

1. The results of six subjects are used to calculate the APS-score.
2. Results obtained for Life Orientation (LO) will be excluded in computing the APS-score. An achievement level of 5 or higher in LO will be regarded as a recommendation for admission in borderline cases, and for admission to certain programmes.
3. A student who achieves one APS-scale point lower than the required points for a specific subject may, at the discretion of Senate, be admitted conditionally to a particular field of study. Such a student must prove, by successful completion of a Senate-approved admission examination registered with the Matriculation Board that he/she has the ability to succeed at university studies.
4. A student who obtains Discretionary Exemption may be admitted to certain study programmes on certain conditions.

2.1.5 Rules for the programme

(Refer to the NWU Calendar for the BEd Undergraduate Programmes)

The rules for the BEd Intermediate Phase Training must be read in conjunction with the General Academic Rules of the University (A-Rules), which are available on the Internet at: http://www.nwu.ac.za/sites/www.nwu.ac.za/files/files/i-governance-management/policy/7P-Arules2015_e_1.pdf

2.2 Academic enquiries:

Lecturers may be contacted via

- Email on eFundi.

Enquiries via e-mail will be attended to within 24 hours.

- Appointment

If students wish to visit their lecturers, they should schedule an appointment (via communication on eFundi), otherwise they could drive all the way and be unable to see him/her.

NB: Lecturers should only be contacted regarding academic queries concerning the **content** of the module.

For queries about registration, study material, results and timetables the Call Centre should be called (+27 18 285 5900), as lecturers will be unable to assist with such queries.

2.2.1 Study material and study guides

- Study material will be delivered either by **postal or courier services to the address indicated for the delivery of study material.**
- **Please note that a physical or work address to which the study material can be delivered via courier must be indicated.**
- Study material sent via postal services must be collected from the post office within **seven working days**, or it will be returned to the NWU. Students will be liable for the cost of postage.
- Study guides will be available on eFundi.

2.2.2 eFundi

This programme is supported by the eFundi learner management system. All guides will be downloaded on this platform. Students will be able to communicate with their lecturers and peers and to submit their assignments on this platform.

When signing up to use e-Fundi, the username will be the student number. The first time, the RSA ID number should be used as the password. Namibian students will need to use their passport number as a password. Students should kindly change their password and memorize it.

All NWU Distance Learning students have an email address consisting of: studentnumber@g.student.nwu.ac.za.

Students will receive notification on this email address after submission of assignments.

2.2.3 Submission of assignments

Due dates for assignments are communicated through eFundi.

Due dates for portfolios and research reports will be communicated.

Late submissions will not be captured.

All assignments should be submitted electronically via eFundi.

NB: An assignment will ONLY be submitted if the "Final submission" button on eFundi had been used, and if an email message to the @g.student.nwu.ac.za email address had been received. The email message will contain a submission number, which should be saved as evidence of submission.

STUDENT'S USERNAME, PASSWORD AND PIN

For students to be able to access eFundi or personal information like a proof of registration or academic record or marks, they need certain login details:

- The student's **USERNAME** is always his/her NWU number.
- For SA citizens, the student's *initial* **PASSWORD** is his/her ID number@nwu (e.g. 8106010982082@Nwu).
- For non-SA citizen, the student's *initial* **PASSWORD** is his/her Passport number@Nwu (e.g. AB123456@Nwu).
- To retrieve certain information from the system, e.g. the proof of registration, a window will open and the student needs to log in with a **PIN**. Every student should create his/her own PIN. Go to <http://distance.nwu.ac.za/help> and under Student Access, click on NWU Student Pin and follow the instructions.

STUDENT SELF-HELP INFORMATION AVAILABLE ON SYSTEM

Open Firefox or Google Chrome browser (check which one works the best on your computer)

1. Proof of Registration

- <http://distance.nwu.ac.za/help>
- Look under Administration and click on Proof of Registration
- Click on Registration on the left
- Login with Student number and PIN
- Click on Registration on the left
- Click on Proof of Registration on the left
- Click on your Qualification in the drop down

- Click on Retrieve information (sometimes the pop-up is blocked – click allow pop-up on top right-hand corner)

2. Financial Statement (student account)

- <http://distance.nwu.ac.za/help>
- Look under Administration and click on Financial Statement
- Login with Student number and PIN
- Click on Retrieve information

3. Update Personal Information

- <http://distance.nwu.ac.za/help>
- Look under Student Access, click on Update Personal Information
- Login with Student number and PASSWORD
- Change the details and click on Submit

4. Participation Marks

- <http://distance.nwu.ac.za/help>
- Look under Assessment Information and click on Participation Marks
- Login with Student number and PIN
- Click on Retrieve information

5. Previous Exam Papers

- <http://distance.nwu.ac.za/help>
- Look under Useful links and click on Downloads
- In the blue bar, click on Past Papers
- Type the module at Course code and click on Submit Query
- Choose Distance learning and click on blue paper at right

6. Examination Results (it will only be available once the exam commission has approved it)

- <http://distance.nwu.ac.za/help>
- Look under Assessment Information and click on Examination Results
- Login with Student number and PIN
- Click on General enquiries on the left
- Click on Examination Results
- Click on Retrieve information

7. Academic Record

- <http://distance.nwu.ac.za/help>
- Look under Assessment Information and click on Download Academic Record
- Login with Student number and PASSWORD
- Click on Academic Record
- In drop down at Language of Report, choose your language
- Click on Submit

- Use your ID number as password

2.2.4 Curriculum choice for BEd Intermediate Phase distance learning students

Please take note that Programme 4BR JO1 (Mathematics, Sciences and Technology) have been removed from ODL programmes in BEd Intermediate Phase and will ONLY be available for the special bursary group.

Students may only enter Programme 4BR JO2 (Life Skills and Social Sciences).

The language specialization subjects are compulsory. You choose one Home Language.

IMPORTANT: English is not available as Home Language in the ODL programme.

YEAR Level 1		
COMPULSORY MODULES	SEMESTER 1	SEMESTER 2
	EDCC 114	EDCC 125
	TPED 127 (year module)	ALDE 121
	EDCC 115	
	EDTC 112	CHOOSE ONE LANGUAGE OF CONVERSATIONAL COMPETENCE:
	MATF 111	AFCL 121
		SECL 121
		SOCL 121 ZUCL 121

		XHCL 121 PECL 121
SPECIALISATION SUBJECTS		
Choose one of the following Home Languages:	AFRI 111 Afrikaans	AFRI 121 Afrikaans
	SEFI 111 Setswana	SEFI 121 Setswana
	SOFI 111 Sesotho	SOFI 121 Sesotho
	PEFI 111 Sepedi	PEFI 121 Sepedi
	ZUFI 111 isiZulu	ZUFI 121 isiZulu
	NSTL111 / LSIP 111	SSCE 121 / MAIP121
	SSSE112 / MATF111	LSIN121 / SNSE121

YEAR Level 2		
COMPULSORY MODULES	SEMESTER 1	SEMESTER 2
	EDCC 214	EDCC 224
	EDCC 215	UTEW 221
	TPED 227 (year module)	
	MTLS 211	
	CHOOSE ONE FIRST ADDITIONAL LANGUAGE (FAL):	
	ENIP 211	ENIP 221
	PEIP 211	PEIP 221
	SEIP 211	SEIP 221
	SOIP 211	SOIP 221
	ZUIP 211	ZUIP 221
SPECIALISATION SUBJECTS		
Choose one of the following Home Languages (this should be a continuation of the language you have chosen in your first year):	AFRI 211 Afrikaans	AFRI 221 Afrikaans
	SEFI 211 Setswana	SEFI 221 Setswana

	SOFI 211 Sesotho	SOFI 221 Sesotho
	PEFI 211 Sepedi	PEFI 221 Sepedi
	ZUFI 211 isiZulu	ZUFI 221 isiZulu
	NSTL 211 / LSIP 211	NSTL 221 / LSIP 221
	MAIP 211 / SSCE 211	MAIP 221 / SSCE 221

YEAR Level 3		
COMPULSORY MODULES	SEMESTER 1	SEMESTER 2
	EDTM 312	EDCC 323
	EDCC 315	EDCC 325
	UTEW 311	
	TPED 327 (year module)	
	CHOOSE ONE FIRST ADDITIONAL LANGUAGE (FAL):	

	ENIP 311 PEIP 311 SEIP 311 SOIP 311 ZUIP 311	ENIP 321 PEIP 321 SEIP 321 SOIP 321 ZUIP 321
SPECIALISATION SUBJECTS		
Choose one of the following Home Languages (this should be a continuation of the language you have chosen from your first year):	AFRI 311 Afrikaans	AFRI 321 Afrikaans
	SEFI 311 Setswana	SEFI 321 Setswana
	SOFI 311 Sesotho	SOFI 321 Sesotho
	PEFI 311 Sepedi	PEFI 321 Sepedi
	ZUFI 311 isiZulu	ZUFI 321 isiZulu
	NSTL 311 / LSIP 311	NSTL 321 / LSIP 321
	MAIP 311 / SSCE 311	MAIP 321 / SSCE 321

YEAR Level 4		
COMPULSORY MODULES	SEMESTER 1	SEMESTER 2
	EDCC 413	EDCC 423
	EDCC 414	LOLT 421
	RESF 412	RESF 422
	TPED 127 (year module)	
CHOOSE ONE FIRST ADDITIONAL LANGUAGE (FAL):		
	ENIP 411	ENIP 421
	PEIP 411	PEIP 421
	SEIP 411	SEIP 421
	SOIP 411	SOIP 421
	ZUIP 411	ZUIP 421
SPECIALISATION SUBJECTS		
Choose one of the following Home Languages (this should be a	AFRI 411 Afrikaans	AFRI 421 Afrikaans
	SEFI 411	SEFI 421

continuation of the language you have chosen from your first year):	Setswana	Setswana
	SOFI 411 Sesotho	SOFI 421 Sesotho
	PEFI 411 Sepedi	PEFI 421 Sepedi
	ZUFI 411 isiZulu	ZUFI 421 isiZulu
	NSTL 411 / LSIP 411	NSTL 421 / LSIP 421
MAIP 411 / SSCE 411	MAIP 421 / SSCE 421	

2.2.5 Suggestion regarding structuring your curriculum

- a) Structure your curriculum over the period of four years.
- b) Do not attempt more than nine modules per semester (examination session). Remember that you should spend at least six months working through a module.
- c) If, after four years, you still have some outstanding modules, you will be granted four more years, in order to complete your curriculum.

Take note: Refer to the NWU 2022 Calendar for a breakdown of subjects/modules required for each study year.

2.2.6 Language

Study guides for all the modules (with the exception of Languages) are available in English. You may write examinations and submit assignments in either Afrikaans or English. Contact sessions are conducted in English.

Please note that in the chosen Home Language you must write the examinations and assignments in the specific Home Language.

Please note that where a module is chosen for Language of Learning and Teaching (LoLT), you must write examinations and submit assignments in the specific LoLT language.

2.2.7 Recommended laptop specifications for studying BEd

The recommended specifications for a laptop should equate to the following:

Level of use:	Entry Level
Currently own that could work:	Intel i3 6th gen + / AMD Ryzen 3 2nd gen + 2GB+ DDR3+ RAM 320GB+ HDD/SSD

Suggested buying options	Intel i3 10110U or AMD Ryzen 3 4300U 4GB DDR4 RAM 500GB HDD / suggested 250GB SSD
Suggested usage	- Basic MS Office - Multimedia presentations and projects - E.g Educational sciences, Theology, Sports diploma's, Arts

Important information (read through carefully)

- Please consult your relevant faculty to confirm software-specific requirements
- When buying a laptop please consider including a locking kit to lower chances of unit being stolen (a high-quality steel cable with tumbler or key to lock that connects to the device securing it to a table, pole or loop)
- Most laptops come standard with a webcam and mic, please confirm it, a webcam slider helps ensuring privacy on a hardware level, remember to open before joining interactive online classes.
- Some laptops might be eligible for purchase using a lay-by of credit option (e.g Fundi, Banks, etc)
- Software discounts – as a student there are various software you receive at a discount (e.g. Microsoft Windows and Office) keep this in mind when buying as it might impact your total cost.
- When hunting specials remember to think of support and warranty returns as couriers and time without your device will

hamper your studies, rather buy from local or reputable sources.

- NSFAS students – you may have a different configured laptop; we hold no jurisdiction towards laptops provided to you by NSFAS.

2.2.8 Study material

Study material will be available online.

2.3 Teaching and learning arrangements

2.3.1 Assessment (assignments and examinations)

2.3.1.1 Assignments

- a) Please use the format for academic assignments, as stipulated on eFundi.
- b) You are required to submit assignments according to dates specified by lecturers responsible for the different modules. This information will be made available on eFundi per module.
- c) Complete your assignments in due time so that you will be able to focus on preparing for the examinations.
- d) The NWU urges students to submit completed assignments to be assessed on time, in order to ensure that examination information/marks will be received before examinations commence.
- e) Assignments must be submitted on eFundi on the specified due dates.

- **Enquiries regarding assignments:**

Please contact the specific lecturer for the module.

- **Important to know**

Assignment marks of 50% (40%) will grant you admission to the examination.

An assignment mark may only be used for two examination opportunities, after which you will have to re-register for the module.

2.3.2 Library services: Student Academic Support

Library website: www.nwu.ac.za/library

All registered students of the NWU have access to the library. If you are working on the internet, type your surname and student/ID number when prompted to do so.

Library hours:

Term:

- Monday to Friday: 07:30–18:00
- Saturday: 10:00–13:00

University holidays:

- Monday to Friday: 07:30–16:30
- Saturday: 10:00–13:00 (closed on Saturdays during December)

The library will be closed on public holidays.

- **Renewal of books via the internet**

To renew books via the internet, go to the library's web page at www.nwu.ac.za/library and click on **Renew your books**, under **Services**.

- **Library information and assistance**

Go to the library's web page at www.nwu.ac.za/library. Under the heading **Guides**, click on **Guides and manuals (PC)** to access useful information.

Call any of the following numbers for assistance with library matters: +27 18 299 1578, +27 18 299 2859 or +27 18 299 1577.

Provide your NWU student number in all instances when requesting information.

- **LibGuides**

To find specific information related to education studies, click on the **LibGuides** tab on the website at www.nwu.ac.za/library. Type in **education**, and then click on **SEARCH**. Click on **Education (PC)** and

use the various sections to obtain study information and information on how to search for books, articles, etc.

- **Information retrieval guides**

All electronic study guides will be available on eFundi.

For assistance in using databases:

Go to www.nwu.ac.za/library, choose **Guides**, click on **Information retrieval guides** and choose **Education**.

- **Examination papers**

Go to <http://www.nwu.ac.za/library/index.html>. Click on **Exam papers**, under **Find information**.

Complete **ONLY** the **Subject code** space according to the example provided. As this is a new course, no previous examination papers will be available.

Call +27 18 299 1578, +27 18 299 2859 or +27 18 299 1577 for assistance.

2.3.3 Examinations

- **You may download examination information from eFundi as it will be continuous assessment in 2022 and no formal examinations will take place.**

All queries: +27 18 285 5900.

- NO marks will be provided telephonically.**
- To find your results on the internet, go to <http://www.nwu.ac.za>
- Under the heading **STUDY HERE** click on the **Exam results** link.
- The login window will appear. Type in your **student number** and **PIN** (the pin may be requested on the same web page).
- You may also obtain your examination results via SMS. Go to **new messages** on your cell phone, 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.
- You may also make use of the **MTN line** to receive your examination results. The number to call, is +27 **83 123 222**. Have your student number available.

Examination marks are calculated as follows:

- i. An assignments sub-minimum of 50% (40%) will grant you admission to the examination.
- ii. The examination sub-minimum = 50% per module*.
- iii. Participation- and examination marks total for the module, or final mark = 100%.
- iv. Examination + Participation marks = module mark (final mark).
- v. Distinction = 75% and above.
- vi. Pass mark = 50%.
- vii. Examination scripts**

It will be continuous assessment

2.3.4 Cancellation of studies/Expulsion process

2.3.4.1 Notice to the Head: Support Section

- i. Your notice of cancellation of studies or single-course modules should be submitted on the official cancellation form available from the Support Section at room G30 in the UDL, Building B11A on the campus plan.
- ii. The cancellation is valid from the date of submission of the proper cancellation form to the Department of Academic Administration, or from the date of receipt of the registered postal article by the Head: Support Section.
- iii. The Head: Support Section or Department of Academic Administration will notify Financial Administration: Revenue accordingly regarding the cancellation.

2.3.5 Fees payable upon cancellation of studies

- i. Should you cancel your studies prior to the due dates, only the registration amount will be payable. Should you cancel your studies after 31 March, the full tuition fees for the first semester will be payable.
- ii. Should you cancel your studies for the second semester prior to 31 July, only the tuition fees for the first semester

will be payable. Should you cancel your studies after 31 August, the full tuition fees for the year will be payable.

- iii. Should you cancel your studies, all bursaries and/or loans will be repayable immediately.

2.3.6 Continued liability for fees payable upon expulsion from studies

In all cases of transgressions and subsequent disciplinary steps that might be entailed, in terms of the provisions of the University's 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 will forfeit 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 will also be repayable immediately.

3 Administrative matters

3.1 Change of address

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

3.2 Financial arrangements

3.2.1 Fees payable upon changing of modules

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

3.2.2 Credit amounts on a University account

- i) 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.
- ii) Credit balances on your accounts will only be paid out against acceptable proof of your identity. Payment to any other person than you will be made only upon your written authority on the prescribed form available at the enquiry desks and against satisfactory proof of your identity. The above procedure is necessitated by relevant legislation and internal control measures.

- iii) Official application forms for credit payments are available at student account enquiries desks, on the website, or by calling +27 18 299 2674, and should be completed in full 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 to your account for every cheque issued for this purpose.

3.2.3 General account enquiries

Enquiries with regard to your accounts may be addressed to the staff at Student Accounts, located on the ground floor of the Joon van Rooy Building.

Tel: +27 18 299 2667/8/9
+27 18 299 2670/1
+27 18 299 2672/3

Fax: +27 18 293 5230/5234/5252
+27 18 293 5313/5314/5315

Email: PUK-studyfees@nwu.ac.za

3.2.4 Web address

The complete Fees Payable and Financial Rules are available at:

<https://www.nwu.ac.za/content/account-enquiries>

Or download the fees payable to view an estimate here:

<http://distance.nwu.ac.za/sites/distance.nwu.ac.za/files/files/open-distance-learning/Main/2020/Apply%20Online/StudyFees-Updated31Aug20.pdf>

4 Contact sessions and Year Programme

4.1 General information regarding contact sessions

Due to the constraints the pandemic will continue to have on us in the 2022 academic year, there are **no scheduled** interactive whiteboard sessions (see 4.2.1 below).

4.2 Contact tuition information

4.2.1 Interactive whiteboard sessions

COVID-19 has started to change the way these sessions are offered. Most sessions in 2022 will be pre-recorded. You will be able to watch the session via the Panopto platform at your own leisure. The lecturer will also communicate how the interactivity will take place for each module. This might include live online contact sessions on a platform of the lecturer's choice and will be communicated with you by the relevant lecturer. It is understandable that this adds to uncertainty, therefore, you are urged to make sure you stay up to date with the

semester plan each lecturer provide you with. Please see guide below to access the video recordings on the Panopto platform.

WELCOME to North West University's Unit for Open Distance Learning (UODL). We have no doubt that you will find your experience with us a fulfilling one as you embark on your journey of knowledge. We have ensured that lectures are easily accessible and our technology is top notch to facilitate the process. Herewith follows a quick guide to accessing the interactive lecture sessions live as well as recordings thereof.

SOFTWARE (LIVE SESSIONS)

1. UODL utilises SMART Bridgit Software via interactive white board technology.
2. To connect for the first time from your computer/laptop, use a browser such as Firefox or Google Chrome and type the following URL into the address bar: <http://41.72.150.20:8080>




Once the URL is entered, click on the "Download Software" button.

Once installed, the software will create a Bridgit icon on your desktop for ease of access

3. Locate and install the Bridgit.exe file.
A Bridgit icon will now be saved to your desktop.

LECTURE RECORDINGS (POST BROADCAST SESSIONS)

1. Visit UODL's website:
<http://distance.nwu.ac.za/downloads>
2. Take note of the relevant Programme's "Username & Password" below the various Button options.
3. Click on "Video Resources" Button. You will now be redirected to the Lecture Recordings Portal.
4. Click "Sign In" Button. Insert the "Username" and "Password" that you noted earlier and sign in.
5. You can now search for the relevant module code, lecturer's name, date, etc. to locate the relevant recording you are searching for.
6. **Tip!** When viewing a video, click on the  icon at the top of the screen to download the recording.

QUICK LINKS

eFundi Password Reset


<http://distance.nwu.ac.za/password>

IWB Timetable:

<http://distance.nwu.ac.za/Timetable>

Exam Timetable

<https://goo.gl/UTNCuj>

 **Did you know?**

You do not have to travel to the Potchefstroom Campus to attend live sessions or submit your assignments. Locate a centre near you via this link:

<https://goo.gl/m3kEVL>

The e-Learning team at UODL wishes you well with your future endeavours!

For further information or administrative enquiries, contact our Call Centre:

E-mail: DistancePotch@nwu.ac.za

Tel. 018 285-5900

Short message System (SMS)

Send SMS to 43366

NWU[Space]Studentnumber[Space]

Subject code[Space]And the question

UODL's Website

<http://distance.nwu.ac.za>

4.2.2 Contact sessions at Learner Support Centres

No contact sessions at the Learner Support Centres are scheduled for 2022 due to COVID-19.

5 Examination timetable

The NWU will continue to implement a Continuous Assessment approach for 2022. This means that there is **no summative examination opportunity**, as well as no second examination opportunity as is the usual case for the distance mode of delivery. Please note that this means that it does not imply that you have an indeterminate amount of assessment opportunities to pass a particular module – you need to strictly adhere to the deadlines set by the lecturers for your modules to be able to achieve a mark 50% and above. This is an interim arrangement approved by Senate and the DHET for 2022.

Make use of Student 360 DIY app to always make sure the system is up to date. You can also view your personalised exam timetable here in future.



DIY Services Portal



Student 360 App

Purpose

The **Student 360 App** enables students and student support agents to view and amend (specific fields) items related to the specified student's profile. This functionality will greatly improve the support and service provided to students by the NWU as it presents a consolidated view of a student's information and will dramatically decrease the need for students to contact the NWU call centre.

Information available on Student 360

1. Biographical Details
2. Address Details
3. Contact Details
4. Study and Examination Centre Details
5. Application Status and Information
6. Registration Status and Information
7. Registered Modules
8. Module Assessment Information (Completed Assessments and Marks Obtained)
9. Financial Information
10. Functionality for paying outstanding accounts
11. Functionality for extracting a proof of registration
12. Functionality for extracting an academic record
13. Functionality for extracting a personal examination timetable
14. Functionality for extracting a personal results letter
15. Functionality for creating quotations
16. Comments regarding student enquiries (administrators only)

Steps for a student

1. Sign into the **Student 360 App** using your NWU number and network password.
2. From the menu on the left hand side, expand the relevant menu section (Personal Information, Financial Information or Academic Information) in order to view the various subsections of the menu and to obtain your required information.

Steps for the Administrator/Student Support Agent

1. Sign into the **Student 360 App** using your NWU number and network password.
2. Once you have entered the system, search for the required student by entering one of the following search criteria:
 - NWU Student Number
 - Identity Number/Passport Number
 - Date of Birth
3. From the menu on the left hand side, expand the relevant menu section (Personal Information, Financial Information or Academic Information) in order to view the various subsections of the menu and to obtain your required information.
4. If required, update student information on behalf of the student (only applicable to specific student details).

Need help?

The **Student 360 App** is available in the DIY Services Portal. Open your browser and navigate to www.nwu.ac.za. Click on the "DIY Services" link in the page footer.

Sign in with your NWU number and network password. Click on the applicable section at the top of the page, just below the page header. Click on the **Student 360 App** icon.

To sign out, click on the "Logout" button in the page header.

For help regarding the **Student 360 App**, contact Brandon Webb at 018 285 2755 or send an email to Brandon.Webb@nwu.ac.za

6 Counselling

- a) Studying via ODL certainly poses a challenge to many students, since such students are usually employed and older, have families and other obligations, and often experience isolation with regard to their higher education.
 - b) To assist you with your academic progress, as well as the accompanying logistics and administration, we have availed the Call Centre and various websites where you can get support and assistance.
 - c) However, we recognise that there might be psychological or other constraints that could dissuade you from focusing on your studies. For this reason, we also have a 24-hour tele-counselling service available to you: we believe that students without burdens will have a positive attitude, be content and focus on their studies. It is endeavoured that these services will be available 24/7 (thus including weekends), and free of charge.
 - d) The therapeutic service, called *INGRYP*, has the infrastructure to offer counselling services to you. Different types of counselling-services are available:
 - i. Interpersonal interactions
 - ii. Trauma counselling
 - iii. Personal trauma
 - iv. HIV/Aids counselling
 - v. Career guidance.
 - e) Counselling services will be provided by professionals, including
 - i. psychologists and
 - ii. social workers.
 - f) Note: these services are only available to our students. Have your student and ID number ready when making contact.
 - g) Should you need immediate response, kindly dial the following telephone number:
Landline: +27 18 299 1777.
-

Note: We are of the opinion that you will benefit from this service. Successful students remain our goal.

7 List for Learner Support Centres

7.1 OLG/NWU contact details for Learner Support Centres for 2022

Please note that not all Learner Support Centres will be used for presenting the BEd programme, due to the demographics of the selected students. Also remember that it is not envisaged that these centres will be used during 2022.

City/Town	Address	Coordinator
Bisho	Bisho L/H.P School No. 1 Kauta Drive BISHO 5605	Mr. V.C Kalipa
Bosbokrand	Early Childhood Development Institute Mapulaneng Former College of Education BUSHBUCKRIDGE MPUMALANGA PROVINCE	Me Irene Mpangana Mr S Makofane
Bloemfontein	Hoërskool Bloemfontein Gladstoneweg, Bayswater Noordstad BLOEMFONTEIN	Henning Booysen
Daniëlskuil	Ouplaas Factory Indwala Industrial Holdings Limited Industrial Area DANIËLSKUIL 8405	Phutego Bosman Brian Malindi
De Aar	De Aar FET Campus Van Riebeeck Road DE AAR	Mr R Matthews
Durban	Durban teachers centre 3 College road Opposite Collegvale Primary School OVERPORT 4015	Dr. S Seetal
Empangeni	50 Tanner Street, Empangeni Koerier adres B620 Ngwelezane Township Nkonkoho rd NGWELEZANA 8300	Dr IT Kanyile

Ermelo	Ligbron Akademie vir Tegnologie Voortrekker street Ermelo 2350	Me. M van Rensburg
George	Glenwood School Glenwood Avenue Glenwood GEORGE 6530	Dr. F. Joubert
Giyani	Giyani Education College Nsami Dam Road GIYANI 0826	Mrs T Mutemanyanza
Graskop	Hoërskool Panorama Eeuefees street GRASKOP 1270	Karin Bloem
Johannesburg	Weltevredenpark Primary School 41 Cockspur road WELTEVREDENPARK 1709	Mr. H Bresler
Kimberley	Hoërskool Noord-Kaap Hayston Road Hadisonpark KIMBERLEY 8306	Owen W. Du Plooy Deputy Principal Dr Bommie du Plessis
Kuruman	Kuruman Campus C/O Roos and Voortrekker street KURUMAN	Leon Foutie
Ladysmith	Windsor Secondary School Forbes Street LADYSMITH 3370	Me DS Ndaba Nilesh Maharaj
Lichtenburg	Laerskool Burgersdorp. Beyers Naude ryln 41 LICHTENBURG	Mr Steenkamp
Lusikisiki	Ingwe FET College Ngqungushe Magwa road LUSIKISIKI 4820	Me Tshikizwa
Matatiele	Bergview College 6 Davies street MATATIELE 4730	Mr Sibanda
Mafikeng	North West University: Mafikeng Campus, Mahikeng	R Burger
Mkuse	Laerskool Mkuze	Mrs MM Vermaak

	H/v Dikkop en Kingfisher street MKUZE 3965	
Mthatha	Khanyisa High school Behind Shell Ultra City East London Road (N2) Payne location MTHATHA 5099	Mr Cabane
Oudtshoorn	South CapeTVET College Oudtshoorn Campus Adderly street OUDTSHOORN 6625	Danwill Murphy
Parow	Laerskool Parow-wes Ryan street PAROW 7500	Me. Summers
Pietermaritzburg	ML Sultan Secondary School 8 Chota Motala Road PIETERMARITZBURG	Mr Zitha
Polokwane	Pietersburg English Medium Primary School (PEMPS) 45 Grobler street POLOKWANE 0699	Carol Chilubane Me D Conradie (Principal)
Potchefstroom	North-West University, Potchefstroom Campus Building B11A	Dr J Redelinghuys
Port Elizabeth	Hoërskool Cillie H/v Kempston en Uitenhage weg Sydenham PORT ELIZABETH 6001	Me SP Stoffberg (Sunel)
Port Shepstone	Marburg High Main Harding Road and Deepvale road Marburg PORT SHEPSTONE 4252	Mr. J. Rajoo
Pretoria	Susan Strijdom Training Centre Gorden Weg 30 Colbyn Queenswood PRETORIA	Ds Martiens Swart Catherine
Rustenburg	Oom Paul Skool Lucas street RUSTENBURG	Sanet Nel
Upington	Upington College Steve Naude Street 1 UPINGTON	Johan Hendriks W Delie

	(Opv en Verpleegkunde)	
Vanderbijlpark	North-West University Vaal Triangle Campus Hendrik van Eck Blvd VANDERBIJLPARK 1991	Ujeet Maharaj Chantel de beer
Vryheid	Hoërskool Pionier Landrosstraat 16 VRYHEID 3100	Mr J Erasmus
Vryburg	Hoërskool Vryburg Mc Kay street VRYBURG	Me MS Pietersen (Olien)
Welkom	St. Helena Primêre Skool Unicorweg 14 WELKOM 9459	Me R Klopper
Witrivier	Laerskool Witrivier Syd Cornwallstraat WITRIVIER 1240	Rita Hattigh
Witrivier	Rob Ferreira Hoërskool Danie Joubert street WITRIVIER 1240	Santi Roux
Worcester	The National Institute for the Deaf 30 De la Bat Road WORCESTER 46849	Jannie van Belkum <u>CEO:</u> Jacobus Josias v Deventer
NORTHERN CAPE NPDE		
De Aar	De Aar Campus Van Riebeeck Road DE AAR	Mr R Matthews Elaine Ahmed
Kuruman	Kuruman Campus C/O Roos and Voortrekker street KURUMAN	Leon Foutie
Springbok/ Okiep	Namaqa Campus, OKIEP 112 Main Road, NC	Basil Esau
Upington	Upington College Steve Naude Street 1 UPINGTON (Opv en Verpleegkunde)	Johan Hendriks W Delie
NAMIBIA		
Katima Mulilo	Katima Teachers Resource Centre (TRC) Heige Geingob street	Natasha Muhau

	KATIMA MULILO Katima TRC Private Bag 5006 KATIMA MULILO	
Rundu	Rundu Teacher's Resource Centre Dr Romanus Kampungu street Safari RUNDU Postal address PO Nantu Regional Offices RUNDU	Mr Gabriel Mukenge
Windhoek	Mōreson Special School National Institute for Special Education Kroon street Khomasdal WINDHOEK PO Box 10593 Khomasdal WINDHOEK	Anita Kreft Shola Smit
Ongwediva	Charles Anderson Combined School Erf 4033, Ext 9 Ardooi street ONGWEDIVA Charles Anderson Combined School PO Box 15374 OSHAKATI	Johannes Matias

8 UDL EXAMINATION CENTRES FOR 2022

EDUCATION

EASTERN CAPE	FREE STATE	GAUTENG
Bizana	Bethlehem	Alberton
Cradock	Bloemfontein	Brixton
East London	Frankfort	Kenmare
Elliot	Harrismith	Mabopane
Graaff-Reinet	Ladybrand	Pretoria (Colbyn)
Grahamstown	Welkom	Randfontein
Idutywa	Zastron	Springs

Joubertina		Vereeniging
King Williams Town		
Lusikisiki		
Mount Fletcher		
Mount Frere		
Mthatha		
Port Elizabeth		
Queenstown		
Willowmore		


KWA-ZULU NATAL	LIMPOPO	MPUMALANGA
Durban	Giyani	Elukwatini
Empangeni	Groblersdal	Ermelo
Eshowe	Jane Furse	Graskop
Estcourt	Lephalale	Kamaqhekeza
Greytown	Makhado	Kamhushwa
Igwavuma	Modimole	Kinross
Jozini	Phalaborwa	Lydenburg
KWA-ZULU NATAL	LIMPOPO	MPUMALANGA
Kokstad	Polokwane	Middelburg
Ladysmith	Thabazimbi	Nelspruit
Matatiele	Thohoyandou	Piet Retief
Mbazwana	Tzaneen	
Mkuze		
Newcastle		
Nongoma		
Pietermaritzburg		
Pongola		
Port Shepstone		

Stanger		
Ulundi		
Vryheid		

NORTHERN CAPE	WESTERN CAPE	NORTH-WEST
Colesberg	George	Delareyville
De Aar	Oudtshoorn	Klerksdorp
Hopetown	Parow	Lichtenburg
Kimberley	Vredenburg	Mahikeng
Kuruman	Vredendal	Potchefstroom
Springbok	Worcester	Rustenburg
Upington		Vryburg
		Zeerust

SWAZILAND	NAMIBIA	
Manzini	Gobabis	Opuwo
	Katima Mulilo	Otjiwarongo
	Keetmanshoop	Rundu
	Ondangwa	Walvisbay
	Ongediva	Windhoek
	Outapi	

Unit for Distance Learning

SECTION	TELEPHONE
CALL CENTRE: <i>(Student enquiries)</i>	+27 18 2855900
	Dr Susan Greyling UDL Academic Manager in the Faculty of Education Contact details: +27 18 299 4542 B11 – G15 susan.greyling@nwu.ac.za
Telephone	018 299 4542
Office number	Building B11, G57
Email address	Susan.Greyling@nwu.ac.za

9 Lecturers, Potchefstroom Campus, North-West University

9.1 Appointments/communication with the NWU's academic staff

- The preferred form of contact with your lecturer is via email and the eFundi platform.
- Lecturers, when and if available, may be contacted to assist with **academic problems** during office hours (10:00 – 16:00) on Tuesdays and Thursdays.
- You have to make **an appointment**, as is required of all professionals, if you wish to meet the lecturer face-to-face.
- You may call +27 18 285 5900 to assist you with general information.

9.2 Lecturers

Lecturer details will be communicated to you via the eFundi website for each applicable module.