



Unit for Distance Learning

# Bachelor of Education Honours

BEdHons  
NQF Level 8

SCHOOL OF PROFESSIONAL  
STUDIES IN EDUCATION

Faculty of Education  
North-West University

## PROSPECTUS 2024



## Message from the Executive Dean

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 distance student 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 provided us with the opportunity to recognise 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)**. 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) linked to the internet to fully participate in the academic programmes.

The programmes offered by the Faculty in **2024** are the **BEd Honours, BEd ECCE, BEd Foundation Phase, BEd Intermediate Phase** 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 **2024**.

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

## Message from the acting Director of the School of Professional Studies in Education

Dear student



A warm welcome to the School of Professional Studies in Education, where the BEdHons programme is located. The BEdHons programme is delivered through both contact and distance modes. The programme allows you to enrol in a specialised field of choice to add value and equip you to fulfil your role as a professional educator. Seeing that the BEdHons programme is an academic qualification, focus is placed on developing your critical thinking skills to empower you to reflect on your own practices.

Each student will be obliged to complete a research project within his/her field of specialisation, for which you will be equipped with the relevant research skills. Please be assured that the academic and administrative staff within the School of Professional Studies in Education are well-equipped with the necessary expert skills to assist you in completing your studies successfully.

As a student enrolled for the distance mode of delivery, it is recognised that you may face unique challenges in finding a balance between your full-time occupation and your studies. Please do not hesitate to contact us if you need any support while enrolled at the NWU. We are here to assist.

Thank you for choosing the North-West University. I wish you the very best in your studies and career.

*Stay positive, persevere, work hard and make it happen.*

*We do not lose If we get knocked down; we lose if we stay down.*

Prof Erika Serfontein

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## **1.1 Introduction**

This Prospectus has been compiled with the utmost care and accuracy to provide an overview of what BEd Honours entails. The Council and the Senate of the University accept no responsibility whatsoever for errors that may occur in this prospectus. In it, you will see what distance learning entails (1.2). Important contact details are provided (1.3-1.4), and the layout of the BEd Honours programmes is provided (1.5). Specific rules and requirements are explained (1.6). You will also find valuable information on how to think about and how to approach assignments on an honours level (1.7) and the lists of the examination centres (1.8)

## **1.2 Distance learning mode of delivery**

The Unit for Distance Learning creates an opportunity for students to obtain a qualification to accelerate their careers and improve their effectiveness and efficiency in the workplace. Often, students who are employed full-time in the education sector are interested in furthering their studies as distance students. The distance academic offering is based on the self-directed and self-regulated learning philosophy. Teaching and learning are managed through the NWU's eFundi Learning Management System, downloads on UDL's website, and other electronic means of communication. Academics in the Faculty of Education are responsible for teaching, learning, and assessing modules in a BEdHons programme. NWU's academics at all three campuses set examination papers to ensure that all NWU students meet the required module outcomes. The examination papers are fully aligned in both contact and distance modes of delivery. Please take note of the following important matters:

- The BEdHons (NQF Level 8) programmes require that students should have frequent access to the Internet.
- BEdHons NQF Level 8 programmes offered in the distance mode of delivery expects students to register annually during an academic year.
- First-year students need to buy their own textbooks.
- Study materials (except textbooks) are provided on eFundi. Study material can take many forms, ranging from infographics, text, pictures, and audio to videos. Study materials are created according to the lecturer's style and will differ from module to module.
- Examinations are written at several examination centres throughout South Africa. The NWU can request students to write a specific module at the campus in Potchefstroom, where the Unit for Distance Learning is situated.
- A student whose academic performance is found to be unsatisfactory will receive a formal written warning from the relevant director. If subsequent progress is still not satisfactory, the



student may be dealt with under A-Rule 1.17 (termination of studies) and A-Rule 1.18 (readmission after interruption of studies) and their sub-paragraphs.

### **1.3 Contact information**

#### **1.3.1 General requests**

It is important to inform the Unit for Distance Learning of any address or contact number changes. Without this information, valuable information regarding your studies will be lost.

#### **General UDL BEdHons requests should be made to:**

- The Unit for Distance Learning Call Centre Tel: +27 18 285 5900
- Email general admin matters such as questions about registration to [UODLBEdHONS@nwu.ac.za](mailto:UODLBEdHONS@nwu.ac.za) (Subject line: BEdHons surname, student number, request/matter)
- SMS 43366 NWU[space]Student number[space]Subject code[space] and the question.
- Or contact the Unit for Distance Learning Programme Coordinator, Dr Anja Visser, [Anja.Visser@nwu.ac.za](mailto:Anja.Visser@nwu.ac.za)
- Fraud line: SMS to 45228 "fraud" and a short message.
- Visit <https://distance.nwu.ac.za/help> for more information.

#### **1.3.2 Finances**

Full details on all academic fees payable, as well as the steps the University may take against amounts in arrears, are published online via the University's website at <http://services.nwu.ac.za/student-accounts-and-bursaries/payable-fees>

Financial Department—To reach the financial department, call (018) 285 5900. Please note that lecturers cannot assist you in this regard.

### 1.3.3 Unit for distance learning academic manager



Dr Susan Greyling  
Unit for Distance Learning  
Academic Manager in the Faculty of Education

Tel.: +27 18 299 4542

Email: [Susan.Greyling@nwu.ac.za](mailto:Susan.Greyling@nwu.ac.za)

Office: B11 – G15

### 1.3.4 Lecturers' contact details

If you have any inquiries regarding academic content in a module that you do not understand or marks that were not calculated correctly, you can contact the specific module lecturer. If you wish to visit your lecturer, please schedule an appointment. Otherwise, you may drive all the way and be unable to see them.

For any ERTP 671 (Theory) questions, contact Prof CP Van der Vyver ([CP.VanderVyfer@nwu.ac.za](mailto:CP.VanderVyfer@nwu.ac.za) or 018 299 4587)

#### 1.3.4.1 Curriculum Studies

Subject Group Leader: Dr Marisa Verster ([Marisa.Verster@nwu.ac.za](mailto:Marisa.Verster@nwu.ac.za))

Module	Lecturer	Email address	Tel number
CLIN 611 TSCU 621 ISCS 611	Prof BW Geduld	<a href="mailto:Bernadette.Geduld@nwu.ac.za">Bernadette.Geduld@nwu.ac.za</a>	(018) 299 4583
CUDE 611	Dr M Verster	<a href="mailto:Marisa.Verster@nwu.ac.za">Marisa.Verster@nwu.ac.za</a>	(018) 299 4736
ELEA 611	Dr L Postma	<a href="mailto:Louise.Postma@nwu.ac.za">Louise.Postma@nwu.ac.za</a>	(018) 299 4735
INME 621	Dr A Visser	<a href="mailto:Anja.Visser@nwu.ac.za">Anja.Visser@nwu.ac.za</a>	(018) 299 4753
SLAD 621	Dr D Jagals	<a href="mailto:Divan.Jagals@nwu.ac.za">Divan.Jagals@nwu.ac.za</a>	(018) 299 2154
TLAS 612	Prof SR Simmonds	<a href="mailto:Shan.Simmonds@nwu.ac.za">Shan.Simmonds@nwu.ac.za</a>	(018) 299 4764

### 1.3.4.2 Education Management and Leadership

- Management and Leadership Subject Group Leader: Dr Branwen Challens ([Branwen.Challens@nwu.ac.za](mailto:Branwen.Challens@nwu.ac.za))
- Education Law Subject Group Leader: Dr Annamagriet de Wet ([Annamagriet.DeWet@nwu.ac.za](mailto:Annamagriet.DeWet@nwu.ac.za))
- Comparative and International Education Subject Group Leader: Dr Deon Vos ([Deon.Vos@nwu.ac.za](mailto:Deon.Vos@nwu.ac.za))

Module	Lecturer	Email address	Tel number
EMLO 611	Ms S Maifala	<a href="mailto:Selaelo.Maifala@nwu.ac.za">Selaelo.Maifala@nwu.ac.za</a>	(018) 285 2205
ONWR 611	Dr C Eloff	<a href="mailto:Cecile.Eloff@nwu.ac.za">Cecile.Eloff@nwu.ac.za</a>	(018) 299 1908
VGLO 624	Prof CC Wolhuter	<a href="mailto:Charl.Wolhuter@nwu.ac.za">Charl.Wolhuter@nwu.ac.za</a>	(018) 299 1881
Focus: Management and Leadership			
ONWB 624	Ms S Maifala	<a href="mailto:Selaelo.Maifala@nwu.ac.za">Selaelo.Maifala@nwu.ac.za</a>	(018) 285 2205
ONWB 625	Dr JB Khumalo	<a href="mailto:Jan.Khumalo@nwu.ac.za">Jan.Khumalo@nwu.ac.za</a>	(018) 389 2968
Focus: Education Law			
ONWR 624	Dr N Mollo	<a href="mailto:Nicholus.Mollo@nwu.ac.za">Nicholus.Mollo@nwu.ac.za</a>	(018) 299 2141
ONWR 625	Dr C Eloff	<a href="mailto:Cecile.Eloff@nwu.ac.za">Cecile.Eloff@nwu.ac.za</a>	(018) 299 1908
Focus: Comparative and International Education			
VGLO 622 VGLO 623	Prof L De Beer	<a href="mailto:Louw.DeBeer@nwu.ac.za">Louw.DeBeer@nwu.ac.za</a>	(018) 299 1881

### 1.3.4.3 Life Orientation

- Subject Group Leader: Dr Lettie Botha ([Lettie.Botha@nwu.ac.za](mailto:Lettie.Botha@nwu.ac.za))

Module	Lecturer	Email address	Tel number
LOHO 611	Dr C Twine	<a href="mailto:Corlia.Twine@nwu.ac.za">Corlia.Twine@nwu.ac.za</a>	(018) 299 2149
LOHO 671	Dr L Botha	<a href="mailto:Lettie.Botha@nwu.ac.za">Lettie.Botha@nwu.ac.za</a>	(018) 299 4462
	Prof J Hay	<a href="mailto:Johnnie.Hay@nwu.ac.za">Johnnie.Hay@nwu.ac.za</a>	(016) 910 3143
	Dr I Payne-van Staden	<a href="mailto:Isabel.VanStaden@nwu.ac.za">Isabel.VanStaden@nwu.ac.za</a>	(018) 299 2427
LOHO 621	Dr P Swarts	<a href="mailto:Pieter.Swarts@nwu.ac.za">Pieter.Swarts@nwu.ac.za</a>	(018) 299 4895
LOHO 622	Me N Motaung	<a href="mailto:Nellytia.Motaung@nwu.ac.za">Nellytia.Motaung@nwu.ac.za</a>	(018) 299 1713

### 1.3.4.4 Mathematics

- Subject Group Leader: Mr James Sibanda ([James.Sibanda@nwu.ac.za](mailto:James.Sibanda@nwu.ac.za))

Module	Lecturer	Email address	Tel number
MATD 611	Dr S Tachie	<a href="mailto:Simon.Tachie@nwu.ac.za">Simon.Tachie@nwu.ac.za</a>	(018) 299 1854
MATD 622	Vacant	Vacant	Vacant
MATE 671	Prof H Nieuwoudt	<a href="mailto:Hercules.Nieuwoudt@nwu.ac.za">Hercules.Nieuwoudt@nwu.ac.za</a>	

### 1.3.4.5 Special Needs Education

- Subject Group Leader: Prof Thabo Makhalemele ([Thabo.Makhalemele@nwu.ac.za](mailto:Thabo.Makhalemele@nwu.ac.za))

Module	Lecturer	Email address	Tel number
IELS 671 APLS 674	Dr M Neethling	<a href="mailto:Marinda.Neethling@nwu.ac.za">Marinda.Neethling@nwu.ac.za</a>	(018) 285 2874
FLCE 621 CEPS 612	Dr A Du Plessis	<a href="mailto:Alfred.Duplessis@nwu.ac.za">Alfred.Duplessis@nwu.ac.za</a>	

### 1.3.5 Grievance procedure

Remember to maintain a professional tone in your communication and submit your grievances and queries in a timely manner. Please remember that submitting a query months after the event, delays resolving your concerns. Here are steps you can take to ensure an issue with a lecturer is attended to.

- Step 1: Contact the module lecturer via email or other communication apps used for the module. First, try to resolve the query with the module lecturer via written communication.
- Step 2: If the concern is not resolved or adequately addressed, please contact the module leader for that module.
- Step 3: If the concern/grievance is still not addressed, please contact the relevant subject group leader and submit proof of communication with the module lecturer and leader. Allow the subject group leader at least two business days to reply. Please be thorough and provide all necessary information. The subject group leader will contact the lecturer, administrators, or faculty management to resolve the concern. The necessary action is taken to assist. You will be notified of the outcome of your grievance/complaint.

### 1.3.6 Student counselling and development

At Student Counselling and Development (SCD), professional services are rendered to students by staff qualified in psychology, counselling, and social work. The SCD's role is to be a support structure for students in times of need and to inspire and aid them in developing and reaching their optimal wellness potential in all dimensions of life, ranging from emotional, social, and physical wellness to connectivity, growth, and influence. For more information on the services provided by SCD, visit <http://services.nwu.ac.za/student-counselling-and-development>

The mental health initiative for the HIGHER HEALTH 24-hour student and staff helpline can be accessed as follows:

- Toll-free call 0800 36 36 36
- SMS 43336
- For any crisis, please call Thuso: +27 (0)18 299 1777

### 1.3.7 eFundi

eFundi is the NWU's official learning management system. All your study material will be uploaded on eFundi. When you sign up for the first time, please use your student number as your username and your RSA ID number as your password. Change your password and memorise it. When you submit assessments (e.g. tests or assignments) on eFundi, you will get a notification via email. This notification is proof that you submitted it.

**If you have any technical problems with eFundi**, e.g., you are not on an eFundi site that you are registered for, or you struggle to submit a test, or you struggle to submit an assignment, you **must contact eFundi helpdesk at (018) 285 5930 (weekdays 8:00-16:45)**. Visit this website to find helpful information on how to use eFundi: <http://services.nwu.ac.za/ctl/student-efundi-support>  
*Lecturers cannot support students with technical problems; this is beyond the scope of their expertise and permission to access eFundi.*

### 1.4 Helpful links and services at NWU

- As a student, you can download and use software such as Microsoft 365. For more information on what software is available, visit <http://services.nwu.ac.za/ithome>
- You must change your address details, request a refund on your student account, and more by using the DIY services. To access these services, go to: <https://diyservices.nwu.ac.za/apps/postgraduate-students>
- You can watch videos on how to use eFundi at <http://services.nwu.ac.za/ctl/student-efundi-support>
- To see the catalogue of services at the NWU, visit <http://services.nwu.ac.za/>

### 1.5 BEdHons Programmes 2023

Refer to the yearbook of Education Postgraduate (PGDip, BEdHons, MEd & PhD).  
<http://studies.nwu.ac.za/studies/yearbooks>

### **1.5.1 BEdHons qualification**

The BEdHons **contact** qualification at NWU may be completed in one of two ways: through full-time **or part-time contact study**. A **third option** is available to students who cannot attend contact classes and prefer to register for the **distance mode of study (Unit for Distance Learning – UDL)**.

### **1.5.2 Modes of delivery**

#### **1.5.2.1 Distance mode of teaching (Unit for Distance Learning)**

Minimum duration of study: **Two years**.

Maximum duration of study: **Four years**

Students register online and must familiarise themselves with eFundi. All study material (except textbooks), including videos to explain content, is uploaded on eFundi. To learn how to use eFundi, visit this site: <http://services.nwu.ac.za/ctl/student-efundi-support>

#### **1.5.2.2 Full-time contact study (Potchefstroom, Mahikeng, Vanderbijlpark campus)**

Minimum duration of study: **One year**

Maximum duration of study: **Two years**

Students attend registration plus a minimum of sixteen lecture sessions/contact sessions per module for eight weeks per semester for two hours per module. Lecture/contact sessions are scheduled online and on Friday afternoons.

#### **1.5.2.3 Part-time contact study (Mahikeng, Potchefstroom or Vanderbijlpark campus)**

Minimum duration of study: **Two years**

Maximum duration of study: **Four years**

Students register online, and there are a minimum of sixteen lecture sessions/contact sessions per module, one hour and 45 minutes per module, for eight weeks per semester.

### **1.5.3 Programmes**

#### **1.5.4 Mahikeng Campus**

The following BEdHons programmes are offered:

- Educational Management and Leadership
- Mathematics Education
- Special Needs Education

#### **1.5.5 Potchefstroom Campus**

The following BEdHons programmes are offered:

- Afrikaanse Taalonderwys
- Computer Applications Technology Education
- Curriculum Studies
- Educational Management and Leadership
- Educational Psychology
- English Language Education
- Environmental Education
- Geography Education
- History Education
- Information Technology Education
- Life Orientation
- Life Sciences Education
- Mathematics Education
- Physical Education
- Physical Science Education
- Special Needs Education
- Technology Education

#### **1.5.6 Vanderbijlpark Campus**

The following BEdHons programmes are offered:

- Curriculum Studies
- Educational Management and Leadership
- Mathematics Education
- Special Needs Education

#### **1.5.7 Unit for Distance Learning (UDL)**

The following BEdHons programmes are offered:

- Curriculum Studies
- Educational Management and Leadership
- Life Orientation
- Mathematics Education
- Special Needs Education

## 1.5.8 BEd Honours programme outlay for Unit for Distance Learning

### 1.5.8.1 BEdHons in Curriculum Studies (Programme code: 4EC L01)

Year 1		Year 2	
First semester		First semester	
Module code	Cr	Module code	Cr
Year module:		Year module:	
		ERTP 671	46
		Total year module:	46
Semester modules	Cr	Semester modules	Cr
CUDE 611	16	<i>Choose one:</i>	
CLIN 611	16	ISCS 611 (elective)	8
TLAS 612	16	ELEA 611 (elective)	8
Total 1 <sup>st</sup> semester	48	Total 1 <sup>st</sup> semester	8
Year 1		Year 2	
Second semester		Second semester	
Module code	Cr	Module code	Cr
TSCU 621**	16		
<i>Choose one:</i>			
INME 621 (Elective)	8		
SLAD 621 (Elective)	8		
Total 2 <sup>nd</sup> semester	24	Total 2 <sup>nd</sup> semester	0
Total year 1	72	Total year 2	54
**Take-home exams		Module total	126

### 1.5.8.2 BEdHons in Educational Management & Leadership (Programme code: 4EX L01)

Year 1		Year 2	
First semester		First semester	
Module code	Cr	Module code	Cr
Year module:		Year module:	
		ERTP 671	46
		Total year module:	46
Semester modules	Cr	Semester modules	Cr
EMLO 611	16		
ONWR 611	16		
Total 1st semester	32	Total 1st semester	0
Year 1		Year 2	
Second semester		Second semester	
Module code	Cr	Module code	Cr
VGLO 624	16		
<b>Choose two of the following modules in accordance with the ERTP 671 research focus:</b>			
<b>Management and Leadership</b>			
ONWB 624 (Elective)	16		
ONWB 625 (Elective)	16		



Education Law			
ONWR 624 (Elective)	16		
ONWR 625 (Elective)	16		
Comparative and International Education			
VGLO 622 (Elective)	16		
VGLO 623 (Elective)	16		
Total 2nd semester	48	Total semester 2	46
Total year 1	80	Total year 2	46
		Module total	126

### 1.5.8.3 BEdHons in Life Orientation (Programme code: 4EV L01)

Year 1		Year 2	
First semester		First semester	
Module code	Cr	Module code	Cr
Year module:		Year module:	
LOHO 671	32	ERTP 671	46
	32	Total year module:	46
Semester modules		Semester modules	
LOHO 611	16		
Total 1 <sup>st</sup> semester	32	Total 1 <sup>st</sup> semester	0
Year 1		Year 2	
Second semester		Second semester	
Module code	Cr	Module code	Cr
LOHO 621	16	LOHO 622	16
Total 2 <sup>nd</sup> semester	16	Total 2 <sup>nd</sup> semester	16
Total year 1	64	Total year 2	62
		Module total	126

### 1.5.8.4 BEd Hons in Mathematics Education (Programme code: 4EL L01)

Year 1		Year 2	
First semester		First semester	
Module code	Cr	Module code	Cr
Year module:		Year module:	
		ERTP 671	46
		MATE 671	32
		Total year module:	78
Semester modules		Semester modules	
CUDE 611	16		
MATD 611	16		
Total 1 <sup>st</sup> semester	32	Total 1 <sup>st</sup> semester	0
Year 1		Year 2	
Second semester		Second semester	
Module code	Cr	Module code	Cr
MATD 622	16		
Total 2 <sup>nd</sup> semester	16	Total 2 <sup>nd</sup> semester	0
Total year 1	48	Total year 2	78
		Module total	126

### 1.5.8.5 BEd Hons in Special Needs Education (Programme code: 4ES L01 – Curriculum code: O601P)

Year 1		Year 2	
First semester		First semester	
Module code	Cr	Module code	Cr
Year module:		Year module:	
IELS 671	32	ERTP 671	46
Total year module:	32	APLS 674**	32
		Total year module:	78
Semester modules	Cr	Semester modules	Cr
CEPS 612	8		
Total 1 <sup>st</sup> semester	8	Total 1 <sup>st</sup> semester	0
Year 1		Year 2	
Second semester		Second semester	
Module code	Cr	Module code	Cr
FLCE 621	8		
Total 2 <sup>nd</sup> semester	8	Total 2 <sup>nd</sup> semester	0
Total year 1	48	Total year 2	78
** Portfolio – no exam		Module total	126

### 1.5.9 E RTP 671

In E RTP 671, you will complete the theoretical component with Prof CP Van der Vyver. You will receive a supervisor who will guide you in writing a proposal, executing your research plan, and writing up the findings. On the eFundi site for E RTP 671, you will find important information regarding due dates and the calculation of the module mark.

## 1.6 Rules and requirements

The **RULES** for our **BEdHons** programmes must be read together with the **GENERAL ACADEMIC RULES** of the University (**A-rules**), available at <http://studies.nwu.ac.za/studies/yearbooks>. All students admitted and registered at the NWU for formal study are subjected to the General Academic Rules.

**YEARBOOK: FACULTY OF EDUCATION** (Refer to the Postgraduate Programmes yearbook for 2023). <http://studies.nwu.ac.za/studies/yearbooks>

Take special and careful note of the following requirements and regulations to complete the BEdHons programme successfully:

### 1.6.1 Applications

Please ensure you upload all the necessary documents, as set out on the applications portal, even if you are a current NWU student or an alumnus. The BEd Honours programme selections

are based on merit only. This makes your academic record the most essential document for your application. Applications must have the necessary qualifying documents to be accepted. All applications must be submitted. Created applications will be cancelled as soon as the applications close. Only first-choice applications will be considered; second and third-choice applications will not be considered due to the high number of applications we receive.

### **1.6.2 Admission requirements**

"To qualify for admission to an Honours qualification, a prospective student needs to have a four-year professional teaching degree OR an appropriate Bachelor's degree and a recognised professional teaching qualification OR a four-year professional teaching qualification(s) as well as an Advanced Diploma in a cognate subfield of Education. The BEdHons admission requirements are in accordance with the Minimum Requirements for Teacher Education Qualifications (MRTEQ) as published by the Department of Higher Education and Training. In addition, a prospective student must comply with all other programme-specific additional admission requirements as prescribed in the faculty rules offering the qualification and as contained in the faculty yearbook. The faculty may refuse admission to a particular qualification in instances where the standard of competence demonstrated by a prospective student in previous achievements in the qualification(s) in which the student wishes to pursue further study does not comply with the faculty-specific requirements" (Yearbook EDU.4.1).

"A further admission requirement for a BEdHons qualification must be a minimum pass mark of 65% average (in the BEd qualification) in the final year, or a minimum pass mark of 65% on average (in the Post Graduate Certificate in Education OR Advanced Diploma in Education)" (Yearbook EDU.4.1).

"Please note that even if a prospective student meets all the above-mentioned admission requirements, faculty selection and acceptance to a BEdHons qualification will still be subject to capacity (A rule 1.5.2)" (Yearbook EDU.4.1).

### **1.6.3 Programme-specific admission requirements**

Life Orientation: In addition to the requirements set out in section 1.6.2 above, students who wish to apply for the programme in Life Orientation must have completed studies with Life Skills or Life Orientation as methodology OR teaching experience.

Mathematics: In addition to the requirements set out in section 1.6.2 above, students who wish to enrol in the Mathematics Education programme must have at least completed a higher education study in Mathematics at a first-year university level or second-year teacher college level.

The programmes Curriculum Studies, Education Management and Leadership, and Special Needs Education do not have specific additional admission requirements.

#### **1.6.4 Registration and cancellation**

"Every returning student must register annually in their personal capacity, either by means of a paper-based or an electronic registration process, for the learning components that are prescribed for the specific study year, in accordance with the faculty rules applicable to the qualification programme and module(s) concerned" (A-Rule 1.9.1.1).

"Subject to the applicable faculty rules and the applicable provisions regarding payable fees, a student may apply via the student portal and within the period indicated for that purpose on the annual university calendar to amend, cancel or discontinue registration." (A-Rule 1.9.4.1).

All UDL registrations are online. Please ensure that you read and use the curriculum control form as a reference when registering yourself to ensure that you register for the correct module in your academic year. Use the study and examination centre lists that you will receive to select the correct centres. Please get in touch with the finance department for minimum payable fees and quotations. All registrations done without the minimum payment will be conditional registrations. Conditionally registered students will not have access to eFundi and will be cancelled after the registration closes. Please upload the NWU undertaking form to your application upon registering.

Please see A-Rule 1.9 for more information on annual registration.

#### **Final dates for BEdHons programme registration 2023:**

"Registration may be cancelled for a programme or a module, and entails that a student withdraws from the programme or module before formal tuition begins" (A-Rule 1.9.4.2).

"Timeous cancellation of registration is not reflected in a student's academic record, and a part of the registration fees, as well as the paid tuition fees, may be reimbursed" (A-Rule 1.9.4.3).

Your notice of cancellation of studies or single-course modules should be submitted to [UODLBEdHONS@nwu.ac.za](mailto:UODLBEdHONS@nwu.ac.za). If you cancel your studies before 3 March 2024, only the registration amount will be payable. If you cancel your studies for the second semester before 4 August 2023, only the tuition fees for the first semester will be payable. If you cancel your studies

after the due date, the full tuition fees for the year will be payable. If you cancel your studies, all bursaries and/or loans will be repayable immediately.

### **1.6.5 Calculation of the participation mark**

Also, see postgraduate yearbook EDU.1.2.7.

The participation mark for a module is calculated from the marks obtained in tests, assignments, practicals, and/or research assignments. The calculation of participation marks is programme, module, and mode of delivery specific. The ratio between theory and practical work for calculating the participation mark for a module is as explained in the relevant Module Overview Document or study guide.

A sub-minimum participation mark is needed for all modules to provide admission to the examination. A valid participation mark will give the student access to two examination opportunities, where a student must reregister for the module and generate a new participation mark. Suppose you fail to obtain a valid participation mark. In that case, you will have no access to any examination opportunities and will have to register for the specific module in the following year.

### **1.6.6 Examination**

A minimum % participation mark of 40% is needed for examination admission (Refer to Yearbook EDU.1.2.9). A participation mark for any given module provides the student with two consecutive exam opportunities. Should a student fail a module, the student will be granted the opportunity to rewrite the failed module's exam during the very next exam opportunity. Students who have exceeded the maximum study duration must apply to the BEdHons Programme Leader, by proxy of the Executive Dean, to be allowed to re-register. This must be done in writing" (A-Rule 1.6.8).

Distance students will have a second examination opportunity simultaneously as on-campus students. If you fail the first examination opportunity, you must use the second opportunity. To use the second opportunity, you must register for it so that the participation mark can be used for the second consecutive opportunity. If you do not use this second examination and fail a specific module, you will have to register for the specific module in the following academic year. Examinations are written at several examination centres (see Section 1.8) throughout South Africa. Still, the NWU can request students to write a specific module at the campus in Potchefstroom, where the Unit for Distance Learning is situated.

"Remarking of examination work at the request of a student is subject to the payment of the applicable fee" (A-Rule 1.13.7.7). Distance students may apply for a remark of their examination answering scripts provided that the call centre receives the request within ten working days after results are released and only if a minimum examination mark of 35% and a final module mark of a minimum of 45% were obtained. The application form must be sent to Dr Susan Greyling ([Susan.Greyling@nwu.ac.za](mailto:Susan.Greyling@nwu.ac.za)), and the invoice reflecting the required money paid should be submitted to the call centre and Dr Susan Greyling.

### **1.6.7 Pass requirements of a programme**

Also, see postgraduate yearbook EDU.1.2.11.

The module mark is calculated according to the ratio between the participation and examination marks as set out under the module outcomes in the relevant yearbook. The module mark required for a pass in a module in which examinations are written 50% in accordance with A-Rule 1.12.3.1 (also refer to Faculty Rule 1.13.3.2).

The sub-minimum for all examinations in all coursework modules is 40% except where a higher sub-minimum is set in the applicable faculty rules, A-Rule 1.12.3.1.1 (also refer to Faculty Rule 1.13.3.1).

A bachelor's honours degree or postgraduate diploma is obtained when final verification and audit confirmation are given that a student has successfully completed all the modules prescribed in the applicable faculty rules for the qualification programme.

### **1.6.8 Repetition of modules**

Postgraduate yearbook EDU.1.2.13: Should a student fail an examination in a specific module, they are required to repeat the module.

### **1.6.9 Qualification with distinction**

"In order to be awarded a qualification with distinction, a student must achieve a weighted average of at least seventy-five per cent (75%) for all the core modules identified as such in the relevant curriculum maps" (A-rule 2.7.2.1). All the BEdHons modules are core modules.

"A part-time student or a student enrolled in a distance programme must complete the programme within the maximum time specified in Rule 1.13.2 to qualify for the award of the qualification with distinction" (A-rule 2.7.2.3).

"The marks obtained in core modules completed at other institutions recognised by the university for the purpose must be considered when calculating the weighted average mark referred to in rule 2.7.2.1" (A-rule 2.7.2.4).

#### **1.6.10 Progression requirements**

"In order to ensure that a sufficient percentage of the credit load of the programme for which the student is registered is completed within the maximum duration allowed for the study, a distance student must obtain at least 66% of the total credits that are required for the curriculum up to the historic year level for which the student is registered" (A-Rule 1.16.1).

"A student who fails to comply with the progression requirements provided for in rule 1.16.1 does not automatically qualify to continue study in the programme concerned" (A-Rule 1.16.2).

"After every examination period, the executive dean concerned must, in consultation with the faculty management committee or other faculty structure concerned, review the academic records of all students to determine the students' compliance with the progression requirements" (A-Rule 1.16.3).

"Should the executive dean concerned decide to terminate a student's registration due to failure to comply with the progression requirements, the student may, within ten days of the date of such decision, submit to the faculty manager a motivated request in the prescribed form to be readmitted to the study" (A-Rule 1.16.4).

"The executive dean's decision to grant or refuse a request for readmission submitted in terms of rule 1.16.4 is final (A-Rule 1.16.5).

#### **1.6.11 Termination of studies (Refer to Calendar EDU. 1.2.17)**

A student whose academic performance is found to be unsatisfactory will receive a formal written warning from the relevant director. If subsequent progress is still unsatisfactory, the student may be dealt with in terms of termination set out in A-Rule 1.18.

Each BEdHons NQF Level 8 programme has a minimum of one year and a maximum of four years duration for completion of the programme. 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 to inform them of the two final examination opportunities to pass all outstanding modules. Should such a student still have modules outstanding after these examination opportunities, the studies of such a student must be terminated in terms of Academic Rule 1.18.

### 1.6.12 Expulsion

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 forfeits any claim to the repayment, reduction, or waiver of money that have been paid or are payable to the University. All bursaries and/or loans will also be repayable immediately.

### 1.6.13 Plagiarism

**Plagiarism is considered a form of theft, as it indicates stealing intellectual property from outside sources or another student's work, and fraud** involves presenting information as your own ideas. Considering this, the NWU takes plagiarism very seriously. See:

[https://www.nwu.ac.za/sites/www.nwu.ac.za/files/files/i-governance-management/policy/2021%20Update/2P\\_2.4.3.2/2P\\_2.4.3.2\\_2021\\_e.pdf](https://www.nwu.ac.za/sites/www.nwu.ac.za/files/files/i-governance-management/policy/2021%20Update/2P_2.4.3.2/2P_2.4.3.2_2021_e.pdf)

Please familiarise yourself with the Teaching and Learning Integrity SOP:

<https://services.nwu.ac.za/copai/teaching-and-learning-integrity-sop>. All academic integrity

misconduct will be reported on the Academic Integrity Information Technology System

Application, where a record of transgressions will be kept. Academic integrity transgressions (or the accumulation thereof) can lead to a disciplinary hearing.

Below is some information to help you understand what plagiarism is.

**Assignments are individual tasks and not group activities (unless explicitly indicated as group activities).**

Using information from a book, journal, or Internet website in an assignment is deemed **plagiarism** if complete information about your source is not provided. Suppose a lecturer cannot find the exact page in the book or article you have referred to or the precise website (including the date of access) you have used. In that case, you have not provided adequate reference and have, in effect, committed plagiarism by which you pretend that the intellectual work of another person is your own. Therefore, the following acts are deemed plagiarism:

- Copying someone's exact words without acknowledgement.
- Copying someone's words with some changes without acknowledgement.
- Rewrite or summarise someone's thoughts and ideas entirely in your own words without acknowledgement.



- Using even one phrase, one line or one idea without acknowledgement.

**All assignments that reflect signs of plagiarism will be awarded a zero (0%) mark**, even if this disqualifies the student from writing an examination. If plagiarism is revealed after an assignment has been marked, the allocated mark will be revoked and zero (0%) awarded, irrespective of the consequences it may have for the student. If plagiarism is extensive, the student will face disciplinary action, which may result in suspension, expulsion, or de-registration from a module or even an entire programme.

DO NOT be tempted to cut and paste information from the Internet into your assignments. It is effortless to spot the change in register (choice of vocabulary) and linguistic competence. You will almost certainly be caught out.

**ELECTRONIC COPIES: KINDLY NOTE** that submitting assignments on eFundi also requires this declaration on the second page following your cover page.

#### **DECLARATION**

I (name, surname and student number) know what plagiarism is and am aware of the consequences of committing plagiarism.

**I further declare that the text and bibliography of this paper reflect the sources I have consulted** and that sections with no source references are my own ideas, arguments and/or conclusions.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

#### **1.6.14 Language of instruction**

The language of instruction for distance students (Unit for Distance Learning) is English. Study material and Module Overview Documents are available in English. Assessment may be completed in either English or Afrikaans.

#### **1.6.15 To qualify for an MEd degree**

A minimum of 60% average in the BEdHons is required for admission to the Master of Education Degree (MEd). The aggregate of the BEdHons Degree and the research module, E RTP 671, should be 65%, respectively.

Please note: The above minimum requirements do not guarantee a student automatic admission to the Master of Education Degree (MEd).

## 1.7 Assignments in the BEdHons Programme

### 1.7.1 Submission dates for assignments

The module lecturers will provide assignment submission dates. Please note these dates in study letters, study guides, and/or eFundi.

### 1.7.2 Aspects to bear in mind before writing an assignment

Students are expected to complete one or more academic assignments in every module. In some instances, students will be required to complete shorter assignments/tasks, in which case the module lecturer will provide the instructions to complete such assignments effectively.

**Please note:** If a task is described as an assignment, students must adhere to the instructions presented in the following paragraphs.

#### **VERY IMPORTANT:**

In the instance where an assignment is referred to as an **individual assignment**, it is a *serious offence* to **copy** the entire assignment or even a part of it from another student (current or previous). Assignments are part of each student's personal final module mark. Copying or rather academic plagiarism is a serious transgression of academic honesty and is treated in the same manner as examination dishonesty. Therefore, *disciplinary steps* will be taken by the lecturer, the School Director and the NWU Student Disciplinary Office dealing with student misconduct, against any student who is found guilty of such an offence.

### 1.7.3 Thorough literature study or other investigation

First, students must acquaint themselves with an assignment's precise requirements. To do this, carefully study the instructions to ascertain precisely what is required of you. With this insight, students need to undertake an in-depth study regarding the subject matter of an assignment before attempting to write about it or answer any questions posed. You may want to do a thorough literature study, perform a case study, or conduct several interviews, etc., about which you would like to report. This is a general requirement for completing any academic assignment or paper.

Please consult the document on the NWU website, "Writing assignments", available from <https://libguides.nwu.ac.za/undergraduate-student-support/writing-assignments>

#### 1.7.4 Careful planning

Students are informed regarding what exactly is expected from them regarding the investigation and the requirements of an assignment. Therefore, students are advised to consult the instructions in the relevant study guide about the investigation and the writing of the assignment. Next, the investigation and structure of the paper must be planned thoroughly. In this regard, students should, for example, ensure that they know and understand precisely (a) what the problem is that has to be investigated, (b) what the purpose of the study and the writing of the assignment is, (c) which methods need to be followed during the investigation; and (d) what the different elements of the structure of the assignment itself entail.

This planning must be done in writing as far as possible. If students have any questions, the module lecturer may consult them for advice and further insight.

#### 1.7.5 Literature study

Students are usually expected to conduct an in-depth literature study on the subject matter before writing an assignment. Instructions are provided in the relevant study guides. Lecturers may also provide clear guidelines during contact sessions, making attending all lectures of utmost importance.

Schedule a training session with a faculty librarian on how to find literature. See this link for more details: <https://library.nwu.ac.za/training>

To find the appropriate literature, students can consider one of the following options:

- *Firstly*, read the recommended literature presented in the study guide and or on eFundi;
- *Secondly*, note indexes and tables of content regarding the literature that will guide you to other appropriate literature available in the library;
- *Thirdly*, do an Internet search in Google Scholar;
- *Fourthly*, use the library's computerised catalogue to find other relevant information.

A literature study will enable you to read various books and articles until you are satisfied that you have collected enough information on the subject. Be sure to consult recent (not older than four years) sources unless the lecturer states explicitly that specific older sources must be consulted because of their authoritative nature. Primary sources must also be used as far as possible, whilst secondary sources must be avoided. Example: Avoid statements like: "Jansen (as quoted by James, 1992:4) believes ..." Rather, consult the work of Jansen (primary source) to ensure that you know (and understand) precisely what Jansen had written.

Students are strongly advised to record all relevant information (material for the assignment) on index cards or sheets of paper as the investigation into the subject matter progresses. You can only start to write an assignment after enough information has been collected and thoroughly processed.

### **1.7.6 Before attempting an assignment**

Before you tackle the actual writing of the assignment, it is crucial that you first peruse all the information on the index cards or sheets of paper and contemplate it for some time. Questions that you should ask yourself include:

- What is the problem that I am confronted with?
- Why is it a problem?
- What is the aim of the assignment and investigation that I must do?
- Do I have all the relevant information to solve the problem or to find a satisfactory answer to the problem?
- How are the viewpoints of the various writers interrelated?
- How do their viewpoints differ? In what way(s) do their viewpoints correspond?
- With which viewpoint do I agree? Why?
- Which principles play a role in the various viewpoints?
- Why do certain writers associate themselves with certain viewpoints?
- Which theories determine the nature of specific viewpoints?
- On what principles are the various theories based?
- Are these principles recognised clearly?
- How do the principles determine the nature of the viewpoint involved?
- What is my own attitude towards these principles?
- How do my own principles determine my viewpoint (paradigm) of the problem in the assignment?

It is important that you should first go through these considerations and planning stages before writing the assignment itself. Assignments of students who do not follow these steps obviously reveal shortcomings.

## **1.7.7 Problems experienced in assignment writing**

### **1.7.7.1 Typical shortcomings in assignments**

- Typical shortcomings in assignments submitted in the past are the following: The assignment:
- does not comply with the formal instructions in the study guide or tutorial letter;
- was written before the completion of the investigation or study;
- was not planned carefully, and there was no prior contemplation about it;
- is not a good reflection of the study or investigation;
- did not address the problem statement sufficiently, and the purpose of the assignment was not achieved;
- is nothing but a compilation of piece work. In other words, it is simply a patchwork of ideas, sentences and paragraphs from books and articles without any coherency or central idea;
- does not show proof of independent thinking and insight; the student is a mere ventriloquist who only repeats what was written in books and articles;
- is not original and shows no signs of creativity or argumentation;
- is edited poorly and does not comply with the technical requirements, and
- was submitted late, putting the lecturer under pressure, who could not evaluate it properly. Therefore, the student does not have an opportunity to revise the feedback (in which case it could still have been possible if the assignment had been submitted on time).

### **1.7.7.2 How to avoid compilation work**

One of the most serious errors when writing an assignment is jotting down pieces from one book, then a section from another book, followed by a sentence from the first book again. This is a typical example of a compilation. An experienced lecturer recognises compilation easily, and a student will be penalised for it. Therefore, compilation should be avoided at all costs.

The following is a better way to write your assignment:

- Get your own viewpoint about the problem after completing the study or investigation for the assignment.
- Decide for yourself how to formulate the viewpoint. This will give the assignment a unique structure.
- You must refer to literature when you want to support or refute certain viewpoints or when certain information is used from a specific source.

- The assignment must be your own exposition of the completed investigation or literature study.
- You must support your own viewpoint by referring to authors.
- The assignment must present a logical argument. Throughout the assignment, you must concentrate on convincing the lecturer of your viewpoint.
- Rather impress the lecturer with the quality and course of the argument than with too many source references.
- If possible, you should develop your own viewpoint or theory in the assignment.
- You must be concerned with the problem set by the lecturer or which you have identified yourself.
- You must attempt to achieve the aim of the investigation and assignment with the exposition.

### **1.7.8 The structure of an assignment**

The argument line which develops in the assignment should emerge clearly in its structure:

- Start with a short orientating introduction.
- In the next paragraph, state the problem that must be dealt with in the investigation, study, or lecture. Do it briefly but clearly and comprehensively.
- Related to this, the assignment's goal and the investigation on which it is based can be indicated.
- You must state your own, thoughtful way of addressing the problem. Take a definite stand and motivate it.
- Explain on which principles, viewpoints, and philosophical premises you have based your standpoint. If possible, also explain the nature of the theory on which the standpoint is based.
- Briefly explain all other views on the issue/problem in question during the study or investigation. Deal with them separately and discuss each critically. Indicate in what respect you agree with or differ from a viewpoint. Be honest, fair and balanced with this criticism and commentary. Try to point out the strengths of each viewpoint and, where possible, try to learn from each of them.
- Describe your own viewpoint clearly and extensively, supporting or opposing it with other views. Try to convince the lecturer of your own standpoint.
- If you have no other option, refer to sources. Do not add unnecessary references as they interfere with the argument.
- Finish the paper with a conclusion that returns to the problem statement and the assignment's goal formulated at the beginning. Has the assignment's goal been achieved? Was the problem addressed? Has it been solved? Why (not)?

### 1.7.8.1 Technical aspects

All assignments must be composed strictly according to the technical requirements set by the lecturer for the specific assignment. This entails that students must follow the instructions in the NWU Referencing Guide to the letter, punctuation, italics, etc.

<https://libguides.nwu.ac.za/harvard-referencing>

- The assignment has a front page/cover page on which the title of the assignment, the name of the lecturer, the module code, the number of the assignment (if any), the date of the assignment and your particulars, including your address, should appear.
- The assignment must contain a table of contents, indicating paragraph numbers and corresponding page numbers.
- Students are required to type assignments on a computer.
- Proofreading must be done very thoroughly.
- Ensure that the language used in the assignment is up to standard. Keep in mind that if your grammar is not up to standard, you will submit a poor assignment, as the lecturer will not be able to follow your argument properly.
- Ensure that the assignment is appropriately structured: Include paragraph numbers, clearly distinguished headings and subheadings, content that fits the heading(s), and introductory and concluding or final paragraphs.
- The assignment complies with the length requirements. No paper should deviate much from the required length.
- Necessary references to sources are included. References are written in the following style: "... as is found in the majority of cases (Clinton, 1993:56)." Note that the reference is between brackets: first the name of the author, then the year of publication, followed by the specific page on which the reference appears.
- The list of references/bibliography at the end of the assignment must include each source of reference in the text.
- Details of the Writing School should you need assistance in academic writing: <http://humanities.nwu.ac.za/nwu-writing-centre/make-appointment>

### 1.7.9 General instructions

- Before submitting an assignment (on time), ensure that all requirements have been met. Ensure that you know what weight the assignment contributes towards the semester mark and that you receive the assignment back.
- Store the assignment safely, as it is your only proof that you have performed the task if the mark you have acquired gets lost due to technical complications.
- If you must prepare the assignment for examination, you should try to rectify all errors as indicated by the lecturer in the assessment.

### 1.7.10 Procedure for the submission and return of assignments

Kindly take note of the following essential arrangements regarding the submission of assignments:

- Students must strictly adhere to the scheduled submission dates by submitting ALL assignments before or on due dates to complete the marking process effectively.
- All assignments must be submitted online, via eFundi or as the respective module lecturers requested.
- Administrative staff in the BEdHons office will not receive any assignments via e-mail.

### 1.7.11 Conclusion

The expectation is that if you adhere to the requirements and methods mentioned above, you should achieve significant success with your assignments. These requirements are set because very few students have experience writing comprehensive assignments.

With time, lecturers will refine these initial instructions and guidelines so that writing assignments and more extensive research reports will eventually become “second nature” to you.

May your studies in the BEdHons programme be a joyful and enriching experience. We wish you all the best.

## 1.8 Examination centres

Eastern Cape	Free State	Gauteng	KwaZulu-Natal	Limpopo
Bizana	Bethlehem	Alberton	Cedar (not open to all)	Giyani
Cradock	Bloemfontein	Brixton	Durban	Groblersdal
East London	Harrismith	Mabopane	Empangeni	Jane Furse
Elliot	Ladybrand	Pretoria	Eshowe	Lephalale
Eastern Cape	Free State	Gauteng	KwaZulu-Natal	Limpopo
Graaff-Reinet	Welkom	Randfontein	Estcourt	Makhado
Grahamstown	Zastron	Springs	Greytown	Modimole
Idutywa		Vereeniging	Igwavuma	Phalaborwa
Joubertina			Jozini	Polokwane
King Williams Town			Kokstad	Thabazimbi
Lusikisiki			Ladysmith	Tohoyandou
Mount Frere			Matatiele	Tzaneen
Mthatha			Mkuze	
Port Elizabeth			Newcastle	
Queenstown			Pietermaritzburg	



Venterstad			Pongola	
			Port Shepstone	
			Stanger	
			Ulundi	
			Vryheid	
<b>Mpumalanga</b>	<b>North-West</b>	<b>Northern Cape</b>	<b>Western Cape</b>	<b>Namibia</b>
Bosbokrand (MP Bursary)	Delareyville	Calvinia (not open to all)	George	Gobabis
Elukwatini	Klerksdorp	Colesberg	Oudtshoorn	Katima Mulilo
Ermelo	Lichtenburg	De Aar	Parow	Keetmanshoop
Graskop	Mahikeng	Hopetown	Vredenburg	Ondangwa
Kamaqhekeza	Potchefstroom	Kimberley	Vredendal	Ongwediva
Kamhlushwa	RBI Akanyang (not open to all)	Kuruman	Worcester	Opuwo
Kinross	Rustenburg	Springbok		Otjiwarongo
Lydenburg	Vryburg	Upington		Outapi
Middelburg	Zeerust			Rundu
Mukhanyo (not open to all)				Walvis Bay
Nelspruit				Windhoek
Piet Retief				
<b>Swaziland</b>				
Manzini				