



## **ANNOUNCEMENT BY THE DIRECTOR: OPERATIONS AND ADMINISTRATION**

### **NORTH WEST UNIVERSITY: UNIT FOR OPEN DISTANCE LEARNING**

#### **2019 IMPLEMENTATION OF NORTH WEST UNIVERSITY ACADEMIC RULES ON DISTANCE QUALIFICATIONS**

Dear Open Distance Learning Student,

North West University continually strives to evaluate and improve academic and business processes to ensure that the best possible learning experience is provided to students coupled with highest possible academic quality.

In light of the above and to ensure that the high academic quality of the North West University is maintained and service to students improved, the following North West University Academic Rules will be applied to ALL distance qualifications from January 2019.

#### **1. Registration**

- 1.1 To be recognised as a student of the university, a person must have been admitted to the university and must have been registered for a programme leading to the attainment of a qualification.
- 1.2 Every returning student must register ANNUALLY at the beginning of the year for the learning components that are prescribed for the specific year, in accordance with faculty rules applicable to the qualification, programme and modules concerned.
- 1.3 Students who registered during the second registration period (June) must in subsequent academic years report for registration during the first annual registration period (January).
- 1.4 Faculty rules provide for the requirements for active participation by students in specific programmes and students **MAY NOT** register for modules in which they are unable to or intend not to actively participate in that academic year.

#### **How does this affect you?**

- Previously, certain qualifications such as the ACT etc. allowed students (previous Open Learning Group students only) to enrol once for the entire qualification and then be required to complete the qualification within the maximum study period without having to register at the university again.
- From 2019 all students will need to register annually and students will only be allowed to register and pay for modules they intend to actively

participate in, in that academic year. Modules which are not completed by the end of that academic year will be deemed as having been failed and students will require to re-register and pay for those modules in the following academic year.

- New students who register in the month of June of an academic year, may only register for modules they intend to actively participate in and complete before December of that same academic year. New students who register in the month of June will be required to register in January of the following year for modules they intend to actively participate in for that academic year.

## **2. Assessment and Examination Opportunities**

- 2.1 A registered student must actively participate in the teaching, learning and assessment of EVERY module for which such student is registered in an academic year.
- 2.2 In-order to obtain admission to examinations, students must obtain the required participation mark for the module in accordance with the rules set out by the faculty concerned.
- 2.3 An adequate module participation mark provides admission to no more than two (2) CONSECUTIVE examination opportunities.
- 2.4 When a student fails a module after both examination opportunities as per 2.3 above, the student will be required to re-register for the module and repeat it in its entirety.

### **How does this affect you?**

- Students have to participate in ALL modules for which they are registered in that academic year. Modules that were not participated in or were failed will need to be registered for again in the following academic year and repeated in their entirety.
- Students must attend the first available examination period after actively participating in a module. This rule must be adhered to in combination with rule 2.1 above.
- Students who fail a module after the first examination attempt, will be required to participate in the very next examination period for their second examination opportunity. The participation mark achieved for admission to the first examination opportunity will be carried over to the second examination opportunity.

## **3. Academic Performance and Termination of Studies**

- 3.1 A student is deemed not to have made satisfactory academic progress if, in an academic year, the student achieves less than half the credits required for the programme concerned as prescribed in the faculty rules.
- 3.2 A student whose academic performance is unsatisfactory may be given a written warning, alerting the student to the implications of unsatisfactory academic progress for the completion of the study programme.
- 3.3 After every examination period, the faculty will review the academic records of all students to determine the students' compliance with the progression requirements.
- 3.4 A student's studies may be terminated if such student –
  - does not meet the requirements for annual registration as indicated in 1.2 above;

- does not meet the requirements for proof of active enrolment as indicated in 2.1 above;
- has received two (2) warnings with respect to satisfactory academic performance and fails for a the third time to show satisfactory academic performance as indicated in 3.2 above;
- exceeds the maximum allowed study period for the enrolled qualification.

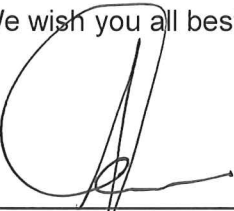
**How does this affect you?**

- Students need to ensure that they register for and pass the minimum number of required modules in an academic year as stipulated by the academic progression rules of the faculty. Failure to meet these requirements on 3 occasions may result in the termination of your studies.
- Students need to ensure that they complete their qualifications within the maximum study period allowed or this will result in the termination of their studies.

The North West University strongly urges you to familiarise yourself with the above rules and to review your academic progress to date to ensure that you register for the correct number of modules to meet academic performance, and to only register for modules which you intend to complete in 2019. If you need additional assistance please contact the academic manager of the faculty at the Unit for Open Distance Learning related to your studies.

More information regarding the academic rules of the university can be found at the following link: ([http://www.nwu.ac.za/sites/www.nwu.ac.za/files/files/i-governance-management/policy/7P-Arules2017\\_e1.pdf](http://www.nwu.ac.za/sites/www.nwu.ac.za/files/files/i-governance-management/policy/7P-Arules2017_e1.pdf)).

We wish you all best with your studies and trust you will make a success thereof.



**Dr JM Van Zyl**

Director: Operations and Administration

Unit for Open Distance Learning

North West University