



UNIVERSITEIT VAN PRETORIA
UNIVERSITY OF PRETORIA
YUNIBESITHI YA PRETORIA

Faculty of
Health Sciences

Fakulteit Gesondheidswetenskappe
Lefapha la Disaense tša Maphelo

School of Healthcare Sciences
Skool vir
Gesondheidsorgwetenskappe

**INFODOC
2020**

BCUR IETA

Last Revision: December 2019

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1. Introduction

Welcome to all 2020 students with an interest in specialisation in nursing science!

This information document has been compiled to make it easier to understand when you have class and when you have to write tests. It also contains the contact information of your lecturers, as well as other valuable information.

2. Contact information of staff involved in the BCur letA Programme

The Head of the Department still needs to be announced but the contact information will be as follows:

| E-mail | Phone |
|------------------------|---------------------------------------------|
| nursing@medic.up.ac.za | Department of Nursing Science: 012 356 3178 |

Contact information administration staff

| Personnel | Responsibilities | E-mail | Phone & Fax |
|-----------------|---------------------------------------|--------------------------------------------------------------------|------------------------------------------|
| Mrs M Venter | Departmental Secretary | nursing@medic.up.ac.za | Phone: 012 356 3178 Fax: 012 356 3166 |
| To be confirmed | BCur letA: Departmental Administrator | | Phone: 012 356 3168 Fax: 012 356 3166 |

Contact information academic staff

| Personnel | Responsibilities | E-mail | Phone & Fax |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|------------------------------------------|
| Prof Ramadimetja Mogale | Programme Manager: B Cur letA (Non – Clinical); Community Nursing 1st year (GVP110, GVP120) Community Nursing 2nd year (GVP250, GVP260) | shirley.mogale@up.ac.za | Phone: 012 356 3156 Fax: 012 356 3166 |
| Prof Carin Maree | Programme Manager BCur letA (Clinical); Clinical 3rd Year (KVG300, VPT360) | carin.maree@up.ac.za | Phone: 012 356 3164 Fax: 012 356 3166 |
| Prof Tanya Heyns | Programme Manager: Postgraduate Programme; Emergency Nursing 2nd year (KVG250, KVG260, VPT260, VGK201) | tanya.heyns@up.ac.za | Phone: 012 356 3169 Fax: 012 356 3166 |
| Prof Doricah Peu | Community Nursing 3rd year (GVP300); Community Nursing 1st year Practica (GVP160) Applied Nursing Research - Clinical & Non-clinical 1st Semester (VNM100) | doricah.peu@up.ac.za | Phone: 012 356 3159 Fax: 012 356 3166 |
| Ms Oumiki Khumisi | Nursing Management 2nd year (VPB250, VPB260) | oumiki.khumisi@up.ac.za | Phone: 012 356 3176 Fax: 012 356 3166 |
| Dr Celia Filmlalter | BCur letA Clinical 1st Year (KVG110, KVG120, VPT160) | celia.filmlalter@up.ac.za | Phone: 012 356 3170 Fax: 012 356 3166 |
| Mrs Seugnette Rossouw | Nursing Dynamics (VDN110, VDN120) | seugnette.rossouw@up.ac.za | Phone: 012 356 3154 Fax: 012 356 3166 |

| | | | |
|---------------------|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|------------------------------------------|
| | Child Nursing 2nd Year (KVG250, KVG260, VPT260, VGK201) | | |
| Prof Isabel Coetzee | Critical Care Nursing 2nd year (KVG250, KVG260, VPT260, VGK201) | isabel.coetzee@up.ac.za | Phone: 012 356 3173 Fax: 012 356 3166 |
| Dr Richard Rikhotso | Operating Theatre Nursing 2nd year (KVG250, KVG260, VPT260, VGK201) | richard.rikhotso@up.ac.za | Phone: 012 356 3155 Fax: 012 356 3166 |
| Prof NC van Wyk | Applied Nursing Research - Clinical & Non-clinical 2nd Semester (VNM100) | neltjie.vanwyk@up.ac.za | Phone: 012 356 3165 Fax: 012 356 3166 |
| Dr Ronell Leech | Nursing Management 1st year (VPB110, VPB120, VPB 160) | ronell.leech@up.ac.za | Phone: 012 356 3161 Fax: 012 356 3166 |
| Dr Priscilla Jiyane | Nursing Management 3rd year (VPB300) | priscilla.jiyane@up.ac.za | Phone: 012 356 3175 Fax: 012 356 3166 |
| Mr Mabitja Moeta | Nursing Education Theory 1st year (VOW110, VOW120) | mabitja.moeta@up.ac.za | Phone: 012 356 3150 Fax: 012 356 3166 |
| Dr Miriam Moagi | Didactics of Nursing Education 1st year (DNE110, DNE120, DNE160) | Miriam.moagi@up.ac.za | Phone: 012 356 3151 Fax: 012 356 3166 |

Industrial and Organisational Psychology (BDO) is taught by lecturers from the Department of Human Resources Management, situated at the Hatfield campus. Their contact details are as follows:

| Personnel | Responsibilities | E-mail | Phone & Fax |
|---------------------------|---------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|----------------------------------------|
| Ms Carol-Ann van den Berg | Administrator: Human Resources Management (Enquiries BDO110, 120, 219, 229, 319, 329) | Carol-ann.vanderBerg@up.ac.za | Phone: 012 420 4103 (Mornings only) |

3. Contact information for Student Administration

| Personnel | Responsibilities | E-mail | Phone |
|---------------|------------------------------------|--------------------------------------------------------------|---------------------|
| Mr Miya Thula | Student administration – BCur letA | miya.thula@up.ac.za | Phone: 012 356 3038 |

4. Contact information of Academic Information Services (Library) personnel

| Personnel | Responsibilities | E-mail | Phone |
|------------------|-----------------------------------------------------------------|--------------------------------------------------------------------|---------------------|
| Mr Sagren Naidoo | Academic Information Specialist responsible for Nursing Science | sagren.naidoo@up.ac.za | Phone: 012 356 3184 |

5. Contact information for student support

| Personnel | Responsibilities | E-mail | Phone |
|---------------|------------------|-----------------------------------------------------------------------------------------------------|---------------------|
| Ms Lolo Mosia | Student support | lolo.mosia@up.ac.za (Preferred method of communication) | Phone: 012 356 3351 |

6. Contact information to obtain final marks

| Entity | Responsibility | E-mail | Phone |
|-------------|--------------------------------------------|--------|--------------|
| MTN-support | Provide final marks (if all fees are paid) | - | 083 123 1111 |

7. Organisational aspects

The BCur letA programme is a residential programme that requires class attendance throughout the academic year at the Prinshof Campus in Pretoria. The details of the contact classes are attached in the timetables in this document.

The courses are divided into two semesters (February to June and July to November). Most of the subjects are presented as semester subjects with examination in June and November. The year subjects' examination takes place in November.

The dates of attendance are provided in this document. Please ensure that you are not registered for subjects of which class attendance clashes, as failure to attend the required contact classes can result in being refused admission to examinations.

8. Subject choices

You are not allowed to register for the same subject on different year levels: the first year subjects should be passed to enrol for the second year, and the second year should be passed to continue with the third year. In the case of the clinical courses, ALL the clinical subjects of a particular should be passed before continuing to the next year (e.g. KVG110, KVG120 and VPT160 should be passed to continue to any of the second year modules).

Should it happen that you are registered for similar subjects of consecutive years simultaneously, the subject(s) that you are not allowed to be registered for, will be cancelled, irrespective of classes attended, test/assignments written, or fees paid for the subject(s).

Practica books of the first year (GVP160, VPB160 and DNE160) should be submitted prior to registration for second year subjects, unless there is a formal arrangement made with the respective lecturers.

You should consider the following when choosing subjects for a particular year:

- The required combination of subjects to comply with the South African Nursing Council (SANC) prerequisites for registration of a post basic diploma;
- Your ability to attend the required classes, while complying with your employer's requirements;
- Your ability and sufficient time available for mastering the content of each subject registered for (including considering personal responsibilities); and
- Having sufficient funds for each subject registered for.

PLEASE REFER TO ANNEXURE C FOR THE SUBJECT COMBINATIONS.

The class attendance dates provided in this document should be used as a guide in decision making. The registration of subjects is the responsibility of each individual student.

Please take note that **you are not allowed** to register for undergraduate (BCur letA) and postgraduate (MNur or Med.Spec. Postgraduate) subjects or modules **during the same academic year**. It is also **not allowed** to be registered at **two different tertiary institutions at the same time** and might lead to exclusion from both institutions.

9. Tuition fees

Tuition fees are calculated per subject / module (fee structure is attached as Annexure G).

Payment of all tuition fees should be done on time:

- The application cannot be processed if the **application fee** has not been paid.

- Without the **registration fees** paid in full, proof of registration will not be made available which is required to obtain a student card.
- The rest of the tuition fees should be paid to get access to results obtained after each exam (especially examination results), and to enable the Department of Nursing Science to process declarations for submission to SANC for additional qualifications to be registered when applicable).
- Access to Click-Up and marks will only be made available if tuition fees are up to date.

10. Assessment

Assessment of each subject is done by means of tests or assignments or a combination thereof. At least two assessments, which are compulsory, will be done per semester per subject. Optional assessment opportunities might be available at the discretion of the lecturer/s involved, which might form part of the calculation of the semester or year mark.

10.1 Assignments

You will be provided with the submission dates for the assignments in the studyguides / workbooks of the respective subject/s you are registered for. The writing of an assignment should be considered as an exercise in academic writing and is regarded as a scientific document. Therefore, the document must comply with specified standards, such as that it should be typed and that the Harvard referencing style should be used.

Details of the format of the assignments, as well as where or how it should be submitted will be communicated by the respective lecturers, e.g. if it should be submitted electronically, as paper copies, or in alternative formats. Hard copy assignments will only be kept for a period of three months, whereafter the unclaimed assignments will be destroyed. It is advisable to make and keep a copy of all assignments for yourself.

PLEASE REFER TO ANNEXURE A FOR DETAILS REGARDING WRITING OF ASSIGNMENTS, AND FOLLOW THE INSTRUCTIONS IN THE STUDYGUIDES FOR THE RESPECTIVE ASSIGNMENTS.

10.2 Tests

The test dates for the respective subjects are specified in the timetables in this document. If you cannot write the test due to illness or circumstances beyond your control, you have to **apply to write the special test** within 24 hours at Student Administration. The application for the special test needs to be accompanied by a letter from the doctor or an affidavit to explain the reason for missing the test. If you then cannot write the special test on the date of the special test, there will not be another opportunity.

10.3 Compilation of the semester mark / year mark

A semester or year mark is usually calculated as the average of the marks obtained from the tests and the assignments during the semester / year, unless indicated differently in a specific subject's studyguide. Lecturers will explain the process of calculating semester / year marks during a contact session.

10.4 Examinations and calculation of final mark

One three-hour paper (unless informed otherwise in the studyguide) will be written in every subject at the end of the semester for semester subjects and at the end of the year for the year subjects. An official letter containing the examination dates will be provided to you by the Student Administration Department, which can be used to arrange for leave at your workplace. The preliminary examination timetable is attached as Annexure D. Please keep in mind that there might be changes. If there is a

clash where your subjects are scheduled on the same date, you are requested to communicate it as soon as possible to Prof Carin Maree (carin.maree@up.ac.za).

Final marks obtained after examination will only be available if your tuition fees are settled in full as required at the particular time. Examination results will then be available on your UP Profile or Click-Up, or the following MTN number can be phoned: **083 123 1111**. Academic and administrative personnel of the Department of Nursing Science are not able to make the results available to students.

The contact number at Student Administration regarding administrative, financial or examination matters is **012 356 3038**.

10.5 Admission to examinations

There are two main examination opportunities per annum. In respect of first-semester modules, the first examination opportunity is in June and the second follows shortly thereafter in June/July. In respect of second-semester as well as year modules, the first examination opportunity is in October/November and the second examination opportunity in November/December.

In accordance with the amended stipulations of General Regulation G.10 (2) there is not a sub-minimum required for admission for examination, but you should have obtained marks for at least half of the assessment opportunities. In some of the subjects there might be additional requirements, such as an attendance requirement. The additional requirements will be specified in the respective studyguides.

Only two examination opportunities per module are allowed. If you fail a module at the second examination opportunity, the module must be repeated. A second examination opportunity in a module is granted in the following cases:

- If a student obtains a **final mark of less than 50%** in the relevant module at the first examination opportunity and thus fails.
- If a student **does not obtain 40% (sub-minimum) or more in the examination**, for the specific module, even if the final mark is more than 50%.
- If a student does not write the examination in a module at the first examination opportunity due to **illness or extraordinary circumstances**, in which case a student can apply for a special exam.

The final mark for a specific module is calculated as the average of the examination mark and the semester mark. An examination mark of at least 40% and a final mark of at least 50% are required to pass a module.

If a student fails a module at the first examination opportunity, the examination mark obtained in the relevant module at the second examination opportunity will be calculated as the final mark. The marks obtained with continuous evaluation during the course of the semester/year will then not be taken into calculation. If the student passes the module at the second examination opportunity, a maximum of 50% is awarded as a pass mark to the module in question. If a final mark is more than 50%, but the examination mark is less than 40% (sub-minimum), it will be considered as a failure mark.

If a student could not sit for the examination in a module at the first examination opportunity due to illness or extraordinary circumstances, the student can apply for a “special exam”. In this case the continuous evaluation mark, together with the examination mark obtained in the module in question at the second examination opportunity, will be calculated in the final mark obtained in the module.

Finalists, who need **only one module to comply with degree requirements**, may apply for a special examination (chancellor’s examination) in the relevant module.

G10 REQUIREMENTS FOR ADMISSION TO EXAMINATIONS, PROMOTIONS TO A SUBSEQUENT YEAR OF STUDY, PROMOTION IN A MODULE AS WELL AS ATTENDANCE MODULES

1. Satisfactory attendance, preparation and payment of tuition fees

- (a) A student is permitted to enter an examination or to be promoted in a module only if the lecturer of that module, in consultation with the head of department, certifies that the student has prepared himself or herself satisfactorily by due performance in his or her work and has fulfilled the attendance requirements.
- (b) A student may be refused admission to the examination, or promotion to a subsequent year of study, or promotion in a module if the prescribed tuition fees are not paid.
- (c) A student may be refused admission to the examination, or promotion to a subsequent year of study, or promotion in a module if he or she fails to fulfil the attendance requirements.
- (d) In exceptional circumstances where it is deemed appropriate, the Dean of a faculty may excuse a student from attending all or part of a module.

11. Remedial classes

Remedial classes will be conducted as communicated in this document or by the respective lecturers.

12. Practica modules

The practica modules Didactics of Nursing Education (DNE160), Community Nursing (GVP160), Nursing Management (VPB160) and Clinical Nursing Practica (VGK 201) must be completed and the practica books submitted by no later than the 30th November of the particular year. If you are unable to complete the practica during that year, you will be required to re-register for the practica in the following year with the associated financial implications, and will not be allowed to continue to the consecutive year of study.

Keep in mind that if you in any way falsify any information in the practica book/file, you make yourself and your accomplices guilty of fraud, which is a crime. This may lead to suspension from studying at the University of Pretoria.

13. Registration of an additional qualification with SANC

At **completion** of the course that leads to registration of an additional qualification at SANC you need to do the following:

- Complete the SANC form for application of registration of an additional qualification
- Pay the required fee at SANC (currently R350,00)
- Submit the following to the Department of Nursing Science's administrative officer or your lecturer:
 - Completed SANC application form
 - Copy of ID document
 - Proof of payment

A declaration signed by the necessary authoritative persons will then be prepared and submitted with the abovementioned documents to SANC for registration of the additional qualification. **If any fees are outstanding that you owe the university, the system will be blocked to retrieve an academic record, which implies that your documents cannot be submitted to SANC.**

14. Timetables

Abbreviations used for venues:

HWS N: HW Snyman North Building

HWS S: HW Snyman South Building

BMS: Basic Medical Sciences Building

1 Time tables

First year Nursing Dynamics – first semester (VDN 110)

| DATE | TIME | VENUE |
|------------------------------------------------------------|-----------------------------------|---------------------------------|
| 30 January | 08:30-15:30 | 3-6 BMS |
| 6 February | 08:30-10:30 | 3-58 HWS N |
| 20 February | 08:30-10:30 | 3-58 HWS N |
| 5 March | 08:30-10:30 | 3-58 HWS N |
| Test: 9 March | 09:00-11:00 | 2-2 Health Sciences/HWS |
| 19 March | 08:30-10:30 | 3-58 HWS N |
| 2 April | 08:30-10:30 | 3-58 HWS N |
| 16 April | 08:30-10:30 | 3-58 HWS N |
| Assignment: 20 April | Submission only - no class | |
| 7 May | 08:30-10:30 | 3-58 HWS N |
| Special test: 22 May (only if criteria are met) | 09:00-11:00 | 4-27 Health Sciences/HWS |
| 26 May – Remedial | 08:00-10:00 | 3-65 HWS N |
| 17 June – Remedial for re-examination | 08:00-10:00 | 3-29 HWS N |

First year Nursing Dynamics – second semester (VDN 120)

| DATE | TIME | VENUE |
|----------------------------------------------------------------|-----------------------------------|---------------------------------|
| 9 July | 08:30-15:30 | 3-6 BMS |
| 16 July | 08:30-10:30 | 3-58 HWS N |
| 30 July | 08:30-10:30 | 3-58 HWS N |
| 13 August | 08:30-10:30 | 3-58 HWS N |
| Test: 17 August | 09:00-11:00 | 3-21 HWS N |
| 27 August | 08:30-10:30 | 3-58 HWS N |
| 17 September | 08:30-10:30 | 3-58 HWS N |
| Assignment: 21 September | Submission only - no class | |
| 1 October | 08:30-10:30 | 3-58 HWS N |
| 15 October | 08:30-10:30 | 3-58 HWS N |
| Special test: 23 October (only if criteria are met) | 09:00-11:00 | 4-27 Health Sciences/HWS |
| 27 October – Remedial | 08:00-10:00 | 3-29 HWS N |
| 16 November – Remedial for re-examination | 08:00-10:00 | 3-29 HWS N |

First year Nursing Education Theory – first semester (VOW 110)

| DATE | TIME | VENUE |
|--------------------------------------------------------|-----------------------------------|--------------------------------|
| 11 February | 08:30-10:30 | 3-21 HWS N |
| 25 February | 08:30-10:30 | 3-21 HWS N |
| 10 March | 08:30-10:30 | 3-21 HWS N |
| Test: 9 March | 09:00-11:00 | 3-60 HWS N |
| 7 April | 08:30-10:30 | 3-21 HWS N |
| 21 April | 08:30-10:30 | 3-21 HWS N |
| 28 April | 08:30-10:30 | 3-21 HWS N |
| Assignment: 4 May | Submission only - no class | |
| 12 May | 08:30-10:30 | 2-2 Health Sciences/HWS |
| Special test: 22 May (only if criteria are met) | 09:00-11:00 | 2-2 Health Sciences/HWS |
| 19 May – Remedial | 13:00-15:00 | 3-21 HWS N |
| 17 June – Remedial for re-examination | 13:00-15:00 | 3-29 HWS N |

First year Nursing Education Theory – second semester (VOW 120)

| DATE | TIME | VENUE |
|------------------------------------------------------------|-----------------------------------|---------------------------------|
| 21 July | 08:30-10:30 | 3-21 HWS N |
| 4 August | 08:30-10:30 | 3-21 HWS N |
| 18 August | 08:30-10:30 | 3-21 HWS N |
| Test: 24 August | 09:00-11:00 | 3-60 HWS N |
| 8 September | 08:30-10:30 | 3-21 HWS N |
| 22 September | 08:30-10:30 | 3-21 HWS N |
| Assignment: 28 September | Submission only - no class | |
| 6 October | 08:30-10:30 | 3-21 HWS N |
| 20 October | 08:30-10:30 | 3-21 HWS N |
| Special test: 22 October (only if criteria are met) | 09:00-11:00 | 4-27 Health Sciences/HWS |
| 27 October Remedial | 13:00-15:00 | 3-21 HWS N |
| 18 November – Remedial for re-examination | 13:00-15:00 | 3-21 HWS N |

First year Didactics of Nursing Education-first semester (DNE110)

| DATE | TIME | VENUE |
|--------------------------------------------------------|-----------------------------------|------------------------------------|
| 11 February | 11:00-13:00 | 3-21 HWS N |
| 25 February | 11:00-13:00 | 3-21 HWS N |
| 10 March | 11:00-13:00 | 3-21 HWS N |
| Test: 6 April | 09:00-11:00 | 3-60 HWS N |
| 7 April | 11:00-13:00 | 3-21 HWS N |
| 21 April | 11:00-13:00 | 3-21 HWS N |
| 28 April | 11:00-13:00 | 3-21 HWS N |
| Assignment: 11 May | Submission only - no class | |
| 12 May | 11:00-13:00 | 2-2 Health Sciences/HWS |
| Special test: 25 May (only if criteria are met) | 09:00-11:00 | 4-27, Health Sciences / HWS |
| 19 May – Remedial | 15:00-17:00 | 3-21 HWS N |
| 17 June – Remedial for re- | 15:00-17:00 | 3-29 HWS N |

| | | |
|-------------|--|--|
| examination | | |
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First year Didactics of Nursing Education – second semester (DNE120)

| DATE | TIME | VENUE |
|------------------------------------------------------------|-----------------------------------|---------------------------------|
| 21 July | 11:00-13:00 | 3-21 HWS N |
| 4 August | 11:00-13:00 | 3-21 HWS N |
| 18 August | 11:00-13:00 | 3-21 HWS N |
| 8 September | 11:00-13:00 | 3-21 HWS N |
| Test: 14 September | 09:00-11:00 | 3-60 HWS N |
| 22 September | 11:00-13:00 | 3-21 HWS N |
| Assignment: 5 October | Submission only - no class | |
| 6 October | 08:30-10:30 | 3-21 HWS N |
| 20 October | 11:00-13:00 | 3-21 HWS N |
| Special test: 23 October (only if criteria are met) | 09:00-11:00 | 4-27 Health Sciences/HWS |
| 27 October Remedial | 15:00-17:00 | 3-21 HWS N |
| 18 November – Remedial for re-examination | 15:00-17:00 | 3-21 HWS N |

First year Nursing Management – first semester (VPB 110)

| DATE | TIME | VENUE |
|--------------------------------------------------------|--------------------|---------------------------------|
| 6 February | 11:00-13:00 | 3-55 HWS N |
| 20 February | 11:00-13:00 | 3-55 HWS N |
| 5 March | 11:00-13:00 | 3-55 HWS N |
| 19 March | 11:00-13:00 | 3-55 HWS N |
| Test: 30 March | 09:00-11:00 | 3-21 HWS N |
| 2 April | 11:00-13:00 | 3-63 HWS N |
| 16 April | 11:00-13:00 | 3-55 HWS N |
| 7 May | 11:00-13:00 | 3-55 HWS N |
| 12 May (VPB 160) | 08:30-16:00 | 3-63 HWS N |
| 13 May (VPB 160) | 08:30-16:00 | 3-63 HWS N |
| Special test: 22 May (only if criteria are met) | 09:00-11:00 | 4-27 Health Sciences/HWS |
| 26 May – Remedial | 10:30-12:30 | 3-63 HWS N |
| 18 June – Remedial for re-examination | 10:30-12:30 | 3-63 HWS N |

First year Nursing Management – second semester (VPB 120)

| DATE | TIME | VENUE |
|----------------------------|--------------------|-------------------|
| 16 July | 11:00-13:00 | 3-55 HWS N |
| 30 July | 11:00-13:00 | 3-55 HWS N |
| 13 August | 11:00-13:00 | 3-55 HWS N |
| 27 August | 11:00-13:00 | 3-55 HWS N |
| Test: 7 September | 09:00-11:00 | 3-21 HWS N |
| 17 September | 11:00-13:00 | 3-58 HWS N |
| 1 October | 11:00-13:00 | 3-58 HWS N |
| 6 October (VPB 160) | 08:30-16:00 | 3-65 HWS N |
| 7 October (VPB 160) | 08:30-16:00 | 3-65 HWS N |
| 15 October | 11:00-13:00 | 3-58 HWS N |

| | | |
|----------------------------------------------------------------|--------------------|--------------------------------------|
| Special test: 22 October (only if criteria are met) | 09:00-11:00 | 4-27 Health Sciences/ HWS |
| 27 October – Remedial | 10:30-12:30 | 3-29 HWS N |
| 18 November – Remedial for re-examination | 10:30-12:30 | 3-29 HWS N |

Second year Nursing Management – first semester (VPB 250)

| DATE | TIME | VENUE |
|------------------------------------------------------------|---------------------------------------|--------------------------------------|
| 12 February | 13:00-16:00 | 3-24 HWS N |
| 26 February | 13:00-16:00 | 3-24 HWS N |
| 11 March | 13:00-16:00 | 3-24 HWS N |
| Test: 6 April | 09:00-11:00 | 3-23 HWS N |
| 8 April | 13:00-16:00 | 3-24 HWS N |
| 22 April | 13:00-16:00 | 3-24 HWS N |
| 29 April | 13:00-16:00 | 3-24 HWS N |
| Assignment: 11 May | Submission only - no class | |
| 13 May | 13:00-16:00 | 3-24 HWS N |
| Special test: 25 May (only if criteria are met) | 09:00-11:00 | 4-27 Health Sciences/ HWS |
| 27 May – Remedial | 08:30-10:30 | 3-24 HWS N |
| 17 June – Remedial for re- examination | 08:00-10:00 | 3-25 HWS N |

Second year Nursing Management – second semester (VPB 260)

| DATE | TIME | VENUE |
|----------------------------------------------------------------|---------------------------------------|--------------------------------------|
| 15 July | 13:00-16:00 | 3-24 HWS N |
| 29 July | 13:00-16:00 | 3-24 HWS N |
| 12 August | 13:00-16:00 | 3-24 HWS N |
| 2 September | 13:00-16:00 | 3-24 HWS N |
| Test: 14 September | 09:00-11:00 | 3-23, HWS N |
| 16 September | 13:00-16:00 | 3-24 HWS N |
| 7 October | 13:00-16:00 | 3-24 HWS N |
| Assignment: 12 October | Submission only - no class | |
| 21 October | 13:00-16:00 | 3-24 HWS N |
| Special test: 22 October (only if criteria are met) | 09:00-11:00 | 4-27 Health Sciences/ HWS |
| 28 October – Remedial | 08:00-10:00 | 3-24 HWS N |
| 17 November – Remedial for re-examination | 08:00-10:00 | 3-29 HWS N |

Third year Nursing Management – Whole year (VPB 300)

| DATE | TIME | VENUE |
|-----------------------|--------------------|-------------------|
| 5 February | 14:00-16:30 | 3-21 HWS N |
| 19 February | 14:00-16:30 | 3-21 HWS N |
| 4 March | 14:00-16:30 | 3-21 HWS N |
| 18 March | 14:00-16:30 | 3-21 HWS N |
| Test: 30 March | 09:00-11:00 | 3-60 HWS N |

| | | |
|------------------------------------------------------------|-----------------------------------|----------------------------------|
| 1 April | 14:00-16:30 | 3-21 HWS N |
| 15 April | 14:00-16:30 | 3-21 HWS N |
| 6 May | 14:00-16:30 | 3-21 HWS N |
| Assignment: 18 May | Submission only - no class | |
| 22 July | 14:00-16:30 | 3-21 HWS N |
| 5 August | 14:00-16:30 | 3-21 HWS N |
| 19 August | 14:00-16:30 | 3-21 HWS N |
| Test: 7 September | 09:00-11:00 | 3-60 HWS N |
| 9 September | 14:00-16:30 | 3-21 HWS N |
| 30 September | 14:00-16:30 | 3-21 HWS N |
| Assignment: 12 October | Submission only - no class | |
| 14 October | 14:00-16:30 | 3-21 HWS N |
| 21 October | 14:00-16:30 | 3-21 HWS N |
| Special test: 23 October (only if criteria are met) | 09:00-11:00 | 4-27 Health Sciences/ HWS |
| 26 October – Remedial | 14:00-16:00 | 3-21 HWS N |
| 17 November – Remedial for re-examination | 14:00-16:00 | 3-29 HWS N |

First year Industrial and Organisational Psychology – first semester (BDO110)

| DATE | TIME | VENUE |
|-----------------------------|--------------------|----------------------------------|
| 6 February | 13:30-16:30 | 3-55 HWS N |
| 20 February | 13:30-16:30 | 3-55 HWS N |
| 5 March | 13:30-16:30 | 3-55 HWS N |
| Test: 16 March | 09:00-11:00 | 4-27 Health Sciences/ HWS |
| 19 March | 13:30-16:30 | 3-55 HWS N |
| 2 April | 13:30-16:30 | 3-55 HWS N |
| 16 April | 13:30-16:30 | 3-55 HWS N |
| 7 May | 13:30-16:30 | 3-55 HWS N |
| Test: 11 May | 09:00-11:00 | 4-27 Health Sciences/ HWS |
| Special test: 25 May | 09:00-11:00 | 4-27 Health Sciences/ HWS |

First year Industrial and Organisational Psychology – second semester (BDO120)

| DATE | TIME | VENUE |
|---------------------------------|--------------------|----------------------------------|
| 16 July | 13:30-16:30 | 3-25 HWS N |
| 30 July | 13:30-16:30 | 3-25 HWS N |
| 13 August | 13:30-16:30 | 3-25 HWS N |
| Test: 24 August | 09:00-11:00 | 4-27 Health Sciences/ HWS |
| 27 August | 13:30-16:30 | 3-25 HWS N |
| 17 September | 13:30-16:30 | 3-25 HWS N |
| 1 October | 13:30-16:30 | 3-25 HWS N |
| Test: 5 October | 09:00-11:00 | 3-60 HWS N |
| 15 October | 13:30-16:30 | 3-25 HWS N |
| Special test: 16 October | 09:00-11:00 | 3-21 HWS N |

Second year Industrial and Organisational Psychology – first semester (BDO 219)

| DATE | TIME | VENUE |
|-----------------------------|--------------------|-----------------------------------|
| 12 February | 08:30-12:30 | 3-21 HWS N |
| 26 February | 08:30-12:30 | 3-21 HWS N |
| 11 March | 08:30-12:30 | 3-21 HWS N |
| Test: 30 March | 09:00-11:00 | 4-27 Health Sciences / HWS |
| 8 April | 08:30-12:30 | 3-21 HWS N |
| 22 April | 08:30-12:30 | 3-21 HWS N |
| 29 April | 08:30-12:30 | 3-21 HWS N |
| Test: 4 May | 09:00-11:00 | 3-60 HWS N |
| 13 May | 08:30-10:30 | 3-21 HWS N |
| Special test: 22 May | 08:30-10:30 | 3-24 HWS N |

Second year Industrial and Organisational Psychology – second semester (BDO 229)

| DATE | TIME | VENUE |
|---------------------------------|--------------------|----------------------------------|
| 15 July | 08:30-12:30 | 3-21 HWS N |
| 29 July | 08:30-12:30 | 3-21 HWS N |
| 12 August | 08:30-12:30 | 3-21 HWS N |
| 2 September | 08:30-12:30 | 3-21 HWS N |
| Test: 7 September | 09:00-11:00 | 4-27 Health Sciences/ HWS |
| 16 September | 08:30-12:30 | 3-21 HWS N |
| 7 October | 08:30-12:30 | 3-21 HWS N |
| Test: 19 October | 09:00-11:00 | 3-23 HWS N |
| 21 October | 08:30-12:30 | 3-21 HWS N |
| Special test: 26 October | 09:00-11:00 | 3-24 HWS N |

Third year Industrial and Organisational Psychology – first semester (BDO 319)

| DATE | TIME | VENUE |
|-----------------------------|--------------------|----------------------------------|
| 5 February | 10:30-13:30 | 3-21 HWS N |
| 19 February | 10:30-13:30 | 3-21 HWS N |
| 4 March | 10:30-13:30 | 3-21 HWS N |
| Test: 16 March | 09:00-11:00 | 4-27 Health Sciences/ HWS |
| 18 March | 10:30-13:30 | 3-21 HWS N |
| 1 April | 10:30-13:30 | 3-21 HWS N |
| 15 April | 10:30-13:30 | 3-21 HWS N |
| 6 May | 10:30-13:30 | 3-21 HWS N |
| Test: 11 May | 09:00-11:00 | 4-27 Health Sciences/ HWS |
| Special test: 25 May | 09:00-11:00 | 4-27 Health Sciences/ HWS |

Third year Industrial and Organisational Psychology – second semester (BDO 329)

| DATE | TIME | VENUE |
|------------------------|--------------------|----------------------------------|
| 22 July | 10:30-13:30 | 3-21 HWS N |
| 5 August | 10:30-13:30 | 3-21 HWS N |
| 19 August | 10:30-13:30 | 3-21 HWS N |
| Test: 24 August | 09:00-11:00 | 4-27 Health Sciences/ HWS |

| | | |
|---------------------------------|--------------------|--------------------------|
| 9 September | 10:30-13:30 | 3-21 HWS N |
| 30 September | 10:30-13:30 | 3-21 HWS N |
| 14 October | 10:30-13:30 | 3-21 HWS N |
| Test: 16 October | 09:00-11:00 | 3-23 HWS N |
| 21 October | 10:30-13:30 | 2-2 Health Sciences/ HWS |
| Special test: 22 October | 09:00-11:00 | 3-60 HWS N |

First year Community Nursing – first semester (GVP 110)

| DATE | TIME | VENUE |
|------------------------------------------------------------|-----------------------------------|-------------------|
| 11 February | 13:30-15:30 | 3-25 HWS N |
| 25 February | 13:30-15:30 | 3-25 HWS N |
| 10 March | 13:30-15:30 | 3-25 HWS N |
| Test: 16 March | 09:00-11:00 | 3-23 HWS N |
| 7 April | 13:30-15:30 | 3-25 HWS N |
| 21 April | 13:30-15:30 | 3-25 HWS N |
| 28 April | 13:30-15:30 | 3-25 HWS N |
| Assignment: 4 May | Submission only - no class | |
| 12 May | 13:30-15:30 | 3-25 HWS N |
| Special test: 25 May (only if criteria are met) | 09:00-11:00 | 3-23 HWS N |
| 19 May – Remedial | 13:00-15:00 | 3-25 HWS N |
| 17 June – Remedial for re-examination | 13:00-15:00 | 3-25 HWS N |

First year Community Nursing – second semester (GVP 120)

| DATE | TIME | VENUE |
|----------------------------------------------------------------|-----------------------------------|-------------------|
| 21 July | 13:30-15:30 | 3-29 HWS N |
| 4 August | 13:30-15:30 | 3-29 HWS N |
| 18 August | 13:30-15:30 | 3-55 HWS N |
| Test: 24 August | 09:00-11:00 | 3-23 HWS N |
| 8 September | 13:30-15:30 | 3-29 HWS N |
| 22 September | 13:30-15:30 | 3-29 HWS N |
| Assignment: 28 September | Submission only - no class | |
| 6 October | 13:30-15:30 | 3-29 HWS N |
| 20 October | 13:30-15:30 | 3-29 HWS N |
| Special test: 23 October (only if criteria are met) | 09:00-11:00 | 3-23 HWS N |
| 27 October Remedial | 13:00-15:00 | 3-29 HWS N |
| 17 November – Remedial for re-examination | 13:00-15:00 | 3-25 HWS N |

Second year Community Nursing – first semester (GVP 250)

| DATE | TIME | VENUE |
|-----------------------|--------------------|-------------------------|
| 12 February | 09:00-12:30 | 3-24 HWS N |
| 26 February | 09:00-12:30 | 2-2 Health Sciences/HWS |
| 11 March | 09:00-12:30 | 3-24 HWS N |
| Test: 16 March | 09:00-11:00 | 3-23 HWS N |
| 8 April | 09:00-12:30 | 3-24 HWS N |
| 22 April | 09:00-12:30 | 3-24 HWS N |

| | | |
|------------------------------------------------------------|-----------------------------------|-------------------|
| 29 April | 09:00-12:30 | 3-24 HWS N |
| Assignment: 4 May | Submission only - no class | |
| 13 May | 09:00-12:30 | 3-24 HWS N |
| Special test: 25 May (only if criteria are met) | 09:00-11:00 | 3-23 HWS N |
| 27 May – Remedial | 11:00-13:00 | 3-24 HWS N |
| 18 June – Remedial for re-examination | 11:00-13:00 | 4-31 HWS N |

Second year Community Nursing – second semester (GVP 260)

| DATE | TIME | VENUE |
|----------------------------------------------------------------|-----------------------------------|-------------------|
| 15 July | 09:00-12:30 | 3-24 HWS N |
| 29 July | 09:00-12:30 | 3-24 HWS N |
| 12 August | 09:00-12:30 | 3-24 HWS N |
| Test: 24 August | 09:00-11:00 | 3-23 HWS N |
| 2 September | 09:00-12:30 | 3-24 HWS N |
| 16 September | 09:00-12:30 | 3-24 HWS N |
| Assignment: 28 September | Submission only - no class | |
| 7 October | 09:00-12:30 | 3-24 HWS N |
| 21 October | 09:00-12:30 | 3-24 HWS N |
| Special test: 23 October (only if criteria are met) | 09:00-11:00 | 3-23 HWS N |
| 28 October – Remedial | 11:00-13:00 | 3-24 HWS N |
| 18 November – Remedial for re-examination | 11:00-13:00 | 4-31 HWS N |

Third year Community Nursing – Whole year (GVP 300)

| DATE | TIME | VENUE |
|----------------------------------------------------------------|-----------------------------------|-------------------|
| 5 February | 10:30-13:30 | 3-25 HWS N |
| 19 February | 10:30-13:30 | 3-25 HWS N |
| 4 March | 10:30-13:30 | 3-25 HWS N |
| Test: 16 March | 09:00-11:00 | 3-21 HWS N |
| 18 March | 10:30-13:30 | 3-25 HWS N |
| 1 April | 10:30-13:30 | 3-25 HWS N |
| 15 April | 10:30-13:30 | 3-25 HWS N |
| Assignment: 4 May | Submission only - no class | |
| 6 May | 10:30-13:30 | 3-25 HWS N |
| 22 July | 10:30-13:30 | 3-25 HWS N |
| 5 August | 10:30-13:30 | 3-25 HWS N |
| 19 August | 10:30-13:30 | 3-65 HWS N |
| Test: 24 August | 09:00-11:00 | 3-98 HWS S |
| 9 September | 10:30-13:30 | 3-25 HWS N |
| Assignment: 28 September | Submission only - no class | |
| 30 September | 10:30-13:30 | 3-25 HWS N |
| 14 October | 10:30-13:30 | 3-25 HWS N |
| 21 October | 10:30-13:30 | 3-25 HWS N |
| Special test: 22 October (only if criteria are met) | 09:00-11:00 | 3-60 HWS N |

| | | |
|-------------------------------------------|-------------|------------|
| 26 October – Remedial | 11:00-13:00 | 3-25 HWS N |
| 18 November – Remedial for re-examination | 11:00-13:00 | 3-25 HWS N |

First Year Clinical Nursing Science (KVG 110) – First Semester (Clinical Nursing Science = Critical Care Nursing, Emergency Nursing, Child Nursing and Operating Theatre Nursing)

| DATE | TIME | VENUE |
|--------------------------------------------------------|--------------------|--------------------------------|
| 6 February | 11:00-16:00 | 3-58 HWS N |
| 20 February | 11:00-16:00 | 3-58 HWS N |
| 5 March | 11:00-16:00 | 3-58 HWS N |
| 19 March (Test) | 09:00-11:00 | 2-2 Health Sciences/HWS |
| 2 April | 11:00-16:00 | 3-58 HWS N |
| 16 April (Test) | 09:00-11:00 | 3-24 HWS N |
| 7 May | 11:00-16:00 | 3-58 HWS N |
| Special test: 22 May (only if criteria are met) | 09:00-11:00 | 3-21 HWS N |
| 26 May - Remedial | 11:00-13:00 | 3-58 HWS N |
| 17 June – Remedial for re-examination | 11:00-13:00 | 3-58 HWS N |

First Year Clinical Nursing Science (KVG 120) – Second Semester (Clinical Nursing Science = Critical Care Nursing, Emergency Nursing, Child Nursing and Operating Theatre Nursing)

| DATE | TIME | VENUE |
|------------------------------------------------------------|--------------------|-------------------|
| 16 July | 11:00-16:00 | 3-58 HWS N |
| 30 July (Test) | 09:00-11:00 | 3-24 HWS N |
| 13 August | 11:00-16:00 | 3-58 HWS N |
| 27 August | 11:00-16:00 | 3-58 HWS N |
| 17 September (Test) | 09:00-11:00 | 3-24 HWS N |
| 1 October | 11:00-16:00 | 3-63 HWS N |
| 15 October | 11:00-16:00 | 3-63 HWS N |
| Special test: 26 October (only if criteria are met) | 09:00-11:00 | 3-21 HWS N |
| 27 October – Remedial | 11:00-13:00 | 3-58 HWS N |
| 17 November – Remedial for re-examination | 11:00-13:00 | 3-29 HWS N |

First Year Clinical Nursing Science (VPT 160) – Whole Year (Clinical Nursing Science = Critical Care Nursing, Emergency Nursing, Child Nursing and Operating Theatre Nursing)

| DATE | TIME | VENUE |
|-----------------------|--------------------|-------------------|
| 13 February | 08:30-13:30 | 3-58 HWS N |
| 27 February | 08:30-13:30 | 3-58 HWS N |
| 12 March | 08:30-13:30 | 3-58 HWS N |
| 9 April (Test) | 09:00-11:00 | 3-21 HWS N |
| 23 April | 08:30-13:30 | 3-58 HWS N |
| 14 May | 08:30-13:30 | 3-58 HWS N |
| 21 May (Test) | 09:00-11:00 | 3-21 HWS N |
| 28 May | 08:30-13:30 | 3-58 HWS N |
| | | |

| | | |
|----------------------------------------------------------------|--------------------|-------------------|
| 23 July | 08:30-13:30 | 3-58 HWS N |
| 6 August | 08:30-13:30 | 3-58 HWS N |
| 20 August (Test) | 09:00-11:00 | 3-21 HWS N |
| 10 September | 08:30-13:30 | 3-58 HWS N |
| 8 October (Test) | 09:00-11:00 | 3-21 HWS N |
| 22 October | 08:30-13:30 | 3-58 HWS N |
| Special test: 23 October (only if criteria are met) | 09:00-11:00 | 3-29 HWS N |
| 29 October – Remedial | 13:00-15:00 | 3-58 HWS N |
| 17 November – Remedial for re-examination | 13:00-15:00 | 3-58 HWS N |

Second Year Clinical Nursing Science (KVG 250, VPT 260 & VGK 201) - Critical Care Nursing, Emergency Nursing, Child Nursing and Operating Theatre Nursing- First Semester

Please note that Paediatric Nursing, Critical Care Nursing, Emergency Nursing, Operating Theatre Nursing and Child Nursing are all presented on a Tuesday at the same time, but in different venues. **Classes are scheduled until 15:30, of which afternoon sessions might be in Skills Laboratory or in clinical practice.**

| DATE | EMERGENCY ±30 08:30-13:00 | CRITICAL CARE ±70 08:30-13:00 | OPERATING THEATRE ±30 08:30-15:30 | CHILD NURSING ±15 08:30-15:30 |
|-------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|-------------------------------------------------------------------------|----------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 4 February | 3-63 HWS N | 2-2 Health Sciences/HWS | 1-4 HWS S | 4-31 HWS N |
| 11 February | 3-63 HWS N | 2-2 Health Sciences/HWS | 1-4 HWS S | 4-31 HWS N |
| 18 February | 3-63 HWS N | 2-2 Health Sciences/HWS | 1-4 HWS S | 4-31 HWS N |
| 25 February (Test VPT 260 from 08:30 – 10:30) Class from 11:00 – 13:00 | Test: Room 3-60 HWS N Class: Room 3-63 HWS N | Test: Room 3-60 HWS N Class: Room 3-24 HWS N | Test: Room 3-60 HWS N Class: Room 1-4 HWS South until 15:30 | Test: Room 3-60 HWS N Class: Room 4-31 HWS N until 15:30 |
| 3 March (Test KVG 250 from 09:00 – 12:00) No Class | Room 3-60 HWS N | Room 3-60 HWS N | Room 3-60 HWS N | Room 3-60 HWS N |
| 10 March | 3-63 HWS N | 2-2 Health Sciences/HWS | 1-4 HWS S | 4-31 HWS N |
| 17 March | 3-63 HWS N | 2-2 Health Sciences/HWS | 1-4 HWS S | 4-31 HWS N |
| 31 March | 3-63 HWS N | 2-2 Health Sciences/HWS | 1-4 HWS S | 4-31 HWS N |
| 7 April (Test VPT 260 from 08:30 – 10:30) Class from 11:00 – 13:00 | Test: Room 3-60 HWS N Class: Room 3-63 HWS N | Test: Room 3-60 HWS N Class: Room 3-24 HWS N | Test: Room 3-60 HWS N Class: Room 1-4 HWS South until 15:30 | Test: Room 3-60 HWS N Class: Room 4-31 HWS N until 15:30 |
| 14 April | 3-29 HWS N | 2-2 Health Sciences/HWS | 1-4 HWS S | 4-31 HWS N |
| 21 April | 3-63 HWS N | 2-2 Health | 1-4 HWS S | 4-31 HWS N |

| | | Sciences/HWS | | |
|-------------------------------------------------------------------------------------------------|--------------------|----------------------------|--------------------|--------------------|
| 28 April (Test KVG 250 from 09:00 – 12:00) No Class | Room 3-60 HWS N | Room 3-60 HWS N | Room 3-60 HWS N | Room 3-60 HWS N |
| 5 May | 3-29 HWS N | 2-2 Health Sciences/HWS | 1-4 HWS S | 4-31 HWS N |
| 12 May | 3-29 HWS N | 3-98 HWS S | 1-4 HWS S | 4-31 HWS N |
| 18 May (Special test only 08:00- 10:00 – no class) \pm 20 students | 3-24 HWS N | 3-24 HWS N | 3-24 HWS N | 3-24 HWS N |
| 19 May | 3-29 HWS N | 2-2 Health Sciences/HWS | 1-4 HWS S | 4-31 HWS N |
| 26 May - Remedial | 3-29 HWS N | 2-2 Health Sciences/HWS | 1-4 HWS S | 4-31 HWS N |
| 18 June – Remedial for re- examination (09:00-11:00) | 3-29 HWS N | 2-2 Health Sciences/HWS | 1-4 HWS S | 4-31 HWS N |

Second Year Clinical Nursing Science (KVG 260, VPT 260 & VGK 201) - Critical Care Nursing, Emergency Nursing, Child Nursing and Operating Theatre Nursing- Second Semester

Please note that Paediatric Nursing, Neonatal Nursing, Critical Care Nursing, Emergency Nursing and Operating Theatre Nursing are all presented on a Tuesday at the same time, but in different venues. **Classes are scheduled until 15:30, of which afternoon sessions might be in Skills Laboratory or in clinical practice.**

| DATE | EMERGENCY ± 30 08:30-13:00 | CRITICAL CARE ± 70 08:30-13:00 | OPERATING THEATRE ± 30 08:30-15:30 | CHILD NURSING ± 15 08:30-15:30 |
|---------------------------------------------------------------------------------------|-------------------------------------------------------------------------|-------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 14 July | 3-29 HWS N | 3-24 HWS N | 1-4 HWS S | 4-31 HWS N |
| 21 July | 3-29 HWS N | 3-24 HWS N | 1-4 HWS S | 4-31 HWS N |
| 28 July | 3-29 HWS N | 3-24 HWS N | 1-4 HWS S | 4-31 HWS N |
| 4 August (Test VPT 260 from 08:30 – 10:30) Class from 11:00– 13:00 | Test: Room 3-60 HWS N Class: Room 3-63 HWS N | Test: Room 3-60 HWS N Class: Room 3-24 HWS N | Test: Room 3-60 HWS N Class: Room 1-4 HWS S until 15:30 | Test: Room 3-60 HWS N Class: Room 4-31 HWS N until 15:30 |
| 11 August (Test KVG 260 from 09:00 – 12:00) No Class | Room 3-60 HWS N | Room 3-60 HWS N | Room 3-60 HWS N | Room 3-60 HWS N |
| 18 August | 3-63 HWS N | 3-24 HWS N | 1-4 HWS S | 4-31 HWS N |
| 25 August | 3-63 HWS N | 3-24 HWS N | 1-4 HWS S | 4-31 HWS N |
| 8 Sept | 3-63 HWS N | 3-24 HWS N | 1-4 HWS S | 4-31 HWS N |
| 15 Sept | 3-63 HWS N | 3-24 HWS N | 1-4 HWS S | 4-31 HWS N |
| 22 Sept (Test VPT 260 from | Test: Room 3-60 HWS N | Test: Room 3-60 HWS N | Test: Room 3-60 HWS N | Test: Room 3-60 HWS N |

| | | | | |
|---------------------------------------------------------------------------------|----------------------------------|----------------------------------|---------------------------------------------|----------------------------------------------|
| 08:30 – 10:30) Class from 11:00 – 13:00 | Class: Room 3-63 HWS N | Class: Room 3-24 HWS N | Class: Room 1-4 HWS S until 15:30 | Class: Room 4-31 HWS N until 15:30 |
| 29 Sept (Test KVG 260 from 09:00 – 12:00) No Class | Room 3-60 HWS N | Room 3-60 HWS N | Room 3-60 HWS N | Room 3-60 HWS N |
| 6 Oct | 3-63 HWS N | 3-24 HWS N | 1-4 HWS S | 4-31 HWS N |
| 13 Oct | 3-63 HWS N | 3-24 HWS N | 1-4 HWS S | 4-31 HWS N |
| 16 Oct (Special test only 08:00-10:00 – no class) \pm 20 students | 3-55 HWS N | 3-55 HWS N | 3-55 HWS N | 3-55 HWS N |
| 20 Oct | 3-63 HWS N | 3-24 HWS N | 1-4 HWS S | 4-31 HWS N |
| 27 Oct – Remedial (08:30-13:00) | 3-63 HWS N | 3-24 HWS N | 1-4 HWS S | 4-31 HWS N |
| 17 Nov – Remedial for re-examination (08:30-13:00) | 3-63 HWS N | 3-24 HWS N | 1-4 HWS S | 4-31 HWS N |

Third Year Clinical Nursing Science (KVG 300 & VPT 360) – Whole Year (Clinical Nursing Science = Critical Care Nursing, Emergency Nursing, Child Nursing, Neonatal Nursing, Operating Theatre Nursing & Primary Health Care Nursing)

| DATE | TIME | VENUE |
|--------------|-------------|------------|
| 7 February | 10:30-15:30 | 3-63 HWS N |
| 21 February | 10:30-15:30 | 3-63 HWS N |
| 6 March | 10:30-15:30 | 3-63 HWS N |
| 20 March | 10:30-15:30 | 3-63 HWS N |
| 3 April | 10:30-15:30 | 3-63 HWS N |
| 17 April | 10:30-15:30 | 3-63 HWS N |
| 8 May | 10:30-15:30 | 3-63 HWS N |
| 24 July | 10:30-15:30 | 3-63 HWS N |
| 7 August | 10:30-15:30 | 3-63 HWS N |
| 21 August | 10:30-15:30 | 3-63 HWS N |
| 11 September | 10:30-15:30 | 3-63 HWS N |
| 2 October | 10:30-15:30 | 3-63 HWS N |
| 16 October | 10:30-15:30 | 3-63 HWS N |
| 23 October | 10:30-15:30 | 3-63 HWS N |

Third year Applied Nursing Research for Clinical 3rd year students (students enrolled for KVG 300 & VPT 360) on alternative Fridays - Whole year (VNM 100)

| DATE | TIME | VENUE |
|-------------|-------------|------------|
| 7 February | 08:30-10:00 | 3-63 HWS N |
| 21 February | 08:30-10:00 | 3-63 HWS N |
| 6 March | 08:30-10:00 | 3-63 HWS N |
| 20 March | 08:30-10:00 | 3-63 HWS N |
| 3 April | 08:30-10:00 | 3-63 HWS N |

| | | |
|----------------------------------------------------------------|--------------------|---------------------------------------------------------------------------------------------|
| Test: 6 April | 09:00-11:00 | 4-27 Health Sciences/ HWS |
| 17 April | 08:30-10:00 | 3-63 HWS N |
| 8 May | 08:00-10:00 | 3-63 HWS N |
| 24 July | 08:30-10:00 | 3-63 HWS N |
| 7 August | 08:30-10:00 | 3-63 HWS N |
| 21 August | 08:30-10:00 | 3-63 HWS N |
| 11 September | 08:30-10:00 | 3-63 HWS N |
| Test: 14 September | 09:00-11:00 | Lecture Hall 4, Tswelopele |
| 2 October | 08:30-10:00 | 3-63 HWS N |
| 16 October | 08:30-10:00 | 3-63 HWS N |
| Special test: 19 October (only if criteria are met) | 09:00-11:00 | 2-2 Health Sciences/ HWS |
| 23 October | 08:30-10:00 | 3-63 HWS N |
| 26 October - Remedial | 09:00-11:00 | Same venue for both VNM 100 groups – total \pm 120 students 2-2 Health Sciences/HWS |
| 18 November - Remedial for re-examination | 09:00-11:00 | Same venue for both VNM 100 groups – total \pm 20 students 3-25 HWS N |

**Third year Applied Nursing Research for NON-Clinical 3rd year students on alternative
Wednesdays - Whole year (VNM 100)**

| DATE | TIME | VENUE |
|----------------------------------------------------------------|--------------------|---------------------------------------------------------------------------------------------|
| 5 February | 08:30-10:00 | 2-2 Health Sciences/HWS |
| 19 February | 08:30-10:00 | 2-2 Health Sciences/HWS |
| 4 March | 08:30-10:00 | 2-2 Health Sciences/HWS |
| 18 March | 08:30-10:00 | 2-2 Health Sciences/HWS |
| 1 April | 08:30-10:00 | 2-2 Health Sciences/HWS |
| Test: 6 April | 09:00-11:00 | 4-27 Health Sciences/HWS |
| 15 April | 08:30-10:00 | 2-2 Health Sciences/HWS |
| 6 May | 08:30-10:00 | 2-2 Health Sciences/HWS |
| 22 July | 08:30-10:00 | 2-2 Health Sciences/HWS |
| 5 August | 08:30-10:00 | 2-2 Health Sciences/HWS |
| 19 August | 08:30-10:00 | 2-2 Health Sciences/HWS |
| 9 September | 08:30-10:00 | 2-2 Health Sciences/HWS |
| Test: 14 September | 09:00-11:00 | Lecture Hall 4, Tswelopele |
| 30 September | 08:30-10:00 | 2-2 Health Sciences/HWS |
| 14 October | 08:30-10:00 | 2-2 Health Sciences/HWS |
| Special test: 19 October (only if criteria are met) | 09:00-11:00 | 2-2 Health Sciences/ HWS |
| 21 October | 08:30-10:00 | 2-2 Health Sciences/HWS |
| 26 October - Remedial | 09:00-11:00 | Same venue for both VNM 100 groups – total \pm 120 students 2-2 Health Sciences/HWS |
| 18 November - Remedial for re-examination | 09:00-11:00 | Same venue for both VNM 100 groups – total \pm 20 students 3-25 HWS N |

Dates for tests and special tests will be made available during contact session. The exam dates are the same than the others' scheduled dates (preliminary exam roster attached as Annexure D).

Good luck with your studies in 2020

15. ANNEXURE A: ASSIGNMENTS

You will be provided with the submission dates for the assignments in your workbooks of the subject/s you are registered for. The writing of an assignment should be considered as an exercise in academic writing, a scientific document and can be likened to writing a research report. Therefore, the document must comply with a specific standard. The information that follows serves as your guide to the criteria that will enable you to achieve the required standard. It is important that you follow these guidelines, irrespective of the program / subject that you are studying. The assignments will be assessed according to specific guidelines.

Preparation

You are expected to submit computer generated (typed) assignments. **Handwritten assignments will not be marked!**

Please adhere to the following:

- ✓ Font type: Arial, Calibri, Verdana or Tahoma
- ✓ Spacing: 1,5
- ✓ Font size: 11 or 12
- ✓ A completed cover page of the Department of Nursing Science (included as Annexure B) should be attached
- ✓ Pages should be stapled together in the left upper corner (do not put pages of assignments in a file containing separate plastic sleeves or in hard cover files)
- ✓ Use the Harvard referencing technique
- ✓ Assignments must be neat
- ✓ Assignments must be submitted on or before the deadline
- ✓ A declaration of originality must accompany the assignment (see Annexure F)

Assignments will not be marked in the following cases:

- x Without the prescribed front page
- x Without a signed Declaration of Honesty
- x If it is plagiarised (refer to extraction from Plagiarism Policy attached as Annexure E)

Submission of assignments

- Keep a copy of your assignments before you submit them should any unlikely incident happen.
- Assignments should be submitted as specified by the lecturer, which is commonly by means of Click-Up or hard copy. If hard copy is the preferred method, please deposit your assignments in the post boxes at the front of the lift on the 8th floor of the HW Snyman-North building, or where indicated by the lecturer. (Please take note that you should lift the cupboard top to be able to post the assignments.)
- **Do not** push assignments under lecturers' office doors or put assignments on lecturers' desks.
- NB! No faxed assignments will be accepted.
- **Assignments may only be e-mailed to lecturers if it is agreed as such with the lecturer, or if it is indicated as the method of submission.** If it is e-mailed, the subject / topic / name of the email should identify the assignment, your name and student number, e.g. "VDN 110 Assignment 1, P Mokwena, 11122233".

Marking of assignment may take more than two weeks due to the large numbers of students, and all students' assignments should be marked before given back to you. The lecturer will inform you about when you can expect your assignments back. Late assignments might receive a penalty of 5-10% deduction. Assignments received after two weeks of the deadline will receive a maximum of 50% if deserved. In some cases (as indicated in the studyguide), any late submission might obtain a maximum of 50%.

Criteria for the assessment of a written assignment

Logical layout

Related information and facts must be arranged in a logical manner. Facts must be integrated with each other logically, and the contents must be arranged in such a way that repetition or overlapping does not occur. A logical line of progression must be discernible from the introduction to the conclusion.

Comprehensiveness

All the main aspects, for example facts and figures discussed must be supported by research results. Authoritative sources on the topic must be consulted, and the report must reflect the main trends found in the literature.

Applicability

The information and research data quoted must illuminate the topic and must be applied effectively.

Recency

Recent literature such as articles in journals must be consulted in order to keep up to date with developments in the field and possible solutions to problems.

Correctness

Quotations, facts, theories, etc, must be correct in order to meet the requirements for a scientific document. Subject terminology must be used correctly.

Integration

The views of different authors and conflicting opinions and facts must be contrasted lucidly and effectively, so that a meaningful discussion and conclusions can result.

Depth and arrangement

The core of the problem must be penetrated, and motivated conclusions must be reached. ***Mere facts found in sources must not be repeated.*** A well-considered and processed representation of the information, combined with comments that indicate original and creative thought are required.

Insight

Information must be interpreted correctly and logical conclusions must be reached. Statements and research findings must be evaluated critically, and differences and similarities between theories, approaches and research results must be interpreted correctly.

Language use

Language use must be acceptable in terms of style, spelling and sentence construction. It remains the student's responsibility to have the language edited.

Headings and numbering system

For the purpose of structure and clarity of meaning it is important to follow a sound, logical heading and numbering system in the report. Remember that the pages must be numbered.

Literature references

The report must have a list of references or bibliography and literature references in the text. These must be complete and correct in the Harvard referencing style, as indicated on the UP library's web-site.

16. ANNEXURE B: COVER PAGE**Departement Verpleegkunde / Department of Nursing Sciences****Voorblad vir opdragte/ Cover page for assignment**

| | | | |
|---------------------------------------------------|----------------|--------------------------------------------|--|
| Van en voorletters <i>Surname and initials</i> | | | |
| Studentenommer <i>Student number</i> | | Telefoon nommer <i>Telephone number</i> | |
| E-pos adres / <i>E-mail address</i> | | | |
| | | Vakkode <i>Subject code</i> | |
| Titel van opdrag <i>Title of assignment</i> | | | |
| Dosent / <i>Lecturer</i> | | | |

Declaration of Honesty

I understand that this assignment contributes to the assessment of my competency on work done in the subject

..... and co-determines my qualification for the degree B Cur letA / non degree purposes (delete which is not applicable).

I have not copied the work of any previous or current student registered for this subject.

I accept the rules of assessment of the University of Pretoria and the consequences of transgressing them.

I thus confirm that the attached assignment is my own work and any sources consulted are adequately acknowledged in the text and listed in the bibliography (list of references).

Signature of acceptance and confirmation by the learner

Date

17. ANNEXURE C: SUMMARY OF COURSES & SUBJECT COMBINATIONS

UNIVERSITY OF PRETORIA, DEPARTMENT OF NURSING SCIENCE

POST BASIC CLINICAL COURSES (CHILD, INTENSIVE CARE, EMERGENCY, OPERATING THEATRE NURSING)

| COURSE | STUDY YEAR | REQUIREMENTS | SUBJECTS | COMMENTS |
|------------------------------------------------------------------------------------------------------------------------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B.Cur letA (Clinical) with speciality in one of the following: ICU, Emergency, Theatre technique, Child nursing | 1 | <ul style="list-style-type: none"> Registration at the SANC as registered nurse (For Child Nursing also to be a registered midwife) At least one year experience in the field of speciality Being in a post in the field of speciality (permanently employed or an honorary post) Written consent from the employer, irrespective if a study contract is involved | Clinical nursing theory (KVG 110 & 120) | <ul style="list-style-type: none"> These are core subjects, presented to all the 1st year students together Class attendance is once per week (currently every Thursday) during semester times Exams in June and Oct. / Nov. Student can apply for exemption if they have successfully completed another post-basic clinical course Subjects for non-clinical courses (management / education) cannot be taken in the same year |
| | | | Clinical nursing practica (VPT 160) | |
| | | | Nursing dynamics (VDN 110 & 120) | |
| | 2 | <ul style="list-style-type: none"> Successful completion of KVG 110 & 120 and VPT 160 Being in a post (permanently employed or in an honorary post) in a facility accredited for training of the particular speciality by SANC | Clinical nursing theory (KVG 250 & 260) | <ul style="list-style-type: none"> Student groups split up in specialities Class attendance is once per week (currently every Tuesday) during semester times Exams take place in June and Oct. / Nov. Subjects for non-clinical courses cannot be taken in the same year Practica books should be submitted by the end of Nov 2020 Successful completion of the second year results in an additional qualification in the field of speciality at SANC |
| | | | Clinical nursing practica (VPT 260) | |
| | | | Nursing science practical work (VGK 201) | |
| | 3 | Successful completion of KVG 110, 120, 250 & 260, VPT 160 & 260 & VGK 201, and VDN 110 & 120 | Clinical nursing theory (KVG 300) | <ul style="list-style-type: none"> Class attendance for KVG, VPT & VNM is alternative Fridays during semester times Class attendance for VPB is alternative Thursdays and for VOW alternative Tuesdays Exams take place in June and Oct. / Nov. To qualify for the additional qualification in Nursing Management at SANC, the following subjects should be done together with VPB 110 & 120: VPB 160, BDO 110 & 120 To qualify for the additional qualification in Nursing Education at SANC, the following subjects should be done together with VOW 110 & 120: DNE 110, 120 & 160 |
| | | | Clinical nursing practica (VPT 360) | |
| | | | Research methodology (VNM 100) | |
| | | | Nursing management (VPB 110 & 120) OR Nursing education (VOW 110 & 120) | |

The availability of the clinical courses is subjected to the number of applications received for the particular speciality.

COMMUNITY NURSING

| COURSE | STUDY YEAR | REQUIREMENTS | SUBJECTS | COMMENTS |
|-------------------------------------------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B.Cur letA (Community Nursing) | 1 | <ul style="list-style-type: none"> Registration at the SANC as registered nurse and midwife At least one year experience prior to enrolment for community nursing subjects At least two years' experience as registered nurse prior to enrolment for nursing management subjects | Nursing dynamics (VDN 110 & 120) | <ul style="list-style-type: none"> Class attendance is alternative Tuesdays for GVP, and alternative Thursdays for VDN and VPB during semester times Exams take place in June and Oct. / Nov. Community practica entails 320 hours of which one week should be attended in June as arranged by the Department of Nursing Science (Practica book must be submitted before 30 November 2020) Management practica to be completed in own time (Practica Book A must be submitted on or before exam date in June 2020 and Book B on or before exam date in November 2020) Successful completion of these subjects translates to additional qualifications in Community Nursing and Nursing Management at SANC |
| | | | Community nursing (GVP 110 & 120) & practica (GVP 160) | |
| | | | Nursing management theory (VPB 110 & 120) & practica (VPB 160) | |
| | 2 | <ul style="list-style-type: none"> Successful completion of GVP 110 & 120 to continue with GVP 250 & 260 Successful completion of VPB 110 & 120 to continue with VPB 250 & 260 | Community nursing theory (GVP 250 & 260) | <ul style="list-style-type: none"> Class attendance is alternative Wednesdays during semester times Exams take place in June and Oct. / Nov. |
| | | | Nursing management theory (VPB 250 & 260) | |
| | 3 | <ul style="list-style-type: none"> Successful completion of GVP 250 & 260 to continue with GVP 300 Successful completion of VPB 250 & 260 to continue with VPB 300 At least two years' experience as registered nurse prior to enrolment for nursing education subjects | Community nursing theory (GVP 300) | <ul style="list-style-type: none"> Class attendance is alternative Wednesdays during semester times Exams take place in Oct. / Nov. Nursing Education subjects (VOW & DNE) can be done in any academic year – class attendance is alternative Tuesdays (Practica book to be submitted by 30th November 2020) |
| | | | Nursing management theory (VPB 300) | |
| | | | Research methodology (VNM 100) | |
| | | | Nursing Education theory (VOW 110 & 120) | |
| | | | Didactics of Nursing Education (DNE 110 & 120) & practica (DNE 160) | |

NURSING MANAGEMENT

| COURSE | STUDY YEAR | REQUIREMENTS | SUBJECTS | COMMENTS |
|------------------------------------|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| B.Cur letA (Nursing Management) | 1 | <ul style="list-style-type: none"> Registration at the SANC as registered nurse (for Community Nursing, also to be registered midwife) At least two years' experience as registered nurse prior to enrolment for nursing management or nursing education subjects At least one year experience prior to enrolment for community nursing subjects | Nursing dynamics (VDN 110 & 120) | <ul style="list-style-type: none"> Class attendance is alternative Tuesdays for GVP or VOW/DNE, and alternative Thursdays for VDN and VPB during semester times Exams take place in June and Oct. / Nov. Management Practica Book A must be submitted on or before exam date in June 2020 and Book B on or before exam date in November 2020 Community practica entails 320 hours of which one week should be attended in June as arranged by the Department of Nursing Science (Practica book must be submitted before 30 November 2020) Successful completion of these subjects translates to the respective additional qualifications at SANC: <ul style="list-style-type: none"> * VDN & GVP - Community Nursing * VDN, VPB & BDO – Nursing Management |
| | | | Nursing management theory (VPB 110 & 120) and practica (VPB 160) | |
| | | | Business and industrial psychology (BDO 110 & 120) OR Community nursing theory (GVP 110 & 120) and practica (GVP 160) | |
| | 2 | <ul style="list-style-type: none"> Successful completion of VPB 110, 120 & 160 to continue with VPB 250 & 260 And if GVP is a choice: Successful completion of GVP 110, 120 & 160 to continue with GVP 250 & 260 | Nursing management theory (VPB 250 & 260) | <ul style="list-style-type: none"> Class attendance is alternative Wednesdays during semester times Exams take place in June and Oct. / Nov. |
| | | | Business and industrial psychology (BDO 219 & 229) OR Community nursing theory (GVP 250 & 260) | |
| | 3 | <ul style="list-style-type: none"> Successful completion of VPB 250 & 260 to continue with VPB 300 Successful completion of BDO 219 & 229 to continue with BDO 319 & 329 OR GVP 250 & 260 to continue with GVP 300 | Nursing management theory (VPB 300) Plus Nursing education theory (VOW 110 & 120) Didactics of nursing education (DNE 110 & 120) and practica (DNE 160) | <ul style="list-style-type: none"> Class attendance is alternative Wednesdays during semester times for GVP, VPB and VNM, and on alternative Tuesdays for VOW Exams take place in Oct. / Nov. (BDO & VOW also exams in June) |
| | | | Business and industrial psychology (BDO 319 & 329) OR Community nursing theory (GVP 300) | |
| | | | Research methodology (VNM 100) | |

NURSING EDUCATION

| COURSE | STUDY YEAR | REQUIREMENTS | SUBJECTS | COMMENTS |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| BCur letA (Nursing Education) – the full degree is currently not available, but successful completion of the first year translates into an additional qualification in nursing education at SANC | 1 | <ul style="list-style-type: none"> Registration at the SANC as registered nurse At least two years' experience as registered nurse | Nursing education theory (VOW 110 & 120) | <ul style="list-style-type: none"> Enrol for BCur letA degree in Nursing Education, but complete only the indicated subjects Class attendance is alternative Tuesdays for VOW and DNE, and alternative Thursdays for VDN during semester times Exams take place in June and Oct. / Nov. Nursing education practica to be completed in own time (Practica book must be submitted before 30 November 2020) |
| | | | Didactics of nursing education (DNE 110 & 120) and practica (DNE 160) | |
| | | | Nursing dynamics (VDN 110 & 120) | |

**ANNEXURE D: PRELIMINARY EXAM ROSTERS BCUR IETA & MCUR
PRELIMINARY EXAM ROSTER– JUNE 2020**

| FIRST OPPORTUNITY (EXAM) | | | | | | | | | | | SECOND OPPORTUNITY (RE-EXAM) | | | | | |
|--------------------------|------------------|----------|------------------|----------|----------|----------|----------|------------------|-----------|---------------------|------------------------------|----------------------------|----------------------------|-----------|------------------|--|
| | 29/5 F | 1/6 M | 2/6 T | 3/6 W | 4/6 T | 5/6 F | 8/6 M | 9/6 T | 10/6 W | 15-19/6 REMEDIAL | 22/6 M | 23/6 T | 24/6 W | 25/6 T | 26/6 F | |
| BCUR (IETA) | VDN110 BDO319 | BDO219 | VOW110 KVG110 | VPB110 | GVP110 | DNE110 | VPB250 | KVG250 GVP250 | BDO110 | | VDN110 GVP250 BDO319 | VOW110 KVG250 BDO219 | VPB110 VPB250 KVG110 | DNE110 | GVP110 BDO110 | |

Internal exam commission 1st opportunity: 8-12 June 2020

Internal exam commission 2nd opportunity: 13 July 2020

External exam commission: 17 July 2020

PRELIMINARY EXAM ROSTER – NOV 2020

| FIRST EXAM OPPORTUNITY | | | | | | | | | | | SECOND OPPORTUNITY (RE-EXAM) | | | | | |
|------------------------|------------------------------------|------------------|------------------|------------------|------------------|----------------------------|----------------------------|------------------|------------|----------------------|------------------------------|----------------------------------------------------------|--------------------------------------|------------------------------------------------|------------------|--|
| | 2/11 M | 3/11 T | 4/11 W | 5/11 T | 6/11 F | 9/11 M | 10/11 T | 11/11 W | 12/11 T | 16-20/11 REMEDIAL | 23/11 M | 24/11 T | 25/11 W | 26/11 T | 27/11 F | |
| BCUR (IETA) | VDN120 BDO329 | VNM100 BDO229 | VOW120 KVG120 | VPB120 GVP260 | DNE120 VPT160 | GVP120 KVG260 GVP300 | VPB260 VPT360 VPB300 | VPT260 BDO120 | KVG300 | | VDN120 VNM100 GVP260 | VOW120 KVG260 KVG300 GVP120 GVP300 BDO329 | VPB120 VPB260 VPB300 KVG120 | DNE120 VPT160 VPT260 VPT360 BDO229 | BDO120 VGK201 | |
| | VGK201: AS SCHEDULED WITH STUDENTS | | | | | | | | | | | | | | | |

Internal exam commission 1st opportunity: 9-13 November 2020

Internal exam commission 2nd opportunity: 1 December 2020

External exam commission: 6 December 2020

3rd Exam opportunity (Chancellor's exam): 20 January 2021 for students who have only ONE module outstanding to obtain degree.

18. ANNEXURE E: EXTRACTION FROM PLAGIARISM POLICY

(http://web.up.ac.za/sitefiles/file/44/1026/2407/2009-10-22_Plagiarism%2520Prevention%2520Policy.pdf)

Plagiarism



Students should act with integrity and take responsibility for the production and presentation of academic work. Guidance on recognised referencing techniques can be obtained from lecturers, the staff of the Library Services and the Library Services' webpage. (On the library home page, under 'Quick Links' on the right side of the web page, click on 'Plagiarism' for the necessary information).

It is important to note the following:

- (a) Irrespective of whether plagiarism occurred with or without the intent to plagiarise, it remains plagiarism.
- (b) Plagiarism is a form of misconduct for which a student may be disciplined in terms of the University's disciplinary code (when an assignment is submitted for assessment, plagiarism is the equivalent of cheating in an exam).
- (c) Plagiarism is also not dependent on the verbatim presentation of a specific number of words, as, under certain circumstances, the use of a single phrase or idea can be judged to constitute plagiarism. To ensure the University's academic integrity, students should avoid plagiarism

Definition

Plagiarism is a form of academic misconduct. It involves both appropriating someone else's work and passing it off as one's own work afterwards. The relevant sections of the Disciplinary Code: Students read as follows:

"1. DISCIPLINARY CODE: STUDENTS

1.1 DEFINITION OF MISCONDUCT

A student shall be guilty of misconduct and may be dealt with in terms of this code, if he or she ...

1.1.4.3 in University context infringes a person's copyright or any other intellectual property right, including but not limited to plagiarism;

1.1.4.4 in University context

d. plagiarises by stating, or implying, original authorship of someone else's written or creative work (words, images, ideas, opinions, discoveries, artwork, music, recordings, computer-generated work), and/or by incorporating such work or material, in whole or in

part, into his or her own work without properly acknowledging or citing the source; and such act is prejudicial or potentially prejudicial to the University, its reputation, its staff, guests, contractors or students.”

Plagiarism is the presentation of someone else’s work, words, images, ideas, opinions, discoveries, artwork, music, recordings or computer-generated work (including circuitry, computer programs or software, websites, the Internet or other electronic resources) whether published or not, as one’s own work, or alternatively appropriating the work, words, images, ideas, opinions, discoveries, artwork, music, recordings or computer-generated work (including circuitry, computer programs or software, websites, the Internet or other electronic resource) of others, without properly acknowledging the source, with or without the source’s permission. It is not a requirement for plagiarism that a person must have intended to deceive or to plagiarise. At the University it is simply assumed that where certain plagiarised elements are found in a text, the author intended them to be there, and that where paraphrasing is the issue, the author intended this as a disguise for more obvious plagiarism such as unattributed verbatim copying. The absence of intent might be a fact to take into consideration when a suitable penalty for plagiarism has to be decided on in a given situation.

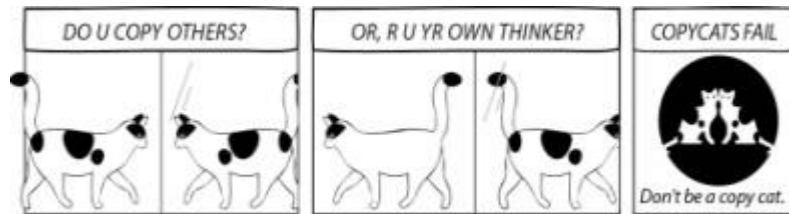
Examples of what should be avoided:

- _ direct copying without crediting the source.
- _ translating without crediting the source.
- _ paraphrasing someone else’s work without crediting the source.
- _ piecing together sections of the work of others into a new whole.
- _ knowingly allowing another student to copy one’s work.
- _ resubmitting one’s own or other’s previously graded work.
- _ collusion (unauthorised collaboration, presenting work as one’s own independent work, when it has been produced in whole or in part in collusion with other people).
- _ copying the work of other students with or without their knowledge and presenting it as your own.
- _ ghost-writing – you should not make use of ghost writers or professional agencies in the production of your work or submit material which has been written on your behalf.

Examples of what should be done:

- _ only hand in one’s own and original work.
- _ indicate precisely and accurately when you have used information provided by someone else, ie referencing must be done in accordance with a recognised system.
- _ indicate whether you have downloaded information from the Internet.

- _ never use someone else's electronic storage media, artwork, pictures or graphics as if it were your own.
- _ never allow other students to use or copy from your work and present it as their own.
- _ never copy the work of other students and present it as your own.



19. ANNEXURE F: DECLARATION OF ORIGINALITY

UNIVERSITY OF PRETORIA

The Department of Nursing Science places great emphasis upon integrity and ethical conduct in the preparation of all written work submitted for academic evaluation. While academic staff teach you about referencing techniques and how to avoid plagiarism, you too have a responsibility in this regard. If you are at any stage uncertain as to what is required, you should speak to your lecturer before any written work is submitted.

You are guilty of plagiarism if you copy something from another author's work (eg a book, an article or a website) without acknowledging the source and pass it off as your own. In effect you are stealing something that belongs to someone else. This is not only the case when you copy work word-for-word (verbatim), but also when you submit someone else's work in a slightly altered form (paraphrase) or use a line of argument without acknowledging it.

You are not allowed to use work previously produced by another student. You are also not allowed to let anybody copy your work with the intention of passing it off as his/her work.

Students who commit plagiarism will not be given any credit for plagiarised work. The matter may also be referred to the Disciplinary Committee (Students) for a ruling. Plagiarism is regarded as a serious contravention of the University's rules and can lead to expulsion from the University.

The declaration which follows must accompany all written work submitted while you are a student of the Department of Nursing Science. No written work will be accepted unless the declaration has been completed and attached.

Full names of student:

.....

Student number:

.....

Topic of work:

.....

Declaration

1. I understand what plagiarism is and am aware of the University's policy in this regard.

2. I declare that this (eg essay, report, project, assignment, dissertation, thesis, etc) is my own original work. Where other people's work has been used (either from a printed source, Internet or any other source), this has been properly acknowledged and referenced in accordance with departmental requirements.

3. I have not used work previously produced by another student or any other person to hand in as my own.

4. I have not allowed, and will not allow, anyone to copy my work with the intention of passing it off as his or her own work.

SIGNATURE

20. ANNEXURE G: FEE STRUCTURE - 2019

Please take note that it is the 2019 fee structure and that the estimated fees for 2020 will be the below mentioned plus approximately 10%.

Fee Estimation (Subject to Change)

UNIVERSITEIT VAN PRETORIA
UNIVERSITY OF PRETORIA
YUNIBESITHI YA PRETORIA

| Course/s | | Tuition | Study Mat | Facility | Copyright & Library | |
|----------|------------------------------|----------|-----------|----------|---------------------|----------|
| BDO110 | Ind and org psychology 110 | 4,007.00 | 40.00 | 0.00 | 80.00 | 4,127.00 |
| BDO120 | Industr and org psychology | 4,007.00 | 0.00 | 0.00 | 80.00 | 4,087.00 |
| BDO219 | Ind and org psychology 219 | 4,258.00 | 0.00 | 0.00 | 80.00 | 4,338.00 |
| BDO229 | Industr and org psychology | 4,258.00 | 190.00 | 0.00 | 80.00 | 4,528.00 |
| BDO319 | Ind and org psychology 319 | 5,455.00 | 0.00 | 0.00 | 80.00 | 5,535.00 |
| BDO329 | Industr and org psychology | 5,455.00 | 0.00 | 0.00 | 80.00 | 5,535.00 |
| DNE110 | Didactics of nursing ed 110 | 2,566.00 | 70.00 | 0.00 | 80.00 | 2,716.00 |
| DNE120 | Didact of nurs education 120 | 2,566.00 | 40.00 | 0.00 | 80.00 | 2,686.00 |
| DNE160 | Didact of nursing educat 160 | 1,845.00 | 40.00 | 0.00 | 80.00 | 1,965.00 |
| GVP110 | Community nursing science | 2,566.00 | 70.00 | 0.00 | 80.00 | 2,716.00 |
| GVP120 | Community nursing science | 2,566.00 | 70.00 | 0.00 | 80.00 | 2,716.00 |
| GVP160 | Community nursing science | 2,461.00 | 110.00 | 0.00 | 80.00 | 2,651.00 |
| GVP250 | Community nursing science | 3,026.00 | 40.00 | 0.00 | 80.00 | 3,146.00 |
| GVP260 | Community nursing science | 3,026.00 | 40.00 | 0.00 | 80.00 | 3,146.00 |
| GVP300 | Community nursing science | 3,753.00 | 70.00 | 0.00 | 80.00 | 3,903.00 |
| KVG110 | Clinical nursing science 110 | 2,461.00 | 70.00 | 0.00 | 80.00 | 2,611.00 |
| KVG120 | Clinical nursing science 120 | 2,461.00 | 70.00 | 0.00 | 80.00 | 2,611.00 |
| KVG250 | Clinical nursing science 250 | 4,024.00 | 70.00 | 0.00 | 80.00 | 4,174.00 |
| KVG260 | Clinical nursing science 260 | 3,026.00 | 70.00 | 0.00 | 80.00 | 3,176.00 |
| KVG300 | Clinical nursing science 300 | 5,255.00 | 70.00 | 0.00 | 80.00 | 5,405.00 |
| VDN110 | Nursing dynamics 110 | 2,591.00 | 40.00 | 0.00 | 80.00 | 2,711.00 |
| VDN120 | Nursing dynamics 120 | 2,591.00 | 40.00 | 0.00 | 80.00 | 2,711.00 |
| VGK201 | Nurs science pract work 201 | 2,118.00 | 40.00 | 0.00 | 80.00 | 2,238.00 |
| VNM100 | Nurs research methodology | 4,921.00 | 70.00 | 0.00 | 80.00 | 5,071.00 |
| VOW110 | Nursing education theory 110 | 2,566.00 | 50.00 | 0.00 | 80.00 | 2,696.00 |
| VOW120 | Nursing education theory 120 | 2,566.00 | 40.00 | 0.00 | 80.00 | 2,686.00 |
| VOW250 | Nursing education 250 | 3,026.00 | 40.00 | 0.00 | 80.00 | 3,146.00 |
| VOW260 | Nursing education 260 | 3,026.00 | 40.00 | 0.00 | 80.00 | 3,146.00 |
| VOW300 | Nursing education 300 | 5,085.00 | 40.00 | 0.00 | 80.00 | 5,205.00 |
| VPB110 | Nursing management 110 | 2,591.00 | 40.00 | 0.00 | 80.00 | 2,711.00 |
| VPB120 | Nursing management 120 | 2,591.00 | 40.00 | 0.00 | 80.00 | 2,711.00 |
| VPB160 | Nursing management 160 | 2,461.00 | 40.00 | 0.00 | 80.00 | 2,581.00 |
| VPB250 | Nursing management 250 | 3,026.00 | 40.00 | 0.00 | 80.00 | 3,146.00 |
| VPB260 | Nursing management 260 | 3,026.00 | 40.00 | 0.00 | 80.00 | 3,146.00 |
| VPB300 | Nursing management 300 | 5,255.00 | 70.00 | 0.00 | 80.00 | 5,405.00 |
| VPT160 | Systems of nurs practice 160 | 2,461.00 | 40.00 | 0.00 | 80.00 | 2,581.00 |
| VPT260 | Systems of nurs practice 260 | 6,051.00 | 40.00 | 0.00 | 80.00 | 6,171.00 |
| VPT360 | Systems of nurs practice 360 | 5,255.00 | 40.00 | 0.00 | 80.00 | 5,375.00 |

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