



UNIVERSITEIT VAN PRETORIA
UNIVERSITY OF PRETORIA
YUNIBESITHI YA PRETORIA
Faculty of Health Sciences

UNIVERSITY OF PRETORIA
FACULTY OF HEALTH
SCIENCES
SCHOOL OF HEALTH SYSTEMS AND PUBLIC HEALTH

**2021 INFORMATION PACK FOR PROSPECTIVE
STUDENTS**

Physical Address and contact details:

Student administration: SHSPH
Room 6.32 or 6.30
Level 6
HW Snyman Building (North)
31 Bophelo Road
Gezina
Pretoria
Tel +27 (0) 12 356 3286 or 356 3284

Website: <https://www.up.ac.za/school-of-health-systems-and-public-health>

GENERAL INFORMATION

The School of Health Systems and Public Health (SHSPH) is one of four academic schools within the Faculty of Health Sciences. The SHSPH is a postgraduate school. Therefore, all applicants must at least have ONE *University Bachelor's degree* and for "Entry into the MPH programme will require the relevant diploma or degree (such as a Diploma in Public Health) as well as relevant work experience as additional criteria for selection into the offered programmes. The SHSPH reserves the right to request an Academic Quantitative Test (AQL) from applicants.

Most programmes are **class-based (attendance necessary as prescribed by the module coordinator)**, and, apart from the PGDPH, students have to attend modules. Modules are mostly one week in duration but some modules are either two or three weeks in duration.

- Attendance modules are from Monday to Friday 08H00 to 16H30/17H00.
- All programmes are only offered in English.

1. **CLOSING DATE FOR 2021 APPLICATIONS:** 31 July 2020

PLEASE NOTE: Due to large volumes of applications receive annually, NO late

applications will be considered.

2. APPLICATION FEES

The required University of Pretoria's application fee must accompany the application. It is important to note that the application fee is a handling fee. The money is not refundable, even if the application should be unsuccessful or is withdrawn later.

3. APPLICATION FOR THE 2021 ACADEMIC YEAR@UP

Online: An application form can be completed and submitted online:

<http://www.up.ac.za/en/online-application/article/2445192/apply-at-the-university-of-pretoria>

The application process will result in a temporary student number being allocated to you. All communication after this process with the University or with the SHSPH in particular. If you have studied at UP, please use your old student number.

Hard copy applications are not accepted.

Applications should be correctly completed. An incomplete application will delay the selection processing of the application or will result in not being considered for admission. All the required supporting documents (see a list below) can be faxed to 086 651 7529 or scanned copies can be e-mailed to Mr R Semenya (reuben.semenya@up.ac.za).

Every page of all documents must be clearly labelled with your newly allocated student number (or your old student number if you have previously studied at the University of Pretoria), when faxed or e-mailed.

CLIENT SERVICE CENTRE (CSC) TEL: +27 (0) 12 420 3111 FAX: +27 (0) 12 420 4555 E-mail: csc@up.ac.za Web: www.up.ac.za/csc OPERATIONAL HOURS Mondays to Fridays: 08h00 – 16h00 Saturdays: 08h00 – 12h00	POSTAL ADDRESS Client Service Centre University of Pretoria Lynnwood Road Pretoria South Africa 0002
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4. APPLICATION PROCEDURES

4.1 Postgraduate Diplomas, Honours and Masters degrees.

Below is a list of necessary supporting documents to accompany your application:

1. Detailed Curriculum Vitae (CV).
2. Copies of previous qualifications – including academic records / transcripts.
3. If you are an international applicant, you need to attach the South African Qualifications Authority (**SAQA; www.saqa.org.za**) **certificate** Medical doctors also need to submit proof of their Health Professionals Council of South Africa (**HPCSA**) registration.
4. Certificate of English Language Test (TOEFL) for **all** international applicants.
5. Self-drafted letter of motivation on WHY you want to study at the SHSPH, UP is required for **all** study plans (*in the case of **MPH applications**, please **include** your most likely or preferred area of interest, referred to as the “track”*);
6. Result of an Academic Quantitative Test (AQL) for all RSA students (to complete the test – google AQL and share your result);
7. Letter of support from your employer, if applicable.
Note: This is a **requirement** in the case of an **MPH application** as well as all **Occupational Hygiene diploma** applications);
8. A certified copy of your ID if South African, or your Passport if an international applicant.

4.2 Doctoral (PhD) degrees

Please see Section 11 of this document.

5. SELECTION PROCESSES AND TIMELINE@SHSPH

The selections start in September 2020;

- Candidates can obtain information regarding their selection status from the Student Services Centre on the UP
- portal (see the acknowledgement of receipt of application form for this information);
- Selections notifications are sent by e-mail during September and October 2020;
- All successful students will receive a letter from the SHSPH and the University;
- All unsuccessful candidates will be notified in writing by the University.

6. REGISTRATION@UP

All students have to attend the first compulsory module “Learning in Public Health”. This module is held during the third or the fourth week in January 2021 for all the new students. For all post-graduate Diploma (face-to-face tuition students only) and Honours students the course is offered in week 3 and a different course with different content is offered during week 4 for all Masters and Doctoral students.

Student registration will take place during this compulsory week. All the details will be enclosed in the SHSPH letter of acceptance. If you have been accepted for a programme, *please ensure that you have received the SHSPH letter detailing all the arrangements and that you can attend the **entire week (5 working days)** of the first module.* The University of Pretoria has a 100% class attendance policy for students. Failure to attend this module may result in a year’s delay of study, and the selection process will be repeated, similar to a new application. Successful applicants will also receive an acceptance letter from the Faculty of Health Sciences.

7. **INTERNATIONAL STUDENTS**

Any enquiries with regard to student/study visas should be directed to the International Students Office. You can contact the Client Service Centre by email (csc@up.ac.za) or telephone (+27 (0) 1242031111). Remember to use your **Last name** and allocated **student number**, which you receive during the application process, in all correspondence with the University, including the SHSPH.

8. **FINANCIAL COSTS FOR OUR ACADEMIC OFFERINGS**

The Faculty of Health Sciences will send more detail regarding financial information to successful applicants for the 2021 academic year. The estimated programme costs are listed below only as a **general guideline** for students.

Programme		Estimated cost (subject to annual increases)
BSc Hons – excluding Aerospace Med	BSc (Hons)	R40 080.00 (Per Programme - Billed per module)
BSc Hons – Aerospace Medicine	BSc (Hons)	Available on request.
Diploma in Health Systems Management	DHSM	R54 000.00 (Per Programme -Billed per module)
Diploma in Occupational Medicine and Health	DOMH	R54 000.00 (Per Programme - Billed per module)_
Diploma in Tropical Medicine and Health	DTM&H	R37 000.00 (Per Programme - Billed per module)
Magister Scientiae	MSc	R20 690.00 (per year)
Magister of Scientiae in Environmental Health	MSc	R19 405.00 (per year)
Master in Public Health	MPH	R20 690.00 (per year)
MMed (Community Health)	MMed	R15 000 (per year)
PhD	PhD	R19 405.00 (per year)

NOTE:

- All international students have to pay a yearly administration fee – see the UP website (www.up.ac.za) for more information.
- All non-SADC students pay twice the tuition fee, as well as a yearly administration fee.
- Doctoral (PhD) applicants can go to the SHSPH website for more information regarding finances.

NB: Should a student require a formal financial quotation from the University of Pretoria, please contact Mr. Eugene Rosenstrauch (eugene.rosenstrauch@up.ac.za) for assistance.

9. ACADEMIC PROGRAMMES	INFORMATION
POSTGRADUATE DIPLOMAS IN PUBLIC HEALTH	
DIPLOMA IN TROPICAL MEDICINE AND HEALTH (DTM&H)	<p>The diploma is offered as a part-time course over two years. Research component. Admission requirements: Medical doctors only.</p> <p>Credits: 120 SAQA credits at a NQF level of 8. Programme Coordinator: Dr B Harris Contact details: bernice.harris@up.ac.za</p>
DIPLOMA IN PUBLIC HEALTH (DPH)	<p>The diploma is offered as a part-time course over two years. Please note that this programme will be offered completely online from 2020.</p> <p>Research component: Assignment in Public Health (PHA 771)</p> <p>Admission requirements: A 4-year bachelor's degree + at least 2 years' applicable work experience OR a 3-year bachelor's degree + at least 5 years' applicable work experience</p> <p>Credits: 120 SAQA credits at a NQF level of 8. Programme Coordinator: Dr JE Wolvaardt Contact details: liz.wolvaardt@up.ac.za</p>
DIPLOMA IN HEALTH SYSTEMS MANAGEMENT (DHSM) - Executive Leadership Not offered currently. Date will be announced	<p>The diploma is offered as a part-time course over Two years. Research component: Assignment in Health Systems Management (AHM 772) Admission requirements: A 4-year bachelor's degree + at least 2 years' applicable work experience OR a 3-year bachelor's degree + at least 5 years' applicable work experience</p> <p>Credits: 120 SAQA credits at a NQF level of 8. Programme Coordinator: Prof Eric Buch. Contact details: eric.buch@up.ac.za</p>
DIPLOMA IN OCCUPATIONAL MEDICINE AND HEALTH (DOM&H) - Accredited with HPCSA	<p>The diploma is offered as a part-time course over two-years. Research component: Assignment in Occupational Health. (AOH 771) Admission requirements: MBCHB & at least 2 years applicable work experience.</p>

<p>DIPLOMA IN OCCUPATIONAL HEALTH (DOH)</p> <p>For non-medical doctors only. – Not accredited with South African Nursing Council (SANC)</p>	<p>The diploma is offered as a part-time course over two years. Research component: Assignment in Occupational Health (AOH 771) Admission requirements: A 4-year bachelor’s degree + at least 2 years’ applicable work experience OR a 3-year bachelor’s degree + at least 5 years’ applicable work experience.</p> <p>Credits: 120 SAQA credits at a NQF level of 8. Programme Coordinator: Dr M Zungu Contact details: muzi.zungu@up.ac.za</p>
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POSTGRADUATE HONOURS PROGRAMMES	
<p>THE BACCALAUREUS SCIENTIAE (HONORES) (BScHons) IN EPIDEMIOLOGY and BIOSTATISTICS</p>	<p>The degree is offered as a one-year full time Programme. It may also be completed over two years. Research component: Research protocol Admission requirements: A relevant science or medical bachelors degree.</p> <p>Credits: 120 SAQA credits at a NQF level of 8. Programme Coordinator: Dr A Musekiwa Contact details: alfred.musekiwa@up.ac.za</p>
<p>THE BACCALAUREUS SCIENTIAE (HONORES) (BScHons) IN AEROSPACE MEDICINE Not offered currently. Date will be announced</p>	<p>The degree is offered as a two year part time programme. Research component: Research report Admission requirements: MBChB degree and should be registered as an Aviation Medical Examiner.</p> <p>Credits: 120 SAQA credits at a NQF level of 8. Programme Coordinator: Dr C Blunden Contact details: chris.blunden@up.ac.za</p>

THE BACCALAUREUS SCIENTIAE (HONORES) (BScHons) IN OCCUPATIONAL HYGIENE / ENVIRONMENTAL HEALTH	<p>The degree is offered as a one-year full time programme. Research component: Research report</p> <p>Admission requirements: BSc degree with majors in physiology or environmental sciences, Registered Occupational Hygiene Assistant at SAIOH or similar (recommended)</p> <p>Credits: 120 SAQA credits at a NQF level of 8. Programme Coordinator: Dr N Claassen Contact details: nico.claassen@up.ac.za</p>
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POSTGRADUATE MASTERS DEGREES

MASTER OF PUBLIC HEALTH (MPH)*	<p>The degree is offered as a two-year part-time programme. Research component: Research Report (PHR 870)</p> <p>Admission requirements: A 4-year bachelor's degree + at least 2 years' applicable work experience OR an honours' degree OR a 3-year bachelor's degree + at least 5 years' applicable work experience</p> <p>Research component: Mini-dissertation</p> <p>Credits: 200 SAQA credits at a NQF level of 9. Programme Coordinator: Dr SM Patrick Contact details: sean.patrick@up.ac.za</p>
Areas of specialisation (Academic Units):	
Academic Unit – Disease Control	Programme Coordinator: Dr Bernice Harris Contact details: bernice.harris@up.ac.za
Academic Unit – Health Policy and Management	Programme Coordinator: Dr F Senkubuge Contact details: flavia.senkubuge@up.ac.za
Academic Unit – Health Promotion	Programme Coordinator: Mrs L Napoles Contact details: lizeka.napoles@up.ac.za
Academic Unit – Environmental & Occupational Health	Programme Coordinator: Prof J Wichmann Contact details: janine.wichmann@up.ac.za

Academic Unit – Occupational Hygiene	Programme Coordinator: Dr N Claassen Contact details: nico.claassen@up.ac.za
Academic Unit – Aerospace Medicine Not offered currently. Date will be announced	Programme Coordinator: Dr Chris Blunden Contact details: chris.blunden@up.ac.za
MAGISTER SCIENTIAE (MSc)**	The degree is offered as a 1-year full time Programme, but may be completed over two years if required. Research component: Dissertation
MSc Epidemiology and Biostatistics* Offering starts in 2022	Admission requirements: BSc Hons in Epidemiology and Biostatistics Programme Coordinator: Dr EM Webb Contact details: elize.webb@up.ac.za
MSc Environmental Health	Admission requirements: A 4-year bachelor's degree OR an honours' degree OR a 3-year bachelor's degree + applicable work experience as prescribed by the University Programme Coordinator: Prof Tiaan de Jager Contact details: tiaan.dejager@up.ac.za
Master of Medicine in Public Health Medicine (MMed)	For specialisation as a Public Health Specialist. The degree is offered as a four-year full-time programme. Students must have successfully applied for a registrar post as advertised in the popular press. No external applications can be considered. Research component: Dissertation Admission requirements: Medical doctors only Credits: 1344 SAQA credits at a NQF level of 9. Programme Coordinator: Dr S Moodley Contact details: saiendhra.moodley@up.ac.za

Important Notes:

*Master of Public Health

Applicants intending to concentrate in Field Epidemiology and Training Programme (FETP) or Monitoring & Evaluation (M&E) must please follow the Master of Science route, via the new BSc Hons (Epidemiology and Biostatistics) programme. Applicants should register for the BSc Hons (Epidemiology and Biostatistics) in January 2021; and the MSc (Epidemiology and Biostatistics) a year later, provided the applicant has obtained a 60% average for the BSc Hons programme.

****Master of Science**

The MSc in Epidemiology and Biostatistics is a mainly research-based degree that replaces the previous coursework-rich, MSc degrees in epidemiology, clinical epidemiology, and public health at the SHSPH from the 2021 academic year. The new degree will offer areas of concentration in Clinical Epidemiology, Public Health Epidemiology, Monitoring and Evaluation, Field Epidemiology, and Environmental and Occupational Health.

This means that the legacy separate MSc Clinical Epidemiology, Epidemiology and Public Health degrees will no longer be offered at the SHSPH from January 2021. The BSc Hons in Epidemiology and Applied Biostatistics contains most of the coursework from the old Masters programmes; and is now a prerequisite for the new MSc in Epidemiology and Biostatistics (with an average pass mark of 60%). There will be no intake for this MSc in 2021. We therefore urge you to enrol for our new and exciting Honours programme in 2021 and you can then, a year later, apply for the Masters in Epidemiology and Biostatistics in 2022.

10. CURRICULAR STRUCTURE & ACADEMIC PLANNING FOR ALL ACADEMIC PROGRAMMES

The curriculum structures for the different academic programmes can be found in the Handbook for Postgraduate Studies (PG book) which can be downloaded from the SHSPH home page. Should students wish to check when the various modules will be offered, the timetable for 2021 will be available on SHSPH website from November 2020. This book will guide all rules and regulations from the SHSPH for your postgraduate studies, as you will graduate according to the rules of the year when you started the degree.

During the Learning and Public Health modules PHM 770/773 and (PHM 880/881), students will be assisted with their academic planning.

Note to all students: Students are required to complete FUNDAMENTAL, CORE, COMPULSORY and ELECTIVE modules Please check the SHSPH timetable and plan your study or vacation leave well in advance.

TIMETABLE

In order to gain understanding of what the entire timetable contains, please look at the current timetable on our homepage. <http://www.up.ac.za/school-of-health-systems-and-public-health>

The final timetable (at the time) for the upcoming 2021 academic year will be available on the website from November 2020.

Applicants are advised to interpret the timetable together with the curriculum outline for the course you have been accepted for as described in the PG Book.

<http://www.up.ac.za/school-of-health-systems-and-public-health>

*The only **compulsory module for all students** in their first year of study is the Learning in Public Health module where students will be assisted with timetable planning, module selection and planning and registration.*

All the remaining modules must be completed within the maximum allowed period of study, except for the BSc Hons (Epidemiology and Biostatistics (minimum 1 year, maximum 2 years); the BSc Hons (aerospace medicine), minimum 2 years maximum 2 years; and the MSc (Epidemiology and Biostatistics (minimum 1 year, maximum 2 years).

Diplomas	2 years
Honours	1 year
Masters	2 years
Doctoral	3 years

11. DOCTORAL DEGREES IN PUBLIC HEALTH

All prospective PhD applicants are requested to download the “*Guide to PhD studies at the SHSPH*” from the SHSPH homepage and requested to follow the step-by-step application process. <https://www.up.ac.za/school-of-health-systems-and-public-health>

The degree is offered for a maximum period of three years either as a fulltime or part-time programme. The number of modules to attend will be a collaborative decision between the student and the supervisor.

Research component: Thesis

Admission requirements: Master Degree (preference is given to candidates who have published at least two articles in peer-reviewed journals)

Credits: 360 SAQA credits at a NQF level of 10.

PhD degrees are offered in the following specialities:

- **Environmental Health**
- **Epidemiology**
- **Health Systems**
- **Public Health**

12. **BURSARIES AND LOANS@UP**

Student bursaries and study loans information is available at:

<http://web.up.ac.za/default.asp?ipkCategoryID=20666>

13. **ACCOMMODATION@UP**

Accommodation for postgraduate students is available at some of the University residences, as well as privately. Information on UP's accommodation is available at:

<http://web.up.ac.za/default.asp?ipkCategoryID=113&subid=113>

Disclaimer: Every attempt was made to ensure that the information contained in this information pack is accurate. In the event of discrepancies, the University of Pretoria's regulations and/or the decision of the Academic Programme Committee is considered as the authoritative source.