



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

2023 INFORMATION PACK FOR PROSPECTIVE STUDENTS

Physical Address and contact details:

Student administration: SHSPH
Room6.32
Level 6
HW Snyman Building (North)
31 Bophelo Road
Gezina
Pretoria
Tel +27 (0) 12 356 3292

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 relevant work experience is an additional criterion for selection into many of the programmes. The SHSPH reserves the right to request an Academic Quantitative Test (AQL) from applicants.

Most programmes are **class-based** except for the **fully-online** Postgraduate Diploma in Public Health (PGDipPH). Students have to attend all contact sessions in all the modules as outlined in the curriculum. All class-based modules are offered online (on clickUP) during Covid 19 restrictions. *Students will be notified in writing when there are changes regarding this temporary arrangement.*

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 2024 APPLICATIONS: 31 JULY 2023**

PLEASE NOTE: Due to the large volumes of applications received, NO late applications will be considered.

2. **APPLICATION FEES**

There is an application fee. It is important to note that the application fee is a handling fee. This money is not refundable even if the application is unsuccessful or is withdrawn.

3. **APPLICATION FOR THE 2024 ACADEMIC YEAR@UP**

Online: An application form can be completed and submitted online: <https://www.up.ac.za/online-application>

The application process will result in a temporary student number being allocated to you. All communication with the University or with the SHSPH in particular will need reference to this number. If you have studied at UP, please use/enter your old student number. Hard copy applications are no longer accepted.

Application forms 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 the list below) should be uploaded on the application system. Any required documents received late by yourself, can be scanned and emailed to Mr. Lesiba Mpati at lesiba.mpati@up.ac.za and must be received before the selection process starts in September. **Remember to reference your student number in ALL emails in the subject line.**

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

STUDENT SERVICE CENTRE (SSC) TEL: +27 (0) 12 420 3111 FAX: +27 (0) 12 420 4555 E-mail: ssc@up.ac.za Web: https://www.up.ac.za/department-enrolment-and-student-administration/article/2689644/welcome-to-the-student-service-centre	POSTAL ADDRESS Student Service Centre University of Pretoria Lynnwood Road Pretoria South Africa 0002
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------

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. A **certified** copy of your **ID** if South African, or your **Passport** if an international applicant.
4. A self-drafted letter of motivation on **WHY** you want to study at the University of Pretoria. In the case of MPH applications, please include your preferred area of interest, referred to as the “Academic Units”. The list of possible “Academic Units” is available in this document.
5. Result of an Academic Quantitative Test (AQL) for all South African students (to complete the test – google AQL and share your result).
6. Medical doctors also need to submit proof of their Health Professionals Council of South Africa (HPCSA) registration.
7. A Certificate of English Language Test (TOEFL; <https://www.ets.org/toefl>) for **all** international applicants.
8. A South African Qualifications Authority certificate (SAQA; www.saqa.org.za) for qualifications obtained outside South Africa.
9. Letter of support from your employer for all **Occupational Hygiene degree** applications).

4.2 Doctoral (PhD) degrees

Please see Section 11 of this document.

Remember to use your **last name** and allocated **student number**, which you received during the application process, in all correspondence with the SHSPH and the University.

Tip: Always add your student number with the Subject of your email to the subject line of your emails.

5. SELECTION PROCESSES AND TIMELINES

The selections start in September 2022, except for the fully online programme which has six intakes per year.

- 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);
- Notifications are sent by e-mail by the end of October;
- All successful students will receive a letter from the SHSPH and the University; and
- All unsuccessful candidates will be notified in writing by the University.

6. REGISTRATION AT UP

All students have to attend the first compulsory module “Learning in Public Health”. Attendance can be either in-person or online depending on the special arrangements during COVID 19. The module (PHM 770/773) is offered in week 3 in January for all post-graduate diploma (contact students only) and honours students. The module is presented in week 4 in January (PHM 880/881) for all masters and doctoral students. The module content differs between the two modules and students are cautioned to ensure that they attend the correct one.

Registration for the 2023 academic year takes place during the compulsory first module. If you have been accepted for a programme, please ensure that you have also received the SHSPH letter detailing all the arrangements and that you can attend the entire week (Monday to Friday) of this important first module.

The University of Pretoria has a 100% class attendance policy for students. Selected students who fail to attend this module (or who fail the module) will have to reapply for a subsequent academic year. Previous acceptance is no guarantee of future acceptance.

7. INTERNATIONAL STUDENTS

Any enquiries with regard to student/study visas should be directed to the International Students Office. You can contact the Student Service Centre by email (ssc@up.ac.za) or telephone (+27 (0)12 420 3111). International students do not need to be in South Africa to register if the programme is offered online - unless otherwise instructed by a supervisor.

8. FINANCIAL COSTS FOR OUR ACADEMIC OFFERINGS

The Faculty of Health Sciences will send more detail regarding financial information to successful applicants for the 2023 academic year. The estimated programme costs are listed below. This serves as a **general guideline** for students.

Programme		Estimated cost (subject to annual increases)
BSc Hons – excluding Aerospace Med	BSc (Hons)	R44 000.00 (Per Programme - Billed per module)
BSc Hons – Aerospace Medicine	BSc (Hons)	Available on request. (When offered again)
Diploma in Health Systems Management	DHSM	R59 000.00 (Per Programme -Billed per module)
Diploma in Occupational Medicine and Health	DOMH 10220003	R59 000.00 (Per Programme - Billed per module)_
Diploma in Tropical Medicine and Health	DTM&H	R40 000.00 (Per Programme - Billed per module)

Magister Scientiae in Epidemiology and Biostatistics	MSc	R22 000.00 (per year)
Magister of Scientiae in Environmental Health	MSc	R23 000.00 (per year)
Master in Public Health	MPH	R22 000.00 (per year)
MMed (Community Health)	MMed	R15 000.00 (per year)
PhD	PhD	R21 000.00 (per year)

NOTE:

- For PGDipPH fees, please consult <https://online.up.ac.za/online-postgraduate-diploma-in-public-health/>
- 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 the yearly administration fee.
- Doctoral (PhD) applicants can go to the SHSPH website for more information regarding finances.

Please contact Student Service Center should you need a formal quotation from the University of Pretoria: sscmed@up.ac.za

9. ACADEMIC PROGRAMMES

ACADEMIC PLANS	ADMISSION REQUIREMENTS	DEGREE/DIPLOMA INFORMATION
POSTGRADUATE DIPLOMAS		
<p>DIPLOMA IN TROPICAL MEDICINE AND HEALTH (DTM&H) 10220000</p>	<p>Medical doctors only.</p> <p>Documents to accompany application:</p> <ul style="list-style-type: none"> ● Degree certificate; ● Transcript (Academic record); ● Personal Motivational letter; ● CV; ● ID/Passport; ● HPCSA registration document; ● International applicants, TOEFL and South African Qualifications Authority (SAQA; www.saqqa.org.za) certificates. 	<p>The diploma is offered as a part-time course over two years.</p> <p>Research component. Research report (CDC 786)</p> <p>Credits: 120 SAQA credits at a NQF level of 8.</p> <p>Programme Coordinator: Dr B Harris Contact details: bernice.harris@up.ac.za</p>

<p>POST GRADUATE DIPLOMA IN PUBLIC HEALTH (PGDipPH) 10221019</p>	<p>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>Documents to accompany application:</p> <ul style="list-style-type: none"> • Degree certificate; • Transcript (Academic record); • Personal Motivational letter; • CV; • ID/Passport; • International applicants, TOEFL and SAQA certificates. 	<p>The diploma is offered as a part-time completely online course over 18 months.</p> <p>https://online.up.ac.za/online-postgraduate-diploma-in-public-health</p> <p>Research component: Assignment in Public Health (AHM 710)</p> <p>Credits: 120 SAQA credits at a NQF level of 8.</p> <p>Programme Coordinator: Prof JE Wolvaardt</p> <p>Contact details: liz.wolvaardt@up.ac.za</p>
<p>DIPLOMA IN HEALTH SYSTEMS MANAGEMENT (DHSM) 10220001</p> <p>- Executive Leadership</p>	<p>The diploma is offered as a part-time course over Two years.</p> <p>Research component: Assignment in Health Systems Management (AHM 772)</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' <i>applicable work experience</i></p> <p>Credits: 120 SAQA credits at a NQF level of 8.</p> <p>Programme Coordinator: Prof Leena Thomas.</p> <p>Contact details: leena.thomas@up.ac.za</p>	
<p>DIPLOMA IN OCCUPATIONAL MEDICINE AND HEALTH (DOM&H) 10220003</p> <p>- Accredited with HPCSA</p>	<p>The diploma is offered as a part-time course over two-years.</p> <p>Research component: Assignment in Occupational Health. (AOH 771)</p> <p>Admission requirements: MBCHB & at least 2 years <i>applicable work experience</i>.</p> <p>Credits: 120 SAQA credits at a NQF level of 8.</p> <p>Programme Coordinator: Dr M Zungu Contact details: muzi.zungu@up.ac.za</p> <p>Contact details</p> <p>Contact details: muzi.zungu@up.ac.za</p>	

<p>DIPLOMA IN OCCUPATIONAL HEALTH (DOH) 10220084</p> <p>For non-medical doctors only.</p> <p>– Not accredited with South African Nursing Council (SANC)</p>	<p>The diploma is offered as a part-time course over two years.</p> <p>Research component: Assignment in Occupational Health (AOH 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' <i>applicable work experience</i>.</p> <p>Credits: 120 SAQA credits at a NQF level of 8.</p> <p>Programme Coordinator: Prof M Zungu</p> <p>Contact details: muzi.zungu@up.ac.za</p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

POSTGRADUATE HONOURS PROGRAMMES	
<p>THE BACCALAUREUS SCIENTIAE (HONOURS) (BScHons) IN EPIDEMIOLOGY and BIOSTATISTICS 10244016</p>	<p>The degree is offered as a one-year full time Programme. It may also be completed over two years.</p> <p>Research component: Research protocol</p> <p>Admission requirements: A relevant science or medical bachelor's degree.</p> <p>Credits: 120 SAQA credits at a NQF level of 8. Programme Coordinator: Dr A Musekiwa</p> <p>Contact details: alfred.musekiwa@up.ac.za</p>
<p>THE BACCALAUREUS SCIENTIAE (HONOURS) (BScHons) IN AEROSPACE MEDICINE</p> <p>Not currently offered Date will be announced</p>	<p>The degree is offered as a two year part time programme.</p> <p>Research component: Research report</p> <p>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</p> <p>Contact details: chris.blunden@up.ac.za</p>

<p>THE BACCALAUREUS SCIENTIAE (HONOURS) (BScHons) IN OCCUPATIONAL HYGIENE10244025 / (ENVIRONMENTAL HEALTH 10244026</p>	<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>
---------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

POSTGRADUATE MASTERS DEGREES

MASTER OF PUBLIC HEALTH (MPH) 10256502	<p>The MPH program can be completed within a minimum of 12 months and within a maximum of 24 months.. Research component: Research Report (PHR 870; 100 credits))</p> <p>Admission requirements: A bachelor's degree and a Postgraduate Diploma in Public Health (PGDipPH) with an average mark of at least 60%. Applicants who have completed equivalent requirements for the PGDipPH for non-degree purposes, or applicants who have completed equivalent coursework at another institution, would be considered, provided their average mark for the equivalent components is 60% or higher</p> <p>Credits: 180 SAQA credits at a NQF level of 9. Programme Coordinator: Dr SM Patrick Contact details: sean.patrick@up.ac.za</p>
Academic Units	
Disease Control	Programme Coordinator: Dr Bernice Harris Contact details: bernice.harris@up.ac.za
Health Policy and Management	Programme Coordinator: Dr J Shirinde Contact details: joyce.shirinde@up.ac.za
Health Promotion	Programme Coordinator: Dr Joyce Shirinde Contact details: joyce.shirinde@up.ac.za
Environmental & Occupational Health	Programme Coordinator: Prof J Wichmann Contact details: janine.wichmann@up.ac.za
Occupational Hygiene	Programme Coordinator: Dr N Claassen Contact details: nico.claassen@up.ac.za
Aerospace Medicine Not offered currently. Date will be announced	Programme Coordinator: Dr Chris Blunden Contact details: chris.blunden@up.ac.za

MSc Epidemiology and Biostatistics* 10253335	Admission requirements: BSc Hons in Epidemiology and Biostatistics Programme Coordinator: Prof EM Webb Contact details: elize.webb@up.ac.za
MSc Environmental Health 10253335	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) 10250373	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: Prof D Basu Contact details: debashis.basu@up.ac.za <hr style="width: 25%; margin-left: 0;"/>

Important Notes:

*Master of Science in Epidemiology and Biostatistics

The MSc in Epidemiology and Biostatistics is a research-based degree that replaces the previous coursework-rich, MSc degrees in epidemiology, clinical epidemiology, and public health. The new degree has areas of concentration in:

- Clinical Epidemiology,
- Public Health Epidemiology,
- Monitoring and Evaluation,
- Field Epidemiology (FETP), and
- Environmental and Occupational Health.

The BSc Hons in Epidemiology and Applied Biostatistics is the prerequisite for the MSc in Epidemiology and Biostatistics, and has to be passed with an average mark of 60% to qualify for intake to the MSc programme and subjected to a successful application.

10. CURRICULAR STRUCTURE AND 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. The PG book is updated annually and should be carefully stored, as you will complete and graduate your course based on the rules that applied in the first year you registered for your programme. Should students wish to check when the various modules will be offered, the timetable for 2023 will be available on SHSPH website from mid November 2022.

During the Learning and Public Health modules PHM 770/773 and PHM 880/881, students will be assisted with academic planning in terms of module choice and timetable planning.

Note to all students: Depending on your programme, you will be required to complete FUNDAMENTAL, CORE, COMPULSORY and ELECTIVE modules. Please check the SHSPH timetable and plan your study, research and/or vacation leave well in advance.

11. TIMETABLE

Please look at the current timetable on our homepage, but take note that this is an integrated timetable (contains modules from all contact programmes):

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

Applicants are advised to interpret this integrated timetable together with the curriculum outline in the PG Book: <http://www.up.ac.za/school-of-health-systems-and-public-health>

The final timetable for the upcoming 2023 academic year will be available on the website from mid November 2022. Students are advised to check the timetable regularly for any late changes.

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 as outlined in the table.

Programme	Maximum study time
Postgraduate diplomas	2 years
Honours	2 years
Masters	2 years
Doctoral	3 years

11. DOCTORAL DEGREES IN PUBLIC HEALTH

All prospective doctoral 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. It can be done 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.

Doctoral degrees are offered in the following specialities:

- Environmental Health
- Epidemiology
- Health Systems
- Public Health

12. FUNDING AND LOANS AT UP

Information regarding student bursaries and study loans information is available at: [Funding: Loans | Article | University of Pretoria](#)

13. STUDENT ACCOMMODATION@UP

Accommodation for postgraduate students is available at some of the University Residences and information on UP’s accommodation is available at: [Student Accommodation | University of Pretoria](#)

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.