Dear Villager

Welcome to TuksVillage – a very special and unique residence of the University of Pretoria!

It is very important that you are well informed about the nature of this residence before you arrive, because it differs from other residences and won’t suit everyone. Therefore, this letter is not just to inform you, but also to allow you to prepare for your stay at TuksVillage.

If, after reading through all the information, you feel this residence is not for you and you want to take part in competitive student activities, please inform us at tuksvillage@up.ac.za so that we can assist you to apply to another residence.

WHAT SORT OF RESIDENCE IS TUKSVILLAGE?

- It is for students who would like to live in a commune-type environment that allows for greater independence and a strict academic focus.
- It is a mixed (ladies and men) residence and accommodates students from first year up to postgraduate level, but no married students.
- It has student activities, but not formalised activities, as in the case of the traditional residences, and will not officially take part in organised cultural and sport activities, except in cases where students initiate such participation themselves. As a residence, it does not take part in Rag, INSYNC First-year concert, Serrie or any other competitions. Students may join any other residence, day house or student organisation to take part in competitive sport and cultural activities.
- First-year students must attend the compulsory Welcoming Week program, and therefore have no time to participate in, attend or join the activities of any other residence or day house (such as Vividus) during Welcoming Week.
- Two Heads of Residence and a Residence Management Committee (RMC) manage TuksVillage.

Status of first-year students and senior students

There is no distinction in status between first-year and senior students in TuksVillage. However, the university acknowledges that, in most cases, it is initially difficult for first-year students to adapt to university life and therefore special arrangements have been made to support first-year students in TuksVillage.

The following arrangements are in place:

- First years will be accommodated in three or four of the eight units of each block.
- Block managers have a specific responsibility to care for the wellbeing of first years in their blocks.
- First-year students are expected to attend first-year meetings as and when arranged by the RMC.

Mentorship program

- TuksVillage has a dedicated mentorship program in place for first years. This program runs for the first semester.
• During Welcoming Week, first-year students are allocated to a specific mentor group studying in the same faculty. First-years will meet with their respective mentor groups on a weekly basis.
• Each mentor group will be responsible for approximately 10 first-year students.

MANAGEMENT OF TUKSVILLAGE

Residence Management Committee (RMC)
TuksVillage does not have a house committee like other residences. Instead, it has a Management Committee, consisting of the heads of residence, two building supervisors and student management committee members. Each block has two management committee members (RMC members), who take responsibility for the discipline, mentoring, academic atmosphere, facilities, security and wellbeing of students in that block.

Heads of residence
Given the size of the residence, the university has appointed Prof Bernard and Dr Jana Slippers, as joint heads of the residence. It is their responsibility, in cooperation with the other members of the RMC, to:
• manage the residence in line with the relevant policies for university residences and those rules/policies specifically customised to suit the uniqueness of the residence; and
• develop the character of the residence in line with the vision that the university has for the residence; and
• continuously develop TuksVillage as a strictly academically orientated residence.

Meetings
In order to ensure the smooth running of the residence and to address any issues in the residence, students are expected to attend the Village meeting. This meeting usually takes place twice a semester. There are also regular block and unit meetings throughout the year.

UP policies and code of conduct
• The basic point of departure is that all the rules and regulations for university residences (see TeksRes Guide) are applicable.
• However, given the unique features of this residence, some rules have been adapted.

GENERAL INFORMATION ABOUT TUKSVILLAGE

Accommodation
• There are 10 separate blocks of four floors each. One block is for postgraduates only.
• Every floor has two units. Each unit accommodates eight students and has its own living and kitchen area.
• Ladies and men are accommodated in different units.
• The living/kitchen area has a communal refrigerator, stove and microwave, scullery and kitchen cupboards for self-catering. This area also consists of a breakfast counter, with chairs, that leads out to a balcony with a sliding door.
• Students share a communal bathroom with a shower, a bath, two toilets and three washbasins.

Cleaning
• The university’s cleaning staff cleans the communal areas such as the kitchen/living area and bathroom.
• The eight students sharing a unit are expected to wash their own dishes and keep their rooms clean and tidy.
Rooms

- Please remember that TuksVillage is a very large residence, with more than 600 students living in 10 separate blocks. It is very important to inform your loved ones about your block, unit and room number once you have moved in.
- The room has the following fixed furniture:
  - Bed
  - Two study-type work areas with a chair and bookshelves
  - Three large wardrobes
  - Blinds
- You have a secure lock on your door and one of the wardrobes can be locked with a padlock. If you want to lock the other two wardrobes, you will have to use a chain lock.
- The room has limited access to the university’s network system. Students can also make use of a private Wi-Fi provider.

What do you need to bring?

- Bedding
- Broom and dustbin
- Chain lock to lock your wardrobe
- Padlock for the wardrobe (medium sized)
- Padlock for the kitchen cupboard
- Cooking utensils, cutlery and crockery – remember that we are self-catering

Note: NO open bar heaters are allowed!

You can also bring the following:

- Computer and printer (there is an IT Lab with 30 computers at the residence)
- Cable to lock your desktop computer or laptop
- Extension cord and multiplug or double adaptor
- Mini-refrigerator for your room (to be put underneath the desk - maximum height of 840mm)
- Iron and ironing board

Other facilities at TuksVillage:

There is a Village Centre with the following facilities:

- Free Wi-Fi
- IT lab
- Recreation hall and braai deck
- Lounge
- Village Fresh – the in-house mini-market
- Laundry – washing machines and dryers for you to do your own laundry, free of charge

Meals(food at TuksVillage

- TuksVillage is mostly a self-catering residence. There is no dining hall.
- Each unit has a communal refrigerator, stove, microwave and a cupboard for each student to store groceries (remember a small padlock to lock your cupboard).
- TuksVillage has a mini-market, Village Fresh (similar to the shop at a garage). Here, you can buy various food items with your student card, such as frozen meals, fresh fruit, vegetables, salads, milk and bread. There are also heat-and-eat meals, and other food items for you to prepare your own meals in your unit.
- One cooked take-away meal will be available on a daily basis at Village Fresh, together with limited fast food
items like chips, hamburgers and sandwiches (you collect your booked meals with your own plates or containers).

- Villagers can also eat cooked meals at the Kloostersaal on campus. This is very convenient for students during the day because they can then have a well-balanced meal for lunch on campus. TuksMonate is also available for meals. This is a large dining hall setup for all residences on the terrain. All is available cash-free with the swipe of a student card.

**Recycling Program**
TuksVillage has an active recycling program. This forms part of the commitment to its code of conduct that relates to “respecting and caring for the environment”. Students are expected to separate the waste in their units according to glass, tin, paper and plastic. From there, cleaners take it to the waste-holding area where it gets collected.

Apart from daily recycling, students also embark on recycling projects during the year. The RMC will launch some projects during the Welcoming Week, please read their letter to see what you can bring along from home. We will appreciate if you can contribute to these projects.

**Holidays**
Please take note that the university rents out residences during most holidays. During these holidays, students must vacate their rooms. The university or the residence provides limited storage facilities to students, but at students’ own risk. Students can either take all their belongings home or arrange for storage themselves. We have been informed that all UP residences will be hosting the World Choir Games in the June/July recess in 2018.

The university makes one male and one female residence (host residences) available during holidays for residence students who need to stay on campus for academic purposes.

**Transport to the main campus**
A free bus shuttle service is available to the main campus in Hatfield. However, many students from all residences on the grounds walk to campus or make use of a bicycle (which could be encouraged as a form of exercise and staying green).

**Security**
Crime is endemic in South Africa and unfortunately no university can escape this reality. However, the university is very safety conscious and has mechanisms in place to ensure the safety of students and their belongings as far as possible. All residences have access control and there are security guards on patrol. Students must lock their unit and room doors at all times. Your student card gives you entry to your block and the Village Centre. Students are also expected to be safety conscious at all times. The university has a green route where guards accompany students from and to campus when necessary.

**Shops in the area**
A shopping centre – Hillcrest Boulevard – is very close to TuksVillage. It has a Pick n Pay, Woolworths Food, Dischem Pharmacy, Ackermans Clothing, Clicks, Postnet, and coffee shops.

**Post can be sent to the residence.**
The address is: TuksVillage, Name, block and room no, University of Pretoria, Pretoria, 0002.
The physical address is: 230 Duxbury Road, Hillcrest, Pretoria, 0083.

**Medical services in the area**
There is a Dischem Pharmacy within walking distance of the residence, as well as the Hatmed Medical Centre.
The number of the Hatmed Medical Centre is 012 362 7180.
ARRIVAL FOR 2018

Students may move in on Friday 26 January from 08:00 to 17:00. There are no activities planned for this day.

Welcoming Day – 27 January 2018

- First-year students can move in from 08:00 until 13:00.
- Please report to the Village Centre of TuksVillage, where you will receive your key and be taken to your room.
- First-year students and their parents are requested to attend a welcoming and information session by the heads of residence at 13:30 in the Village Hall.
- The Principal of the university delivers her welcoming speech to first-year students and their parents on the main campus at several set times during the course of the morning. We urge you to attend one of these sessions. Please consult the official Welcoming Day Program that the university will send you.

Money-related issues

- Students are requested to pay R170.00 (R70.00 + R100.00) when they register at the residence. This covers the following:
  - R70.00 per year for the Village Fund. This money is used for several student-related expenditures that specifically benefit Villagers.
  - R100.00 for a residence T-shirt. This shirt must be worn that evening at the university’s official welcoming for first-year residence students.

The following costs are optional:

- Optional, but highly advisable: R350.00 for a hoodie.
- Optional drawstring bags: R30.00. This is used daily in the first two weeks for going to campus for academic programs.

Including the optional costs, this gives a total of R550.00.

Payment for clothing

To avoid queues on Welcoming Day, payments can be done via EFT or at a bank. The account details are as follows:
Absa 2140450033, Klubbate: VSR, TuksVillage

For direct deposits, use: Reference: X0M981. Please note the 0 is a zero.

For EFT payments: Reference X0M981 and add your student number. Please note the 0 is a zero.

Present proof of payment on Welcoming Day or email it to: phenyoletlepe@gmail.com

Credit card facilities will be available, as we cannot accept cash on the day.

Welcoming and Information Week (WI-Week)

- TuksVillage has a compulsory Welcoming Program for all first-year students from 27 January – 4 February 2018.
- Please inform your school now that you won’t be available for any function during that week.
- First years must contact Dr Jana Slippers at tuksvillage@up.ac.za in advance if they need to be excused for any part of the WI-Week program.
- First years are not allowed to leave the residence in the evenings during this week.
- No first year may join another residence or day house (such as Vividus) for activities during Welcoming Week.
Please visit our website www.up.ac.za/tuksvillage or social media:

TuksVillage and TuksVillage HoR (for the Heads of Residence)

We wish you and your loved ones a blessed festive season. We are looking forward to meet you!

Kind regards

Prof Bernard and Dr Jana Slippers
November 2017