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# University of Pretoria Yearbook 2016

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## General Regulations and Rules of the University of Pretoria and the Glossary of Terms.

### General Rules

#### General information

##### Bursaries and loans

Details about bursaries and loans are available on request or go to the website at <http://www.up.ac.za/fees-and-funding>.

##### Residence accommodation

The application form that is completed for admission to a study programme at the University of Pretoria has a specific section that must be completed for residence accommodation. These forms are available as from March of the previous year. The Client Service Centre can be contacted if a student decides to apply for residence accommodation if this application form has already been handed in. Unfortunately accommodation cannot be guaranteed as the demand for University accommodation by far exceeds the places that are available. Admission to a study programme does not also automatically ensure residence accommodation.

**Please note:** Allocation of accommodation in the residence at Onderstepoort (**Faculty of Veterinary Science**) will only be confirmed after admission to the BVSc degree programme or DipVetNurs diploma programme. Details concerning accommodation fees are available on request. Due to the high demand for accommodation in the Onderstepoort residence, preference will be given to BVSc students from the second year of study onwards as well as first-year diploma students.

Application for accommodation in the Onderstepoort residence should be submitted as part of the application form for admission as from 1 April of the preceding year. A number of places will be reserved for students in the first year of the BVSc degree programme who are already using residence accommodation at the Hatfield campus.

Students registered for **Distance Education** programmes are responsible for arranging their own transport, accommodation and food during contact sessions and examinations.

##### Changes to regulations and fees

The University reserves the right to amend regulations and syllabi where necessary and to change module fees without prior notice.

**Please note:** The fees advertised and thus levied in respect of a module or study programme presentation represents a combination of the costs associated with the formal services rendered (for example lecturers, practicals, access to laboratories, consumables used in laboratories, etc) as well as associated indirect overheads such as the provision of library and recreation facilities, security and cleaning services, electricity and water supply, etc. Therefore the fees in respect of a module or study programme presentation cannot simply be reconciled with the visible services that are rendered in respect of such module or study programme.

##### Welcoming day, registration and start of the academic year

Details of the welcoming day to which all parents are cordially invited, the subsequent programme for registration and start of the academic year during which all new first-year students **must** be present, are obtainable from the Director: Student Affairs.

### Prescribed books

Lists of prescribed books will be made available in certain faculties. The appropriate lecturers will supply information regarding prescribed books to students at the commencement of lectures.

The complete content of each Distance Education programme is contained in the learning materials that students receive. It is not necessary to buy any additional textbooks. Extracts from referenced textbooks are provided with the learning materials. Students also receive envelopes, assignment covers and writing pads to submit their assignments.

### Information literacy

The Department of Library Services is the library of the University of Pretoria. Information literacy courses are conducted by the information specialists. Please contact your information specialist for training.

### Academic dress at graduation ceremonies

| ACADEMIC DRESS AT GRADUATION CEREMONIES |  |
|---|--|
| <b>1. DOCTOR'S DEGREE</b>               |  |
| <b>Gown:</b>                            | A ruby gown (Cambridge model) with a 15 cm band in the Faculty colour on the front panel.            |
| <b>Cap:</b>                             | A ruby beret (Utrecht model) with the tassel in the faculty colour.                                  |
| <b>Hood:</b>                            | A maroon hood lined in the Faculty colour (Oxford model) with a 7,5 cm border in the Faculty colour. |
| <b>2. MASTER'S DEGREE</b>               |  |
| <b>Gown:</b>                            | A black gown (Cambridge model).  |
| <b>Cap:</b>                             | A flat square black beret with the tassel in the faculty colour.                                     |
| <b>Hood:</b>                            | A black hood lined in the faculty colour with a 7,5 cm border in the faculty colour.                 |
| <b>3. HONOURS DEGREE</b>                |  |
| <b>Gown:</b>                            | A black gown as for bachelor's degrees.  |
| <b>Cap:</b>                             | A flat square black beret with the tassel in the faculty colour.                                     |
| <b>Hood:</b>                            | As for bachelor's degrees but hemmed with a 2 cm band of the base material.                          |
| <b>4. BACHELOR'S DEGREE</b>             |  |
| <b>(a) General</b>                      |  |
| <b>Gown:</b>                            | A black gown (Cambridge model).  |
| <b>Cap:</b>                             | A flat square black beret with the tassel in the faculty colour.                                     |



|           |   |   |
|-----------|---|---|
|           | <b>Hood:</b>  | A grey hood with a 7,5 cm edging in the faculty colour.   |
|           |   |   |
|           | <b>(b) Bachelor of Divinity and Bachelor of Education</b> |   |
|           | <b>Gown:</b>  | A black gown as for bachelor's degrees.   |
|           | <b>Cap:</b>   | A flat black square beret with the tassel in the faculty colour.  |
|           | <b>Hood:</b>  | As for bachelor's degrees but with a 2 cm edge in the base material.  |
| <b>5.</b> | <b>DIPLOMAS AND CERTIFICATES</b>                          |   |
|           | <b>Gown:</b>  | A black gown (Cambridge model).   |
|           | <b>Cap:</b>   | A flat square black beret with a black tassel.  |
|           | <b>Hood:</b>  | A 12 cm wide hood band made of Cashmere fabric in the prescribed faculty colours, and a V-form neck piece with a 5 cm grey strip in the centre of the neck piece for all diplomas and certificates.                   |
|           | <b>Note:</b>  | Persons in the SANDF, SAPS, etc. who wish to attend the graduation ceremony in uniform, may do so subject to the following conditions:<br>1. the gown must be worn,<br>2. the beret, and not the cap, must be donned. |

## FACULTY COLOURS

|    | Faculty   | Colour       |
|----|---|--------------|
| 1. | Humanities  | Orange       |
| 2. | Natural and Agricultural Sciences                         | Green        |
| 3. | Law   | Scarlet      |
| 4. | Theology  | Purple       |
| 5. | Economic and Management Sciences                          | Dark blue    |
| 6. | Veterinary Science  | Salmon       |
| 7. | Education   | Old gold     |
| 8. | Health Sciences   | Peacock blue |
| 9. | Engineering, Built Environment and Information Technology | Turquoise    |

The information published here is subject to change and may be amended after the publication of this information. The [General Regulations \(G Regulations\)](#) apply to all faculties of the University of Pretoria. It is expected of students to familiarise themselves well with these regulations as well as with the information contained in the [General Rules](#) section. Ignorance concerning these regulations and rules will not be accepted as an excuse for any transgression.