



# University of Pretoria Yearbook 2021

## BCMP (10130012)

**Department** Family Medicine

**Minimum duration of study** 3 years

**Total credits** 428

**NQF level** 07

### Programme information

The integrated outcomes-based, problem-oriented degree programme consists of theoretical modules and clinical rotations.

### Admission requirements

- The following persons will be considered for admission: a candidate who is in possession of a certificate that is deemed by the University to be equivalent to the required National Senior Certificate (NSC) with university endorsement; a candidate who is a graduate from another tertiary institution or has been granted the status of a graduate of such an institution; a candidate who is a graduate of another Faculty at the University of Pretoria; and a candidate who is currently studying at a university.
- Admission to Health Sciences programmes is subject to a selection process.
- Grade 11 final examination results will be used for the conditional selection of prospective students.
- For selection purposes, the sum of the results in six subjects, including English, Mathematics and Physical Sciences or Life Sciences, is calculated.
- Life Orientation is excluded in the calculation of the Admission Point Score (APS).
- **Candidates should note that their conditional admission will be revoked if their APS drops by more than two points in their final school examination results.**
- PLEASE NOTE that compliance with the minimum admission requirements does not guarantee admission to any programme in this Faculty.
- Selection queries may be directed to [click here](#)
- A student who is made an offer but does not accept it cannot defer the offer and must reapply to be considered in the following year.

#### **Transferring students (university experience)**

- The applications of students who are studying towards a tertiary qualification or have obtained a tertiary qualification must meet the following requirements regarding school subjects and performance levels: They must be in possession of an NSC for degree studies/full exemption certificate and must have attained a performance level of 5 (or 50% HG if completed prior to 2009) for Mathematics and Physical Sciences (or Life Sciences, if required).
- If the subjects were not passed in Grade 12, the equivalent subjects (Physics, Chemistry and Mathematics) must be completed at the tertiary level. University students do not have to submit any non-academic performance record or CV. In their case selection is based on the results attained in the qualification(s)



previously completed, ie they will be considered on the basis of their results achieved in higher education.

- The completion of only a three-year diploma or certificate is not considered as university experience, but will be considered in the school-leaver category and admission will be based on the applicant's Grade 12 results and the Biographical Information Form.

### **Qualifications from countries other than South Africa**

- A limited number of places are made available to citizens from countries other than South Africa, with those from SADC countries being given preference. Permanent residents of RSA are not categorised as foreign students. Applications from citizens from countries other than South Africa may also be considered if they are:
  - citizens or permanent residents of countries which have relevant government to government agreements with South Africa
  - asylum seekers or refugees

**University of Pretoria website** [click here](#)

#### **Minimum requirements**

##### **Achievement level**

##### **English Home**

##### **Language or English First**

##### **Additional**

##### **Language**

##### **Language**

NSC/IEB

AS Level

##### **Mathematics**

NSC/IEB

AS Level

##### **Physical Sciences or Life Sciences**

NSC/IEB

AS Level

##### **APS**

4

D

4

D

4

D

**28**

\* Cambridge A level candidates who obtained at least a D in the required subjects, will be considered for admission. Students in the Cambridge system must offer both Physics AND Chemistry with performance at the level specified for NSC Physical Sciences in the table above.

\* International Baccalaureate (IB) HL candidates who obtained at least a 4 in the required subjects, will be considered for admission. Students in the IB system must offer both Physics AND Chemistry with performance at the level specified for NSC Physical Sciences in the table above.

## **Additional requirements**

Also consult the General Regulations.

- Each student must apply to the Registrar of the Health Professions Council of South Africa for registration as a clinical associate student, immediately after admission to the first year of study.
- After obtaining the degree, graduates must also register as clinical associates with the Health Professions Council of South Africa.

## **Other programme-specific information**

Please note: **Third year of study**

- Attendance and continuous assessments for some modules will be either 1st semester or 2nd semester depending on rotation arrangements.
- Marks obtained in the clinical rotations are taken into account when calculating the relevant module marks.



## Examinations and pass requirements

- i. In accordance with the stipulations of the General Regulations, no minimum year or semester mark is required for admission to the examination. Adequate attendance at (more than 90%) and active participation in prescribed clinical activities as recorded in the clinical logbook are required for admission to the examination.
- ii. A final module mark in the relevant module is, however, calculated from the module examination mark as well as the module mark compiled from continuous evaluation during the presentation of the module (i.e. the semester, year or module mark). The latter is calculated from the marks obtained in one or more of the undermentioned:
  - a. Evaluations of theoretical knowledge.
  - b. Evaluations of clinical knowledge and skills.
  - c. Compulsory attendance at and participation in prescribed activities.
  - d. Compulsory attendance at all academic support activities for the first two years of study.
- iii. The contribution of each modality in the calculation of the abovementioned mark is set out in the regulations and published in the study guides. The details are explained to the students concerned before commencement of the modules. Likewise, the weight (50:50) allocated to the abovementioned marks and the various examination marks when calculating the final module mark awarded to the student. The importance of continuous evaluation in the assessment of students is non-negotiable, and therefore the marks awarded in this type of evaluations will form part of the final pass mark of all modules.
- iv. A student repeating the first or second year of study will retain credit for Clinical Medical Practice modules passed previously, subject to the following:
  - a. The student will be required to participate adequately in the current year in the clinical component of all Clinical Medical Practice modules in order to maintain a specified level of clinical skills and be required to record such activities in an appropriate clinical logbook.
  - b. Compliance with (s) is a requirement for the admission to subsequent CMP modules.
  - c. In order to comply with the requirements for (a), the extent of involvement of students in successfully completed modules is determined by the relevant course coordinator, at the commencement of the year, and agreed with the student(s) concerned.

### **Passing a module in the BClinical Medical Practice degree programme**

- i. A module mark is calculated from the continuous evaluation opportunities during the course of the presentation of the module in question. These evaluations shall include one or more of the following:
  - a. Evaluations regarding theoretical knowledge.
  - b. Evaluations regarding clinical knowledge and skills.
  - c. Compulsory attendance at and active participation in prescribed activities.
  - d. Compulsory attendance at all academic support activities for the first two years of study.
- ii. Students may exercise the option to have the module mark at the end of the year validated as the final module mark for the module in question (i.e. they are exempted from the module examination for this module), provided that they comply with the following requirements:
  - a. The abovementioned module mark is more than 60% in all the different module assessments (with the exception of the Anatomy module that is more than 65%).
  - b. Proven attendance at all applicable module-specific activities, namely:



- All tests/continuous evaluations.
  - All practicals and morning ward-round activities.
  - All relevant skills laboratory activities.
  - All relevant community-based education activities.
  - All clinical rotations.
- c. A pass mark in the clinical rotation test.
- d. Attendance at the module in question from day 1.
- e. No conviction by the Faculty Preliminary Disciplinary Committee (Student offences) of any form of dishonesty or fraud.
- iii. A module examination is granted to all registered students regardless of the module mark, subject to adequate attendance (hours of clinical training) at and active participation in prescribed clinical activities (patients seen and procedures conducted) as set out in the relevant study guide and recorded in the clinical logbook of Clinical Medical Practice modules.
- iv. Any student without adequate attendance at and active participation in prescribed clinical activities as set out in the relevant study guide and recorded in the applicable clinical logbook will fail the Clinical Medical Practice module in question even if the student wrote and passed the module examination.
- v. The final module mark is calculated from the module examination mark and the module mark (continuous evaluation) in a 50:50 ratio, depending on the year of study and/or module-specific regulations. The formula according to which the final module mark is calculated will be set out in the study guide and communicated to students at the commencement of the programme.
- vi. In order to pass in a module, a subminimum of 40% is required in the written section of the module examination. In order to pass in a module in which a clinical component is included, a subminimum of 50% in the clinical component of the module examination is also required.
- vii. A second examination in a module will be granted to all students who fail the module in question.
- viii. As a rule, the second examination in question will take place in November/ December of the same year, or in January of the following year. A minimum of 50% is required in order to pass in the second examination.
- ix. An aegrotat or extraordinary examination granted to a student who could not participate in the module examination due to illness or other acceptable reasons, will take place during the second examination period. Students must apply formally for such an examination, and admission to the examination is approved by the Chairperson of the School or his/her authorised representative. Where applicable, the Chairperson of the School may first require a recommendation from the Faculty Health Committee before approving an application for admission to an aegrotat.

All modalities of a final examination must be completed jointly as an aegrotat or an extraordinary examination, even if part of it has already been completed as part of the examination sat in the previous examination period. The final module mark is calculated from the marks of all the divisions/modalities of the aegrotat or extraordinary examination and the module mark in question (continuous evaluation mark). The same criteria set for a final mark in a module, are applicable in this case.

**Note:** No special dates will be arranged for an aegrotat/extraordinary examination. These examinations will only take place on the scheduled dates for regular first/second examinations.

- x. Aegrotat/extraordinary tests are not allowed for the BClinical Medical Practice degree programme. However, students who have acceptable reasons for being absent from no more than one test will have a module mark calculated from the other continuous assessment opportunities. Students who have acceptable reasons for being absent from more than one test will, of course, have no module mark, and a pass in the module(s) will depend totally upon the module examination mark.

### **Academic exclusion from further study**

- i. In accordance with the stipulations of the General Regulations, re-registration of a student is permitted only if the student completes the degree programme for which he or she is registered within the prescribed minimum period of study plus two years.
- ii. In the case of the BClinical Medical Practice degree offered by the School of Medicine, a student who fails a year of study for a second time must apply, in writing, to the Readmission Committee of the School, chaired by the chairperson of the School, for readmission to the programme.
- iii. The committee in question will take all factors into consideration and its decision and conditions will be final.

## Promotion to next study year

### **(i) Failed candidates/Admission to the second semester of the first year of study**

Selected first-year students, who have passed a sufficient number of prescribed first-semester modules at 100 level will, in accordance with the stipulations of the General Regulations, automatically be admitted to the second semester of the first year of study.

### **(ii) Failed candidates/Admission to the second year of study**

(aa) First-year students who have passed all prescribed core modules at 100 level will, in accordance with the stipulations of the General Regulations, automatically be admitted to the second year of study.

(bb) A student who has failed any one or more of the 100-level core modules will have to repeat those modules failed before he/she will be admitted to the second year of study.

(cc) Also consult Faculty regulations in respect of a student studying for the BClinical Medical Practice degree, who fails a year of study for a second time.

### **(iii) Failed candidates/Admission to the second semester of the second year of study**

Second-year students who have passed a sufficient number of prescribed first-semester modules at 200 level will, in accordance with the stipulations of the General Regulations, automatically be admitted to the second semester of the second year of study.

### **(iv) Failed candidates/Admission to the third year of study**

(aa) Second-year students who have passed all prescribed first- and second-semester modules at 200 level will, in accordance with the stipulations of the General Regulations, automatically be admitted to the third year of study.

(bb) A student who has failed any one or more of the 200-level modules, will have to repeat those module(s) failed before he/she will be admitted to the third year of study.

(cc) Also consult Faculty regulations in respect of a student studying for the BClinical Medical Practice degree, who fails a year of study for a second time.

### **(vi) Failed candidates/Academic exclusion from further study**

Consult Faculty regulations in respect of a student who does not complete the degree programme within the prescribed minimum period of study plus two years.

## Pass with distinction

The degree is conferred with distinction on a student who has obtained an average of at least 75% in all the modules of the third year of study.



## Curriculum: Year 1

Minimum credits: 128

### Fundamental modules

#### Academic information management 111 (AIM 111)

**Module credits** 4.00

**NQF Level** 05

**Service modules** Faculty of Engineering, Built Environment and Information Technology  
Faculty of Education  
Faculty of Economic and Management Sciences  
Faculty of Humanities  
Faculty of Law  
Faculty of Health Sciences  
Faculty of Natural and Agricultural Sciences  
Faculty of Theology and Religion

**Prerequisites** No prerequisites.

**Contact time** 2 lectures per week

**Language of tuition** Module is presented in English

**Department** Information Science

**Period of presentation** Semester 1

#### Module content

Find, evaluate, process, manage and present information resources for academic purposes using appropriate technology.

#### Academic information management 121 (AIM 121)

**Module credits** 4.00

**NQF Level** 05

**Service modules** Faculty of Engineering, Built Environment and Information Technology  
Faculty of Education  
Faculty of Economic and Management Sciences  
Faculty of Humanities  
Faculty of Law  
Faculty of Health Sciences  
Faculty of Natural and Agricultural Sciences  
Faculty of Theology and Religion  
Faculty of Veterinary Science

**Prerequisites** No prerequisites.

**Contact time** 2 lectures per week

**Language of tuition** Module is presented in English

**Department** Informatics



**Period of presentation** Semester 2

**Module content**

Apply effective search strategies in different technological environments. Demonstrate the ethical and fair use of information resources. Integrate 21st-century communications into the management of academic information.

**Anatomy 185 (ANA 185)**

**Module credits** 21.00

**NQF Level** 05

**Prerequisites** No prerequisites.

**Contact time** 1 discussion class per week, 3 practicals per week, 8 lectures per week

**Language of tuition** Module is presented in English

**Department** Anatomy

**Period of presentation** Semester 1

**Module content**

Systemic clinical anatomy: cardiovascular, respiratory, digestive, urogenital, eye, ear nose and throat, nervous, musculoskeletal, skin and endocrine systems.

Surface and regional anatomy confined to specific diagnostic, therapeutic and emergency procedures.

**Academic English for Health Sciences (BClinical Medical Practice) 131 (ELH 131)**

**Module credits** 6.00

**NQF Level** 05

**Service modules** Faculty of Health Sciences

**Prerequisites** No prerequisites.

**Contact time** 1 discussion class per week, 2 lectures per week

**Language of tuition** Module is presented in English

**Department** Unit for Academic Literacy

**Period of presentation** Semester 1

**Module content**

Study of English used in medicine, aimed at developing reading, writing and interviewing skills in clinical situations. *\*Presented to students in Health Sciences only.*

**Academic English for Health Sciences (BClinical Medical Practice) 132 (ELH 132)**

**Module credits** 6.00

**NQF Level** 05

**Service modules** Faculty of Health Sciences

**Prerequisites** No prerequisites.





**Contact time** 1 discussion class per week, 2 lectures per week

**Language of tuition** Module is presented in English

**Department** Unit for Academic Literacy

**Period of presentation** Semester 2

### Module content

Further study of English in medicine, with emphasis on language skills required in clinical contexts. *\*Presented to students in Health Sciences only.*

## Physiology 185 (FSG 185)

**Module credits** 12.00

**NQF Level** 05

**Prerequisites** No prerequisites.

**Contact time** 1 discussion class per week, 6 lectures per week

**Language of tuition** Module is presented in English

**Department** Physiology

**Period of presentation** Semester 1

### Module content

Introduction to Physiology, homeostasis and body fluids, cell physiology, haematology and immunology, cardiovascular system, respiration, neurophysiology and senses, gastrointestinal physiology and nutrition, kidneys, endocrinology, reproduction, skin and body temperature.

## Academic orientation 110 (UPO 110)

**Module credits** 0.00

**NQF Level** 00

**Language of tuition** Module is presented in English

**Department** Health Sciences Deans Office

**Period of presentation** Year

## Core modules

### Clinical medical practice 181 (CMP 181)

**Module credits** 17.00

**NQF Level** 05

**Prerequisites** No prerequisites.

**Contact time** 1 discussion class per week, 1 practical per week, 3 seminars per week

**Language of tuition** Module is presented in English

**Department** Family Medicine





**Period of presentation** Semester 1

### Module content

Introduction to the Faculty of Health Sciences, curriculum and cultural differences. Basic theory and skills in respect of health assessment and physical examination, health promotion and disease prevention by means of self-regulated learning and practical sessions in the hospital and skills laboratory. A problem-oriented and interdisciplinary approach is emphasised.

## Clinical medical practice 182 (CMP 182)

**Module credits** 56.00

**NQF Level** 05

**Prerequisites** CMP 181

**Contact time** 1 practical per week, 2 discussion classes per week

**Language of tuition** Module is presented in English

**Department** Family Medicine

**Period of presentation** Semester 2

### Module content

Basic theory and skills in respect of health assessment and physical examination, health promotion and disease prevention of the cardio/peripheral, reticulo-endothelial, respiratory, gastro-intestinal, genito-urinary, central nervous system, head, neck, eye, ear, nose, throat, musculo-skeletal, endocrine, dermatological systems by means of group discussion, self-tuition and practical sessions in the hospital and skills laboratory. A problem-oriented and interdisciplinary approach is emphasised.

## Pharmacology 180 (FAR 180)

**Module credits** 2.00

**NQF Level** 05

**Prerequisites** No prerequisites.

**Contact time** 1 lecture per week

**Language of tuition** Module is presented in English

**Department** Family Medicine

**Period of presentation** Semester 2

### Module content

Introductory principles to clinical pharmacotherapy. Pharmacotherapy and applicable clinical aspects of the most general and prominent diseases and conditions.



## Curriculum: Year 2

Minimum credits: 138

### Core modules

#### Clinical medical practice 281 (CMP 281)

<b>Module credits</b>	68.00
<b>NQF Level</b>	06
<b>Prerequisites</b>	CMP 181, CMP 182
<b>Contact time</b>	2 discussion classes per week, 2 lectures per week, 2 practicals per week, 2 web-based periods per week, 3 seminars per week
<b>Language of tuition</b>	Module is presented in English
<b>Department</b>	Family Medicine
<b>Period of presentation</b>	Semester 1

#### Module content

Basic theory and skills in respect of the health promotion, disease prevention, diagnosis and treatment of diseases of cardio/peripheral, vascular, reticulo-endothelial, endocrine, respiratory, genito-urinary and gastro-intestinal systems by means of group discussions, self-tuition and practical sessions in the hospital and skills laboratory. A problem-oriented and interdisciplinary approach is emphasised. Emphasis is placed on the diagnosis and treatment of the most prominent conditions as well as the acquiring of practical and clinical skills.

#### Clinical medical practice 282 (CMP 282)

<b>Module credits</b>	68.00
<b>NQF Level</b>	06
<b>Prerequisites</b>	CMP 281
<b>Contact time</b>	2 discussion classes per week, 2 practicals per week, 2 web-based periods per week, 4 lectures per week, 4 seminars per week
<b>Language of tuition</b>	Module is presented in English
<b>Department</b>	Family Medicine
<b>Period of presentation</b>	Semester 2

#### Module content

Basic theory and skills in respect of the health promotion, disease prevention, diagnosis and treatment of diseases of the central nervous system, head, neck, eye, ear, nose, throat, skin and musculo-skeletal systems by means of group discussions, self-tuition and practical sessions in the hospital and skills laboratory. A problem-oriented and interdisciplinary approach is emphasised. Emphasis is placed on the diagnosis and treatment of the most prominent conditions as well as the acquiring of practical and clinical skills.

#### Clinical pharmacology 280 (FAR 280)

<b>Module credits</b>	2.00
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<b>NQF Level</b>	06
<b>Prerequisites</b>	FAR 180
<b>Contact time</b>	6 lectures per semester
<b>Language of tuition</b>	Module is presented in English
<b>Department</b>	Family Medicine
<b>Period of presentation</b>	Year

**Module content**

Clinical pharmacotherapeutics including indications, contra-indications, side-effects and interactions of commonly prescribed medicines in South Africa. Rational prescribing and critique of prescriptions.



## Curriculum: Final year

Minimum credits: 162

### Core modules

#### Healthcare systems 380 (CMP 380)

<b>Module credits</b>	10.00
<b>NQF Level</b>	07
<b>Prerequisites</b>	CMP 281, CMP 282, FAR 280
<b>Contact time</b>	2 lectures per week, 4 practicals per week
<b>Language of tuition</b>	Module is presented in English
<b>Department</b>	Family Medicine
<b>Period of presentation</b>	Year

#### Module content

Study of healthcare systems with emphasis on district health systems.

#### Women's health 381 (CMP 381)

<b>Module credits</b>	24.00
<b>NQF Level</b>	07
<b>Prerequisites</b>	CMP 281, CMP 282, FAR 280
<b>Contact time</b>	1 discussion class per week, 1 practical per week, 1 seminar per week
<b>Language of tuition</b>	Module is presented in English
<b>Department</b>	Family Medicine
<b>Period of presentation</b>	Year

#### Module content

Theory and skills in respect of the health promotion, disease prevention, diagnosis and treatment of diseases affecting women by means of group discussions, self-tuition and practical sessions in the hospital and skills laboratory. A problem-oriented and interdisciplinary approach is emphasised. Emphasis is placed on the diagnosis and treatment of the most prominent conditions as well as the acquiring of practical and clinical skills.

#### Child health 382 (CMP 382)

<b>Module credits</b>	24.00
<b>NQF Level</b>	07
<b>Prerequisites</b>	CMP 281, CMP 282, FAR 280
<b>Contact time</b>	1 practical per week, 2 discussion classes per week, 3 seminars per week
<b>Language of tuition</b>	Module is presented in English
<b>Department</b>	Family Medicine



**Period of presentation** Year

**Module content**

Basic theory and skills in respect of the health promotion, disease prevention, diagnosis and treatment of diseases of children by means of group discussions, self-tuition and practical sessions in the hospital and skills laboratory. A problem-oriented and interdisciplinary approach is emphasised. Emphasis is placed on the diagnosis and treatment of the most prominent conditions as well as the acquiring of practical and clinical skills.

**Emergency care 383 (CMP 383)**

**Module credits** 24.00

**NQF Level** 07

**Prerequisites** CMP 281, CMP 282, FAR 280

**Contact time** 1 discussion class per week, 1 practical per week

**Language of tuition** Module is presented in English

**Department** Family Medicine

**Period of presentation** Year

**Module content**

Theory and skills training in basic emergency care.

**Infectious and chronic diseases 384 (CMP 384)**

**Module credits** 36.00

**NQF Level** 07

**Prerequisites** CMP 281, CMP 282, FAR 280

**Contact time** 2 discussion classes per week, 4 seminars per week, 5 practical per week

**Language of tuition** Module is presented in English

**Department** Family Medicine

**Period of presentation** Year

**Module content**

Theory and skills in respect of the disease prevention, diagnosis and treatment of infectious diseases by means of group discussions, self-tuition and practical sessions in the hospital and skills laboratory. A problem-oriented and interdisciplinary approach is emphasised. Emphasis is placed on the diagnosis and treatment of the most prominent conditions as well as the acquiring of practical and clinical skills.

**Anaesthetics 385 (CMP 385)**

**Module credits** 12.00

**NQF Level** 07

**Prerequisites** CMP 281, CMP 282, FAR 280

**Contact time** 2 discussion classes per week, 5 practicals per week



**Language of tuition** Module is presented in English

**Department** Family Medicine

**Period of presentation** Year

### Module content

An introduction to the underlying principles of the theory and practice of anaesthesiology applicable to the clinical associate practice.

## Mental health 386 (CMP 386)

**Module credits** 16.00

**NQF Level** 07

**Prerequisites** CMP 281, CMP 282, FAR 280

**Contact time** 1 practical per week, 1 seminar per week, 2 discussion classes per week

**Language of tuition** Module is presented in English

**Department** Family Medicine

**Period of presentation** Year

### Module content

Theory and skills in respect of the disease prevention, diagnosis and treatment of mental health problems by means of lectures, seminars, self-tuition and practical sessions in the hospital and skills laboratory. A problem-oriented and interdisciplinary approach is emphasised. Emphasis is placed on the diagnosis and treatment of the most prominent conditions as well as the acquiring of practical and clinical skills.

## Orthopaedics 387 (CMP 387)

**Module credits** 12.00

**NQF Level** 07

**Prerequisites** CMP 281, CMP 282, FAR 280

**Contact time** 2 discussion classes per week, 4 practicals per week

**Language of tuition** Module is presented in English

**Department** Family Medicine

**Period of presentation** Year

### Module content

Theory and skills in respect of the disease prevention, diagnosis and treatment of orthopaedic diseases and problems by means of group discussions, self-tuition and practical sessions in the hospital and skills laboratory. A problem-oriented and interdisciplinary approach is emphasised. Emphasis is placed on the diagnosis and treatment of the most prominent conditions as well as the acquiring of practical and clinical skills.

## Clinical pharmacology 380 (FAR 380)

**Module credits** 4.00



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<b>NQF Level</b>	07
<b>Prerequisites</b>	FAR 280
<b>Contact time</b>	1 discussion class per week
<b>Language of tuition</b>	Module is presented in English
<b>Department</b>	Family Medicine
<b>Period of presentation</b>	Year

### **Module content**

Clinical pharmacotherapeutics including indications, contra-indications, side-effects and interactions of commonly prescribed medicines in South Africa. Rational prescribing and critique of prescriptions.

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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.