



**RHODES UNIVERSITY**  
*Where leaders learn*

# Orientation to Rhodes University

Orientation week and first-years' academic support guide



2024

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# Vice-Chancellor's welcome message

It is with much delight that I welcome you, our new students, to Rhodes University. Hearty congratulations on earning your place at this great University. You have been selected from thousands of applicants who also wanted to pursue their higher education studies at Rhodes University. Your academic success and achievements at school and personal sacrifices have secured you a place at this fine university. This is now your university. Well done and warm congratulations.

If you have been counting days to the start of your exciting new experience at Rhodes University, we too have been awaiting your arrival with much excitement and anticipation. You are about to embark on an important and exciting adventure of a lifetime – a journey of self-discovery, growth and development.



You are part of a very special cohort of young people who have joined Rhodes University in the year that we celebrate the 120th anniversary of the founding of our University. This is a significant milestone in the history of our institution. You will be part of the year-long events that will mark the tremendous achievements of this truly distinctive university with a long history of achievement and a rich legacy of academic excellence.

Rhodes University enjoys the best pass and graduation rates of any South African university. We have outstanding postgraduate success rates and enjoy one of the best research outputs per academic staff member of any South African university. Our academics are at the forefront of knowledge creation and knowledge dissemination in their fields of research. They are recognised by their peers around the globe as world leaders and experts in their fields. This means that, even at undergraduate level, you may be taught by academics who are actively engaged in creating and disseminating new knowledge. You have chosen wisely indeed!

We are proud of, and strive to, maintain our reputation as an outstanding university that provides high-quality formative education in a small, intimate and nurturing environment which is conducive for academic endeavours and building a sense of community for its students. At Rhodes University we do not just equip our graduates with technical skills for jobs; we educate and prepare them for a future – a future that is uncertain; a future that is unpredictable; a future that is unknown and unknowable; a future that is complex; a future that is constantly changing. We educate, prepare and nurture responsible and engaged global citizens who are able to cope with, and thrive in, uncertainty and change.

Through our in-classroom and out-of-classroom activities we shall endeavour to develop you as a whole person, fully equipped with our graduate attributes of a life-long learner; an ethical leader; a digitally competent graduate; a curious and innovative thinker and problem-solver; an empathetic person and a critical and engaged global citizen.

A university is a space for contestation of ideas. Ideas are the lifeblood of our intellectual endeavour. And so, not only do we expose our students to new knowledge, technical skills and competences, we also develop and nurture their ability and capacity to reason, analyse, reflect and argue using knowledge and evidence. As a research-intensive university, our approach to teaching and learning is one that seeks to expose our students to the nature of knowledge and induct them into the intricacies and mysteries of creating new knowledge and adapting or applying old knowledge in new contexts. This will prepare you to make contribution in many and diverse fields of human endeavour ranging from science, innovation, corporate sector to justice and social upliftment.

During your time at Rhodes University you may find yourself challenged by ideas that are unfamiliar or that take you out of your comfort zone – open yourself to these challenges. Do not be afraid to enter alien territory or to explore new horizons. While your education will be nurturing and affirming, it will also challenge you to interrogate the world you inhabit and the views and perspectives that you may hold dear.

Rhodes University is a learning community dedicated to furthering the public good. We learn from and through each other and for us, learning extends beyond a lecture theatre, seminar room, library, or laboratory. It also occurs on sports fields, social clubs, student societies, extra-curricular activities and through participation in community engagement initiatives. Your involvement in these and other activities outside of the classroom setting is essential for your holistic development, growth and education. You must however learn to balance your academic demands, extracurricular activities and social life in order to become a well-rounded and well-educated graduate of Rhodes



University who is able to engage critically, meaningfully and responsibly with all aspects of life.

One of the exciting aspects of the university experience is the opportunity to meet and interact with other young people who come from different social, economic, geographic, linguistic and cultural backgrounds. This diversity is essential to create a vibrant intellectual, social and cultural environment which is key to achieving academic excellence and personal growth and development. Our University works hard to create a caring and supportive institutional culture and an affirming and supportive environment which values and celebrates diversity and respects and appreciates individual differences. We encourage you to keep an open mind and be willing to share your ideas, perspectives, views and experiences with other students in a manner that is respectful and enhances one's understanding of what it means to be fully human. In this way, you will grow and develop as a person and as a member of our community, which, in turn, will enhance our collective growth and development and broaden your education. More important, we encourage you to form new bonds of friendship with other young people whose lived experiences may be different to yours.

As an institution "where leaders learn" and, with the motto *Vis Virtus Veritas* (Truth, Virtue and Strength), we encourage our students to develop their capacity to raise critical, complex and uncomfortable issues that face our society and humankind in a thoughtful and respectful manner. Using the power of reasoned and rational argument and logic, they can persuade those who may hold views that are different to theirs. We encourage our students to endeavour at all times to uphold the values that we cherish deeply at Rhodes University: treating each other with respect, courtesy, dignity and honesty. Every member of the Rhodes University community enjoys all the rights enshrined in our Constitution. In particular, no one has a right to interfere with the bodily integrity of another person without their consent. Our University has a zero tolerance to sexual and gender-based harm. There is no place at Rhodes University for any behaviour motivated by xenophobia, racism, sexism, homophobia, transphobia and any other form of intolerance, bigotry and chauvinistic attitude.

This is an important time of transition for you – from school to university and to being a young adult. The change and adjustment can be equally exciting and daunting and overwhelming. As a university student, you will enjoy much more freedom and independence. Freedom and independence come with responsibility. Decisions that you make and actions that you take have consequences. We are here to ensure that this transition is both manageable and enjoyable for you. Our academic and support staff are here to support and guide you; they are here to help you realise your dreams, hopes and aspirations; they are here to help you navigate the important transition into adulthood; they are here to make your university experience a positive, rewarding and a fulfilling one. As a small University with dedicated, committed and professional staff, we are able to offer that personal touch that may make a difference in your life. We encourage you to use all the professional assistance and support services available to you.

Use your time at Rhodes wisely and productively; discover your passion and find your purpose in life. Develop a work ethic from the get-go; set goals and standards of excellence for yourself. Develop a sense of self-discipline, focus and commitment. Do not be afraid to ask for help if you need it. University study is much more demanding and challenging than school. It requires you to develop the ability for independent study, persistence and dedication. Work hard and consistently.

The University's Orientation Programme is designed not only to provide you with information on courses that are on offer at Rhodes University, but also to expose you to a wide range of support services and opportunities provided by the University to enrich your experience and enhance your chances of growth, development and academic success. The Orientation Programme is also designed to help you settle quickly and smoothly in campus life and in your studies.

May your new experiences at our University unleash your full potential and inspire you to discover your unique self and the role that you can play in the betterment of our society and humankind.

We wish you much success in the years ahead. Welcome to a place that inspires imagination, welcome to a place that awakens curiosity, welcome to a place that nurtures creativity, welcome to a place where ideas matter, welcome to a place of hope, welcome to a place of opportunity for all and welcome to a place where leaders learn! Welcome to Rhodes University!

Dr Sizwe Mabizela  
Vice-Chancellor

# Division of Student Services and Development welcome message

The Division of Student Services and Development welcomes you all to Rhodes University. As a university we pride ourselves in being a place *Where Leaders Learn*. You have certainly made the right decision by choosing Rhodes to be your university of choice. The fact that you are now at a higher education institution is a great achievement on its own. You may be the first in your family to embark on higher education. Make your transition into the post-school environment an easy one by being a curious, engaging and active student.

As a Division we are really looking forward to and ready to partner with you in your academic journey and personal development. We commit to provide you with student services and support with maximum impact and outcomes. Through the following three sections, the Division provides services and support that are meant to ensure your holistic development, growth and academic success:

- 1) Residence Life, Support and Development
- 2) Rhodes University Sport
- 3) Student Wellness

In both the on-campus and off-campus residences and student housing spaces, through our intentional living and learning communities programmes (LLCs), we provide opportunities for students to learn and grow, discover and nurture their talents. We invite you to identify any of the communities that are relevant to your studies and talk to your personal interests. I encourage each of you to get involved in some physical exercise or sport this year because "a healthy body means a healthy mind."

The following are the six Graduate Attributes of Rhodes University which we hope you will attain and embody when you leave with your qualifications and lifelong memories gained: *Ethical leader, Digitally competent, Critical and engaged citizen, Life-long learner, Curious and innovative, and Empathetic*. To have a clearer understanding of what these attributes mean and how they are intended to shape your character as a RU graduate, I invite you to engage with selected senior students who will be the **Champions of the RU Student Graduate Attributes** throughout the 2024 academic year.

As a University we are the 2023 Intervarsity champions. As you join us, we are celebrating one hundred and twenty (120) years of existence in 2024. I encourage you to take an active part in the **#RU120 celebrations** and you will forever be remembered as the first year class of **#RU120**.

You are bound to succeed if you can only adopt the following as your guide: **"Things that matter most must never be at the mercy of things that matter least."** (Goethe). What this means is that as you go on your academic and personal development journey, learn to prioritise, find a healthy balance between work and play, be intentional, be reflective and choose to surround yourself with and be part of living and learning communities that resonate with who you know yourself to be and that promise to bring out the best in you.

Dr Pakiso Tondi  
Director: Student Services and Development



# SRC President's welcome message

Nelson Mandela once said, "It always seems impossible until it is done".

Education is a powerful tool that can be used to change the World. Ndithi Nqhangha nentsiba zayo, on behalf of the Student Representative Council it is my honour and privilege to welcome you to this monumental institution of 120 years of excellence, Rhodes University. You have made it, you have taken the great leap of courage and enrolled in one of the best research universities in the continent and for that, you should be deeply proud of yourselves.

My name is Simphiwe Simthembele Inako Mnyande, ndingu Mqwathi, uVazi, uNoni, and I hail from the banks of the Mbashe River from a small town of eNcgobo in the Transkei. I am a third-year student currently studying towards a Bachelor of Social Sciences and like you, I was recently a first-year student where I decided to leave the land of my ancestors and go out in search of the great key to success, and I found myself starting my academic journey here at Rhodes and today I am a president and a resilient student because of the leadership, ethics and skills that this institution affords its students.



The easiest journeys are often the ones that are not worthy of being walked, so to be honest with you this Journey is not easy, but it is worthy of being explored and the Student Representative Council is here to walk that journey with you. The Student Representative Council is made up of 16 Councillors who are here to ensure that we aid you in every aspect of your student life and ensuring that your concerns are addressed, your voices are amplified and to provide sustainable solutions to the issues that may arise. There are 8000+ students at Rhodes University and these are the leaders who are of significant vitality to the SRC because as elected leaders we preciously know that "Inokhokeli yiNkokeli ngabantu bayo".

Always remember why you chose to be here today, and never let the burdens and harshness of this world hinder you from achieving your goal, which is being an educated resilient being who will go out in the world and provide solutions to the problems that plague this world. To those who will be the first to graduate in your families, you are powerful and resilient, and you are the pillar of your community, uyintsika lekhaya lakho and hearty congratulations to you. To all students who join our family from our brother and sister states all over the globe, I echo the words of the late Archbishop Desmond Tutu, "Africa is the cradle of humanity", and so we welcome you home.

The mandate of my team and I is to ensure that the rights of all students are well preserved, ensuring a vibrant, safe, inclusive, and diverse community that embraces all students regardless of their race, religion, culture, ethnic group, or sexuality. It is paramount that we ensure such a safe learning environment because this is a home away from home, this is where you will meet lifelong friends, business partners, and your better half. This is the home that teaches you to be responsible leaders in every aspect of your life, so in pursuit of getting your degree, please do have fun, be responsible, and never neglect your academics.

Today marks a new page in your life, a journey that you alone can determine because the most powerful tool in life that you possess is that no one can be you, on this page may you write your own story, your own experience, be fierce, be unapologetic in the pursuit of reaching your dreams, don't take no as an answer, question the no's but do so with respect.

Congratulations, Huntshu, ndithi nangamso mazi enethole!

Ndiyabulela.

Simphiwe Simthembele Inako Mnyande  
SRC President 2024



# General information

This booklet contains the 2024 orientation week programme, information about each faculty and the subjects on offer.

Advice and guidance are also available from the Career Centre (Steve Biko Building), Faculty Deans, your Hall Managers, Residence Managers and Lecturers. There is an SRC Helpdesk at Barratt, and students there are happy to answer any questions you may have. If you are still in doubt about anything, ask a student guide, staff member, Hall Manager or Residence Manager, Residence Student Assistant or a member of your House Committee.

In planning your curriculum, you need to make full use of the following resources:

- this booklet: read it carefully
- the Rhodes University website: check the details of the subjects which interest you  
**<https://www.ru.ac.za/academic/faculties/>**

The booklet also contains information about all the services that are available to you at Rhodes, how to access computing facilities and the internet, and what to do when you get sick, need a Leave of Absence, or suffer some unexpected misfortune. It also contains important rules about the residential system, student discipline, and the examinations.

As a student, you must register each year, so that we have a record of your progress. Your administrative registration ensures that the University has an up-to-date record of all your personal details such as your home address, local Makhanda address, medical aid, car registration, etc. We also take a photograph of you for our records, which appears on your student card.

Remember to quote your student number in all correspondence with the University; this is our primary means of identifying you in our records. Please also note that the University will use your Rhodes email address to communicate with you, so check it regularly.

# Definitions

**Aegrotat:** An Aegrotat is a certification one obtains if one is unable to attend an examination because of genuine ill health, or for some other serious reason, such as the death of a member of your family. The Aegrotat then allows one to write another (equivalent) examination later (usually early the following year), known as an Aegrotat examination. Applications to sit such examinations must be made within one week of missing the examination on ROSS and must be supported by a doctor's certificate or other proof that the request is genuine.

**Class rep:** An elected member of the class who represents the views of the class in the academic departments.

**Course:** One of several programs in a particular subject for example, 'Sociology 1,' is a single course, which is followed in second year by 'Sociology 2,' and in third year by 'Sociology 3'.

**Curriculum approval:** Your curriculum is the group of subjects, which you have chosen to study for the year. This choice must be formally approved by the Dean or his/her assistant at the start of each year and recorded on your academic record.

**Credit:** A course, which has been passed by a student (a pass mark at Rhodes is 50%).

**Dean:** The academic leader of each faculty e. g the Dean of Science, Humanities, Law, etc.

**Degree:** What you aim to achieve after three/four years of study, after you have passed the requisite number of courses with credits in two major subjects and other ancillaries (the total number of credits varies from faculty to faculty).

**DP certificate:** Duly Performed certificate. To write final examinations, students must be able to show that they have attended the required number of classes (usually 80%), written all tests and handed in all classwork. If you do not perform, you will be notified that you have lost your DP certificate and will not be permitted to write the exam (s) for the relevant course. Your final result for that course will be recorded as DPR.

**Extended DP:** Special permission from the Dean to register (often with conditions) for a course that was failed, without having to attend the lectures of the course, provided that the student participated in the course, earned a DP in the course the previous year and wrote the examination. A DP can only be extended for one year.

**Faculty:** A grouping of academic departments (e g The Departments of English, Anthropology, Politics, etc. are all part of the Humanities Faculty).

**Head of Department:** Each department (e.g. Statistics) has a head of department, an academic (usually a professor) who teaches and is also in charge of running the administrative aspects of the department.

**Major:** A subject which a student takes successive courses in, usually over 3 years. For example, Sociology would be a major subject if the student completes 'Sociology 1' in first year, followed by 'Sociology 2' in second year, and followed in third year by 'Sociology 3'. Each student must have two major subjects in their degree.

**Plagiarism:** The unacceptable practice of presenting material that has been written by someone else, as one's own work. All sources must be clearly acknowledged. Penalties for plagiarism at Rhodes are severe.

**Professor:** A senior academic within a department in a faculty.

**Registration:** The official record of a student's personal details, identity, and details about the courses they are taking, year by year. Students must register at the start of each academic year.

**Semester:** The academic year is divided into two semesters. The first semester starts in February and ends in June. The second runs from July to November. A semester credit is a half-year course, worth half a credit.

**Supplementary exams:** These are repeat examinations offered to students who have failed courses and have met the relevant faculty requirements to qualify for such examinations.

**Swot days:** Usually the Saturday to Thursday, following the last day of lectures of semester one (mid-year) and semester two (end-of-year) before the start of exams.

**Symbols on Transcripts:**

<b>1:</b>	<b>Pass</b> 75 - 100%
<b>2A:</b>	<b>Pass</b> 70 - 74%
<b>2B:</b>	<b>Pass</b> 60 - 69%
<b>3:</b>	<b>Pass</b> 50 - 59%
<b>P:</b>	<b>Pass</b>
<b>ACR:</b>	<b>Pass</b> Aggregated credit (continuing)
<b>NCR:</b>	<b>Pass</b> Aggregated credit (non-continuing)
<b>3NC:</b>	<b>Pass</b> Non-continuing 3rd class pass
<b>FI:</b>	<b>Fail</b> 45 - 49%
<b>F2:</b>	<b>Fail</b> 30 - 44%
<b>F3:</b>	<b>Fail</b> 0 - 29%
<b>F:</b>	<b>Fail</b>
<b>F1S/ F2S:</b>	<b>Fail:</b> Permitted to write a supplementary examination in this course
<b>FSM:</b>	<b>Fail:</b> Failed sub-minimum
<b>AEG:</b>	Permission granted to write Aegrotat examination
<b>DPR:</b>	Duly Performed Certificate refused - may not write examination
<b>DNW:</b>	Did not write examination



# Orientation week 2024

## BE PREPARED

Please ensure that during orientation week you always carry with you:

- This orientation programme booklet
- your student card (as soon as you get one)

At the end of each day, try to prepare thoroughly for the next day, decide on your programme and work out where you must go. During this week, you will often be asked for your student number (shown in your acceptance letter, and on your student card e.g., 24M1234).

We recommend that you take a preliminary timetable when you go to have your curriculum formally approved. Your subject choice should be checked when it is captured on the computer system and you will not normally be allowed to register for subjects which clash.

NOTE: curriculum approval does not happen in departments despite what some notices may say. What you do in departments is limited to signing up for tutorials and possibly practicals. Within a few hours of having your curriculum approved, your courses will be visible on your personal course record. You should check this on ROSS ([ross.ru.ac.za](http://ross.ru.ac.za)) and notify your faculty dean as soon as possible if the courses listed are not correct.

Administrative registration and formal curriculum approval must be completed before you may attend any lectures.

## ACADEMIC ORIENTATION

Studying at a tertiary level requires a very different understanding of what you need to do as a learner and how you need to go about doing those things. During orientation week, you will also have the opportunity to think about what different groups of subjects can offer you by attending the panel discussions where members of staff specialising in these areas and students from these areas will try to give you a taste of what they offer. You will then have an opportunity to ask questions of the panel.

Remember that you do not have to take only subjects from one panel-area. Unlike other places, Rhodes University offers you the opportunity to combine subjects in any way you like provided your timetable will allow it. This will even include taking subjects from different faculties if you want to. Believe it or not, a combination of Music and Musicology and Mathematics or Computer Science is not unusual!

## ADDITIONAL IMPORTANT INFORMATION

It is *important* for you to attend a **library presentation and tour**. These presentations will enable you to gain an understanding of how the library functions.

**Introduction to RUConnected and ROSS training sessions** will take place in the Jac Labs daily from 05 - 09 February 2024. The session will enable you to gain an understanding of how the Rhodes computer services functions. The session covers how to log in, check emails, write and print essays, how to use ROSS, RUConnected, etc. Rhodes students must use computers at some point, there are workshops for beginners and new students. It is important for you to **attend at least one of the RUConnected Workshops and Transition to University**.

It is also *important* for you to attend the **Career Development in the 21st Century session on Friday, 09 February 2024 at 12:00, venue Bio Science Major**.

# RUconnected



This is the official digital learning platform for Rhodes University that you can access via the web or free mobile app.

To access RUconnected via the web, please visit <https://ruconnected.ru.ac.za/>

The app for Android is available on the Google Play Store and for iOS devices on the App Store.

## App features:

- Access course content even when offline
- Attempt quizzes, post in forums, submit assignments & more both on and offline
- Receive instant notifications of course announcements, forum posts and assignment submissions
- Find and contact peers in your courses
- Upload images, audio, videos and other files from your mobile device
- Check upcoming deadlines
- View your grades
- and much more!

## Keeping you connected to your learning!



1. Connect    2. Navigate    3. Critical    4. Responsible    5. Writing    6. Visual

## DIGITAL LITERACIES COURSE

You will automatically be added to the Digital Literacies course site. This informal six-week course is designed to support you in developing foundational digital practices and tools for living and learning at Rhodes University. You will receive regular emails about topics and resources for each week:

**Week 1: Let's get connected** – email, Wi-Fi, Office365, preparing for your studies

**Week 2: Let's navigate together** – searching online, library resources, saving files

**Week 3: Let's get critical** – evaluating and selecting credible sources, referencing, plagiarism, fake news

**Week 4: Let's get responsible** – AI tools, reference management tools, Turnitin, online presence

**Week 5: Let's get writing** – breaking down an assignment topic, editing and proofreading, Grammarly, links to learning and support toolkits

**Week 6: Let's get visual** – presentation software, skills and tips

You will also receive email notifications via the course site about sessions you can attend to learn more about accessing library resources and other topics.

# Orientation Programme 2024

<b>Saturday 03 February</b>		
07h00–18h00	Administrative registration and welcome of first years	Barratt lecture venues
<b>Sunday 04 February</b>		
07h00–18h00	Administrative registration and welcome of first years	Barratt lecture venues
13h00–14h00	Lunch	Dining halls
16h00–17h00	Vice-Chancellor & SRC President address to parents and first years	Monument
17h30	Cocktail event for first years' and parents	Great Field
<b>Monday 05 February</b>		
08h30–10h15	Compulsory session for first years	Monument
10h30–12h00	Deans' faculty talks to first years	Monument
12h30–13h45	Lunch/ Hall welcome Reception for first years	Dining halls
14h00–16h15	Academic Orientation	See o-week guide
16h30–17h30	Life at University workshop	Barratt lecture venues
17h30–18h30	Supper	Dining halls
Hall/Residence events		Residences
<b>Tuesday 06 February</b>		
08h45–16h15	Academic Orientation	See o-week guide
12h30–13h45	Lunch & SRC dining hall visits	Dining halls
16h30–17h30	Life at University workshop	Barratt lecture venues
17h30–18h30	Supper	Dining halls
19h00–21h00	RU Jamming preparations	Residences
<b>Wednesday 07 February</b>		
08h45–16h00	Academic Orientation	See o-week guide
12h30–13h45	Lunch & SRC dining hall visits	Dining halls
16h30–17h30	Life at University workshop	Barratt lecture venues
17h30–18h30	Supper	Dining halls
19h00–21h00	RU Jamming preparations	Residences
<b>Thursday 08 February</b>		
09h00–16h00	<b>Curriculum approval Humanities only</b> (first-year students only)	Barratt 1 & 2
09h00–12h00	Law Faculty Dean: Success in Legal Studies (compulsory for Law students)	Law faculty
09h00–11h00	Science Faculty Dean: curriculum planning (compulsory for Science students)	Bioscience Major
	Commerce Faculty Dean: curriculum planning (compulsory for Commerce students)	Arts Major
11h15–16h15	RU Connected workshops	Jacaranda labs
13h00–14h00	Lunch & SRC dining hall visits	Dining halls
15h30–16h15	Transition to university workshop for Humanities, Law and Education students	Bioscience Major
16h30–17h30	Life at University workshop	Barratt lecture venues
17h30–18h30	Supper	Dining halls
19h00–21h00	RU Jamming for upper campus	Residences



Friday 09 February		
09h00–16h00	<b>Curriculum approval</b>	See o-week guide
09h00–15h00	SRC, Societies and Sports exhibition	Steve Biko lawns
12h00–12h45	Career development in the 21st Century	Bioscience major
13h00–14h00	Lunch	Dining halls
12h00–15h45	RU Connected worksops	Jacaranda labs
16h00–17h30	Financial literacy talk	Barratt lecture venues
19h00–21h00	RU Jamming for lower campus	Residences
Saturday 10 February		
09h00–13h00	<b>Curriculum approval</b>	See o-week guide
14h30–17h00	RU Jamming finale	Residences
END OF FORMAL ORIENTATION PROGRAMME		

# Academic Orientation Programme 2024

Sunday 04 February		
16h00 - 17h00	Compulsory: Vice-Chancellor and SRC President address to parents and first-year students	Monument - Guy Butler Theatre
Monday 05 February		
08h30 - 10h15	Compulsory: Introduction to University	Monument - Guy Butler Theatre
10h30 - 12h00	Compulsory: Faculty Deans' talks to first-year students:	Monument:
	Humanities Faculty (H)	Guy Butler Theatre
	Law Faculty (L) (LLB students only)	Council Chambers
	Science Faculty (S)	Olive Schreiner
	Commerce Faculty (C)	Thomas Pringle
	Pharmacy Faculty (P)	Monument Gallery
	Education Faculty (E)	Restaurant
14h00 - 15h15	Primary & Early Childhood Education Department workshop (E)	BLT (Big Lecture Theatre)
14h00 - 14h30	Accounting Department (C)	Barratt 1
	Botany Department (S)	Bioscience Major
	Drama Department (H)	Barratt 2
14h45 - 15h15	Biochemistry & Microbiology Department (S)	Bioscience Major
	Anthropology Department (H)	Barratt 1
	Economics Department (C)	Barratt 2
15h30 - 16h15	Fine Art Department (H)	Barratt 1
	Transition to University workshop. Compulsory for Commerce, Science and Pharmacy students	Barratt 2
16h30 - 17h30	Compulsory: 'Life at University' workshop	Barratt Lecture venues
Library presentations run from 14h00 - 16h00 on the half hour in the main library (attend only ONE).		
Tuesday 06 February		
08h45 - 10h45	Primary & Early Childhood Education Department workshop (E)	BLT
08h45 - 09h15	Chemistry Department (S)	Bioscience Major
	Journalism & Media Studies Department (H)	Barratt 1
09h30 - 10h00	Computer Science Department (S)	Bioscience Major
	Legal Theory course (L)	Barratt 2
	Extended Studies - Science	Arts Major
10h15 - 10h45	Information Systems Department (C)	Barratt 1
	Environmental Science Department (S)	Bioscience Major
	Literary Studies in English Department (H)	Barratt 2
11h00 - 11h30	Geography Department (S)	Bioscience Major
	Linguistics & Applied Language Studies Department (H)	Barratt 1
	Extended Studies - Humanities	Arts Major
11h45 - 12h15	Management Department (C)	Barratt 1
	Geology Department (S)	Bioscience Major
	Philosophy Department (H)	Barratt 2

14h00 - 15h15	Primary & Early Childhood Education Department workshop (E)	BLT
14h00 - 14h30	Human Kinetics & Ergonomics Department (S)	Bioscience Major
	History Department (H)	Barratt 1
14h45 - 15h15	Ichthyology Department (S)	Bioscience Major
	Political & International Studies Department (H)	Barratt 2
	Extended Studies - Commerce	Arts Major
15h30 - 16h15	Music and Musicology Department (H)	Barratt 1
	Transition to University workshop for Humanities, Law and Education students (compulsory to attend one)	Barratt 2
	Pharmacy Credit transfer (P)	Bioscience Major
16h30 - 17h30	Compulsory 'Life at University' Workshop	Barratt Lecture venues
Library presentations run from 09h00 - 16h00 on the half hour in the Main Library (attend only ONE).		
<b>Wednesday 07 February</b>		
08h45 - 10h45	Primary & Early Childhood Education Department workshop (E)	BLT
08h45 - 09h15	Mathematics Department (S)	Barratt 1
	Psychology Department (H)	Barratt 2
09h30 - 10h00	Physics Department (S)	Barratt 1
	Sociology Department (H)	Barratt 2
10h15 - 10h45	Statistics Department (S)	Barratt 1
	Zoology & Entomology Department (S)	Barratt 2
	Secondary & Post-School Education Department workshop (E)	Bioscience Major
11h00 - 12h30	School of Languages (African Languages, Afrikaans & Nederlands, Chinese, Classical Studies, German, French, Modern Fiction) (H)	Barratt 2
11h00 - 11h45	Transition to University workshop for Commerce, Science and Pharmacy students (compulsory to attend one)	Barratt 1
	RUConnected workshop for Humanities, Law and Education students (compulsory to attend one)	Jac Lab
12h00 - 12h45	RUConnected workshop for Humanities, Law and Education students (compulsory to attend one)	Jac Lab
14h00 - 14h45	RUConnected workshop for Humanities, Law and Education students (compulsory to attend one)	Jac Lab
	Transition to University workshop for Humanities, Law and Education students (compulsory to attend one)	Barratt 1
15h00 - 15h45	RUConnected workshop for Humanities, Law and Education students (compulsory to attend one)	Jac Lab
16h30 - 17h30	Compulsory 'Life at University' Workshop	Barratt Lecture venues
Library presentations run from 09h00 - 16h00 on the half hour in the Main Library (attend only ONE).		



Thursday 08 February		
09h00 - 16h00	CURRICULUM APPROVAL HUMANITIES (First-year students only)	BARRATT 1 & 2
09h00 - 15h15	Primary & Early Childhood Education Department workshop (E)	BLT
09h00 - 12h00	Law Faculty Dean: Success in Legal Studies (Compulsory for Law students)	Law Faculty
09h00 - 11h00	Science Faculty Dean: Curriculum planning (compulsory for Science students)	Bioscience Major
	Commerce Faculty Dean: Curriculum planning (compulsory for Commerce students)	Arts Major
11h15 - 12h00	RUConnected workshop for Commerce, Science and Pharmacy students (compulsory to attend one)	Jacaranda Lab
12h15 - 13h00	RUConnected workshop for Commerce, Science and Pharmacy students (compulsory to attend one)	Jacaranda Lab
14h30 - 15h15	RUConnected workshop for Commerce, Science and Pharmacy students (compulsory to attend one)	Jacaranda Lab
15h30 - 16h15	RUConnected workshop for Commerce, Science and Pharmacy students (compulsory to attend one)	Jacaranda Lab
	Transition to University workshop for Humanities, Law and Education students (compulsory to attend one)	Bioscience Major
16h30 - 17h30	Compulsory: 'Life at University' Workshop	Barratt lecture venues
Library presentations run from 11h00 - 16h00 on the half hour in the Main Library (attend only ONE).		
Friday 09 February		
09h00 - 16h00	CURRICULUM APPROVAL HUMANITIES (Returning students only)	Barratt 1 & 2
	CURRICULUM APPROVAL SCIENCE	Eden Grove blue
	CURRICULUM APPROVAL COMMERCE	Eden Grove red
	CURRICULUM APPROVAL LAW	Law Faculty
	CURRICULUM APPROVAL EDUCATION	Education Faculty
	CURRICULUM APPROVAL PHARMACY	Online
12h00 - 12h45	Career Development in the 21st century	Bioscience Major
	RUConnected workshop for Humanities, Law and Education students (compulsory to attend one)	Jacaranda Lab
14h00 - 14h45	RUConnected workshop for Humanities, Law and Education students (compulsory to attend one)	Jacaranda Lab
15h00 - 15h45	RUConnected workshop for Humanities, Law and Education students (compulsory to attend one)	Jacaranda Lab
16h00 - 17h30	Financial Literacy Talk	Barratt 1 & 2
Saturday 10 February		
09h00 - 13h00	CURRICULUM APPROVAL HUMANITIES (All students and curriculum changes)	BARRATT 1 & 2
	CURRICULUM APPROVAL SCIENCE (returning students)	EDEN GROVE BLUE
	CURRICULUM APPROVAL COMMERCE (returning students)	EDEN GROVE RED
Monday 12 February		
07h45 sharp!	University commences	

# Academics

## REGISTRATION

**ADMINISTRATIVE REGISTRATION** is the process through which you officially become a student at Rhodes University. As a student, you must register each year so that we have a record of your progress. Your administrative registration ensures that the University has an up-to-date record of all your personal details, such as home address, local Makhanda address, medical aid, car registration, etc. We also take a photograph of you for our records, which appears on your student card.

**CURRICULUM APPROVAL** - as distinct from the administrative registration discussed above - is the process through which you choose your subjects for the year (this is subject to various constraints). This takes place from **Thursday 08 February 2024**, after you have had a chance to find out about the various courses which are on offer (see the Daily Programme for details). Your curriculum approval must be finalised by no later than the Friday of week 2 of the start of the semester.

## ACADEMIC SUPPORT

Our academics, administrators and support staff work hard to create an environment that will help you to realise your potential. If you find that you are struggling with your academic studies in the first few weeks, seek help:

- First, approach your tutor or lecturer and speak to them about your difficulties. Most departments offer some guidance for the first assignment, etc.
- Speak to your Residence Student Assistant or Residence Manager and to your fellow students. They can offer support and advice.
- Speak to the dean of your faculty - he or she may advise that you drop one of your subjects and adjust your programme.
- Extended Studies Programmes have been specially devised to help students who have been admitted to Rhodes without meeting the usual entrance requirements (see below).
- Do not keep your problems to yourself. Seek help.

## CURRICULUM APPROVAL

What is it? Our orientation programme offers a wide range of talks about what is on offer. Try to go to as many of these as you can before you finally decide which subjects to take. Keep an open mind, and talk to people about possibilities, so that you have a clear idea of what you want to study by Thursday/Friday and can present these choices for approval.

When your curriculum is formally approved, you will first consult with a senior member of your faculty (e.g., the Dean of Humanities, Science, Commerce) after which the subjects (e.g., English 101/102 or Economics 101/102) which will form the first-year curriculum of your chosen degree (e.g., a BA, BSc, BCom, etc.) will be recorded on the University's system, and form an official record of your curriculum for the year.

## EXTENDED STUDIES PROGRAMME

Extended Studies Programmes are offered in the faculties of Humanities, Science, and Commerce. Using a variety of criteria, students who do not automatically qualify for direct admission to Rhodes University are selected and invited to be part of the programme.

The Extended Studies Programmes help students adapt to the faculties' academic requirements through carefully structured courses in supportive learning environments. All courses in the programmes earn credits that contribute towards achieving a degree, and students can complete their BSc, BCom, BA or BSocSc degrees in four years.

Each faculty programme operates differently:

- The Science Extended Studies Programme has stand-alone, year-long courses that are separate from the mainstream. In the Humanities Extended Studies Programme students take fewer than normal mainstream courses in their first year of study and are supported during this time with extra classes. For both programmes, the first year is therefore limited in terms of choice of courses, but from second-year students have a wider choice of courses and degrees, which they complete along with mainstream students.

- In contrast, the Commerce Extended Studies Programme is structured over the first two years and includes a mixture of supported mainstream courses and extended courses. Again, there is more choice in courses that can be taken in the later years of study.

Extended Studies students are also provided with computer, information and academic literacy courses, and other faculty-specific courses where necessary. For more information on individual programmes see:

Commerce	Sisonke Mawonga, New Arts Building.
Humanities	Judith Reynolds, New Arts Building
Science	Aviwe Matiwane, New Arts Building

Or visit the website: <https://www.ru.ac.za/teachingandlearning/esu/>

## MAKING CURRICULUM CHOICES

During orientation week, you will need to make decisions about the subjects you want to study in your first year. Rhodes University offers two kinds of degrees at undergraduate level: professional qualifications and general formative degrees.

**Professional qualifications**, including the LLB and BPharm degrees, lead directly to a career in a particular area.

**General formative degrees**, such as the BA, BSocSci, BSc and BCom, exposes students to a wide range of subjects in the early years of study. Two subjects are then chosen as majors to study at third-year level.

Many students come to university thinking they are going to do a BA Psychology or a BSc Computer Science. This is not true. What will happen is that you will do a Bachelor of Arts degree in which Psychology may be one of your majors or a Bachelor of Science degree in which Computer Science may be a major. There are many benefits to doing a general formative degree rather than a narrowly-focused programme which leads you to careers in only one field. You may well find that the field in which you think you want to study is actually very different to what you imagined. You might also find that you absolutely love another subject and that this is what you want to study. Another advantage of a general formative degree is that it allows you to find different ways to attain your dream of graduating should you fail a subject. The structure of the degree allows you to be guided towards success by the dean or another senior member of staff should you have problems along the way.

During orientation week, you will have the opportunity to think about what different groups of subjects can offer you by attending panel discussions where members of staff and current students from these areas will try to give you a taste of what they offer. You will then have an opportunity to ask questions of the panel. *Please note that some subjects will appear in more than one panel.* Remember also that you do not have to take only subjects from one panel area. Unlike other places, Rhodes University offers you the opportunity to combine subjects in any way you like, provided your timetable will allow it. This could include taking subjects from different faculties. Believe it or not, a combination of Music and Musicology and Mathematics or Computer Science is not unusual! Enjoy the week. Go to as many panels as you possibly can and expose yourself to an entire new world that has opened to you now that you are registered at Rhodes University! Please refer to your booklet for the daily timetable.

## COURSE CHANGES

Students sometimes find that after a few lectures in one of their courses, they wish to change to a different course. While it is not advisable to switch a course after teaching has begun (because you will miss lectures and be under pressure to catch up on reading and other work), there is a two-week grace period at the **start of each semester** during which such changes can be made. After this, **no further changes will be permitted**. The two-week period at the start of semester one allows for changes/ registration of full year courses and semester courses offered in semester one, while the two-week period at the start of semester two allows only for changes/ registration of semester courses offered in semester two.

If you wish to change one or more of your courses, go to your Faculty Office for assistance.

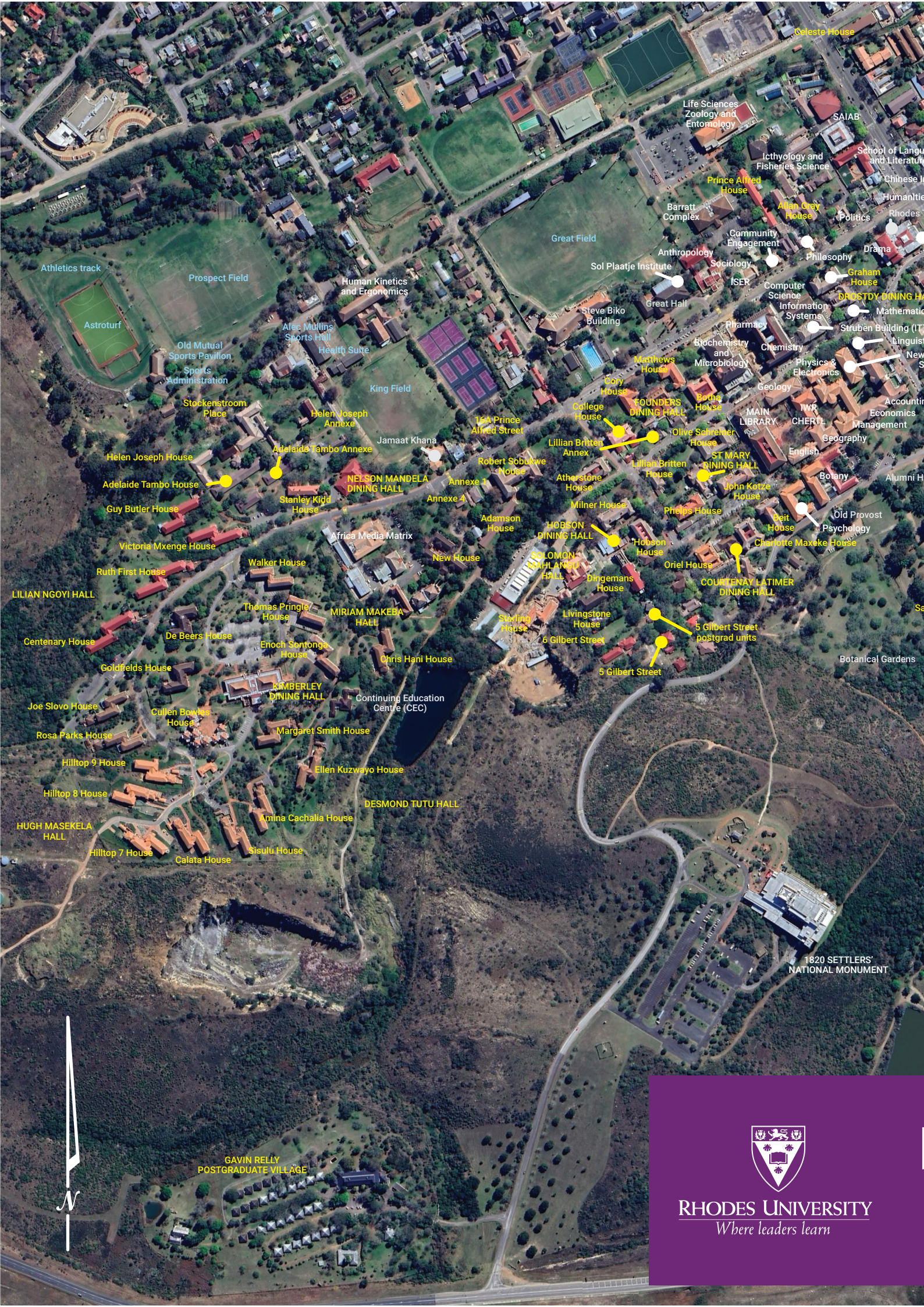
Unless you change your registration in this way, you will encounter enormous problems later such as not being allowed to write examinations in subjects for which you are not registered or being charged fees for handouts for courses you have not taken.

It is your responsibility to ensure that you have a registration certificate that accurately reflects all the courses for which you are registered. If you wish to drop a course, then you can do this via your Faculty office. Make sure that your subject registration is accurate for the semester before the end of the first two weeks of the semester. If you don't, your transcript will reflect subjects that you have not deregistered from which will in turn show that you did not write (DNW) the examination for that subject at the end of the semester.

ALL students **MUST** attend one of the faculty presentations. These will provide a basic outline of how the faculty functions and the degrees that are offered. Some Faculty of Humanities students may need to attend to some subject presentations in other faculties if they intend to choose subjects from those faculties.

By Thursday morning, all first-year students must have a very clear idea of what subjects they will enrol for.









# Halls and residences

## ALLAN WEBB HALL

Truro House  
Salisbury House  
Canterbury Annex  
Canterbury House  
Winchester House

## COURTENAY-LATIMER HALL

Charlotte Maxeke House  
Beit House  
Charlotte Maxeke House  
Oriel House

## DESMOND TUTU HALL

Ellen Kuzwayo  
Cullen Bowles House  
Margaret Smith House  
Amina Cachalia House

## DROSTDY HALL

Prince Alfred House  
Celeste House  
Allan Gray House  
Graham House

## FOUNDERS HALL

Cory House  
Botha House  
College House  
College House  
Matthews House

Gavin Relly Postgrad Village  
Oakdene House

## HOBSON HALL

Hobson New Residence  
Dingemans House  
Hobson House  
Milner House  
Livingstone House  
5 Gilbert Street  
6 Gilbert Street  
Gilbert Street Postgrad Units

## HUGH MASEKELA HALL

Hilltop House 8  
Sisulu House  
Calata House  
Hilltop House 7

## KIMBERLEY HALL

Goldfields House  
Rosa Parks House  
Hilltop House 9  
De Beers House

## LILIAN NGOYI HALL

Joe Slovo House  
Ruth First House  
Centenary House  
Victoria Mxenge House

## MAHLANGU HALL

Robert Sobukwe House  
Robert Sobukwe House  
New House  
Adamson House  
Atherstone House

## MIRIAM MAKEBA HALL

Chris Hani House  
Thomas Pringle House  
Enoch Sontonga House  
Chris Hani House  
Walker House

## NELSON MANDELA HALL

Guy Butler House  
Helen Joseph House  
Adelaide Tambo House  
Stanley Kidd House

## ST MARY HALL

John Kotze House  
Phelps House  
Olive Schreiner House  
Lilian Britten House

# RHODES UNIVERSITY CAMPUS

## Residence map

# Academic Deans and Faculty staff

## Faculty of Humanities



### **DEAN: PROFESSOR ENOCENT MSINDO**

**Deputy Dean (Teaching, Learning & Undergraduate Affairs): Professor Maureen De Jager**

**Deputy Dean (Research and Post-Graduate Affairs): Professor Patrice Mwepu**

The Faculty of Humanities is the largest Faculty at Rhodes University with eleven academic departments and two schools. It offers a rich variety of courses within four broad disciplinary categories:

- Visual and Performing Arts: Fine Art, Drama and Music
- Languages: isiXhosa, English, Afrikaans, English Language and Linguistics, French, German, Latin, Greek, and Chinese
- Communication: Journalism and Media Studies
- Various Human Studies disciplines: Sociology, Psychology, Anthropology, Political and International Studies, History, Philosophy, Art History and Visual Culture, Classical Civilizations

The Faculty of Humanities offers a very wide range of possible degrees and course combinations - students can major in any subject combinations of their choice, for instance Journalism, Politics, History and Music, German, and Psychology, etc. Students can also major in a Humanities subject and one offered in another faculty, for instance Sociology and Economics; History and Human Kinetics and Ergonomics; Anthropology and Information Systems, to name a few.

As there are many possible combinations - students are requested to read the rules of their degrees to make sure they are on track to complete their degree within the allocated period. The faculty offers an excellent education for life which is formative for any career pathway. Our education provides students with critical reasoning skills, the ability to analyse and evaluate arguments, to probe for hidden assumptions, to organise complex material in coherent ways and so on. A Humanities degree enhances a student's ability to understand the views of others, to communicate well, to cope with ambiguity and uncertainty, and to acknowledge one's own ignorance. Our education system introduces students to the formative moments of their histories, their societies, politics, and their identities. It allows students to enjoy worlds of music, drama, literature, and languages. All of the above may be combined with degrees or courses, which are more immediately career orientated. Specialised degrees in Journalism or Fine Art or Music are offered, but within the context of a broader, rather than technical, education. A Humanities degree opens worlds; it provides education and not technical industrial training. As such, it provides students with critical skills and characteristics, which are so important for our individual and national development.



## Faculty of Commerce



**DEAN: PROFESSOR DAVE SEWRY**

**Deputy Dean: Professor Lynette Louw**

A Commerce degree from Rhodes University provides vibrant, motivated, hard-working graduates with a qualification that is vital in forging a career within the competitive and exciting world of commerce.

The Faculty of Commerce consists of four academic departments, namely: Accounting, Economics, Information Systems and Management.

The Faculty of Commerce awards the following degrees:

- The **Bachelor of Business Science**, a four-year career-focused degree premised on the application of quantitative methods. The curriculum enables students to specialize in one or more of the following fields: Economics, Information Systems, Management, Quantitative Management and Computer Science.
- The **Bachelor of Commerce** is a three-year degree with the aim of providing the graduate with a good academic grounding in the major areas of commerce. The four curricula offered are:
  - The general curriculum which allows for a wide combination of subjects in second and third year, including at least two major subjects
  - The Accounting curriculum, which is aimed at students wanting to enter the accounting profession.
  - The Law curriculum is available to students who would like to enter the legal profession or to follow a BCom degree with a legal emphasis. A candidate who follows this curriculum can gain enough exemptions from the LLB degree subjects to complete the LLB requirements in two further years of study.
  - The inter-faculty curriculum enables students to include a Science or Humanities major in their BCom degree.
- The **Bachelor of Economics** degree is designed for students who want to include the maximum number of Economics courses and related subjects in their curriculum.

The Commerce Extended Studies Programme is intended to supplement the instruction of major subjects within the Commerce Faculty. Students enrolled in the Commerce Extended Studies Programme receive additional literacy and numerical instruction via extended, augmented or developmental courses. After successfully completing two years of the program, students may proceed to the regular degree streams offered by the faculty.

## Faculty of Education



**DEAN: PROFESSOR EUREKA ROSENBERG**

**Deputy Dean: Dr Lise Westaway**

The Faculty of Education is committed to understanding what quality education in Africa means, and to increasing the provisioning of quality education relevant to our local context and to the diverse communities of our continent. We are concerned with education and learning, for children, youth and adults, encompassing the preparation of initial and in-service teachers, educators in the non-formal education sector, the professional development of academics in higher education and leadership in a variety of educational systems. There are two ways of becoming a qualified teacher at Rhodes. The first way is by completing a four-year Bachelor of Education (BEd) degree for Foundation Phase Teaching (Grades R to 3). This program addresses the need for competent and inspiring home language teachers in the Foundation Phase. The second way of becoming a teacher at Rhodes is by capping an undergraduate degree (BA, BSc, BCom) with a one-year Postgraduate Certificate in Education (PGCE). One PGCE program is offered in 2024: Senior Phase/FET Teaching (Grades 7 to 9 and 10 to 12).

There are certain subject requirements at each of these levels in the PGCE program, and a candidate intending to take this route must discuss these requirements with the Head of the Secondary and Post-School Education Department at the outset of their bachelor's degree.

We strive to be a faculty of choice for teacher education and encourage educators from around the continent and our home province, to join our postgraduate programmes. Faculty members are actively involved in research, policy development and professional and community work in a range of service learning and community engagement programs. We are committed to producing capable, critical, creative, ethical, and reflexive teachers, researchers and leaders in education. We strive in everything we do to encourage reflective practice among educators and educational leaders and to find solutions for Africa's educational challenges, while drawing on our rich collective resources and histories, cutting-edge theory and many local, national and international partnerships. Significant in our faculty are the Centre for Social Development, the Rhodes University Mathematics Project, the Institute for the Study of Englishes in Africa and several internationally renowned Research Chairs.

The Faculty has a vibrant postgraduate research training programme which offers graduates the opportunity to take their studies further with a Masters or PhD in a research area of their choice, including mathematics education, numeracy education, science education, geography education, english language teaching, information communication technology in education, higher education studies, education leadership and management, environmental education, inclusive education and special needs and primary education.

Professional growth, through creative and critical engagement with theory, practice and context, is fundamental to our work in this faculty. We encourage students to take responsibility for their own success, while also ensuring that all students are offered appropriate high-quality academic support, mentoring, tuition, peer engagement and technology access. This strategy works: our students' success rates (measured by retention and throughput) is of the best in South Africa.

## Faculty of Law



**DEAN: PROFESSOR LAURENCE JUMA**

**Deputy Dean: Professor Helena van Coller**

Rhodes University was the first university in the country to appoint a full-time law professor in 1905. We have a long and proud tradition of legal education which, together with our committed involvement in research and community engagement bring us in line with the university's vision of engaged, relevant, up to date and responsive higher education. The faculty offers three degree programs:

- LLB (at undergraduate level)
- LLM (at postgraduate level by thesis only); and
- PhD (at postgraduate level by thesis only)

There are several pathways to obtaining an LLB degree at Rhodes University:

- Students are admitted to a four-year LLB straight from high school.
- Students obtain a first Bachelor's degree in any of the other faculties at Rhodes with Legal Theory as one of their major subjects, whereafter they apply to the faculty for admission to the LLB to be completed in two years.
- Students complete their first year of study registered for a Bachelor's degree in any of the other faculties at Rhodes University with a curriculum inclusive of Legal Theory as a major and apply for admission to the LLB degree after the first year to complete the degree in a total of four years.
- Students obtain a Bachelor's degree without any law courses or insufficient law courses and apply to the Faculty for admission to the LLB to be completed in three years.

All students who graduate with an LLB degree obtain the same qualification. Curricula examples and details of the faculty rules can be found in our student handbook available at <https://www.ru.ac.za/law/studying/>. Entrance requirements exist for each pathway as set out in the Rhodes University Calendar and the faculty student handbook.

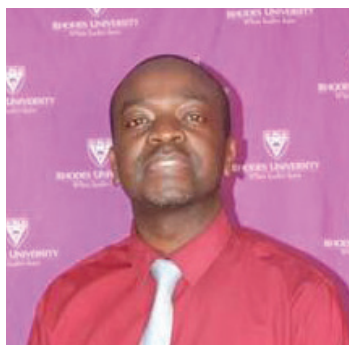
In Legal Theory 1, 2, and 3 academic support is provided to students in the form of tutorials that are compulsory at first- and second-year level. At these levels students are divided into small groups in which their learning is guided by a tutor who is trained and supervised by the course lecturers. Tutorials for Legal Theory 3 students are conducted by academic staff.

The Faculty of Law is housed in Lincoln House on St Peter's Campus. Tutorials for Legal Theory 1 students are conducted at the faculty, while lectures for this course are held on the main campus. Lectures for LLB students are held in Lincoln House. The Alastair Kerr Law Library is situated on the ground floor of Lincoln House and has an extensive collection of South African legal publications and a significant collection of international and comparative legal materials. The library hosts a thirty-station computer lab for student use and has printing and photocopying facilities. The library also subscribes to numerous electronic databases which students can access for purposes of their research and learning. Numerous study areas are available throughout the library.

Integral to our legal education is our Law Clinic. The Law Clinic is situated in New Street. The clinic provides free legal advice to indigent members of our community while it exposes our students to legal practice and hones their skills on consultation, communication, case management and file management. Prospective legal theory students and their parents are invited to direct further enquiries to the dean of the faculty at [l.juma@ru.ac.za](mailto:l.juma@ru.ac.za).



## Faculty of Pharmacy



### **DEAN: PROFESSOR SANDILE KHAMANGA**

#### **Deputy Dean: Dr Carmen Oltmann**

The mission of the Faculty of Pharmacy at Rhodes University is to promote pharmaceutical care through education, research, scholarship, creative endeavour and service. The Faculty falls under two general areas of control: The University and the South African Pharmacy Council (SAPC) which is the statutory body controlling the profession of pharmacy in South Africa. The Faculty is a multi-discipline single department separated into divisions to form a professional faculty because, as a profession, pharmacy comprises a closely-integrated body of knowledge and skills. Any student studying for the BPharm degree is required to take very nearly all courses given by the faculty. The Faculty of Pharmacy at Rhodes is comprised of four divisions:

- Pharmacology
- Pharmaceutics
- Pharmaceutical Chemistry
- Pharmacy Practice

The Bachelor of Pharmacy degree (BPharm) is a four-year degree. At Rhodes University, the cognate departments (Chemistry, Botany, Computer Science, and Mathematics) teach some first-year courses. The Statistics Department offers Statistics for Pharmacy in the third year.

Performance in a course is assessed in terms of the results of prescribed examinations, and/or essays, exercises, tests, reports, assignments, practicals and other forms of continuous assessment

The BPharm offered at Rhodes University grants access to an internship and professional competency evaluation. Internships can be completed in a community, hospital, industrial or academic pharmacy setting. Interns are required to work at an accredited training site for at least twelve months, are required to successfully complete the pre-registration exam and submit evidence of Continuing Professional Development (CPD). Successful completion of the internship is followed by registration as a Community Service Pharmacist (CSP) and working as a CSP in the public sector. Successful completion of the CSP year allows registration with the South African Pharmacy Council as a fully-qualified pharmacist which permits the applicants to practice pharmacy within the Republic of South Africa.

A registered pharmacist may work in the following sectors: manufacturing, wholesale and distribution, community, hospital, research or academia. Pharmacy as a profession provides an essential component of the health services of the nation and involves a multi-disciplinary degree, which forms a unique link between the broad fields of the basic sciences and the pharmaceutical sciences. Pharmacy is the channel through which the advances of modern science and technology provide the agents needed in the prevention, diagnosis, and treatment of disease.

Further details will be presented during orientation week and can be found at the faculty website: <http://www.ru.ac.za/pharmacy> or in the Faculty of Pharmacy handbook

**PREGNANCY:** Pharmacy students **must** inform the Dean or Deputy Dean as soon as they find out they are pregnant. A pregnancy protocol will be developed for the Pharmacy Faculty. There is a need for this because of potential risks associated with practicals.

## Faculty of Science



**Dean: Professor Jo Dames**

Deputy Dean: Dr Yusuf Motara

The Faculty of Science is a grouping of fourteen academic departments teaching subjects such as Physics, Zoology and Chemistry which are usually taken only in science degrees. Some of the departments offer courses which may also form part of a Humanities degree (such as Geography and Human Kinetics & Ergonomics) and others offer courses that may also form part of a Commerce degree (such as Information Systems).

The departments in the Science Faculty are: Botany; Biochemistry & Microbiology; Biotechnology Innovation Centre; Chemistry; Computer Science; Environmental Science; Geography; Geology; Human Kinetics & Ergonomics; Ichthyology & Fisheries Science; Mathematics; Physics & Electronics; Statistics; and Zoology & Entomology.

The Science Faculty offers two undergraduate degrees and three postgraduate degrees.

The degrees offered at the undergraduate levels are:

- The **BSc (Bachelor of Science)** is the usual first degree in the Faculty and requires a minimum of three years of study after school. A wide range of subjects, most of which are scientific in nature, can be studied to qualify for this degree. This degree may be taken over three or four years depending on school results.
- The **BScS (InfSys) (Bachelor of Science) (Information Systems)** is a three-year degree intended for students who wish to become computer specialists in a commercial environment. It has a more rigid curriculum than the ordinary BSc degree and comprises half the courses being Science courses and half being Commerce courses.
- The **BSc Extended Studies Programme**. This program is taken by students with the ability to complete a BSc degree but whose socio-economic and educational background has not fully prepared them for first year. These students spend two years in this program, after which they join the mainstream BSc students. This degree takes four years to complete.

At postgraduate level the degrees are:

- The **BSc (Hons) (Bachelor of Science with Honours)** may be regarded as a fourth year to an ordinary BSc/ BScS in which the student normally studies one of the subjects taken in the final year of the BSc, but in greater detail. The usual entrance requirement is that students must have obtained at least a second- class pass (60% or more) in this subject in the ordinary degree.
- The **MSc (Master of Science)** degree is usually taken over two years and is either offered by research whereby students prepare a thesis for external examination or by coursework and research.
- The **PhD (Doctor of Philosophy)** degree is offered by research only and usually takes between three and four years to complete. In this degree a student conducts detailed research on a topic that is novel and contributes to the academic discipline being studied.

# Student wellness and support

## STUDENT WELLNESS AND SUPPORT SERVICES AVAILABLE

During orientation week, all students (both those in residence and those who plan to live in town) are required to attend workshops and group discussions coordinated by the residence halls which will cover a range of important social issues which will help you make informed choices about how you engage with life at university.

These compulsory workshops will help you explore such issues such as sexuality, substance abuse, the effects of alcohol, coping with stress and depression and give you information about what support groups or structures are available in case you need help. The workshops are held in the afternoons and evenings and the details of time and venues will be made available to you on your arrival. We also focus on issues of diversity and equity and engage you in actively thinking about human rights and about what sort of behaviour is regarded as unacceptable on campus.

At Rhodes we value tolerance and mutual respect for individual differences and would like all students to be assured that we are committed to creating the best conditions for learning, scholarship, and research. A fundamental part of our ethos is the protection of, and respect for, the diversity and dignity of all members of the university community.

## LIFE AT UNIVERSITY WORKSHOPS

	Monday 05 February	Tuesday 06 February	Wednesday 07 February	Thursday 08 February	Friday 09 February
Halls	16h30 - 17h30	16h30 - 17h30	16h30 - 17h30	16h30 - 17h30	16h00 - 17h30
Allan Webb	Mental Health & Wellness Barratt 1	Fire Safety & Security awareness Barratt 2	Consent Barratt 1	Student Mentoring Barratt 2	Financial Literacy talk Barratt 1 & 2
Drostdy					
Hobson					
St Mary					
Courtenay-Latimer					
Founders					
Solomon Mahlangu					
Oppidans					
Desmond Tutu	Fire Safety & Security awareness Barratt 2	Mental Health & Wellness Barratt 1	Student Mentoring Barratt 2	Consent Barratt 1	
Hugh Masekela					
Kimberley					
Lillian Ngoyi					
Miriam Makeba					
Nelson Mandela					

## AMBULANCE SERVICES

If a student undergoes a medical crisis, the first port of call is the Health Care Centre where staff will make the necessary decisions regarding the need for doctors or an ambulance. All medical expenses (apart from the basic services provided by the Health Care Centre) are the student's responsibility, and if the student does not have any medical aid, they will have to rely on state medical services.

After-hours emergencies: RU ER24 number: 010 205 3068 (from 16h30 until 08h00)

Settlers Hospital: 046 602 5000

Provincial ambulance: 046 622 9102 Or dial: 10177

First aid: St John's Ambulance, 24 Hill Street, 046 636 1650

Ambuvent: [ambuvent@ambuvival.co.za](mailto:ambuvent@ambuvival.co.za) or [ambuvent@gmail.com](mailto:ambuvent@gmail.com), 071 894 8730

## ANIMALS ON CAMPUS

Rhodes University does not allow students to keep pets in any residence, or to bring their pets onto campus.

The only exception to this rule is where written permission has been granted to have a companion animal for medical reasons. Application for such permission must be made to the Registrar/DSA.

Students living in town may decide to keep pets, but this means extra responsibilities. Every year scores of animals are left hungry and homeless when careless individuals go away on holiday, leave town, or decide that their pet is no longer young and cute. It is essential to consider the pros and cons of pet ownership before taking this big step.

For more information, please visit [www.ru.ac.za/environment/resources/animalcare](http://www.ru.ac.za/environment/resources/animalcare)

## AWARDS

### Community Engagement Awards

Student volunteers are awarded certificates at the end of each year of volunteering. Special awards are made to individuals, residences, halls, sport clubs or societies where exceptional contributions have been made to community engagement including:

- Gold Awards for student volunteers
- Residence/Hall of the year
- Society/Sports Club of the Year
- Student Researcher of the Year

### Environmental Awards

Students who demonstrate consistent and noteworthy efforts to promote sustainability are eligible for Environmental Awards. They can be nominated in an individual or group capacity in two categories:

- RU individual (staff or student)
- RU society or residence

## BEREAVEMENT

If a close family member is seriously ill or dies, you must inform your Residence Manager or the Division of Students Affairs immediately. There are various ways in which the university can support you during such a difficult time, helping you contact a psychologist at the Rhodes University Counselling Centre, and authorizing absence from your lectures.

## BOOKS

Departments advertise ahead of time which textbooks are prescribed for courses, often on their departmental web pages. Second-hand copies of the same books are usually available from students proceeding into the next year and they place their advertisements on the departmental notice boards early in the year.

Note: It is important to buy the correct edition of a prescribed book. Earlier editions are often very different. If you prefer to buy new copies, the main local bookseller is:

Van Schaik, 129 High Street Weekdays: 08.30–17.00 Saturdays: 08.30–12.30

## BURSARIES

Should a student wish to apply for external bursaries, please collect a booklet called The Bursary Register which contains information about external bursaries and scholarships. This booklet is available at the Student Funding Office (Student Bureau, Eden Grove Building) and the Main Library.

## CAFETERIA

There is a cafeteria near the Library which sells light snacks and beverages and operates during work hours. An Oppidan student needs to register for Oppidan meals once they have completed administrative registration. A detailed description of the procedure to be followed, as well as the cost of the meals, can be found at: [www.ru.ac.za/residentialoperations/mealbookings/oppidandininghall](http://www.ru.ac.za/residentialoperations/mealbookings/oppidandininghall)

## CAREER CENTRE

The Career Centre is on the second floor of the Steve Biko building (next to the Rhodes swimming pool) and is open Monday to Friday between 08h00 and 16h30. To book an appointment please call (046) 603 7070 or email [careercentre@ru.ac.za](mailto:careercentre@ru.ac.za)

The Centre offers students personal career counselling and provides the following services:

- Walk-in services - no appointment is necessary if you have a quick query that can be answered in five minutes
- Individual appointments - to discuss and explore study and career options. Ranges from 30 to 50 minutes and can be booked through the administrative assistant at the Counselling Centre
- Career Assessments: also booked through the admin assistant
- Various Workshops throughout the year to support and encourage future career and academic success
- CV writing and Interview Preparation workshops
- Career Publications: To inform and guide students in their career development while at Rhodes University and upon graduation
- The Graduate Recruitment Program (GRP) (also referred to as Career Fairs) which is a program that presents students with the opportunity of meeting with potential employers. During our Career Fairs, different companies representing different faculties pay our institution a visit with the aim of offering students with guidance pertaining to their courses, networking, and internship, learnership or scholarship opportunities.
- The #AskAProfessional series - which is a range of workshops whereby twice a term, students get the platform or an opportunity to mingle with Rhodes University alumni (other professionals from other institutions). They then provide students with advice on how to navigate their careers whilst still in university, advise on entrepreneurship, studying towards courses etc.
- The Top 100 awards ceremony which aims at awarding students for their exceptional work throughout the year. The category for these awards is as follows:
  - Student Leadership Award
  - General Excellence Award
  - Arts, Culture, Media, and Society Award
  - Sports Award
  - Community Engagement Award
  - Academic Excellence Award (no application required)
  - Health and Wellness Award
  - Ubuntu Award

## CELL PHONES

Students are not permitted to bring cell phones into tests and examinations. If you are caught being in possession of a cell phone in these circumstances, disciplinary action will follow as per the Student Disciplinary Code. Depending on the nature of the transgression, severe sanctions may be imposed. Students are urged to take note that under no circumstances will staff in test or examination venues take responsibility for cell phones brought to the venue.

It is also very important to remember that cell phones can be very disruptive and annoying when they ring during lectures, seminars or in the Library. Please be considerate and switch off your cell phones whenever you enter the library.

## CERTIFICATION OF DOCUMENTS

If you need an official university transcript of your academic record, or a certificate of "good conduct" you can get it from the Student Bureau. Certain staff in the Student Bureau, the Cory Library and the Main Library are Commissioners of Oaths if you need to certify or authenticate any other document.

## CLUBS AND SOCIETIES

The SRC oversees the operation of nearly 80 different clubs and societies that operate under their auspices. Each society has its own elected leadership committee (chair, treasurer, secretary, etc.), is responsible for organizing their own functions and monitoring their budgets. These societies include cultural interest groups (e. g. debating, drumming, and poetry), religious societies, political and awareness-raising groups, and environmental clubs. Students are encouraged to attend the SRC's societies evening during orientation week to get more information about what is on offer. All societies charge an annual membership fee.

## COMMUNICATION WITH THE UNIVERSITY

Your university email address is the Registrar's Division's sole means of contacting you. It is imperative that you check this regularly, and that you set an automatic forward from this mailbox to another mailbox that you may use. It is also vital that you provide the University with updated telephonic and address details.

The University will occasionally need to communicate with you while you are a registered student for following reasons:

- To query your curriculum registration if necessary
- To respond to requests /applications from you (e. g. for exam concessions, AEG applications, etc.)
- To inform you of your academic status (including DP warnings or DP refusals)
- To convey faculty board decisions which relate to you (including the award of your degree and for some, decisions about academic probation or academic exclusion)
- To inform you of emergencies and crises on campus (including power and water outages or medical emergencies).
- The university also communicates with students in the following two ways:
- Important notices are posted electronically on the Division of Student Services and Development website which is updated daily: [www.ru.ac.za/studentaffairs](http://www.ru.ac.za/studentaffairs)
- Urgent messages sent to "student news". Students are encouraged to subscribe to this list: [lists.ru.ac.za/mailman/listinfo/studentnews](mailto:lists.ru.ac.za/mailman/listinfo/studentnews)

Note: Rhodes University does NOT send your exam results by email. Students can either look them up on ROSS or subscribe to an SMS service through ROSS.



## COMMUNITY ENGAGEMENT

Community Engagement (CE) is one of the key areas of a student's experience in university (alongside research and teaching & learning). Engagement with our community offers students opportunities to engage in real world learning and collaborate with communities in contributing to the social and economic development of our community. This engagement becomes a meaningful part of their education at Rhodes University. Rhodes University encourages community engagement that fosters mutually beneficial relationships - moving away from deficit models of engagement that create dependency (e. g., charity and donations). Students are requested to NOT give money or food to beggars in town. There are many more effective ways to help that are meaningful and sustainable. The RU Community Engagement (RUCE) division seeks to contribute to the nexus between engaged teaching and learning: engaged research and engaged citizenship through:

- Community Engaged Learning (Volunteer opportunities)
- Engaged Research (research that is responsive to societal challenges, uses deeply participatory methods and ultimately leads to impact)
- Service Learning (the credit bearing form of CE, linked to various courses)

Community Engaged Learning (CEL), which involves several popular programmes as well as initiatives by halls, residences, clubs, and societies, give hundreds of students an opportunity to go beyond their academic environment and using their capabilities to work jointly with residents of our community.

There are four volunteer programmes for students to choose from:

- Engaged Citizen Programme (ECP) - you can choose from 26 different sites
- BuddingQ – an early literacy programme where you will be placed in a school
- Siyakhana@Makana (S@M) – this is the residence programme
- 9/10ths Mentoring Programme – mentoring Grade 12 pupils in local schools

These have proved to be a valuable resource to many of the local NGOs, schools, and CBO's in our community. Over 1000 students of the 8000-strong student body participate annually, and their specific skills, strengths and interests are matched to the needs of organizations. Volunteer training prepares students for their volunteer activities and is followed up by reflection sessions throughout the year.

Leadership opportunities are available for students within the respective CEL programmes, so that they are equipped to carry out their roles with training and mentoring support.

A year-end function and certificate ceremony recognize student volunteers, student researchers, sports clubs, student societies, community partners, halls, and residences for their contribution.

The four volunteer programmes are based in the Community Engagement Office working with over 76 community partner organizations in Makhanda. The opportunities to volunteer are wide and varied. Transport is provided for all students registered on the respective volunteer programmes.

For more information, contact the coordinator: a.talbot@ru.ac.za

## COMPUTER FACILITIES

Rhodes University has widely accessible computer facilities available to all registered students.

### Your username and e-mail address

During the administrative registration you will provide the University with an e-mail address that you are actively using and you will be given a username and password that will let you access all of the University's computer facilities. This username and password are your online identity while you are at Rhodes. Treat your password as you would your ATM PIN. **Don't share it with anyone.**

For most services your username will be your student number with the letter g in front, e. g. g24a1234. For Wi-Fi access (eduroam) you need to add @wf.ru.ac.za to your regular username, e. g. g24a1234@wf.ru.ac.za to login. Your Rhodes e-mail address is your username with @campus.ru.ac.za added, e. g. g24a1234@campus.ru.ac.za. The university will use this email address for all official correspondence with you while you are at Rhodes. Email sent to your "@campus" email address will be delivered to the e-mail address you specified during registration. You can check or update this forwarding email address in ROSS.

### **Accessing the internet on campus**

You can connect to the eduroam Wi-Fi service using your own computer or other wi-fi enabled device. You will need to download and install the geteduroam app or eduroam CAT before you can configure a device to connect to eduroam. Older devices and legacy operating systems may not be able to connect at all. Comprehensive information and instructions are available at [www.ru.ac.za/studentnetworking](http://www.ru.ac.za/studentnetworking)

### **Don't have a computer?**

There are computers in public and departmental computer labs in the New Arts Building, Physics, Eden Grove, Bantu Stephen Biko Building, the Main Library, and in-residence common rooms. Labs are often used for lectures and practical's during the day, so you may find that some are only available after hours. Jacaranda lab is open 24 hours.

There are public printers in the Library, computer labs, and residences. Printing is charged per page, so you'll need to buy printing credit before you start. This can be done through ROSS.

### **Need help?**

In residences student networking representatives can help you get connected to eduroam as well as public printers. Student technicians will assist you with connectivity and other general computer problems at the Student IT Help Desk in the Main Library. IT lab assistants can help with common tasks in the public computer labs.

### **Acceptable use and discipline**

Rhodes university has a comprehensive acceptable use policy, which is available at [www.ru.ac.za/aup](http://www.ru.ac.za/aup). Your attention is drawn to the sections about respecting other people's privacy and copyright. Rhodes University does not tolerate copyright infringement. Failure to adhere to the Acceptable Use Policy or IT Facilities Use and Conduct Code, as published by the Information & Technology Services Division, and read with relevant legislation, will lead to disciplinary action as per the Student Disciplinary Code.

### **Need IT consumables and equipment?**

The IT shop is located on the ground floor of the Struben Building and sells most routine IT consumables and peripherals, from flash sticks and portable hard disks to complete computers and laptops. See [www.ru.ac.za/itshop](http://www.ru.ac.za/itshop) for more information and a price list.

## **COUNSELLING CENTRE**

The Student Counselling Centre (top floor of the Bantu Stephen Biko Building) provides a professional, free service to all Rhodes University students experiencing psychological problems. The Counselling Centre operates from a holistic wellness model and supports students in terms of their physical, academic, social, emotional and spiritual functioning. The psychologists will take your concerns seriously and will maintain the strictest level of confidentiality.

The following services are offered:

- Confidential individual counselling
- Relationship counselling
- Group therapy for students with similar interests and goals
- An after-hour line for psychological emergencies: 010 205 3068. During office hours, students experiencing a psychological emergency will be assisted immediately by the psychologist on call
- Study skills workshops on issues pertinent to students such as time management, stress management and exam preparation
- Self-help material and information pamphlets covering various topics
- Provision of referral information. If we are unable to help you, we can tell you about other services that may also be able to help.

Please make an appointment at the Counselling Centre by phoning (046) 603 7070 or emailing [counsellingcentre@ru.ac.za](mailto:counsellingcentre@ru.ac.za) . We are open Monday to Friday 08h00–16h30 (and during lunch time).

## CRIMINAL OFFENCES

Students need to remember that they are subject to laws of the land while at Rhodes University, and they will not be given special treatment by prosecuting authorities if they break the law.

Typical offences committed by Rhodes University students include driving whilst under the influence of alcohol, shoplifting and vandalism (including stealing or breaking pot plants or road signs). Being a student is not regarded as a mitigating factor. If you are convicted of any of these offences in a court of law, you will have a criminal record and this will mean, among other things, that you will not be able to travel overseas or emigrate.

## DISABILITIES

If you have a disability of any kind, please make sure that the Division of Student Services and Development is made aware of this. They will make every effort to ensure that the necessary support and assistance is provided for you. Some of the services and facilities that are available to assist students and to provide reasonable accommodation include:

- Working with the Student Bureau on processing application forms of prospective students who disclose severe disabilities to assess and recommend the nature of services and support that Rhodes University should be providing for them.
- Making appropriate residential placements, especially where physical and mobility impairments are involved.
- The Exam Concessions Committee considers all applications from students who request concessions for exams and tests. The policy and procedure document for concessions applications is available from the Registrar's Division website.
- The Office of the Division of Student Services and Development works with individual students to assess their needs and assist them to get support or assistive technology and devices within the resource constraints
- Computers with special software such as voice recognition, text magnification trackball for ease of motion use and so forth, for the exclusive use of students with disabilities have been installed in the Main Library. These computers will greatly assist students with visual and hearing impairments, as well as students with learning disabilities.

## ENVIRONMENTAL CONCERNS

In the vision and mission statement of Rhodes University, there is a commitment to playing a leading role in establishing a culture of environmental concern by actively pursuing a policy of environmental best practice. Students can work together with their Environmental Representatives, both in residence and off-campus, to address environmental concerns. The SRC Environmental Councilor provides support to environmental reps and sits on the Rhodes University Environmental Committee, which reports to Senate.

Rhodes University has a social-ecological perspective of sustainability which recognizes our need for clean air, drinkable water, healthy food, opportunities to learn, generate income, enjoy a reasonable quality of life, and live in a peaceful and just society and recognizes the needs of other people and future generations. This means that we need to avoid polluting or using up all the natural resources and live within the limits of what natural ecosystems can provide.

The Rhodes University Environmental Sustainability Policy demonstrates a commitment to:

- Enhancing the environmental focus of teaching and research
- Reducing our ecological footprint in terms of infrastructural development and use of environmental goods and services
- Facilitating more sustainable energy, waste and water management, and usage strategies
- Actively engaging with staff, students, and other stakeholders to promote sustainability. For more information visit [www.ru.ac.za/environment](http://www.ru.ac.za/environment)

## EVENT ORGANISATION ON CAMPUS

Student-organized events must follow the correct protocol:

- Any event involving alcohol during the first term requires permission from the Registrar's Division
- Any large event must be approved by the Division of Student Services and Development at least six weeks prior to the date
- Division of Student Services and Development permission: Complete a proposal and email it to **studentaffairs@ru.ac.za**
- Safety/Events Committee pre-approval: If the DSSD pre-approves the proposal, you need to then submit the proposal to the RU Safety and Events Committee for consideration in terms of safety-related factors. Email your proposal to the chair at **execdirector.iof@ru.ac.za**
- The Safety/Events Committee will invite the student organizing committee to a meeting where the proposal will be tabled and, where necessary, refer the organizing committee to the relevant administrative structure to address final logistical concerns
- Division of Student Services and Development final approval: The DSSD will give final approval for the event to take place, pending approval from the Safety/Events committee. The Director of Student Services and Development decision is final

For more information, visit **[www.ru.ac.za/safety/resources/majorevents](http://www.ru.ac.za/safety/resources/majorevents)**

## EXAMINATIONS

The Registrar's Division co-ordinates the examinations at Rhodes. The main exams are written in June and November with supplementary sessions written in January/February of the following year. Examination timetables for these are posted on ROSS at least one month before the commencement of the examinations.

### Seating plans

Seating in the examination venues is pre-arranged according to courses and a seating plan is placed outside the entrance of the exam venue.

### Punctuality

Morning (AM) sessions start writing at 08h30 and afternoon (PM) sessions start writing at 14h00.

Candidates are reminded that they must arrive thirty (30) minutes before the scheduled start of the examination and be seated no later than fifteen (15) minutes before the scheduled start of each session. For an 08h30 examination students must arrive by 08h00 and be seated by 08h15. The venue doors will be locked ten (10) minutes before the scheduled start of the examination.

If you find the doors have been locked by the time you arrive, do not panic: the doors will be re-opened when the papers have been distributed. Please note that you will only be admitted to the exam venue up to fifty-five minutes (55 minutes) after the start of the session, but you WILL NOT get additional time to compensate for your late start.

No candidate is permitted to leave the examination venue until one hour after the start of the session and to avoid disturbance in the venue no candidate will be allowed to leave the examination venue during the last 30 minutes of any session.

### Toilets

Use these before you arrive to write your exams to avoid the queues that build up in the exam venue just before the exam. Students who wish to go to the toilet during the exam may only do so after the first hour and will be required to sign in and out of the venue. Nobody is permitted to leave the exam venue during the last 30 minutes of the exam.

### Personal Items

Nothing may be brought into the examination venue other than stationery items in a transparent plastic sleeve. These must be placed on the desk. No other bags are permitted inside the venue.

### **Cell phones**

No cell phones may be brought into the venues and no facility to store cell phones will be available. Only items of clothing that are being worn are permitted – no additional items.

### **Examination entry**

Candidates should note that they are eligible to write examinations ONLY in those courses which appear on their CURRENT course record. Students who have been attending a course without being properly registered for it will NOT receive results for it.

If you have stopped participating in a course without formally dropping it, your results will show DNW (did not write) for that particular course. If you have not already done so, it is imperative that you check your course record. Ask for a copy in the Student Bureau if you are unable to use ROSS (Rhodes Online Student System). If necessary, have your record corrected now to avoid the difficulties mentioned above.

Candidates are warned that if they fail to produce positive identification (current Rhodes University student card/ID book/passport or driver's license) at any examination session they may be liable to a fine.

Candidates may be disqualified if:

- They take into any examination hall or are found during the examination, to be in possession of any books, memorandum, notes or any papers whatsoever, except such answer books or other books, papers or materials as may be supplied by the Examinations Office
- They are in possession of any mobile/wireless digital devices with data storage and/or communication capabilities (e. g. cell phones, PDAs, etc.). Cell phones are not permitted in any venue. Leave them at home.
- They aid or attempt to aid another candidate
- They obtain or attempt to obtain aid from another candidate
- They communicate or attempt to communicate, in any way, with another candidate or any unauthorized person

### **Reporting a timetable clash**

Students who have a direct clash (i. e. more than one examination scheduled on the same date and at the same time) should report this clash to [academicadmin@ru.ac.za](mailto:academicadmin@ru.ac.za) as soon as the final timetable has been released. Arrangements will be made for the students to write the examinations at a separate venue on the day in question - one paper will be written in the morning session and one will be written in the afternoon session. (Please note having two examinations scheduled for the same day but not at the same session does not constitute a clash).

### **Applications for extra time**

Students requesting extra time or other concessions in examinations because of a temporary disability, permanent disability or because of some other disability impacting their learning, must apply on ROSS with relevant supporting documentation (e.g. Educational Psychologist assessment report).

The deadline for applications is at least one month before the start of examinations (usually the end of April for mid-year examinations and end of September for end-of-year examinations). Once the application link on ROSS has disappeared, it means that the concession applications have closed.

Only applications for concessions in respect of unexpected and exceptional circumstances (e. g. broken finger of the student's writing hand) will be considered after this date, although it is usually recommended that such students apply for Aegrotat. The following principles determine whether you will be granted extra time:

- Students facing severe degenerative diseases will be granted extra time on compassionate grounds. Corroborating evidence is usually required
- Students suffering from permanent disabilities for which additional time is granted need apply to the Committee only once, at the start of their academic careers
- Extra time is not normally granted in the case of conditions that respond well to medication, e. g. epilepsy or attention deficit syndrome
- Dyslexia does not normally constitute a reason for the granting of extra time
- Not being English first-language speaker does not constitute grounds for the granting of extra time
- Poor handwriting does not constitute grounds for the granting of extra time.



## FEES

A detailed explanation of fees appears in the Rhodes University Calendar. You should note that there are fees for different aspects of university life.

- Academic fees to enable you to do the course for which you register
- Subject-specific course charges, which cover the costs of additional handouts or field trips
- Fees for residence (if you choose to live in residence)
- Fees for voluntary extramural clubs, societies, and activities which you choose to sign up for (e. g. debating society or tennis)
- An annual Oppidan fee is charged if you live in town, which covers a range of services provided especially for Oppidan students and is not refundable, regardless of whether you use the facilities or not
- An additional levy is charged to international students

## FIRE SAFETY

Students should pay special attention to fire safety on and off-campus.

### Fire Action – Four Golden Rules Alarm

Raise the alarm to alert others – scream, whistle, push alarm, shout FIRE!

Emergency Services: call the fire department, no matter how small the fire.

- Extinguish: only try to extinguish a fire if safe to do so:
- The fire is small and not spreading
- You know how to use the fire extinguisher
- You have your back to a known SAFE EXIT

Evacuate: Everyone must get out AS SOON AS POSSIBLE. Avoid suffocation by heat/smoke – stay low and crawl if necessary. Do not take risks:

- Do not open a closed door; there may be fire inside the room
- Do not go back inside, until instructed by the Makana Fire Officer

If your clothing catches fire, “stop, drop and roll” can save your life:

- Stop where you are
- Drop to the floor
- Roll around on the floor to smother the flames.

If another person catches fire, wrap them in a blanket, carpet, or rug to smother the flames.

When operating a fire extinguisher, remember the word PASS:

P – Pull the pin

A – Aim nozzle at the base of the fire

S – Squeeze the trigger

S – Sweep the nozzle from side to side

It is a punishable offence if any person tampers with or misuses any safety equipment, including fire extinguishers (Occupational Health & Safety Act, Section 38).

### General fire safety tips

- Ensure ALL electrical switches are off before leaving the room
- Do not overload electrical plug sockets
- Avoid illegal and faulty electrical connections
- Never place a heater or stove close to furniture or curtains, and never hang anything on or cover a heater
- Never leave a stove (gas/ electric/ paraffin), open fire or braai unattended
- If you have a braai, don't let the fire get too big and out of control, and put it out if the wind is strong
- If the power goes off while you are cooking, switch off the appliance – the power might be restored anytime
- Ensure candles are secure in a candle holder and cannot fall over (cut in half reduces the chance of falling over)
- Extinguish cigarette butts in a container of sand or water
- Never smoke in bed

- Plan for safe evacuation – have more than one exit from your house, and do not block passageways and exit doors/windows
- Do not tamper with fire equipment and never park in front of a fire hydrant (remind your neighbours and visitors about this)
- If you have a garden hose, keep it rolled up and ready for use in case of a fire
- If you have no extinguisher, keep an empty bucket for water or a bucket of sand
- Make sure you know how to use your fire extinguisher
- Find more information at <https://www.ru.ac.za/safety/fire/>

#### Oppidan fire safety

Oppidan student digs should be managed responsibly, so they do not become a fire hazard. You must be proactive in ensuring fire safety in your digs

- Electrical safety: ask your landlord to show you an up-to-date wiring certificate – you have a right to know if the electrical system is in safe working order
- Fire extinguishers: ensure there are functioning fire extinguishers, especially in the kitchen and passageways – these are required by law. Backup: a bucket of sand is also useful
- Smoke alarms: put portable smoke alarms (in each room if possible) if your landlord is not willing to install a smoke detection system.
- Fire drills: have a fire escape plan and practice it together (once a term)
- Emergency contacts: keep a list of emergency contacts (in each room), save the Fire Department number on your cell phone. 046 622 4444 or toll-free 080 111 4444

More info at [www.ru.ac.za/safety/emergencies](http://www.ru.ac.za/safety/emergencies)

#### Residence fire safety

All residences should have an up-to-date emergency evacuation plan of action and hold fire drills at least once per term (four per year). <https://www.ru.ac.za/safety/fire/>

A report on the fire drill and various other fire safety considerations are included in the quarterly “Health and Safety Report” submitted by the Residence Manager to the SHE Office.

More info at <https://www.ru.ac.za/safety/fire/>

## HARASSMENT

All staff and student harassment will be reported to the Manager of the Anti-harassment & Discrimination Office.

Once the complainant has reported the incident/experience of any form of harassment, three options can be considered. The complainant will be asked to select the option that he/she prefers to resolve and or address the harassment. The options are as follows:

- Consultation: report the incident for record purposes or for any possible intervention as determined by the complainant’s preferred scenario.
- Mediation: the complainant will choose a mediator of his/her choice from the list of RU trained mediators. The Manager: Anti-harassment & Discrimination will arrange the mediation process with all parties concerned. This option can only be selected if both parties agree to mediation.
- Disciplinary action: if the alleged perpetrator is a student, the matter will be referred to the Disciplinary Office, if a student complainant chooses a disciplinary process. The ultimate decision to prosecute or not is made by the prosecutor and is based on the merits of the complaint, although the wishes of the complainant are considered.
- Contact the Anti-Harassment Office, room 337, Steve Biko Building or Tel: 046 603 8187/ 7468 or email [m.buso@ru.ac.za](mailto:m.buso@ru.ac.za)

**Note that confidentiality will be highly observed.**

If safety is a concern:

- A no-contact order can only be issued by the Vice-Chancellor
- Alternatively, the complainant can apply for a Protection Order at the Magistrate’s Court
- Or contact the Registrar for disciplinary related matters on email: [registrar@ru.ac.za](mailto:registrar@ru.ac.za)

## HEALTH CARE CENTRE (HCC)

The HCC is the building on the left, near the top of Rhodes Avenue, the steep road that goes up the hill past Hobson House and CPU. The nursing staff in the HCC are on duty throughout the term to provide a professional and caring service to students at Rhodes University. Five qualified nursing sisters who provide the services below run the health care centre. Students are welcome to discuss their problems and these discussions are confidential.

For students on medical aid, all emergencies will be referred to Settler's hospital via ER24 or Gardmed ambulance and the hospital staff will organize that the doctor meets the patient there. If no private Dr after hours, the hospital doctor will see the emergency. Appointments can also be made for the students to see the doctor at the surgery.

The student is responsible for the medical practitioner's charges and for the cost of prescribed medicines from local pharmacies. A doctor is available to see students every weekday and the charge is approximately half a normal consultation fee from the private sector per visit from the student account.

An appointment will be secured with the doctor via the Health Care Centre staff or Counselling Centre. Admissions at the HCC is free for ALL students, not only residence students but also for Oppidans.

There are ten beds for in patients suffering from infectious diseases or ailments such as flu, tonsillitis, and gastroenteritis for those recovering after surgical procedures. It is also a haven for those suffering from stress, anxiety, and depression. This in-patient facility is available free to students in residence and at a nominal fee to Oppidans.

### Opening hours

During the term, please make an appointment online via ROSS, call 046 603 8523, or email: [healthcarecentre@ru.ac.za](mailto:healthcarecentre@ru.ac.za)

Monday - Friday:	08h00 -16h30	
Saturday, Sunday, and Public Holidays:	08h00 – 13h00	
During university vacations:	Monday- Friday:	09h30-12h30 (call 010 205 3068 from 12h30).

### Medical emergency after hours

For any medical emergencies after hours (from 16H30–08H00) daily and on the weekends), please contact the RU ER24 emergency number 010 205 3068. If the problem is not an emergency, then rather come to the Centre during office hours.

### Free services

- Treatment of minor ailments such as flu, tonsillitis etc.
- In-patient care for acute illnesses.
- Management and care of patients with infectious diseases.
- Post-operative observations
- Emergency assessment and crisis management (e. g. sexual assault)
- Voluntary HIV testing, including pre- and post-test counselling
- HIV AIDS medication including PREP and PEP
- Screening tests e. g. blood pressure, blood glucose
- Family planning advice and contraceptives

### Services at a minimal cost

- Vaccinations (flu shot)
- Pregnancy tests
- Crutches
- Pap smears and blood tests as per private Laboratory costs.
- Doctors clinic: approximately R313.50 per consultation, the fees rise annually
- Vitamin injections

### Referral services

Staff at the Health Care Centre can make referrals to a range of other medical services in the town, including private doctors and dentists, the Counselling Centre, the Psychology Clinic, the hospital, social workers, and private counsellors. Students who have undergone surgery recently or who are under private medical care, which requires follow-up treatment by the health care centre sisters, should provide a letter of consent from their doctors.

### Admissions at the Health Care Centre

- 1) Infectious diseases such as:
  - a. Tuberculosis, except for multidrug-resistant TB and extremely drug-resistant TB the length of stay is (14) days. We admit students who are in residence only, those in digs normally remain there, unless their digs-mates have not had exposure or the infectious illness before
  - b. Chickenpox, rubella, mumps, the length of stay is five (5) to seven (7) days.
- 2) Acute illnesses such as dysmenorrhea, abdominal pain, and headache the length of stay necessary is 1-2 days. We may admit acute illnesses where we are concerned for the health of the student and we wish to monitor the progress of the illness. This is at the discretion of the HCC staff. If necessary, the student may be referred to Settlers Hospital.
- 3) Post-operative care: the length of stay is about five days. Post-operative care may include wound care and pain management where the patient is stable, and admission is at the discretion of the HCC staff.

### HIV/AIDS

Free strictly confidential HIV counselling and testing is offered by a partnership between the Counselling Centre and the Health Care Centre. This voluntary HIV testing is done along with the necessary pre- and post-test counselling, by appointment, at the Health Care Centre every afternoon. The entire procedure, including the counselling and the test, is relatively brief, usually somewhere within 30 minutes. Rapid HIV tests are employed, and students will be provided with their test result immediately. Students can be assured that the testing and counselling procedure follows strict protocols and that the service provided is confidential, professional, and efficient. Students can obtain their HIV medication from the HCC.

The Counselling Centre is available to provide psychological support while the HCC provides medical support and advice for any student who is HIV positive. It is university policy that the rights of HIV-positive students are protected. For more information, visit [www.ru.ac.za/studentaffairs](http://www.ru.ac.za/studentaffairs)

### INSURANCE

Students are NOT covered by university insurance while at Rhodes unless they are injured while engaged in activities for which the University remunerates them. All other insurance is the responsibility of each student; students are therefore strongly advised to ensure that they carry the necessary insurance against theft, housebreaking, fire and other similar risks.

Rhodes University will in no way hold itself responsible for any loss or damage by theft, fire or any other means to student's property kept in the residences either during term time or during vacations. All students' rooms doors are fitted with locks and students' rooms should be locked at all times.

### INTERNATIONAL STUDENTS

Each public University in South Africa has its own model for dealing with internationalization of its Research, Teaching and Learning, Community Engagement, and International Student Support Services. Rhodes University adopted a de-centralised internationalization model which means that most international student services are integrated with the student services to South African students. However, the International Office provides support on aspects that pertain uniquely to International Students, Postgrad and Staff, and this includes advice on immigration compliance for visas and medical aid as outlined below.

#### Visas

- All international students who physically enter South Africa to study, require a valid study visa
- Study Visas need to be acquired prior to arrival at a Port of Entry in South Africa and copies of the passport

- and visa must be emailed to the International office before you may proceed with pre-registration
- Under no circumstances, should you arrive at Rhodes without a valid study visa endorsed for Rhodes University
  - Students who arrive with a tourist or visitor's visa will not be able to register at Rhodes University
  - The dates on your visa are determined by your letter of offer from the University. Also, known as a Letter of Undertaking issued by the Registrars Division. Please note that the waiting period after an application for a visa may take six to eight weeks.
  - Always check the correct details have been issued at the time you collect your study visa: the visa should stipulate the destination University; the purpose for coming to South Africa/ the degree for which you have been accepted, whether it allows multiple entries and the duration of your intended study period.
  - Please note that you are permitted to work for 20 hours a week, while you are studying, without any further endorsement on your visa.
  - If you are extending your stay for the purpose of continuing your studies, you may renew your study visa at the nearest VFS centre from within South Africa, by making online bookings, providing you do so 60 days before the expiry date of your current visa.
  - The International Office also makes arrangements for the VFS Mobile Biometric Service to come to Rhodes University, twice a year.
  - The International Office will assist with any visa-related queries or refer you to the nearest VFS Centre.
  - For ease of reference, the VFS website is as follows: <https://www.vfsglobal.com/dha/southafrica/>

#### **Medical aid**

- Membership of a Medical Aid Scheme is a core requirement to maintain a valid study visa
- The Medical Aid you purchase must come from a scheme on the list approved by the South African Council for Medical schemes
- Different Medical Aid schemes have designated service providers/ doctors
- Not all the South African Medical schemes have medical practitioners in the locality of every South African University
- Rhodes University, through IEASA, has therefore appointed Simeka Health Consultants to assist international students coming to Makhanda, with all queries relating to appropriate medical cover, applications for membership to a Medical Scheme, and membership renewal
- Simeka Health can be reached via [international.students@simekahealth.co.za](mailto:international.students@simekahealth.co.za) or by telephone 0860 100 380
- You will need to submit proof of cover from an acceptable South African Medical Aid before you will be allowed to proceed with pre- registration. This is to be done via email.
- Your Medical aid needs to remain in place for the same duration as your study visa
- Medical aid is however cost annually and may be purchased for one year at a time, but it needs to be renewed annually.
- Please ensure that you always keep your medical aid up to date.
- When in Makhanda, International students should check to ensure that they are registered with the doctor they make an appointment with, and that the Doctor is participating in their medical aid scheme.
- Remember if you change address to please update your information at the provider's rooms.
- Students will be responsible for all related medical costs should they not follow above guidelines.

It is incumbent on the student to ensure that they comply with immigration regulations. Failure to do so may lead to termination of registration, studies, and forfeiture of credits.

More info: <https://www.ru.ac.za/internationalisation/>

Contact details: [internationaloffice@ru.ac.za](mailto:internationaloffice@ru.ac.za) and +27 46 603 8217

#### **LEAVE OF ABSENCE (LoA)**

If any student misses a class or cannot hand in an assignment for any reason whatsoever, they must apply for an LoA. Only the academic Head of Department has the power to grant LoA.

To get a LoA, a student must obtain an LoA form from the Student Bureau and get it filled in by the appropriate person who can support their claims. Usually, this is a medical doctor/ staff at the Health Care Centre/ Counselling Centre.



Students are given leave of absence for representing the University at high-level sports events, in which case Sports Admin must support the LoA request. LoA's will only be supported on the spot to students who display clear evidence of being ill at the time of appointment.

LoA will NOT normally be granted in the following circumstances:

- When a healthy student comes to claim a retrospective LOA for being sick at a time prior to the consultation.
- When the student misses a lecture due to waiting in the HCC but proves to be in good health when attended to.

Students who claim to be suffering from severe headache, diarrhea or vomiting will be kept in bed for observation before LOA is supported. If the symptoms do not recur within a few hours, the request for LOA will not be supported.

Students in residence are reminded that their Residence Managers can support requests for LOA's on the grounds of illness as well, and that a subsequent visit to the HCC is not necessary. Oppidan students and students in residence may visit the HCC to get a leave of absence form signed, even if they do not wish to receive any medical treatment for their ailment.

## LEGAL PROBLEMS

The Rhodes University Legal Aid Clinic is a non-profit organization, which provides free legal services to disadvantaged people living in and around Makhanda as well as to provide a practical hands-on learning experience for Law students. A wide range of legal services are provided by the Clinic, but there is a specialist focus on family law, consumer law and hand law matters.

The clinic, at 118 High Street, is available to provide legal services to students in most cases. Tel: 046 603 9301 The SRC also provides students with legal advice and support in relation to University disciplinary matters.

## LIBRARY SERVICES

The Rhodes Library service is perfectly positioned to enable students to access powerful knowledge by providing relevant and appropriate academic infrastructure, equipment, facilities, services and programs that support the academic project. We strategically position the library to support and sustain the university's teaching and learning endeavours and research-intensive reputation.

RUL is made up of four libraries and three affiliated libraries. These are the Main Library, the Cory Library for Humanities Research, the Alistair Kerr Law Library and the Sound Library. The affiliated libraries are the Margaret Smith Library at SAIAB, the Teacher Resources Centre, and the International Library of African Music (ILAM). For more information on each of these libraries visit <https://www.ru.ac.za/library/about/branchlibrariesaffiliatedinstitutes/>

### Library membership and access to Learning Resources

All registered students and Rhodes University staff are library members. Staff and community members are required to register annually to have access to the library service and facilities. New students and staff members must activate/set up their library accounts to access online databases and eBooks remotely/off-campus. For all your membership queries and problems with login procedures, contact us at the Circulation Desk. or **library@ru.ac.za**; for learning and research support, visit our **LibGuides** or consult your Faculty Liaison Librarians.

### Learning Resources

As a library member, you are entitled to use the vast learning resources available at the Library. The Library has +- 300 000 volumes of print books onsite, +-700 000 e-books and more than 66 online scholarly databases. Access to all learning resources is through the library's web page. Once you are here, you can search our Library catalogue using title, subject, or keywords. Both staff and students heavily use the short loan section. The short loan collection includes materials reserved by your lecturers for immediate and short-term access. To access short loan resources and other print resources held by the library, you must visit the library during opening hours. For all access or loan-related enquiries, contact our Circulation desk or send an email to **libloansupport@ru.ac.za** or directly to **j.nene@ru.ac.za** or **a.mncwabe@ru.ac.za**.

### Opening hours

Library hours may change at any time due to specific regulations, Public Holidays, extended examinations, etc. Changes are communicated regularly by posting on the Library entrance, the Library's webpage, social media and e-mail.

### Borrowing Library books

The loan schedule of the Main Library is as follows:

Undergraduates	6 items for 2 weeks.
Postgraduates	12 items for 4 weeks
Senior postgraduates	20 items for 8 weeks
Academic, research, & support staff, post-doctoral scholars	30 items for 12 weeks
Community members	6 items for 2 weeks up to 3 months
Visiting scholars	20 items for 8 weeks or more than three months

### Lending rules

Library resources are issued out on loan; the borrower is responsible for returning any loaned item/s by the due date. Items not returned by the stipulated loan period are subject to fines. The University requires all users to pay such penalties. Please note: nothing issued in your name may be transferred to another person during the loan period.

- Items which are lost or damaged must be paid for or replaced.
- The Director: Library Services may restrict the loan item or period of loan based on stipulated conditions or regulations.
- An item on loan may be recalled at any time when needed.

### Access to Electronic Resources

We encourage users to use our e-resources, accessible online and remotely with Internet access. Current Rhodes University staff and registered students can access electronic collections through the Library's web page. Community members are limited to on-site access only, as a significant portion of our e-Resources are subject to terms and conditions stipulated in license agreements with vendors. Community members who need access to subscription-based resources must contact the Circulation Desk.

### Library facilities and venues

- Research Commons  
Located on Level 2 in the Main Library, the Research Commons is a dedicated space for academic staff, researchers and senior post-graduate (Master's and Doctoral) students. A valid Rhodes University ID card is required to access this area. Find more information on research support <https://ru.za.libguides.com/c.php?g=1168428>.
- Postgraduate Commons (PGCs)  
The PGC is on Level 0, a dedicated space for academic staff, researchers and postgraduate (Honours, Masters and Doctoral) students. A valid Rhodes University ID card is required to access this area. For more information on Postgraduate support, <https://www.ru.ac.za/library/services/libraryvenuesfacilities/postgraduatecommons/>.
- Information Commons (IC)  
Located on Level 2 in the Main Library, the IC is a dedicated space for undergraduate students, accessible during Library operating hours, with differentiated learning spaces, 56 PCs and a dedicated Information Literacy Coordinator available during Library hours. You can access the New Student LibGuide <https://ru.za.libguides.com/newstudents>.
- 24/7 study area  
This facility is available to all registered students. A valid Rhodes University ID card is required to access the facility from 22:30 to 08:30, pending the variations mentioned on page 1, under "Opening hours."

### **Cory Library for Humanities Research**

Cory Library collects, keeps and preserves archival and published material to support research in the Humanities and Social Sciences. The collection of books, journals and archival holdings is centred around the Eastern Cape's history, heritage and culture. It also covers the mission, church history, family history, and various southern African topics, including politics, literature, education, mining, commerce, and agriculture. Since the initial deposit of Sir George Cory's collections, there has been a focus on the history of the Eastern Cape and on Grahamstown itself. Cory Library's collections include manuscripts and other documents, government publications, rare and modern books, pamphlets, periodicals and newspapers, maps, photographs, audio-visual recordings, and electronic media. Through its book publishing programme (the Grahamstown Series, Eastern Cape Themes, and Eastern Cape Reprints), Cory Library contributes to the intellectual and academic culture of the University.

Cory Library is a non-circulating library. It is open to students and staff of Rhodes University. Members of the broader research community and the public are welcome to enquire about readers' tickets should they want to utilise this library. To contact Cory Library, use the following email address: [cory@ru.ac.za](mailto:cory@ru.ac.za) or email **kenny.tshukudu@ru.ac.za**.

### **Library Orientation and Training**

- We conduct Orientation for all first-year entering students, both undergrads and postgrads, during the O-week and extended O-week programme.
- Ongoing Information Literacy classes are conducted throughout the year.
- For more information on the Library O-week programme and Information Literacy classes, contact our undergraduate Librarian, Ms Silindile Dube.
- Postgraduate support comprises customised research database workshops organised with postgraduate supervisors, your lecturers, the Centre for Postgraduate Studies (CPGS) and directly with your Faculty Liaison Librarians. For more research information support, visit our research support page at <https://ru.za.libguides.com/c.php?g=1168428>.
- Postgraduate training also includes Research guides covering finding, using and evaluating information on specific subjects. Systematic reviews also form part of research support offered by the Library. For more information, contact our Faculty Liaison Librarians.

Learning cannot be confined within the walls of the lecture room, traditional classroom or laboratory. As an extension of the school, the library enhances your learning and research experience as a student, an academic, a researcher or a member of the learning community.

For all your training information or research needs, consult your Faculty Librarians as follows:

- Faculty of Science and Pharmacy: Ms Thandiwe Menze: @ 046 603 8689 or [v.menze@ru.ac.za](mailto:v.menze@ru.ac.za)
- Faculty of Humanities and Education: Ms Ayanda Qomfo @ 046 603 7340 or [a.qomfo@ru.ac.za](mailto:a.qomfo@ru.ac.za)
- Faculty of Commerce and Law: vacant

The Information Commons guide is a one-stop facility for all undergraduates. The new student/staff guide will familiarise you with most library services. <https://ru.za.libguides.com/InfoCommons>

Always remember to visit our gateway, the library website at [www.ru.ac.za/library](http://www.ru.ac.za/library).

For more information, please visit <https://www.ru.ac.za/library/about/guidetorulservices2024/>

### **LOST PROPERTY**

All lost property is handed to the Campus Protection Unit (CPU), which is in Rhodes Avenue above Hobson House.

### **MEALS**

All halls of residences have a self- service system, and formal dinners are held once or twice a year. Balanced meals are planned on a two-week cycle, ensuring that the nutritional needs of students are met. Menus, which cover two-week periods, are also available online. For lunch and supper, a student can choose from one of eight meal types: default, fast food default, fast food vegetarian, fast food Halaal, and vegetarian, health platter Halaal/

Hindu and African. All students are automatically booked for all meals according to the diet that they specify when they pre-register online. The default choice can be changed online, after registration.

Making a meal booking: log onto ROSS (<http://ross.ru.ac.za>) and follow the options under «meal bookings» There you can:

- print the chosen meal list
- unbook meals (single or blocks e.g., if the student does not eat breakfast, they can un-book for the year or if they go away for a weekend, they can un-book all meals for that period)
- Change the preferred diet

All these options must take place at least 48 hours in advance of a particular meal. If a student does not take a meal and has not un-booked 48 hours in advance, the meal is regarded as taken and no credit will be given for that missed meal.

Credit accumulated from unbooked meals up to an amount specified annually in the University Calendar (amounts for undergrad and postgrad residences differ) will be credited to the student's fees account at the end of the 2nd and 4th terms. The university does not monitor meal cancellations. No student will be permitted to cancel all meals. Oppidan students (those living in town) can also have a regular midday meal, using the same meal booking system after having registered as Oppidan meal takers. A concise user manual for using the system is available here: [www.ru.ac.za/residentialoperations/mealbookings/mealbookinghelpdocuments/](http://www.ru.ac.za/residentialoperations/mealbookings/mealbookinghelpdocuments/)

## OPPIDAN FACILITIES

An Oppidan is a student who does not live in a university residence. Most students living in digs have experienced life in residence for a year or two before taking the plunge to greater independence and responsibility.

Rhodes University provides a comprehensive support base for all Oppidan students for which they pay an annual levy.

Support services include:

- Access to all facilities at Rhodes, including the Health Care Centre and the Counselling Centre.
- An Oppidan Hall Manager who can provide advice and assistance on issues related to living in digs.
- A team of five Residence Student Assistant whose role is largely a nurturing one: they visit the students living in their area, encourage them to get involved in social and sporting activities. They also promote good relations between 'town and gown' and encourage students to get to know their neighbours and clear up potential misunderstandings before they occur.
- A voluntary mentoring programme which pairs experienced students with first year students to assist them with their transition and getting to know the campus and ins and outs of being an Oppidan student.
- A Committee of Oppidan students who provide leadership for the Oppidan Hall.

## PARKING ON CAMPUS

All students who have cars in Makhanda must supply the relevant information when they register. Parking on campus is limited. Anyone acquiring a car during the year must register it at the Student Bureau within three days. Failure to register a car is an offence in terms of the Student Disciplinary Code. You are requested to take care when driving on campus, observe the speed limit, be wary of pedestrians and park only in designated areas.

Parking spaces with a red dot outlined with a white circle are for staff only. You will be fined if you park in them. Traffic management falls under CPU. The National Traffic Act and the Rhodes University Student Disciplinary Code is implemented in the instance of contravention of traffic rules.

## POLICIES OF THE UNIVERSITY

There are many policies and protocols, which are of relevance to students. Please visit the Rhodes University website for a complete list at <https://www.ru.ac.za/institutionalplanningunit/policies/policiesa-z/>

## PREGNANCY

Rhodes University will make every effort to support a pregnant student and ensure that the pregnancy does not disrupt her academic career.

Although each case will be considered on its merits, the University cannot take any responsibility for any potential health risks associated with pregnancy, or assume financial responsibility for special dietary requirements in residence, etc. Please visit the Rhodes University website for the policy documents at <https://www.ru.ac.za/institutionalplanningunit/policies/policiesa-z/>

Counselling and advice (for both parents-to-be) is available through the Counselling Centre, the HCC, or a private practitioner. While we respect a student's right to confidentiality and the usual professional rules regarding this confidentiality will be respected, it is reasonable to expect a pregnant student to inform those parties who might be most immediately affected by their pregnancy. We strongly encourage the student to inform:

- The HCC to obtain basic health advice
- A medical practitioner to obtain expert advice. A student with no medical aid can make an appointment at the HCC to see the University doctor at the normal reduced rate, who will then refer her to the Grahamstown Clinic for ongoing treatment during the pregnancy or to the State Hospital for termination
- The house/Hall Manager, if the student lives in residence, so that she is aware of the student's condition and can assist her to make the necessary arrangements for the final stages of the pregnancy, when she will have to move out of residence
- Their parents, where appropriate

In the normal course of events, provided there are no medical complications, a student may remain in residence until the 36th week of pregnancy. The student will need to arrange for alternative accommodation during the final weeks of pregnancy or the actual birth of the baby. While the student may return to residence after the birth of the baby, the child will not be permitted to live with her there, and she is responsible for making appropriate child-care arrangements. There will be no financial penalty to the student if she wishes to have her room kept vacant so that she may return to it after the birth of the baby.

The usual arrangements regarding leave of absence can be made, with medical certification. The student can apply for an extended DP if circumstances qualify for this. If the time of birth is close to or coincides with examinations, the student can apply to write an Aegrotat examination at a later stage.

The HCC does provide anti-retroviral to deal with mother to child transmission (MTCT). If the student is positive, she should arrange with her private doctor (if on medical aid) who will, in turn, implement their protocol to deal with MTCT.

Pharmacy students must inform the Dean or Deputy Dean as soon as they find out they are pregnant. A pregnancy protocol will be developed for the Pharmacy Faculty. There is a need for this because of potential risks associated with practicals.

## PSYCHOLOGICAL WELLNESS

Emotions and feelings of distress may include, tearfulness, feelings of sadness, irritability, difficulty concentrating on academic work, difficulties in sleeping (either difficulty falling asleep or once asleep, waking up during the night or early in the morning), feelings of worthlessness, loss of interest in previously enjoyable activities, changes in appetite, decreased energy and fatigue, and/or suicidal thoughts. Anxious thoughts and feelings may also be experienced, particularly when academic deadlines are close.

Tips for managing psychological distress:

- Get some exercise: physical activity can help reduce stress. Spend some time doing enjoyable physical activities.
- Take time out: give yourself short breaks during times of the day that tend to be stressful. A few moments of quiet time might help you feel better prepared to handle what's ahead without getting overly stressed.
- Use humour to release tension: lightening up can help manage stress/anxiety. Use humour to help you face what's making you stressed and remember to have realistic expectations for the day.
- Practice relaxation skills: practice deep-breathing exercises, imagine a relaxing scene, or repeat a calming word or phrase, such as, "Take it easy." You might also listen to music, write in a journal, or do a few yoga



poses, whatever it takes to encourage relaxation.

- Talking to friends/ loved ones: talk to your friends in digs or res to support each other and / talk to your loved ones.
- Know when to seek help: when all the above seems to not be helping do not hesitate to seek professional help.

The Counselling Centre is at the top floor of the Steve Biko Building. You can make an appointment by going to the Counselling Centre or by emailing [counsellingcentre@ru.ac.za](mailto:counsellingcentre@ru.ac.za) or by phoning 046 603 7070 if professional help is needed. The after-hours number is available from 4.30 pm until 8 am the following morning, and over the weekends 24/7. The contact number is 010 205 3068.

Additional resources are:

- SADAG (South African Depression and Anxiety Group)
- SADAG Suicide Crisis Line 0800 567 567
- SADAG 24-hour helpline 0800 12 13 14
- Lifeline Eastern Cape, Port Elizabeth 041 373 8666

## RESIDENCE SUPPORT

Rhodes is more than simply an educational institution, it is a community, and one of the hallmarks, which makes that community especially remarkable is the residence system; each residence is run by a Residence Manager, a few Residence Student Assistant, and a house committee. If you are in residence and need special help or support for any reason, you are strongly encouraged to draw on the resources available to you in your residence: Residence Student Assistant and Residence Managers will respect the need for confidentiality, and they are always ready to help and offer solutions to your problems.

## SAFETY AND SECURITY

The Campus Protection Unit (CPU) office and control room are situated in Rhodes Avenue next to Hobson House. The 24-hour control room operates 365 days of the year and is the nerve centre of the security operations and the after-hours help- desk on campus. It has radio communication with the guards, monitors burglar, panic, and fire alarms, is the after-hours switchboard and call centre for the University, and responds to first information of crime reports, calls out University standby technicians and deals with lost and found property. It employs nineteen Rhodes guards, six supervisors and 28 contract guards from a local security company, HiTec. All staff work on a shift cycle to provide a security service throughout the year. Rhodes CPU guards wear blue uniforms, while HiTec guards wear black uniforms with a yellow badge. These guards are all highly visible and patrol campus 24 hours a day, both on foot and on bicycles.

The CPU Manager performs various tasks under safety and security for the University and works closely with all departments and committees in the university. The supervisors are responsible for the day-to-day running of the shifts, posting of the CPU and HiTec guards and running of the control room and Help Desk.

CPU is the first point of contact for any issue on campus and to callout any of the standby support personnel and emergency services, be they fire, ambulance, police, etc. In addition to their patrol work, guards also open and close lecture venues, administrative buildings and after-hours function venues, escort students and staff on campus, perform traffic and parking duties and report defunct lights on campus. CPU also operate a 'lost and found' service. All emergencies must be reported immediately to the CPU control room

Residence managers can phone the control room for assistance with any matter at any time of the day or night. On receipt of a call, a guard will be dispatched immediately to assist.

CPU: 046 603 8146/7

After-hours emergency number: 046 603 8999

### Safety hints on campus

Guards will accompany students on campus at night for protection, if requested, and students are encouraged to make use of this facility. Students can approach the nearest CPU guard or visit the CPU offices on Rhodes Avenue and request an escort.

All incidents should be reported immediately to CPU for assistance. Students should make use of the Blue Route, a well-lit, clearly demarcated, patrolled route that runs from the bottom of Prince Alfred Street (across the road from the Drama Department), all the way to the top of the hill, past Nelson Mandela Hall. It also runs along St Peter's Campus and up to Winchester House on Beaufort Street. Forty-eight SOS panic buttons are installed at various places around campus. They are identifiable with a yellow chevron backing board and red button. A student in trouble can push this and the CPU will pick up the signal at their headquarters. Students are also encouraged to remember that common sense is their best defence!

Students should be always aware of their surroundings and of the people in their environment. It is also not advisable for students to walk around Makhanda alone, particularly at night. Students should always walk-in groups, stick to well-lit areas or try to arrange a lift home. Students should also note that CPU is not allowed to transport any student to a destination on or off campus.

Other hints to pass on to students include the following:

- Take out personal insurance
- Lock your doors and windows when leaving your room and when going to sleep
- Keep items such as laptop computers, cell phones, iPods, and cameras etc. away from the window and out of sight, preferably in a locked cupboard
- Report the presence of strange people in your residence to someone in authority immediately
- Do not keep large sums of money in your room
- Keep serial numbers of your valuables, and take them with you during vacations
- Do not leave any messages on your door to indicate that you will be away for any length of time
- Do not leave bags unsupervised in public areas such as cafeterias, computer labs and the library
- Always keep your cell phone on you (preferably out of sight)
- If you have a car, invest in a gear-lock and anti-theft wheel nuts
- Never leave items on display, i.e., jackets and valuables inside your car
- Report theft of items immediately

### **Safety for Oppidan students**

The CPU has neither the resources nor the mandate to patrol the whole of Makhanda. The greater Makhanda area is monitored by the South African Police Service, which works closely with Rhodes to keep us up to date about criminal activity and crime prevention for Oppidan students. Unfortunately, Oppidan students are quite vulnerable to petty crime because they are "soft targets". Many students forget to set house alarms, leave windows open or do not lock doors when they go out. It is very important that Oppidan students remember to take basic precautions: setting alarms, closing windows, and locking doors all make a big difference to your personal safety. It is also NOT advisable for students to walk around Makhanda alone, particularly at night. Students should always walk-in groups, stick to well-lit areas or try to arrange a lift home.

The Oppidan Residence Manager and five Oppidan Residence Student Assistants are available to help students after a theft or break-in. Oppidans need to be proactive in ensuring their safety, by selecting digs that are secure, and attending the monthly Police Forum for their area. If they are the victims of a crime, they should:

- Report the matter to the police
- Report the matter to the Oppidan Office

## **SEXUAL ASSAULT PROCEDURES AND MANAGEMENT**

The information provided is to assist a person who has been sexually assaulted to access medical treatment and psychological support and to report the sexual assault.

### **Option 1**

Report the incident to the police at the SAPS station in Beaufort Street. This allows you to open a criminal case. The police will then accompany you to Settler's Hospital to receive medical treatment and to collect the forensic evidence needed to assist in the prosecution. Medical treatment includes post-exposure prophylaxis, pregnancy prevention, and STI prevention. Please note that it is not helpful to go to Settler's Hospital first if you are wanting to open a case of sexual assault. You need to report the case at the police station before you can proceed with the collection of forensic evidence.

To preserve all evidence possible for the forensic examination, you are advised not to:

- Wash or shower or bath
- Wash hands
- Use the toilet or discard your underwear or sanitary products
- Remove, change, discard or wash any clothing or bedding or towels that could be used for evidence
- Smoke
- Clean teeth
- Eat or drink anything
- Disturb the scene in any manner
- Destroy or delete any evidence such as text messages on your cell phone, emails, or social media.

### **Option 2**

Contact the Health Care Centre. The HCC can provide post-exposure prophylaxis, pregnancy prevention, and STI treatment if you do not want to open a criminal case with the SAPS. If you are unsure about whether you want to open a case, please discuss this with the professional nurse or the psychologist on call.

Once you have received treatment at the HCC, the option of collecting forensic evidence via the hospital is not possible. This option does not, therefore, allow for the collection of forensic evidence for legal purposes or prosecution at a later stage.

To contact the Health Care Centre during office hours: 046 603 8523. After hours and weekends: 082 801 1409.

To contact the psychologist on call during office hours: 046 603 7070. After hours and weekend crisis line: 010 205 3068.

To contact CPU for immediate assistance: 046 603 8146.

CPU emergency numbers as follows: 046 603 8999 and 066 530 2294/ also on whatsapp.

CPU is available 24/7 and can assist you in contacting the relevant professionals and or the SAPS.

### **Anti-Harassment Office**

To report sexual assault or sexual harassment, contact the Manager: Anti-Harassment & Discrimination, Ms M Buso. Email: [m.buso@ru.ac.za](mailto:m.buso@ru.ac.za) or make an appointment on 046 603 8187/7468.

Once a complainant decides to pursue the matter in terms of discipline at the university, students should be advised that the matter will be handed over to the university prosecutors who will then consult with the complainant and advise on taking the matter further.

The contact details for disciplinary matters are [registrar@ru.ac.za](mailto:registrar@ru.ac.za)

## **SPORT AT RHODES**

All students are entitled to make use of the sports facilities and join one or more of the 27 clubs, which are affiliated to the Sports Council. A small annual fee is charged for each sports club a student joins. Each club is a centre of social activities, with meetings, practices, fixtures, and fun events organised by the students, who are assisted by full-time sports administrators.

Many clubs play in competitive provincial leagues, whilst some also offer internal leagues. Because not all students enjoy playing competitive sport, the residence system offers students the opportunity for a social and less competitive team sport. The Sports Rep on each House Committee is charged with organising such events. In addition, the Rhodes Health Suite offers weight training, aerobics and spinning classes. The weight training facility consists of cardio-vascular; circuit and free-weight training sections and instructors are available to assist with personal training programmes.

A student on financial aid may apply to Sports Council via the Manager: Sports Administration for a rebate to join one sports club or one section of the Health Suite.

### Sports on offer at Rhodes

Archery, athletics, basketball, cricket, canoe, first aid, chess, golf, dance sport, fly fishing, hockey, karate, mixed martial arts, mountain climbing, netball, supa-pool, rifle rowing, rugby, sailing, squash, soccer, surfing, taekwondo, tennis, underwater, and volleyball.

## STUDENT DISCIPLINARY CODE

In an ideal world, there would be no need for disciplinary codes. Disciplinary codes are indispensable. The Rhodes Student Disciplinary Code is available at

<https://www.ru.ac.za/registrar/discipline/studentdisciplinarycode/> and all students are expected to have read it.

There are wide ranges of issues that are covered in the Code, from making excessive noise to the most serious of criminal offences. If students adopt a common-sense approach, they are likely to be alright 95% of the time.

- The source of the university's discipline procedures is the Student Disciplinary Code which is published on the website.
- The Vice-Chancellor is the Chief Disciplinary Officer for the University. He may delegate such authority.
- The Vice-Chancellor has appointed two officials called the University Prosecutors. Their duties, functions and powers are set out in the Code. In effect, they act as the prosecutor in all cases that are heard by the Proctors, in higher discipline cases.
- The most serious disciplinary cases are heard by the proctors who have the powers to exclude students from the University permanently or for a specified period (e.g., two years) in addition to various other powers that are set out in the Code. The proctors are appointed by the Vice-Chancellor and are usually members of the staff of the faculty of law who has served as judicial officers or practiced as advocates or attorneys. (Prosecutors are assisted in investigating and prosecuting by final year law students. The right to a fair hearing is critical and is taken very seriously).
- There are a number of other disciplinary officers or bodies, which include Hall Managers, Residence Managers, hall and/ or house disciplinary committees, sub- Residence Managers and the SRC Disciplinary Board. The Main Library, Information Technology, CPU and Sports Council Disciplinary Committees have the power to run cases in their area of jurisdiction.
- Normally sanctions take the form of a number of hours of compulsory service which must be completed within a given period. Failure to complete these hours results in further charges being laid for the failure to obey a lawful instruction and may result in exam results being withheld.

The rules in the Student Disciplinary Code are applicable to all students. Issues like theft, assault and cheating in exams are obvious. Perhaps less obvious is the fact that, unlike in the criminal justice system where intoxication sometimes acts as mitigation, at Rhodes intoxication is an aggravating factor.

Some offences worth noting include: all the usual traffic offences; unlawful possession of drugs; failure to give one's name and to produce one's student card when required to do so; removing street signs or car number plates and being violent or disorderly. It is also an offence to harass people or engage in hate speech, making disparaging remarks about people based on their race, gender, or sexual orientation.

If it is probable that the sanction will not exceed 75 hours compulsory service or 10% of a first-year academic fee, then a Hall or Residence Manager, including the Oppidan Hall Manager, may deal with the issue. Hall Managers may exclude students from residence for serious offences including theft.

In addition to the University Disciplinary Code, every hall has its own rules dealing with less serious matters, for example making noise after certain hours.

## STUDENT FUNDING

Financial aid at Rhodes is offered to South African citizens who are financially needy and academically deserving. There is also financial aid for students with certain disabilities. A means test is applied, and each case is evaluated on its own merits.

Undergraduate financial aid is predominantly in the form of student bursaries from the National Financial Aid Scheme (NSFAS). Applications for financial assistance are only considered if the family income is below a certain level. The Student Funding office also administers internal bursaries and scholarships.

### **What is NSFAS?**

NSFAS is a government entity under the Department of Higher Education and Training established according to the NSFAS Act (Act 56 of 1999) to provide financial support to disadvantaged students who wish to further their studies at public universities or TVET Colleges.

### **Who qualifies for NSFAS funding?**

- All South African citizens
- All SASSA grant recipients qualify for funding
- Applicants whose combined household income is not more than R350 000 per annum
- Persons with a disability: Combined household income must not be more than R600 000 per annum
- Students who started studying before 2018 whose household income is not more than R122 000 per annum.

NSFAS Residence packages: covers both tuition and residence.

### **How to apply?**

It's as easy as Create a myNSFAS account via this link: <https://my.nsfas.org.za/>

Click on the 'Apply' tab to update your personal information and upload your application supporting documents. Submit your application [www.nsfas.org.za](http://www.nsfas.org.za)

## **STUDENT IDENTITY CARDS**

Your student identity card which is issued during administrative registration and is a very important and precious item. You will need it to get into the Main Library, borrow books from the Library and to get into the Library's after-hours facility. Student cards are also used for photocopying in the campus libraries. You must also show it when writing exams. If you lose your student card, you must report it to the Main Library immediately. As soon as you have a new card issued by the Student Bureau, you must bring it to the Library so that the barcode number can be updated on your Library record.

## **STUDENT REPRESENTATIVE COUNCIL**

The Rhodes Student Representative Council (SRC) represents students and negotiates with the University authorities on their behalf. When necessary, the SRC calls meetings of the student body.

The President of the SRC meets with the Director of Student Services and Development on a weekly basis. The University Council allocates an annual budget to the SRC and they may also raise additional funds for special projects, with the permission of the Senate and Council.

The SRC finances, controls, and coordinates the activities of registered societies and clubs on campus and organises events benefiting students. Grants are also made to various committees, to publications controlled by the SRC and for student social functions. The SRC also arranges seminars and speakers on current social and political issues of particular interest to students.

In terms of the Student Disciplinary Code, the Student Disciplinary Board has the power to exclude a student from SRC functions and facilities or impose a fine of up to 10% of the Bachelor of Arts fee. All disciplinary action is reported to the vice-chancellor who deals with offences that are more serious. The Student Defence Council can represent students in disciplinary cases.

### **SRC incentives**

Rhodes University has an incentive scheme for students elected to the SRC. The SRC president receives a rebate of 50% of the BA tuition fee. The SRC President has the option to either take up the offer of a monthly honorarium or the prestigious leadership bursary. The leadership bursary is calculated at the average tuition and residence fee for one year, regardless of whether the student lives in residence. The other four members of the executive



council (vice-president, secretary-general, treasurer and two elected executive members), each receive a 35% rebate of the BA tuition fee. The remaining councilors are awarded a 25% BA tuition fee rebate.

#### **SRC staff**

Three full-time employees, who assist the SRC members with the day-to-day running of SRC activities, staff the SRC office. The SRC office is open weekdays from 08h30-16h30.

## **STUDENT SERVICES COUNCIL**

The Student Services Council (SSC) is a senate committee that has been set up to hear the student's voice on campus. In accordance with South African Legislation, half the council is made up of students and the other half of university staff who, by virtue of their position or suitability, are elected to the SSC. The Committee meets once a term and discusses issues relating to the students' quality of life.

## **STUDENT STATUS**

The following status levels for students and scholars are recognised.

#### **Undergraduate status**

A student who is registered for one of the following Bachelor's degrees:

- 3 years: BA, BCom, BSc
- 4 years: BJourn, BAcc, BBusSci, BEd, BPharm, BFA, LLB

#### **Graduate status / Honours**

A student who already has a degree and is registered for:

- A one-year postgrad degree/ diploma/certificate
- An LLB

Privileges:

- They may take out 12 library books at a time.
- They may keep these books for 4 weeks. They may use inter-library loan facilities.
- They are permitted to stay in a postgraduate residence (This does not negate the current practice of allowing students in their 4th year of an undergraduate degree from staying in a postgraduate residence)

#### **Postgraduate status**

A student who has completed one of the degrees listed above (or who has been granted *eundum gradum* by Senate) and who is registered for Master's or PhD, full time or part-time. Privileges include

- They may take out 20 library books at a time.
- They may keep these books for 8 weeks. They may use inter-library loan facilities.
- They have access to designated postgraduate computer laboratories.
- They may have free networking services if they have a laptop connected through their academic department (this does not apply to connections elsewhere).
- They may stay in the Gavin Reilly Postgraduate Village and other designated postgraduate residences.
- They have access to a special workstation or office in some departments.

#### **Postdoctoral status**

A scholar who has completed a PhD and is engaged in full-time research for a fixed period in the department to which they are affiliated. Privileges in addition to the above:

- Staff Library privileges
- A Rhodes email address (i.e., name-based, and not number based)
- Access to a computer provided by the department in which the scholar is working
- Free network services if they have a laptop connected through their academic department (this does not apply to connections elsewhere)
- Access to short term university transit housing (recognising that preference for transit housing bookings is given to staff)
- Access to staff parking
- Office space, but this remains the business of the relevant department

## SUBSTANCE ABUSE

Possession and supply of any controlled substance or dangerous drug, as defined by the South African law, is prohibited.

Rhodes University undertakes to deal with students who commit such offences and who break the disciplinary code and thereby bring the University into disrepute. However, the University also recognises that in some cases, substance abuse can become a medical problem rather than solely a disciplinary matter and we, therefore, supply information about the dangers of illicit drugs and will refer those who need support to the relevant support services.

Students with substance abuse problems are encouraged to contact:

- the Counselling Centre (counsellingcentre@ru.ac.za) or the
- the Health Care Centre (healthcarecentre@ru.ac.za)

For information or assistance. For more information on the protocol for students, using illicit drugs visit <https://www.ru.ac.za/studentaffairs/resources/>

Narcotics Anonymous (NA) Meetings take place twice a week. Tuesdays at Fort England Hospital at the substance abuse centre from 19h00-20h00 and Thursdays in the RA Room of the Steve Biko Building opposite Rhodes Music Radio from: 19h00-20h00 (NA/AA: 082 784 7685)

### Al-Anon Support Group

This group is for friends and family of alcoholics. Al-Anon meets every Tuesday 18:30 to 19:30 at the College of Transfiguration (13 Worcester Street) in the old rector's residence.

For details telephone 079 473 3925 or email [alanongrahamstown@gmail.com](mailto:alanongrahamstown@gmail.com)

If you are worried about a friend, contact SADAG's Substance Abuse Helpline on 0800 12 13 14 or sms 32313. Open seven days a week.

### Tobacco

Rhodes University is committed to supporting the health and wellness of its employees, students, and others on campus. RU recognises that illness and disease are associated with tobacco products, and that breathing in other people's tobacco smoke (second-hand smoke) is a public and workplace hazard, as well as a fire hazard. The RU Smoking Policy is guided by the OHS Act and the Tobacco Products Control Act.

Note that smoking means to inhale, exhale, hold or otherwise have control over any smoke-producing device, and that a "tobacco product" refers to any smoke-producing device, intended for use by smoking, inhalation, chewing, sniffing, or sucking, including tobacco products, electronic smoking devices, weeds, or plants. If you are a smoker:

- Respect the rights of non-smokers to not be forced to breathe second-hand smoke, it's the law
- Do not smoke in or near any building
- Do not smoke in partially enclosed areas, e.g., walkways, verandas, courtyards, balconies, etc.
- Smoking must be downwind and at least 10 metres away from openings including doors, windows, aircon inlets, etc.
- Smoking is a fire hazard – dispose of extinguished cigarettes in cigarette butt bins

More info: [www.ru.ac.za/safety/resources/smoking](http://www.ru.ac.za/safety/resources/smoking)

## SUICIDAL AND PARA-SUICIDAL CRISES

A suicidal crisis is very difficult to deal with. It is usually unanticipated and requires the helper to mobilise a variety of skills and resources. Firstly, call the Rhodes Psychological Emergency Number at 010 205 3068. If the person forbids you to call, is angry about it or upset, you must call anyway.

If the person is under the influence of drugs or alcohol, or if an attempt is imminent, call an ambulance (10177) because the person requires medical and psychological intervention as soon as possible. If the student is behaving in a manner which is difficult to control or which might be placing his or her life or your life in danger call the police (10111).

If the person has indicated that, they are feeling hopeless or are thinking about suicide or "ending it all", take the person seriously. Many people have taken their lives when people thought their statements about suicide were "manipulative" or the person was being "melodramatic" or it was just "a cry for help", while it may be true to say a person is being manipulative, it is best to err on the side of caution. Do not panic. Keep your voice calm and matter of fact.

Encourage the person to discuss what prompted "death" thoughts. The more the person can talk about the specific details of the experience, the better he or she is able to understand the source of the crisis.

Elicit the person's feelings. Expressing emotions is a way for the person to vent frustrations while securing validation and support. Common probes and statements include "how did you feel when that happened" or "I would have felt hurt if that happened to me".

Assist the person in defining alternatives and options. Those who are contemplating death do not see life as having positive alternative solutions. Alternative solutions are available. With assistance, the person in crisis can have the option to select the best solution for the situation.

Involve professionals who can assist the person in crisis to deal more effectively with the problem and work to instill hope again. The challenge may be cultivating a sense of trust to include an outside person. In many cases, the suicidal person wants the helper to maintain confidentiality. It is important to emphasise that he or she came to you because of trust and confidence that you care to do the right thing. Encourage the person in crisis to value your decision to involve a professional counsellor if needed.

Talk with someone after the crisis is overtaking the time to share what it was like to be in the stressful situation is important. Venting your feelings and decision processes is crucial to re- stabilising after your adrenaline surge. In addition, you may find yourself feeling guilty or inadequate for securing outside help. Remember that by bringing other helpers into the situation your intention was not to betray a confidence, but to save a life.

Realise the limits of your responsibility. There are a few ways to help in a crisis. Some include connecting the suicidal person with a counsellor accompanying the person to a counselling centre, making an appointment with a psychologist, notifying his or her parents or calling the police. If you have taken substantial measures to prevent someone from committing suicide and the suicidal person refuses, there may be nothing more that can be done. Anyone who is determined to end his or her life will find a way to do so. Your responsibility as a friend or associate is to assist, support and possibly refer. Once you have taken care to incorporate all these aspects, your responsibility as a fellow human being ends.

Inform the Division of Student Services and Development of the crisis as soon as you have dealt with immediate concerns. While confidentiality will be maintained, it is obviously important that senior management is kept aware of such extremely serious incidents.

# Medical services (correct at time of printing)

<b>Rhodes University Health Care Centre, Rhodes Avenue</b>	046 603 8523
<b>RU ER24 number (from 16h30 until 08h00)</b>	010 205 3068
<b>Settlers Hospital, Milner Street</b>	046 602 5000
<b>Fort England Hospital, York Street</b>	046 602 2300
<b>Settlers Day Hospital, Cobden Street</b>	046 622 3033

<b>Ambulance Services</b>	
Gardmed	082 911
St John's Ambulance	24 Hill Street 046 636 1650
Grahamstown Ambulance/ Provincial Service	Temlett Street 046 622 9102 or 10177
<b>Acupuncturist</b>	
Dr Stuart Dwyer	18 Henry Street 046 622 4846
<b>Biokineticist</b>	
Hannah Knott-Craig	083 310 0744 083 737 1962
<b>Chiropractor</b>	
Dr Terri Blake	41 African Street 083 276 1362
<b>Dentists</b>	
Dr Du Toit	15 Milner Street 046 622 4258
Dr Herring	The Colcade, 41 Hill Street 046 622 8503
Dr Eichhof	6 Allen St 046 622 3789
<b>General Practitioners</b>	
High Street Medical Practice: Drs Gainsford, Baart, Meihuizen, Zietsman & Slyper	120 High Street 046 636 2063
This practice DOES NOT accept the following medical aids: Boncap, Primecure & Beryl, Ruby, Sapphire, Care cross, Renaissance, Africa, Managed Care, Network GP, Network X, Foundation, and Nessess.	
Drs Godlonton, Lloyd & Mutesasira	The Colcade, 41 Hill Street 046 636 1732 082 554 7800 a/h
This practice DOES NOT ACCEPT the following medical aids: Discovery & Key Care	
Dr Santhia	10 High Street 046 622 6648 082 555 0799 a/h
This practice DOES NOT ACCEPT the following medical aids: lngwe & Care Cross	
Drs Marinus Swanepoel and Yasser Amores Marin	29 African Street 087 701 6194



<b>Optometrists</b>	
Dr Davies & Associates	18 Bathurst Street 046 622 6205
Jenny Gopal	4b Allen Street 046 622 4310
EyeStore	8 Allen Street 046 622 2828
Specsavers	Shop 50, Pepper Grove Mall African Street 046 622 2295
Du Raan & Gippert	41 Hill Street 046 622 3845
<b>Orthodontist</b>	
Dr K Johannes	1 Oatlands Road 046 622 2251
<b>Pharmacies</b>	
Alpha Pharm Grahamstown Pharmacy	117 High Street 046 622 7116
Frontier Pharmacy	Shop 5, 63 New Street 046 004 0032
Meta-Clinic Grahamstown	Shop 49, Peppergrove Mall 046 622 6362
Clicks Pharmacy	Peppergrove Mall 021 488 8170
Clicks Pharmacy	High Street 046 636 1268
<b>Physiotherapists</b>	
Jane Holderness	084 800 1577
Daleen Ferreira	074 155 9265
Nicola Brown	072 180 1594
<b>Radiologists</b>	
Drs Visser and Partners	15 Milner Street 046 622 6464
<b>Clinical Psychologists</b>	
Ms Karen Andrews	13 George Street 079 880 0832 karen@clinpsych.co.za
Adult & adolescent psychotherapy, psychological assessment	
Ms Ann Ashburner	Colcade Centre, 41 Hill Street 046 622 4386 083 632 6350 ann@imagnet.co.za
Adult & adolescent psychotherapy, couples & family therapy, parent-infant psychotherapy, mindfulness-based stress reduction	

Mr Duane Booysen	Rhodes University Psychology Clinic, Rhodes Avenue, 046 603 8507 078 167 6607 duaneb85@gmail.com
English and Afrikaans, adults and adolescents (individuals), cognitive behavioural therapy (CBT), anxiety disorders; major depression, post-traumatic stress disorder, supportive work for severe mental health related disorders, neuropsychological assessments	
Dr Lisa Brown	3 Parry Street 046 636 1035 073 230 6331 lisajoy@imaginet.co.za
Child, adolescent and adult psychotherapy, attachment related difficulties; bereavement; resilience & adjustment; personal growth	
Ms Verna Connan	Psychological Care Centre, 5 Donkin Street 046 622 8197 084 512 8826 verna@psychcarecentre.co.za www.psychcarecentre.co.za
English and afrikaans, adult and adolescent psychotherapy, couples therapy Special interests: depression and anxiety, trauma, CBT and person-centered therapy	
Mrs. Gwenda Euvrard	8 St Aidens Avenue 046 622 8023 082 773 3985 gwendaevrard@gmail.com
Adult and young adult psychodynamic psychotherapy including verbal therapy, dream analysis, art and Jungian sand play therapy (international teaching member of ISST)	
Mr Conrad Rocher	29 Somerset Street 046 636 1583 conradrocher@gmail.com
English and Afrikaans, adult, young adult and older adolescent psychotherapy (depth psychotherapy - incorporating psychoanalytic and analytical psychology orientations), marital/couples' therapy, Expressive arts therapy	
Ms Pumza Sakasa	084 882 6608
Adult and adolescent psychotherapy, medico-legal assessment, marital/couples therapy	
Mr Thulani Vazi	076 377 8449 thulanivazi@gmail.com
Adolescent and adult psychotherapy, neuropsychological assessment, medico-legal assessment, scholastic assessment	
<b>Counselling Psychologists</b>	
Ms Nicola Graham	11 Worcester Street 076 259 2303 nicolagraham@telkomsa.net
Adult and Adolescent Psychotherapy and Counselling, Psychological Assessments	
Dr Christine Lewis	1st floor, Steve Biko Building, Prince Alfred Street 083 969 2129 christine.lewis@ru.ac.za
English and Afrikaans, therapy for children, adolescents and adults couples and family therapy, group therapy, career counselling, psychological assessment, career assessment	

Ms Chantel Minnie	Psychological Care Centre, 5 Donkin Street 064 853 6446 chantel@psychcarecentre.co.za
English and Afrikaans, psychotherapy, psychological assessment, career assessment, child and adolescent therapy, relationship therapy	
Ms Lumka S Qangule	Soyisa Consultancy, 72 High Street 046 622 7899 082 969 0176 lumka.qangule@soyisa.co.za www.soyisa.co.za
Child, adolescent and adult psychotherapy, psychological assessment	
Ms Adele van der Merwe	22 Somerset Street 072 279 7952 psychologist.avdm@gmail.com
Grahamstown: Monday, Tuesday, Wednesday Port Elizabeth, 26 Aragon Road: Thursday, Friday English and Afrikaans, Cognitive Behavioral Therapy (CBT), adolescent and adult psychotherapy, couples and relationship counselling, psychological assessment (child and adult): learning difficulties/ scholastic assessment & neuropsychological assessment	
Mr Greg Wilmot	072 264 1452 greg@wilmotpsychology.co.za
Adolescent, young adult and adult psychotherapy, family therapy and couples therapy, sport psychology: motivation/mental skills, high performance/injury rehabilitation, team-based workshops, athlete lifestyle management & wellness	
Elaine Verster	29B Parker Street, Grahamstown 072 768 8889 etr@worldonline.co.za
Neuro-feedback therapy, adolescent and adult psychotherapy, hypnotherapy, couples therapy	
<b>Educational Psychologist</b>	
Mr Jan Knoetze	Rhodes Psychology Department 046 603 8344 081 3676 848 j.knoetze@ru.ac.za
Family therapy, group psychotherapy with adolescents, educational/scholastic assessment	
<b>Educational Consultant</b>	
Dr Rose Grant	11 Jacobus Uys Way 079 516 5499 rose.grant@gmail.com
Study and life skills for individual learners, study and life skills courses for groups consultations for parents of learners, specialised support for postgraduate writing professional development of teachers	
Gwendolyn Johnson	Fort England Hospital, York Street 072 626 9362 gwen@tutorgap.co.za
Hospitalisation, adult and adolescent psychotherapy, group therapy, marital/couples' therapy, community work family therapy, intellectual and personality assessment, counselling occupational therapists	
Ghida Bernard	Kingswood College 046 602 2300 079 697 9750 bernardghida@gmail.com
Medical negligence/ Functional capacity assessments (FCE) Insurance claims	

<b>Pastoral Therapist</b>	
Ms Kim Barker	41 Oatlands Road 084 400 6145 kimbarker@telkomsa.net
Narrative therapy, Individuals, couples/families and groups, workshops and retreats	
Mr Vic Graham	076 098 5763 vicgraham9@gmail.com
Adolescent and adult therapy, marital/couples' therapy Special interests: trauma recovery; bereavement; loss and recovery; spiritual meaning; personal growth and navigating life transitions; addiction to sex, relationships and/or pornography; workshops and retreats	
<b>Psychiatrist</b>	
Dr Kiran Sukeri	Thursdays @ Netcare, Settlers Hospital 046 602 5126 046 602 5000 For appointments contact: Margaret Cherry, margaret.cherry@netcare.co.za
Rhodes University Counselling Centre	Steve Biko Building, Prince Alfred Street 046 603 7070
Personal counselling, career counselling, psychotherapy, job search skills hiv counselling, comprehensive career library, crisis intervention academic and study skills	
Rhodes University Career Centre	Steve Biko Building, Prince Alfred Street 046 603 7070
Career Assessment, Career Counselling	
Rhodes University Psychology Clinic	Rhodes Avenue 046 603 8502
Adult and adolescent psychotherapy, marital and couples' therapy, group therapy, family therapy, intellectual and personality assessment, counselling, diagnostic assessment	
<b>Social workers</b>	
Ms Matebese & Ms Adam	Settlers Hospital 046 602 5000 (ext 1158)
Ms N Stamper, Private Social Worker	7 Cyrus Street 071 351 5905 nomondestamper@gmail.com
Marital & pre-marital, parenting skills, family therapy, dealing with divorce (impact) relationship problems, trauma debriefing/dealing with loss/death	
<b>Speech and Language Therapists</b>	
Ms Agata Runowicz	073 653 1618 agatanatalia57@gmail.com
Speech and language therapy, remedial therapy, psychometrics, speech/language and swallowing therapy, psychoeducational assessment	
Ms Valerie Olivier	084 200 0821 val.anneolivier@gmail.com
Speech and language therapy	



# Useful advice

Participate in clubs or societies; apply for part-time work, internships, job shadowing, and volunteering. This will help you develop self-awareness and build valuable skills and experience for the world of work.

Celebrate diversity and learn more about others who are different from you. This will enrich you and will help you become a global professional.

Establish a balance between meeting academic demands, your personal/social life, and recreational activities.

All activities both on and off campus will help you learn and develop. Maintaining a balance is important and includes the following:

Self-management: the ability to plan, organise and work responsibly while managing stress levels.

Time-management: the ability to meet deadlines and pace yourself so that you don't have periods of inactivity and periods of chaos.

Explore what Rhodes University has to offer academically and study what you are most passionate about.

Don't give up on your goals. Instead, modify them to meet your current situation.

Ask for help when needed.

Be yourself

Reflect on values that will guide and enable you to live life harmoniously.

Pave your own individual path and work towards a career that is just right for you.

## HAVE YOU

- completed administrative registration?
- obtained your student identity card?
- read this booklet from cover to cover?
- attended a library tour and a library workshop?
- attended workshops on aspects of university life?
- ensured that the university has your medical aid details?
- registered with a medical doctor in town?
- completed your vehicle registration form (where applicable)?
- seen to your study permit (foreign students only)?
- had your curriculum formally approved?
- ascertained when and where your first lectures are to commence?
- had fun? Yes?

In that case, well done!

We hope you have a successful and enjoyable time at Rhodes University in 2024!



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#RU120 CELEBRATIONS

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