



**RHODES UNIVERSITY**

*Where leaders learn*

# Faculty of Humanities

Undergraduate student handbook

2023



Scan the QR Code for the  
Humanities Faculty website

This handbook is designed to help new and returning undergraduate students plan their degrees, by explaining the rules governing degrees, giving advice on how to choose courses, and explaining the many terms and strange words that students have to learn as they start academic life.

All of this information is also available on our website and on the websites of our departments. We encourage you to read this handbook and become familiar with our rules and regulations to ensure you have a successful academic career within the Faculty of Humanities at Rhodes University. Please keep this book safe and refer to it on a regular basis throughout your years at Rhodes University.

We wish you all the best on your academic journey with us.

***“Education is the most powerful weapon which  
you can use to change the world.”***

**Nelson Mandela**



# CONTENTS

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Welcome from the Dean	4
Faculty leadership	5
University structure	6
Departments, faculties and senate	6
Faculties and their core departments	6
Planning your Academic Career at Rhodes University	7
Why study Humanities?	8
Degrees offered	10
Departments and subjects	11
Anthropology	11
Drama	12
Fine Art	13
History	14
School of Journalism and Media Studies	15
School of Languages and Literatures	16
Linguistics and Applied Language Studies	18
Literary Studies in English	19
Music and Musicology	20
Philosophy	21
Political and International Studies	22
Psychology	23
Sociology	24
Course structure and the structure of an academic year	25
Pairs of semester courses	25
Single-semester, stand-alone courses	26
Year-long courses	26
How to understand course codes	26
NQF levels and credits	27
How to calculate NQF levels and credits	27
Timetable	29
Degree structures and planning your curriculum	29
Examples of various degree structures	30
Blank templates to plan your curriculum	35
Curriculum approval	37
Making curriculum choices	37
Course changes	37
Lectures, practicals, tutorials, seminars, tests, examinations	40
Academic status, exclusions and probation	42
More legalese	44
Definitions	49
Frequently asked questions	51
Departmental contact information	59

# WELCOME FROM THE DEAN

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The Faculty of Humanities is by far the largest faculty at Rhodes University. Comprising of eleven academic departments and two schools, the faculty is largely responsible for growth in student numbers at Rhodes over the past few years.

Humanities offer a rich variety of courses within four broad categories:

1. **Arts** (Fine Art, Drama, Music)
2. **Languages** (isiXhosa, Literary Studies in English, Afrikaans, Linguistics and Applied Language Studies, French, German, Latin, Greek)
3. **Professional Offering** (Journalism and Media Studies)
4. **Social Studies** (Sociology, Psychology, Anthropology, Political Studies, History, Philosophy)

We take pride in being able to offer a wide range of possible degrees and course combinations. Students can major in Journalism and Politics, Classics and French, German, isiXhosa, Afrikaans or any other language offered, or Management and Industrial Sociology or Organisational Psychology, or Fine Art and History, or Information Systems and Literary Studies in English or Philosophy and Anthropology, or Computer Science and Music, or Mathematics and Drama or Linguistics and Applied Language Studies.

The Faculty offers an excellent liberal arts education - an education for life and an education which is formative for almost any career choice. A liberal arts education provides students with critical reasoning skills, in particular the ability to analyse and evaluate arguments, to probe for hidden assumptions, to organise complex material in coherent ways; with an ability to understand the views of others; the ability to communicate well; a capacity to cope with ambiguity and uncertainty; and an acknowledgement of one's own ignorance. It is an education that introduces students to the formative moments of their histories, their societies and their identities. It allows students to enjoy the worlds of music and drama and literature and languages.

It opens worlds. It provides an education and not training. As such it provides students with the critical skills and characteristics which are so important for our individual and national development. All of the above may be combined with degrees or courses which are more immediately career oriented than the liberal arts education. Specialised degrees in Journalism or Fine Art or Music are offered, but all within the context of a broader rather than a technical education.

# FACULTY LEADERSHIP

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## DEAN OF HUMANITIES

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## DEPUTY DEAN OF HUMANITIES: *TEACHING & LEARNING*

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## DEPUTY DEAN OF HUMANITIES: *RESEARCH*

Professor Patrice Mwepu, MA (Lubumbashi), PhD (Cape Town)  
Director, Confucius Institute  
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## FACULTY ADMINISTRATION

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# UNIVERSITY STRUCTURE

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## DEPARTMENTS, FACULTIES AND SENATE

The University structure is a hierarchy, the foundation of which is the academic departments. As a student, you will work within several departments, be taught by their staff and be governed by their particular rules. Although the departments are situated at the base of the hierarchy, the academic departments are at the heart of the University. A department is staffed by Professors, Associate Professors, Senior Lecturers and Lecturers. One of these, almost always a professor, is Head of Department and is responsible for providing leadership within the department. Related departments are grouped into Faculties, of which there are six at Rhodes University.

## FACULTIES AT RHODES AND THEIR CORE DEPARTMENTS

<b>FACULTY OF HUMANITIES</b>	
Anthropology Drama Fine Art History School of Journalism & Media Studies School of Languages and Literatures: Afrikaans and Netherlandic Studies African Languages Chinese Classics	French German Linguistics & Applied Language Studies Literary Studies in English Music & Musicology Philosophy Political & International Studies Psychology Sociology
<b>FACULTY OF SCIENCE</b>	
Biochemistry & Microbiology Biotechnology Innovation Centre Botany Chemistry Computer Science Environmental Science Geography	Geology Human Kinetics & Ergonomics Ichthyology & Fisheries Science Mathematics Physics & Electronics Statistics Zoology & Entomology
<b>FACULTY OF COMMERCE</b>	
Accounting Economics & Economic History	Information Systems Management

<b>FACULTY OF PHARMACY</b>
Various subjects specific to the BPharm Degree
<b>FACULTY OF EDUCATION</b>
Various Education subjects specific to degrees or certificates offered within the Education Department
<b>FACULTY OF LAW</b>
Various Law subjects

Each department is responsible for its own teaching and research and may have a specific set of rules that will affect you. Overall governance is provided by the Humanities Faculty Board which includes all teaching staff in the departments plus some support and research staff and some student representatives. The Faculty is led by the Dean supported by two Deputy Deans.

The general and faculty rules for all degrees are in the University Calendar. The University Calendar may be found at <https://www.ru.ac.za/diaryanddates/>

In cases of a dispute, it is the Senate's interpretation of the rules as stated in the Calendar which carries weight. This handbook attempts to explain the situation more simply. If, after reading it, you have queries regarding the rules, please make an appointment with the Senior Faculty Officer to discuss any queries you may have.

## PLANNING YOUR ACADEMIC CAREER AT RHODES UNIVERSITY

This is your most important task during Orientation Week. A great deal of assistance in curriculum planning will be available to you during orientation week in the form of orientation talks and consultation sessions and we STRONGLY ENCOURAGE you to attend all of these sessions and make the most of the assistance. Spending some time considering exactly what it is you would like to study is a huge investment for the future. Get it right and the next three years will be a wonderful academic experience. Your curriculum for first year (and beyond) is one part of a much more important consideration, being career development as a whole.

# WHY STUDY HUMANITIES?

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By Professor Louise Vincent, Department of Political and International Studies at Rhodes University

Poetry, philosophy, sculpture, dance, history, politics, anthropology, ethics, religion. If you have your heart set on studying any of these, chances are you're receiving a little heat from friends and family. They want to know what job you'll end up doing. What will these subjects "qualify" you as? How much will you earn? What will you know how to do?

Governments and research funders often ask similar questions. Why invest time and money in the study of the humanities at universities? In a world beset by pressing social problems — crime, poverty, environmental catastrophe, unemployment, disease — surely debating deep philosophical points of view, producing music, paintings or unearthing historical writings is an indulgence, an unaffordable luxury?

A listener eavesdropping on debates in the humanities quickly becomes infuriated. There seem to be no clear answers. Arguments go around in circles. What counts for "research" seems imprecise, exploratory, open-ended. Problems are posed even when everyone knows that no clear answer will be likely to emerge. Everyone is asking questions and solutions are thin on the ground. Even more infuriatingly, no one seems at all apologetic about this.

So what is the point, exactly? The humanities can be described as the way in which a society engages in conversation with itself. Our work is not about finding technical solutions to individual problems. We have bigger aims — to produce ethical and reflective citizens capable of adapting to change and leading in innovation because they are creative, lateral and critical thinkers.

We are interested in reading, understanding, interpreting and debating the best that has been said, written and thought about throughout human endeavour. And yes, we don't apologise for thinking that it is quite an important thing to want to do, especially if you can learn to do it well: with insight and a heightened critical awareness. These are hard things to learn. They require excellent, enthusiastic and highly skilled teaching.

We can, if we must, put our usefulness into instrumental language. The capacities that are developed in an education in the humanities are what might be called "higher-order literacy" competencies. The time we live in has been described as the age of "information" implying that vast quantities of information move quickly around the world and drive policies, scientific innovation, business plans, development initiatives and the like.

Who would we propose should be responsible for interpreting, summarising and critically engaging with this information? Who is competent to evaluate the sources of information,



to synthesise it to render its essence, to compare and contrast it with other information and to suggest authoritatively what it all means? Who, if not the graduate of English Literature, Art History, Political Studies, Philosophy, History or Anthropology?

Knowledge is not only about technological innovation; it is also about being able to make informed choices about priorities and the impact of technology on human lives. The problem of HIV/Aids, for instance, is not simply a medical problem that will be addressed with a technical solution. We can see from the differential impact the virus has had in differing social and political contexts that it is also a social and political problem; addressing the virus entails solutions that are informed by understanding human behaviour, political decision making and so on.

Study in the humanities fosters understanding across barriers of race, class, gender or ethnicity. The vision of an artist, a philosopher or a historian is a special one that helps us to better understand who we are and what sort of life might be a good life to lead. In this way the humanities can be said to reveal ourselves to ourselves through the most profound means of communication we have available — music, literature, dance, poetry and philosophy.

We live in an age dominated by the demand for quick-fix solutions. But the enormity of the problems we face, whether it be global climate change, disease or poverty, are such that not only will quick-fix solutions not work, but they will also produce further harm. So it is imperative that we attract the brightest and the best to do the work that needs to be done in the Humanities. And the families and friends of those who want to make a life doing this work should be celebrating and honour that choice.

# DEGREES OFFERED

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The Faculty of Humanities offers a wide choice of undergraduate and postgraduate diplomas and degrees.

## UNDERGRADUATE

DEGREE		NQF LEVEL	NQF CREDIT REQUIREMENT
BA	Bachelor of Arts	7	360
BSocSc	Bachelor of Social Science	7	360
BFA	Bachelor of Fine Art	8	480
BJRN	Bachelor of Journalism	8	480
BMUS	Bachelor of Music	8	480

## POSTGRADUATE

DEGREE		NQF LEVEL	NQF CREDIT REQUIREMENT
PGDHM	PG Diploma in Heritage Management	8	120
PDMM	PG Diploma in Media Management	8	120
PGDECJ	PG Diploma in Economic Journalism	8	120
PGDJRN	PG Diploma in Journalism	8	120
BAH	Bachelor of Arts Honours	8	120
BSSH	Bachelor of Social Science Honours	8	120
MA	Master of Arts	9	180
MACW	Master of Creative Writing	9	180
MFA	Master of Fine Art	9	180
MMUS	Master of Music	9	180
MSS	Master of Social Science	9	180
PHD	Doctor of Philosophy	10	360

# DEPARTMENTS AND SUBJECTS

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The following undergraduate subjects are offered by departments within the Faculty of Humanities at undergraduate level. Course-specific details can be found in the departmental entries in the Rhodes Calendar. Normally, subjects are offered in the first semester (S1), second semester (S2) or are offered throughout the year (Y). Please see the relevant departmental calendar entry for entry requirements, sub-minimums and aggregation rules for each subject. Postgraduate Information can also be found on the relevant departmental website.

## ANTHROPOLOGY

Anthropology is the systematic study of human beings; past, present and future; body, mind, and spirit. Socio-cultural anthropology, the focus of Anthropology at Rhodes, is chiefly concerned with relationships between people in particular social and cultural contexts. Traditionally, anthropologists have studied small, isolated communities a long way from their own homes, where all aspects of the local society and culture could be investigated by a single researcher. Today, anthropologists' interests include a much wider range of contexts from families to classrooms, congregations to boardrooms, neighbourhoods to workplaces, and they take account of the widest influences – including the impact of globalisation – on their particular context of study. Whether traditional or postmodern, local or global in orientation, anthropology has always provided students with new ways of looking at their own social situations and of understanding those of others.

<b>COURSE CODE</b>	<b>MNEMONIC</b>	<b>SUBJECT</b>	<b>S1=Sem1 S2=Sem2 Y=Year</b>	<b>NQF LEVEL</b>	<b>NQF CREDITS</b>
<b>Anthropology</b>					
3001101	ANT 101	Anthropology 101	S1	5	15
3001102	ANT 102	Anthropology 102	S2	5	15
3001200	ANT 2	Anthropology 2	Y	6	30
3001300	ANT 3	Anthropology 3	Y	7	60

## DRAMA

The Department of Drama provides training in creative and technical skills associated with theatre: acting, dance, design, directing, mime, physical theatre, stage management, theatre administration, and voice. On a personal level, drama also encourages growth, self-esteem, and confidence by developing communication, interpersonal, and collaborative skills – essential life-skills for all careers. A study in drama cultivates practices that are artistic, critical and collaborative. These practices lie at the core of the drama curriculum and provide exciting opportunities for future career developments.

Drama					
2301100	DRA 1	Drama 1	Y	5	30
2301200	DRA 2	Drama 2	Y	6	30
2301300	DRA 3	Drama 3	Y	7	60



## FINE ART

The Fine Art Department offers exciting possibilities for study in the field of visual art and visual culture. Students can take courses in hands-on art-making (Fine Art Practice) and/or the theories and histories of art and visibility (Art History & Visual Culture). The Department has excellent facilities, plenty of studio space, and a fully equipped workshop. A team of skilled and enthusiastic lecturers, with expertise in several areas of contemporary art making, will help you develop your artistic and theoretical skills. This will enable you to pursue a career in a variety of art and art-related fields.

Fine Art					
2410101	AHV 101	Art History & Visual Culture 101	S1	5	15
2410102	AHV 102	Art History & Visual Culture 102	S2	5	15
24221A0	FAP 1A	Fine Art Practice 1A	Y	5	30
24221B0	FAP 1B	Fine Art Practice 1B	Y	5	30
2410200	AHV 2	Art History & Visual Culture 2	Y	6	30
24222A0	FAP 2A	Fine Art Practice 2A	Y	6	30
24222B0	FAP 2B	Fine Art Practice 2B	Y	6	30
2410300	AHV 3	Art History & Visual Culture 3	Y	7	60
2422300	FAP 3	Fine Art Practice 3	Y	7	60
2410400	AHV 4	Art History & Visual Culture 4	Y	8	60
2422400	FAP 4	Fine Art Practice 4	Y	8	60



## HISTORY

At Rhodes we have abandoned old-fashioned approaches to History. We do NOT require you to rote-learn dry factual material. Rather do we stimulate you to think independently, imaginatively and critically.

History is not just about the past. History courses at Rhodes are designed to help you make sense of the world, the continent and the country that you are living in now - and to help you better understand yourself by examining some of the forces that have shaped your life.

The study of History pulls it all together and helps you place all other academic disciplines in context and perspective. The best employers out there want people who can think creatively, show initiative, investigate, analyse and interpret the world around them. It changes every day, so you need to know how to keep fresh. History gives you those skills!

History					
1401101	HIS 101	History 101	S1	5	15
1401102	HIS 102	History 102	S2	5	15
1401201	HIS 201	History 201	S2	6	15
1401202	HIS 202	History 202	S1	6	15
1401301	HIS 301	History 301 Making of Modern SA*	S1	7	15
1401306	HIS 306	History 306 Africa in Crisis*	S1	7	15
1401310	HIS 310	History 310 Introduction to Public History*	S2	7	15
1401311	HIS 311	History 311 SA Environmental*	S2	7	15
1401312	HIS 312	History 312 Zimbabwean Themes*	S1	7	15
1401318	HIS 318	History 318 Specialist*	S2	7	15
1401319	HIS 319	History 319 Universities in South Africa*	S1	7	15
1401321	HIS 321	History 321 Africa Maritime*	S2	7	15

\*Not all History 3 modules are available in any given year

## SCHOOL OF JOURNALISM AND MEDIA STUDIES

Journalism and Media Studies aims to produce self-reflexive, critical, analytical graduates and media workers, whose practice is of probing, imaginative, civic minded and outspoken. Such graduates are equipped to act as thoughtful, creative and skilled journalists and practitioners able to make meaningful and technically proficient media productions. Moreover, Journalism and Media Studies seeks to make a valuable intellectual contribution to the broad African media environment, to research, and to the integrated and ongoing education of media practitioners.

<b>School of Journalism and Media Studies</b> <i>(Students are usually required to complete isiXhosa for Journalism in their 2nd year if majoring in JMS)</i>					
1701100	JRN 1	Journalism & Media Studies 1	Y	5	30
1701200	JRN 2	Journalism & Media Studies 2	Y	6	30
1701300	JRN 3	Journalism & Media Studies 3	Y	7	60
1701400	JRN 4	Journalism & Media Studies 4	Y	8	120



## SCHOOL OF LANGUAGES AND LITERATURES

Studying language and literature helps foster skills in critical analysis and independent judgement. But not only that, as you study language and literature you acquire knowledge of the cultures of other societies and language groups. This insight then enables you to work better in a multi-cultural context, where respect for and understanding of differences can lead to a better and more productive work environment, very important in South Africa today. Much of the focus of the School of Languages and Literatures is on contact with people and cultures outside of South Africa. The School of Languages and Literatures at Rhodes University consists of six language and literature sections.

School of Languages and Literatures					
1001200	AFN 2	Afrikaans/ Nederlands 2	Y	6	30
1001300	AFN 3	Afrikaans/ Nederlands 3	Y	7	60
1806100	CHI 1	Chinese Studies 1	Y	5	30
1806200	CHI 2	Chinese Studies 2	Y	6	30
1806300	CHI 3	Chinese Studies 3	Y	7	60
2001101	CLA 101	Classics 101	S1	5	15
2001102	CLA 102	Classics 102	S2	5	15
2001201	CLA 201	Classics 201	S1	6	15
2001202	CLA 202	Classics 202	S2	6	15
2001301	CLA 301	Classics 301	S1	7	30
2001302	CLA 302	Classics 302	S2	7	30
12011A0	FRE 1A	French 1	Y	5	30
1201200	FRE 2	French 2	Y	6	30
1201300	FRE 3	French 3	Y	7	60
1302100	GER 1FL	German Studies 1	Y	5	30
1302200	GER 2FL	German Studies 2	Y	6	30
1302300	GER 3FL	German Studies 3	Y	7	60
2003101	GRE 101	Ancient Greek 101	S1	5	15
2003102	GRE 102	Ancient Greek 102	S2	5	15
2003200	GRE 2	Ancient Greek 2	Y	6	30
2003300	GRE 3	Ancient Greek 3	Y	7	60
2005101	LAT 101	Classical Latin 101	S1	5	15



2005102	LAT 102	Classical Latin 102	S2	5	15
2005200	LAT 2	Classical Latin 2	Y	6	30
2005300	LAT 3	Classical Latin 3	Y	7	60
1907000	MOD FIC	Modern Fiction (for 2nd / 3rd year students only)	Not offered in 2023		
180610A	UND CH	Understanding China (for 2nd / 3rd year students only)	S1	6	15
180710C	XHO JRN	isiXhosa for Journalism	Y	5	30
1805100	ALA 1	African Language Studies 1	y	5	30
1805200	ALA 2	African Language Studies 2	Y	6	30
1805300	ALA 3	African Language Studies 3	Y	7	60
18051N0	XHS 1N	IsiXhosa Lang. Acquisition 1	Y	5	30
18052N0	XHS 2N	IsiXhosa Lang. Acquisition 2	Y	6	30
18053N0	XHS 3N	IsiXhosa Lang. Acquisition 3	Y	7	60



## LINGUISTICS AND APPLIED LANGUAGE STUDIES

Linguistics is a multifaceted discipline, which is involved with language in all its forms and functions. It is interested in everything from the individual sounds of language to the ways in which language influences and reflects society. In Rhodes University's Linguistics and Applied Language Studies courses we provide an explicitly South African focus and to use examples from local languages and texts, celebrating our rich and complex multilingual society.

Linguistics will give you insights into how language is structured, how people communicate and use language, how people learn languages and how language changes and develops in society. Training in Linguistics will also be very relevant to your career if you plan to specialise in Education, Journalism, Teaching, Law or Psychology. You don't need to know many languages to study Linguistics, but you do need a fascination for language.

Linguistics and Applied Language Studies					
19051L0	ELN 1	Linguistics and Applied Language Studies 1	Y	5	30
19052L0	ELN 2	Linguistics and Applied Language Studies 2	Y	6	30
19053L0	ELN 3	Linguistics and Applied Language Studies 3	Y	7	60



## LITERARY STUDIES IN ENGLISH

The Department of Literary Studies in English at Rhodes involves the study of literature in English, an intrinsically worthwhile cultural pursuit rather than a form of training for employment. Nevertheless, the range of skills associated with the practice of literary criticism: imaginative reach, interpretive insight, the capacity to deal with verbal and intellectual complexity, and the ability to argue coherently and write with clarity and fluency add up to the kind of general capability that is required and valued in numerous fields of employment.

English graduates are regularly selected for places in teaching, journalism, radio, television, theatre, public relations, research, publishing, editing and advertising.

Literary Studies in English					
1101101	ENG 101	Literary Studies in English 101	S1	5	15
1101102	ENG 102	Literary Studies in English 102	S2	5	15
1101201	ENG 201	Literary Studies in English 201	S1	6	15
1101202	ENG 201	Literary Studies in English 202	S2	6	15
1101301	ENG 301	Literary Studies in English 301	S1	7	30
1101302	ENG 302	Literary Studies in English 302	S2	7	30



## MUSIC AND MUSICOLOGY

The Rhodes Music Department, established in 1923, is one of the oldest music departments in the country. Its graduates have always played an important role in the musical and educational life of South Africa and are now increasingly doing so at an international level. The department has eagerly taken on the challenge asked of a changing country and world, reflecting not only the musical diversity of our country, but the technological sophistication of the information technology age.

<b>Music and Musicology</b>					
2557100	IMS 1	Instrumental Music 1: Western Art <b>OR</b>	Y	5	30
		Instrumental Music 1: African Ensemble	Y	5	30
2557200	IMS 2	Instrumental Music 2: Western Art <u>or</u> Jazz <b>OR</b>	Y	6	30
		Instrumental Music 2: African Ensemble	Y	6	30
2557300	IMS 3	Instrumental Music 3: Western Art <u>or</u> Jazz <b>OR</b>	Y	7	60
		Instrumental Music 3: African Ensemble			
2553113	MCH 1MH	Music Health and the Brain 1	S2	5	15
2553100	MCH 1	Music Culture and History 1	Y	5	60
2553200	MCH 2	Music Culture and History 2	Y	6	60
2553300	MCH 3	Music Culture and History 3	Y	7	60
2554101	MUS 101	Music Theory and Analysis 101	S1	5	15
2554102	MUS 102	Music Theory and Analysis 102	S2	5	15
255420A	MUS 2	Music Theory and Analysis 2	Y	6	30
255430A	MUS 3	Music Theory and Analysis 3	Y	7	60
2554400	MUS 4	Music 4	Y	8	120
2559100	STC 1	Sound Technology 101	S1	5	15
2559200	STC 2	Sound Technology 2	Y	6	30
2559300	STC 3	Sound Technology 3	Y	7	30

## PHILOSOPHY

Philosophy begins when we realise that this world is problematic and puzzling, and that we understand neither the world nor our own place in it.

Attempting to understand the problematic nature of our world involves questioning the basic assumptions we make about ourselves, and about our place in the world. This is difficult because these assumptions are often the assumptions we make without questioning, and upon which we base our lives. Some of these assumptions provide a framework for the ways in which we look at and act in the world.

Philosophy					
1501101	PHI 101	Philosophy 101	S1	5	15
1501102	PHI 102	Philosophy 102	S2	5	15
1501201	PHI 201	Philosophy 201	S1	6	15
1501202	PHI 202	Philosophy 202	S2	6	15
1501300	PHI 3	Philosophy 3	Y	7	60
1501111	ZoBom A	liNtetho zoBomi 101	S1	5	15
1501112	ZoBom B	liNtetho zoBomi 102	S2	5	15



## POLITICAL AND INTERNATIONAL STUDIES

To study Politics is to learn to argue and defend positions, to critically evaluate the nature of the evidence that people provide for what they believe to be true. Because our graduates emerge out of three years of studying Politics as articulate critical thinkers who can read widely with insight and understanding and who are capable of coming to reasoned independent judgments, they are sought-after in business, industry, NGOs, government and academic settings. To study Politics is to learn to be an analytical thinker in possession of the complex, higher order literacy capacities that are a requirement in every facet of a world that is increasingly driven by the need to interact critically, thoughtfully and knowledgeably with large quantities of information.

Political and International Studies					
1601101	POL 101	Political / Int Studies 101	S1	5	15
1601102	POL 102	Political / Int Studies 102	S2	5	15
1601200	POL 2	Political / Int Studies 2	Y	6	30
1601300	POL 3	Political/Int Studies 3	Y	7	60





## PSYCHOLOGY

Psychology is the study of human experience and behaviour. It is a science that offers a description of the range of human emotions, abilities and thought processes. It examines people's attitudes and motives, both conscious and unconscious. The work of psychologists has many practical applications in organisations, schools, hospitals, clinics and counselling centres. The study of psychology can also be personally enriching, providing insight into your experience of relationships, motivations and goals and emotional life. It also offers guidelines for more skilful living and successful handling of everyday problems in the family, in relationships and in the work setting. The subject matter of psychology is people: people from before birth through infancy and childhood, through adolescence and young adulthood to mature adulthood and old age, and, ultimately, people facing death. Psychology attempts to encompass the full range of human experience as it is lived in different political, socio-economic and cultural settings. In second year, students choose to major in either general Psychology **OR** Organisational Psychology. Students may not do both.

Psychology					
2701101	PSY 101	Psychology 101	S1	5	15
2701102	PSY 102	Psychology 102	S2	5	15
2701201	PSY 201	Psychology 201	S1	6	15
2701202	PSY 202	Psychology 202	S2	6	15
2701301	PSY 301	Psychology 301	S1	7	30
2701302	PSY 302	Psychology 302	S2	7	30
2702211	ORG 201	Organisational Psychology 201	S1	6	15
2702212	ORG 202	Organisational Psychology 202	S2	6	15
2702311	ORG 301	Organisational Psychology 301	S1	7	30
2702312	ORG 302	Organisational Psychology 302	S2	7	30

## SOCIOLOGY

Sociology is the analysis of society. It is a dynamic and illuminating field of study that investigates and explains vital issues in our personal lives, communities, region, and the world. Sociology offers distinctive and enlightening ways of perceiving and understanding the social world we live in and how it shapes our lives. Sociology's subject matter is highly diverse, ranging from deviance to religion; from the family to the state; from the workplace to the economy; from the divisions of race, gender, and class to the shared beliefs of a common culture; and from local social struggles to radical change in whole societies. Unifying the study of these diverse subjects is Sociology's objective of understanding how human action and consciousness shape and are shaped by the social relations, institutions, and structures in which they are embedded. Sociology looks beyond common-sense, taken-for-granted views of reality to provide more profound, revealing, and challenging understandings of human society. In second year, students choose to major in either general Sociology **OR** Industrial & Economic Sociology. Students may not do both.

Sociology					
3201100	SOC 1	Sociology 1	Y	5	30
3201200	SOC 2	Sociology 2	Y	6	30
3201300	SOC 3	Sociology 3	Y	7	60
3202200	INS 2	Industrial & Economic Sociology 2	Y	6	30
3202300	INS 3	Industrial & Economic Sociology 3	Y	7	60





# COURSE STRUCTURE AND THE STRUCTURE OF AN ACADEMIC YEAR

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The academic year is divided into two semesters (halves), each of which is terminated by a series of exams (June for the first semester and November for the second semester). The Humanities faculty offers courses with a range of different structures and purposes and it is important to understand the differences.

## PAIRS OF SEMESTER-COURSES

Many courses in the faculty are found in semester-long pairs of courses that can be aggregated together if one is failed (between 40%-49%). Here, the full course covers an academic year, but it is made up of two separate semesters. An example would be first year History made up of HIS 101 and HIS 102. Or, first year Psychology made up of PSY 101 and PSY 102. These courses are the basic building blocks of your degree and IMPORTANTLY, DO lead to higher level (second and third year) study in the subject. Exams are written at the end of BOTH semesters and a pass earns National Qualifications Framework (NQF) credits. If one semester is passed and the other failed but not too badly such that the average is 50% or more, this is known as an aggregated pass. In this case NQF credits for each semester are earned by the student. In some cases (BUT NOT ALL) it is possible to do just one of the semesters, and so a student may do HIS 101 but not HIS 102 or PSY 101 and not PSY 102. Students may change second semester courses within the first two weeks of the second semester.

In some exceptional cases, students may do the second semester course without the first semester course as a pre-requisite e.g., History 102 may be completed without History 101. Humanities students may take any of the following courses as a second semester course without completing the corresponding first semester course:

### **Humanities**

- Art History and Visual Culture 102
- Classics 102
- History 102
- Iintetho Zobomi 102
- Music, Culture & History 102: Musicology
- Music Culture & History: Music Health and the Brain
- Philosophy 102
- Politics 102
- Psychology 102

## Science

- Comp Sci 112 (for students who want to major in information systems)
- Geography 102

## Commerce

- Stats 1C2 (must have grade 12 straight maths on level 4 or above) + (not permitted if STA1S1 was completed)
- Economics 102

## SINGLE SEMESTER, STAND-ALONE COURSES

These courses are one semester in length, DO NOT lead to higher level study and are typically designed to provide ancillary or supporting knowledge and skills. They are only taught in one semester. Examples of a one semester course which does not lead to further study in the subject is Understanding China or Introduction to ICT. Exams are written at the end of the first semester and a pass earns NQF credits.

## YEAR-LONG COURSES

Here, the full course covers a full academic year without being broken into semesters, such as Drama, French or Sociology. Marks are accumulated throughout the year to give a final mark in December. The June result for these courses is just an indication of how the student is progressing so far.

Not all subjects are taught in all three years, and some are taught in second and third year only. So, for example, Afrikaans and Netherlandic Studies is only taught in second and third year. A student is required to have passed a minimum of two Humanities courses before registering for the second-year course.

## HOW TO UNDERSTAND COURSE CODES

All courses are identified by a code that comprises three letters, a space and three numbers or letters. The three letters indicate the subject (ANT, Anthropology; DRA, Drama; HIS, History and so on). The three numbers indicate the year and semester (101, first year and first semester; 102, first year and second semester; 302, third year and second semester and so on). In the case of year-long courses there is a number and a letter such as DRA 1 and SOC 1.

# NQF LEVELS AND CREDITS

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The Higher Education Qualifications Framework, part of the National Qualifications Framework (NQF), provides higher education institutions in South Africa with a single coherent nationally co-ordinated higher education system with a key objective to enable the description of certificates, diplomas and degrees so that students can transfer between programmes and higher education institutions. Part of this systems is to give qualifications different academic levels. For example, your National Senior Certificate is an NQF level 4 qualification. By the time you graduate with a Bachelor's degree you would have passed through levels 5 and 6 with third year majors being at the NQF level 7. An Honours degree is at the NQF level 8, a Master's degree at level 9, and a Doctorate at level 10.

Each qualification requires a minimum amount to time to complete it and this time is converted into NQF credit values. A Bachelor's degree takes a minimum of three years to complete at 1200 hours per year (30 weeks at 40 hours per week). One NQF credit is then worth 10 hours of work. This time is further divided into academic levels of progressive higher levels of study. Therefore, each full year-long course at the first and second year is worth 300 hours or 30 NQF credits, while this doubles to 600 hrs or 60 credits in third year. The number of courses however decrease as you specialise, so you are required to take the equivalent of four full year or eight semester first year-courses in first year, the same in second year and only two full year courses or four semester courses in your third year.

**NOTE:** Students should be working at least 40 hours per week for every academic week of the year. The hours worked include a substantial amount of self-study, which increases with each academic level.

## HOW TO CALCULATE NQF LEVELS AND CREDITS FOR DEGREE PURPOSES

### **3- and 4-year degrees requiring 360 NQF Credits required to graduate**

- BA: Bachelor of Arts
- BSocSc: Bachelor of Social Science
- BAF: Bachelor of Arts, Foundation (student will be registered as BAF for the first two years of their degree. They will then graduate with a BA/BSS (depending on subject choices) in their final year)

### **4-year degrees requiring 480 NQF Credits required to graduate**

- BFA: Bachelor of Fine Art
- BJRN: Bachelor of Journalism
- BMUS: Bachelor of Music

Students should have completed 360 NQF credits (10 subjects) including two majors at 1st, 2nd and 3rd year level by the end of their undergraduate BA/ BSocSc degree.

1st year, full year subject	e.g. Drama 1	= 30 NQF credits
1st year semester course	e.g. English 101	= 15 NQF credits
2nd year full subject	e.g. Drama 2	= 30 NQF credits
2nd year semester course	e.g. English 201	= 15 NQF credits
3rd year full subject	e.g. Drama 3	= 60 NQF credits
3rd year semester course	e.g. English 301	= 30 NQF credits

Example:

BA / BSocSc:

1st year = 4 x 1st year subjects = 120 credits

2nd year = 3 x 2nd year subjects + 1 x 1st year subject = 120 credits

3rd year = 2 x 3rd year subjects = 120 credits

Total = 360 credits

### **BAF (Extended Studies Programme)**

1st year = 2 x 1st year mainstream subjects = 60 credits. Students must also complete 2 support subjects for their mainstream subjects + Academic Computer Literacy. These three subjects are non-credit bearing courses.

2nd year = 2 x 2nd year subjects + 1 x 1st year subject = 90 credits

3rd year = 1 x 3rd year subject + 2 x 1st year subject = 120 credits

4th year = 1 x 3<sup>rd</sup> year subject + 1 x 1<sup>st</sup> year subject = 90 credits

Total = 360 credits

### **4-year, specialised degrees need the following extra credits (360 + 120 = 480 credits)**

- BFA: AHVC 4 = 60cr + FAP 4 = 60cr = 120 credits
- BJRN: Journalism 4 = 120 credits
- BMus: Music 4 = 120 credits

# TIMETABLE

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There are many possible major subjects offered by the Humanities faculty and over a dozen more offered by departments from the Faculties of Law, Commerce and Science. However, there are unfortunately only 10 lecture/tutorial/practical periods per day. Therefore, the timetable will not permit certain combinations of subjects.

**Note:** when planning your curriculum always keep an eye on the timetable. Please check your subjects at first, second- and third-year level to ensure you do not have clashes later in your degree.

The interactive timetable checker can be found on ROSS:

**<https://ross.ru.ac.za/ttable/lecture.html?listtype=interactive>**

## DEGREE STRUCTURES AND PLANNING YOUR CURRICULUM

The structure of your Humanities degree is mainly governed by your choice of what are called the major subjects (the subjects that you plan to take in your second and third years) and we expect you to have some idea of what these will be by the time you arrive at the university. We encourage you to build your degree on your academic strengths and interests, and in such a way that you will develop a real passion for what you are doing, and have your eyes opened to all sorts of possibilities that you might have originally dismissed. It is important to stress here, and it will be repeated later, that while we encourage you to develop your curriculum based on your planned major subjects this does not mean that you cannot change your mind. If you select your first-year subjects carefully, they will give you access to many different subjects in second and third year and a change of direction will be possible. The curriculum structure varies depending on the degree and the selected major subjects and these differences are described below.

### **The BA/BSocSc degree over 3 years**

In the classic BA/BSocSc, both major subjects are Humanities subjects, and the degree is taken over a minimum of three years. To complete a standard Bachelor's degree you will require 360 NQF credits of which at least 120 credits must be at the NQF level 7 (third year level). These are your two majors. Students are encouraged to take 4 possible major subjects in their first year so as to give as much choice as possible going into second year. The selection of subjects to take at first year level may seem intimidating and further guidance is given a little later in this handbook. In your second year you will take another 4 subjects, preferably three subjects at second year level and one subject at first year level. By doing three second year courses, you will be able to choose two out of the three subjects as majors in your third year. In your third year, you will take just your two major subjects. Students may also take subjects from the Science or Commerce Faculties (on condition that they meet the requirements for those subjects).

## EXAMPLES OF VARIOUS DEGREE STRUCTURES

This section gives some further examples of curricula. It must be stressed that these are not the only subjects offered, they are purely examples of possible curriculums.

### **BAF: Bachelor of Arts (Foundation) Extended Studies Programme**

The BAF programme offers an alternative route through a Rhodes degree in the Humanities faculty. This programme is intended for South African English Second Language speakers who show potential to succeed at university but who might not achieve the entry requirements for a 3-year humanities degree. It is open to students with a matric exemption, not less than 34 admission points and at least a Level 4 for English as an additional language.

Entering this programme generally means that the degree must be taken over four years instead of three. Students take two mainstream humanities subjects from a limited choice of subjects offered. These two subjects are supported with additional extended studies classes. These classes aim to develop reading skills and conceptual understanding of the subjects, to give students assistance in preparing for tutorials and assignments and to develop subject specific vocabulary. In addition, students take general skills classes which aim to provide students with skills they need to cope academically at university. Students also take computer literacy classes and an information literacy course.

After the first year, students can choose any subjects open to Humanities students. Extended studies students are usually limited to taking a maximum of 3 credits in one year. BAF students should see their degree co-ordinator with regards to their curriculums.

Students on the BAF programme must take special note of **Rule G7.12** which reads as follows: **7.12** at the end of the first year of the extended programme, to have achieved an average of 60% in the courses read in order to qualify for entry into mainstream courses in the following year.

<b>Year 1</b>	Anthropology 1 + Anthropology 1ES	Journalism & Media Studies 1 + Journalism 1ES	Academic Computer Literacy
<b>Year 2</b>	Sociology 1	Journalism & Media Studies 2	isiXhosa for Journalism (compulsory subject to major in Journalism & Media Studies)
<b>Year 3</b>	Sociology 2	Journalism 3 <b>(Major Subject)</b>	Philosophy 1
<b>Year 4</b>	Sociology 3 <b>(Major Subject)</b>	Economics 1	

## Bachelor of Arts

A BA degree normally takes three years to complete. Ten courses need to be completed which must include two major subjects. To obtain a major subject, first, second- and third-year level courses must be completed, e.g. Drama 1, Drama 2, Drama 3.

<b>Year 1</b>	Drama 1	Philosophy 101+102	French 1	Anthropology 101+102
<b>Year 2</b>	Drama 2	Philosophy 201+202	French 2	Classical Studies 101+102
<b>Year 3</b>	Drama 3	French 3	← Major Subjects	

## Bachelor of Social Science

To obtain a BSocSc degree, at least 5 courses, including at least one major subject at third year level, must be chosen from the following subjects:

- Anthropology
- Economics (if Economics is a major subject, your other major **MUST** be any other Humanities subject)
- Journalism and Media Studies
- Political and International Studies
- Psychology **or** Organisational Psychology
- Sociology **or** Industrial & Economic Sociology

<b>Year 1</b>	Political and International Studies 101+102	Sociology 1	History 101+102	Literary Studies in English 101+102
<b>Year 2</b>	Political and International Studies 2	Sociology 2	History 201+202	Psychology 101+102
<b>Year 3</b>	Political and Int. Studies 3	Sociology 3	← Major Subjects	

### Bachelor of Arts Degree – Interfaculty Subjects

Students **MUST** have a minimum of 50% of their subjects chosen as Humanities subjects and this must include one Humanities major subject.

#### Humanities/Science/Commerce

<b>Year 1</b>	Psychology 101+102	Human Kinetics and Ergonomics 101+102	Drama 1	Economics 101+102
<b>Year 2</b>	Psychology 201+202	Human Kinetics and Ergonomics 101+102	Drama 2	Economics 201+202
<b>Year 3</b>	Psychology 301+302	Human Kinetics and Ergonomics 301+302	<b>← Major Subjects</b>	

#### Humanities/Law

<b>Year 1</b>	Legal Theory 1	Applied Languages and Linguistics 1	Psychology 101+102	Economics 101+102
<b>Year 2</b>	Legal Theory 2	Applied Languages and Linguistics 2	Organisational Psychology 201+202	Sociology 1
<b>Year 3</b>	Legal Theory 3	Applied Languages and Linguistics 3	<b>← Major Subjects</b>	



### The BA/BSocSc degree but over 4 years

Some students do not complete their degrees within the minimum three-year period. Students with low final school exam scores, or those who do very badly in their first year June/November exams, are encouraged to take their degrees over four years. When a degree is structured over four years, the aim is to lighten the academic workload by spreading the subjects over four years, instead of three years. Many students who do a four-year degree complete their degrees with a triple major. This is just an option; it is not compulsory.

### 4-year BA/BSocSc degree, with a triple major

<b>Year 1</b>	Psychology 101+102	Journalism & Media Studies 1	Drama 1
<b>Year 2</b>	Psychology 201+202	Journalism & Media Studies 2	isiXhosa for Journalism (compulsory subject to major in Journalism & Media Studies)
<b>Year 3</b>	Drama 2	Journalism & Media Studies 3 ( <b>major subject</b> )	
<b>Year 4</b>	Psychology 301+302	Drama 3	← <b>Major Subjects</b>

### 4-year BA/BSocSc degree, without a triple major

<b>Year 1</b>	African Language Studies 1	Sociology 1	Drama 1
<b>Year 2</b>	African Language Studies 2	Sociology 2	History 101+102
<b>Year 3</b>	African Language Studies 3 ( <b>major subject</b> )	Anthropology 101+102	
<b>Year 4</b>	Sociology 3 ( <b>major subject</b> )	Anthropology 2	

## Examples of 4-year, 480 NQF credit degrees

### Bachelor of Fine Art

<b>Year 1</b>	Fine Art Practice 1A	Fine Art Practice 1B	Art History & Visual Culture 101+102	History 101+102
<b>Year 2</b>	Fine Art Practice 2A	Fine Art Practice 2B	Art History & Visual Culture 2	Psychology 101+102
<b>Year 3</b>	Fine Art Practice 3	Art History & Visual Culture 3	<b>← Major Subjects (can exit with a BA after 3rd year)</b>	
<b>Year 4</b>	Fine Art Practice 4	Art History & Visual Culture 4	<b>← Students must complete for the BFA degree</b>	

### Bachelor of Journalism

<b>Year 1</b>	Journalism & Media Studies 1	Drama 1	Literary Studies in English 101+102	Psychology 101+102
<b>Year 2</b>	Journalism & Media Studies 2	Drama 2	Literary Studies in English 201+202	isiXhosa for Journalism (compulsory subject to major in Journalism & Media Studies)
<b>Year 3</b>	Journalism & Media Studies 3	Drama 3	<b>← Major Subjects (can exit with a BA after 3rd year)</b>	
<b>Year 4</b>	Journalism & Media Studies 4	<b>← Students must complete JMS 4 for the BJourn degree</b>		

## Bachelor of Music

<b>Year 1</b>	Instrumental Music Studies 1	Music Theory & Analysis 101+102	MCH 101 (Ethnomusicology) + MCH 102 (Musicology) OR Sound Technology 1	<b>ONE</b> other Humanities or Science subject
<b>Year 2</b>	Instrumental Music Studies 2	Music Theory & Analysis 201+202	MCH 201 (Ethnomusicology) + MCH 202 (Musicology) OR Sound Technology 2	<b>ONE</b> other Humanities or Science subject
<b>Year 3</b>	Instrumental Music Studies 3 <b>(Compulsory Major)</b>	Music Theory & Analysis 301+302 OR MCH 301 (Ethnomusicology) + MCH 302 (Musicology) OR Sound Technology 3	<b>← Students must choose either MTA 3, MCH 3 or STC 3 as their second Major Subject (Can exit with a BA after 3rd year)</b>	
<b>Year 4</b>	Music 4	<b>← Students must complete Music 4 for the BMus degree</b>		

## BLANK TEMPLATES TO PLAN YOUR CURRICULUM

When planning your curriculum, it is very important to check that you do not have any clashes with subject lectures. The interactive timetable checker can be found at the following link on ROSS:

<https://ross.ru.ac.za/ttable/lecture.html?listtype=interactive>

### 3-year degree OPTION 1 DEGREE

<b>Year 1</b>				
<b>Year 2</b>				
<b>Year 3</b>				

**3-year degree OPTION 2 DEGREE**

<b>Year 1</b>				
<b>Year 2</b>				
<b>Year 3</b>				

**4-year degree OPTION 1 DEGREE**

<b>Year 1</b>			
<b>Year 2</b>			
<b>Year 3</b>			
<b>Year 4</b>			

**4-year degree OPTION 2 DEGREE**

<b>Year 1</b>			
<b>Year 2</b>			
<b>Year 3</b>			
<b>Year 4</b>			

# CURRICULUM APPROVAL

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## MAKING CURRICULUM CHOICES

In the course of orientation week, you will need to make decisions about the subjects you want to study in your first year. Many students come to the University thinking they are going to do a 'BA Law' or a 'BSocSc. Psychology', but what may, in fact, happen is that you will do a Bachelor of Arts degree in which Law may be one of your two majors, or a Bachelor of Social Science degree in which Psychology may be one of two majors.

There are many benefits to doing a general formative degree rather than a narrowly focused program, which leads you to careers in only one subject area. You may well find that the area in which you think you want to study this week 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. Yet another advantage of a general formative degree is that it allows you to find a different way to attain your dream of graduating if you happen to fail a subject. The structure of the degree allows you to be guided by the Dean, or another senior staff member, towards success if you do have problems along the way.

## COURSE CHANGES

Students sometimes find that after attending 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. Thereafter, no further changes will be permitted.

If you wish to change one or more of your courses, go to the Faculty office to make the change. *No changes via e-mail will be accepted.* Unless you change your registration in this way, you will encounter 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. **The onus is on the student to make sure that their registration of subjects is accurate.**

The formal curriculum approval for Humanities degrees follows your administrative registration, and takes place as follows:

## 2023 CURRICULUM APPROVAL

FIRST-YEAR STUDENTS		
Thursday 9th February 2023	09h00 – 16h00	Barratt Lecture Theatre
RETURNING STUDENTS		
Friday 10th February 2023	09h00 – 16h00	Barratt Lecture Theatre
RETURNING STUDENTS		
Saturday 11th February 2023	09h00 – 13h00	Barratt Lecture Theatre

Please take careful note of these times and sign up on the correct date and at the correct time. Regardless of what your friends or others may tell you, all first year Humanities undergraduate students are required to have their curriculum approved in person.

### At curriculum approval, **ALL** first year and returning students must:

- Collect a form from the assistants and complete it with the details required. This form must be given to whoever assists you with your curriculum approval.
- Present your student identity card as proof that you have paid your fees, completed your administrative registration, and been accepted at the University.
- Check your proposed curriculum with one of the staff on duty at the computers and seek guidance on any aspects of this that are still causing you concern. Your courses will be entered on the student record system.
- Confirm and have your proposed curriculum approved before leaving the venue

After curriculum approval is complete you should familiarize yourself with your timetable which will include details of when and where your class lectures/tutorials/practicals will be held. Make a point of visiting the departments in which you will be studying if you have not already done so. Make sure that you look at the course notice boards. Take note of important information on them, such as venues and textbooks.

### Returning second year and third year students

Returning students who have correctly completed their on-line Curriculum Approval and have received confirmation that their curriculum is approved, do not need to attend Curriculum Approval in person. If your proposed curriculum has been declined, you will need to attend curriculum approval on the dates for returning students above. **No curriculums or curriculum changes will be approved via e-mail.**

### **Arrangements for practical classes, tutorials and lectures**

It is important to note that as an individual student, you CANNOT decide on which day you will do a particular tutorial/practical. This will be done for you during the first part of the first week of term.

The information collected at curriculum approval will be used as input to allocate students to tutorials and practicals as well as lecture slots. This exercise is only completed early in the first week of term. If you register late for subjects, you will need to go to the relevant department of the newly signed-up course and request a tutorial/practical slot.

### **Changes in subject registrations/curriculums**

Frequently students change their mind about the courses that they wish to take or wish to change degree or even Faculty. You are encouraged to think very carefully about your curriculum *before* curriculum approval, so as to minimize disruption, confusion, and, most importantly, the problems that could arise if you miss the all-important first few classes in any subject.

Changes that involve starting a new course may be made at any time before the end of the second week of the relevant semester. However, you may drop a course at any time up until the last day of lectures in the relevant semester.

Dropping a course should not be taken lightly. In the Faculty of Humanities, dropping a course or changing your curriculum in any way can **only** be done by visiting the Faculty office in person - not by using ROSS or sending an e-mail, or by visiting the Student Bureau.

Note that, in some cases, taking a particular course is a requirement for you to major in another. For example, you need to complete Art History and Visual Culture to be able to major in Fine Art Practice.

# LECTURES, PRACTICALS, TUTORIALS, SEMINARS, TESTS, EXAMINATIONS

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Courses in the University are usually given through a mixture of the following:

## **Lectures**

Most Humanities courses have one lecture each day, which you are expected to attend. The lecture is the main vehicle used to put across course material. It takes a variety of forms depending on class size, the level of the course and the preference of the lecturer. It may be a formal address on an aspect of the subject, or it may be a much more interactive discussion in which you the student are expected to participate. Material covered in lectures is seldom "revised", as it would be at school. Students are well advised to take notes of what is said, so that they can study these after the lecture is over.

## **Self-study**

It is very unlikely that you will gain a full understanding of the subject from just the lectures. It is VERY LIKELY that you will have to do some homework of one sort or another. This may be prescribed by the lecturer or may take the form of self-initiated study in which you (alone or with a group of friends) revise the work covered.

## **Practicals**

You are strongly urged to attend and to complete all your practical assignments. Not only is this compulsory for the purposes of earning a "DP certificate" - but often the most valuable learning experiences occur during these practicals, where you get to know the staff and fellow students far better than in formal lectures.

## **Tutorials**

A lecture tends to be characterized by the lecturer doing all the talking, although most lecturers welcome questions during or after a lecture, provided that these are relevant to the material being discussed. In tutorials, on the other hand, the class is usually divided into smaller groups, each one under the supervision of a staff member or senior graduate student. Problems are usually posed some time before the tutorial commences; students are expected to have tried to solve them before the group meets, and the tutorial then takes the form of a discussion of the problems, with every member of the group encouraged to participate.

## **Seminars**

A seminar is also less formal than a lecture. It is often conducted by one of the members of the group discussing a particular topic that he or she has prepared. The other



members of the group are then invited to discuss the presentation - they will not, usually, have done as much preparation of their own beforehand.

### **Tests**

Departments hold regular tests to allow students to measure their progress and understanding. Marks for tests usually form a component of the student's overall assessment for credit (class record), and attendance at tests is compulsory. Test marks will be kept by departments.

### **Examinations**

The most crucial part of the assessment of a student is, of course, done through formal examinations. These are held in June and November. Coursework and examinations usually have a 50% weighting of your overall final mark, although this weighting is at the discretion of each individual department.

Some departments use alternative assessment methods and/or continuous assessment in the place of sat exams.

### **Final assessment**

The final mark that you achieve will be a combination of your class record mark and your exam marks. The way these marks are combined will vary between departments and you will hear about this in lectures. Most courses in the Faculty of Humanities involve four or five lectures per week, with possibly one or two tutorial periods, and in some cases one practical session (depending on the subject).

# ACADEMIC STATUS, EXCLUSIONS AND PROBATION

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## **Academic Status**

1st year student: Student will be ACY 1 until 30 NQF credits have been obtained.

2nd year student: Student will be ACY 2 until 150 NQF credits have been obtained and a 2nd year course passed.

3rd year student: Student will be ACY 3 when registered for at least one 3<sup>rd</sup> year subject.

You will NOT be allowed to start on a second-year course unless you have obtained at least 60 NQF credits.

Experience has shown that students who cannot obtain 60 NQF credits in their first year will usually be incapable of completing second year courses. In addition, timetable complications inevitably arise, and the degree structure ends up in a serious mess.

Some students who have done poorly think that they can register all outstanding credits for their degree in their final year. Usually, a maximum of 120 NQF credits is allowed per year, anything above that will be at the Deans discretion. Two major subjects in third year is a 100% workload. Anything above that should be avoided at all costs.

## **Exclusions**

The University has a rule that is applied to students whose academic results are unsatisfactory, whereby they may be "excluded", and prevented from registering at Rhodes in a subsequent year. This is the rule known as "G.7", and in the case of the Humanities Faculty, it specifies that:

- You must have 60 NQF credits, (two qualifying courses) by the end of your first year of study;
- You must have 120 NQF credits, (four qualifying courses) by the end of your second year of study;
- You must have 180 NQF credits, (six qualifying courses) by the end of your third year of study
- You may not take longer than five years to complete a NQF Level 7 degree.

Students who perform very badly in June of any year, may be advised to withdraw. June exclusions are only actioned if students cannot meet their probation requirements which were set at the beginning of the year.

### **How are exclusions decided?**

After the examinations have been marked, the situations of students who do not satisfy Rule G.7 are considered very carefully by the Dean and the Deputy Deans. They look at as many factors as they can - such as how the student had performed in previous examinations, whether they were carrying full loads of courses, whether advice had been given to such students earlier about reducing courses, whether this advice had been taken, or whether they had earned all their DP certificates.

At the end of the year, the Dean submits recommendations on each student to a special meeting of the Faculty Board for their comment and approval. At the meeting, members of staff often ask for other factors to be considered - perhaps drawing attention to students who have performed badly because of having problems or illnesses earlier in the year. Exclusion from the University is a last resort for the Dean and such decisions are NOT taken lightly. If you repeatedly perform badly - in particular, if you fail to meet Rule G.7 at the end of your second or third year at Rhodes University, or if you have been excluded or on probation before - you will be treated with less sympathy.

### **Appeals against exclusion**

If you are excluded and your results are not withheld, an exclusion letter will be sent to you by the Registrar. You then have the right to appeal against your exclusion to the Dean, who, in turn, may recommend to the Registrar that you be readmitted "on probation". Since the cases have been very carefully considered by the Dean (and by the Board in December), the decision to exclude is usually, but not always, upheld. Appeals are considered by the Dean and if the exclusion is confirmed, the appeal goes to an Appeals Committee who then make a final recommendation to the Registrar.

### **Academic Probation**

If you have fared poorly in June or November such that you have only just satisfied the G7 rules, the Dean will place you on academic probation to achieve a minimum academic level in the following semester or academic year. Failure to meet these terms will result in Academic Exclusion.

# MORE LEGALESE

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This section attempts to summarise the various rules that apply to obtaining credits for Humanities degrees.

## **Assessment**

At the discretion of the Department, an undergraduate student's performance is assessed either: entirely at the end of the academic year (e.g. Sociology, Linguistics, any language course) or 50% in June and 50% in November (aggregated 2-semester year-long courses, e.g. HIST 101, HIST 102); or entirely in June or November, when the course is finished (1 semester course, e.g. Understanding China or MCH Music Health and the Brain)

"Assessment" here means the incorporation of class and practical records, as well as written examinations. The implication is that departments will, where applicable, compute a composite mark at the end of each semester. This form of continual assessment requires you to work consistently through the year. Do this well and you increase your chance of getting a good final mark. Where assessment is subject to external examination, June assessments should be regarded as provisional, since external examiners usually perform all their duties at the end of the year.

## **Passing**

Passing any course requires that you score an overall mark of at least 50%. Passes are graded into Class 1, 2A, 2B or 3, which equate to marks of at least 75%, 70%, 60% or 50% respectively. We stress that marks for practical and tutorial work, tests and essays often count directly towards a student's result for a course as a whole. Details of contributions of class record to examination results, and of the number of examinations for each course, are usually posted on Departmental notice boards or supplied to students in course handouts.

## **Aggregated\* passes (ACR)**

In all subjects offered at a given level as a pair of semester-long courses, if both semester-courses are not obtained, an aggregate of 50% in the pair may still be deemed equivalent to passing a full 2-semester "aggregated pass" for that subject.

If you do not obtain passes in both components, but meet the requirements of an aggregated pass, you will have your academic transcript amended to show that an aggregated continuing course (ACR) or aggregated non-continuing course (NCR) has been achieved in the appropriate subject. However, note that credit will not be given for an aggregate course in *addition* to passing one or more of its semester-course components, and that if you do not achieve an aggregate pass, a pass in any semester-course you have passed can still count towards the degree.

\* Aggregated pass can only be given for components of a subject taken within a single academic year, and the calculation of aggregated pass will normally take place in December, or in January if any of the semester courses have supplementary exams. Aggregation across years may, at the Dean's discretion, be permitted only for degree completion purposes.

### **DP certificates**

In most departments there is a minimum attendance and performance requirement, certainly for practical work, often including attending and writing all tests and essays. Before you are allowed to write the examination in a course, you must earn a DP ("Duly Performed") certificate. Such certificates are never actually issued in paper form, as it happens, so don't ask to see one! "Losing a DP" is the term given to being forbidden from continuing in a course, or from writing the examination, usually because you have not attended classes satisfactorily, have failed to submit assignments by the due date or have done particularly badly in tests and assignments. This is viewed in a very serious light by the Board of the Faculty when considering your progress through the system.

All Departments are free to set their own attendance and other requirements in this regard. A list of these should be issued to students in the Department or published on the departmental notice boards. **Make sure that you understand these requirements, and make sure that you satisfy them, so as to prevent any confusion later in the year.**

### **Prerequisites and registrations**

At the discretion of a Department, prerequisite requirements may be imposed before you may register for a particular course. Similarly, such requirements may be imposed before you finally pass a given course.

Requirements will usually be stricter than registration requirements, which might stipulate "adequate performance" in an ancillary subject (or even at a lower level in the same subject) rather than passing at 50%.

At the start of the year you would normally register for both components of a semesterised subject, unless you make it clear that you intend taking only one of the semester courses to obtain a single semester-credit, or to complete the outstanding component of a semesterised subject. You may be allowed to register at any time until the end of the second week of the second semester for semester-courses held in the second semester in subjects for which you have not previously been registered (provided that you will meet the registration requirements for such courses).

### **Deregistration after July**

If you fail to perform adequately in the first semester of a subject, you will probably have your registration for any second semester component of that subject cancelled. For subjects that are not semesterised, this is taken to mean cancelling registration for the

course as a whole due to, "losing a DP in June". These decisions may sometimes be reversed, on appeal through the Head of Department.

### **Supplementary examinations**

The pass mark for all courses is 50%. Students who earn marks between 40% and 49% in first year subjects in June and November are often (*but not automatically*) recommended by their departments to be allowed to write a supplementary (Supp) exam in January (for courses narrowly failed in November), before the next year begins. Note that in some cases, the subminimum is 45%.

Sometimes an aggregate mark of 48% or 49% in both components of a first- or second-year course will earn you a "non-continuing pass". In such cases, credit will be given, but you may not proceed to the next level course in that particular subject unless you reattend and pass the course, or, in some first-year subjects, write and pass a supplementary examination.

**\* You do not have the right to "appeal" for the award of supplementary examinations.**

\* The recommendation that a supplementary examination be awarded is done, in the first instance, by the Department.

### **Subminimum**

The final mark is often comprised of the class record and a theory exam. Some departments apply a subminimum mark (for example it may be 35%) to one or more of these components and if this subminimum is not met the student fails and may not even earn a re-write or supplementary exam. So, for example, it may be possible to get a final mark of 50% but if a student fails the theory exam with less than 35%, the record would show % FSM and the student would not get a credit.

\* Candidates who fail in June, but who score a mark that would allow them to obtain an aggregate pass if the second semester course is passed well enough, may sometimes choose *either* to write the re-write paper in that subject in November, *or* to take a chance of obtaining an aggregated pass.

\* The Faculty Board has discretion over the final award of supplementary examinations. No

restrictions are usually placed on the number of supplementary examinations that you will be allowed to write for first semester initial courses. For second semester courses and non-initial courses (where such supplementary exams may occasionally be offered) you must have obtained at least four semester-courses by November of your first year to qualify for any supplementary exam for November examinations.

\* Note that supplementary exams are not automatically awarded by all departments.

## **Aegrotat examinations (AEG)**

If you are unable to attend an examination because of genuine ill-health, or for some other valid reason, such as the death of a close relative, then you may be allowed to write another (equivalent) examination at a later time, known as an *aegrotat* examination. Applications to sit such examinations must be made **via ROSS within 7 days of the date of the examination** and be supported by a doctor's certificate/s or other proof that the request is genuine.

## **Plagiarism**

(This section is closely based on a document issued to students in the Department of Psychology, and their permission to incorporate it is gratefully acknowledged).

Plagiarism refers to the (unacceptable) practice of presenting as your own work material which has been written by someone else. Any use of material that is derived from the work of another person constitutes plagiarism, unless the source is clearly acknowledged. You will be guilty of plagiarism if, for example, you hand in an assignment under your own name which, either in part or as a whole,

- is copied from a document downloaded from a website;
- is copied from a published article or book chapter;
- is copied from an essay, computer program or practical report written by another student;
- has been written for you by someone else.

Of course, when you write an essay or report in an academic setting, it is normal - and often necessary - to draw on material written by other people, to the point where many students think that there is no harm in copying sentences from books and articles when composing essays and practical reports. However, in terms of the definition above, the use of even one sentence without acknowledgement constitutes plagiarism and is not acceptable. Thus it is important that you acknowledge the fact whenever you draw on other people's work. There are standard procedures for doing this - for example by citing a reference and providing details of the source in a reference list at the end of the assignment. You are expected to do this even where you do not quote directly from your source but merely express in your own words ideas or arguments which you have taken from that source. In addition, where you quote verbatim from a published source, you must put inverted commas round the quoted material and provide a page number. The only situation in which these rules do not apply strictly is in examinations written without access to books and other reference materials.

As a University student you are being trained to understand and observe the highest standards of ethics, integrity, and professional practice in the writing of essays and reports. The University and its constituent Departments expects these high standards to be observed as a matter of course. Accordingly, Senate has adopted an overall policy towards

the handling of plagiarism. Higher standards are expected as students' progress through the University.

Note that, while plagiarism typically occurs in academic writing, any unacknowledged use of the ideas of others could be seen as plagiarism. As such, students may also be found guilty of plagiarism in visual representations, creative works, media production, composition and performance (please consult departmental guidelines in this regard).

Cases of plagiarism must be addressed by disciplinary procedures within the Department and at University level. To implement this policy, a Department will (typically) have a Disciplinary Committee to deal with the problem of plagiarism. Where staff have evidence that students have plagiarized work, the matter will normally be referred to this Disciplinary Committee. Where the Committee concludes that plagiarism has occurred, it will make a ruling as to what disciplinary steps are appropriate. In terms of the Senate guidelines, these steps may range from giving a warning (for first time and minor offences), to imposing a mark penalty, and, in more serious cases, to withdrawing the student's DP.

In the case of second time alleged offenders in first year, or for any really serious cases, the Disciplinary Committee is **required** to refer the offence to a select subcommittee. After considering the evidence of the staff and the student, this Committee, in cases where guilt is established, will normally withdraw the DP of the offender for the subject in question, but might impose an even greater penalty such as a fine, rustication or even expulsion from the University. You have been warned! Plagiarism is taken very seriously - don't do it!





# DEFINITIONS

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**Academic transcript:** An official summary of all the courses a student has taken and the marks achieved for each. Obtainable from the Student Bureau.

**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 on ROSS within one week of missing the examination and must be supported by a legitimate 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, 'English 1' is a single course, which is followed in second year by 'English 2' and in third year by 'English 3'.

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

**Curriculum approval:** The process through which you choose your subjects for the year (this is subject to various constraints). This choice must be formally approved by the Dean or his/her assistant at the start of each year and entered into the University's records.

**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. In order 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.

**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 and earned a DP in the course the previous year. A DP can only be extended for one year.

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

**Head of Department:** Each department (e.g. History) 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, English would be a major subject if the student completes 'English 1' in first year, followed by 'English 2' in second year, and followed in third year by 'English 3'. Each student must have two major subjects in their degree.

**Plagiarism:** The unacceptable practice of presenting material that has been produced 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.

**Result Classifications:**

**F1:** 45 – 49%

**F2:** 30 – 44%

**F3:** 0 – 29%

**F:** Fail

**F1S/ F2S:** Fail: Permitted to write a supplementary examination in this course in January/ February of the following year.

**FSS:** Fail: Permitted to write a supplementary examination in this course on condition that a summer school is on offer in the course and that a student fully complies with the summer school attendance.

**FSM:** Failed sub-minimum

**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 only under special circumstances in some faculties for students who have failed exams and have met the relevant faculty requirements to qualify for such examinations.

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

# FREQUENTLY ASKED QUESTIONS

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## **What skills will I gain by studying subjects in Humanities?**

The humanities can be described as the way in which a society engages in conversation with itself. Humanities work is not about finding technical solutions to individual problems, but there are bigger aims – to produce ethical and reflexive citizens capable of adapting to change and leading in innovation because they are creative, lateral and critical thinkers. Humanities graduates are attractive to many employers because of their personal transferable skills rather than the specific skills that they have gained during their degree course. Many of the skills gained from completing a humanities degree are highly sought after in almost every job. These skills include the ability to:

- write well in a variety of styles
- organise work and meet deadlines
- convey meaning precisely
- summarise, argue and debate
- research, select, analyse, organise and present information
- think logically and laterally
- problem solve creatively

Analysis, argumentation, decision-making and strong communication skills are valued. These abilities provide an essential foundation for engaged citizenship and for entry into the world of work.

## **Where can a Humanities degree lead?**

Studies in the humanities offer much more than skills related to a specific workplace. It is one of the best ways of preparing students for critical citizenship in a rapidly changing world; a world that demands versatility and creativity rather than mere technical training. Humanities graduates are socially responsive and skilled in critical thinking and effective communication, and often go on to excel in a variety of fields. The private sector is constantly on the lookout for successful graduates to take up positions in middle management for example, because it values the proficiency in problem solving and communications that a student develops while studying for a humanities degree. Likewise, the ability to think critically and imaginatively, and to convey ideas clearly, is valued in any profession.

## **What careers are available to a Humanities graduate?**

A degree in the humanities will provide career opportunities in many fields. Some of the more obvious careers are: administrator, civil servant, clinical or counselling psychologist (if postgraduate studies in psychology are undertaken to at least the master's level), company manager, development officer, economist (if postgraduate studies are undertaken to at least honours level), health service officer, housing officer, industrial psychologist, labour

relations officer, local government, museum curator, performing artist, creative director, officer in industry or the civil services, school or college teacher and careers adviser, social researcher, sports scientist, teacher psychologist (if one major subject is psychology and if sufficient other teaching credits are obtained), trade unionist. The careers open to you will be influenced by both your choice of major subjects within any given degree structure, or the type of specialised degree (e.g. Bachelor of Fine Art), and the extent of your career development through the degree studies. Anyone intending to enter school teaching as a career is strongly advised to approach the Dean of the Faculty of Education in order to discuss the recommended degree curriculum.

### **What is a "semester"?**

The academic year is divided into two semesters. The first semester starts in February and ends with the examinations in June; the second semester starts in July and ends with the examinations in November.

### **What is a "dawnie"?**

The lectures that start at 07h45 each morning have been known by these terms to generations of Rhodes students. In fact, even in midwinter, 07h45 is quite a long time after sunrise, but tradition is Very Important!

### **How do I de-register from a subject?**

You can go to the Faculty office and de-register a subject any time before SWOT week. This may have implications on completing your degree so seek advice first from the Faculty Officer before de-registering any subjects.

### **I want to change my degree and faculty, who must I see?**

It is possible to change faculties on condition that you have the necessary entry requirements for that faculty. Changing from Science and Commerce to Humanities is usually not a problem. You must see the Dean of the faculty you wish to change to for approval.

### **Are there any pre-requisites for certain subjects that I want to major in?**

Only Journalism and Media Studies require studies to do a year of isiXhosa for Journalism to major in Journalism. A major in Fine Art Practice requires a corresponding major in Art History and Visual Culture. Some subjects in Science and Commerce have pre-requisite subjects which you need to major in that subject, e.g. Environmental Science and Management. Please read the rules of each subject to make sure you are aware of any such pre-requisites.

### **Can I triple major in my third year?**

Yes, on condition that you have a good academic record and obtain a 70% average for your second year. It is not advisable though as two majors at third year level is already a 100% workload.

### **What is a "LOA (leave of absence)"?**

Many departments have strict rules about attending classes and handing in assignments. If you are ill, or have to be away from the University for any genuine reason, and so find yourself missing classes, you should apply for leave of absence from the head of each department in which you are studying. This is done on a standard form available from:

<https://www.ru.ac.za/media/rhodesuniversity/content/registrar/documents/forms/LeaveofAbsenceApplicationForm.pdf>

It is VERY IMPORTANT that when applying for an LOA (if you are away for less than 4 weeks), you follow the rules and ensure that your application is supported by relevant documentation and submitted in good time. An Extended LOA (if you are away for more than 4 weeks) application must be applied for through the Counselling Centre.

### **What is a "DP"?**

In order to write final examinations of each subject, 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. This is called a 'duly performed certificate'. Please note, this is not an actual hard copy 'certificate'. If you do not perform adequately, you will normally receive a DP warning and if you continue to underperform, you will be notified that you have lost your DP. You may appeal the loss of your DP with the Head of Department of the subject concerned.

### **What is an "Extended DP"?**

Sometimes a student who has failed a course is allowed to rewrite the examinations in the course in the following year, without actually attending all the lectures and tutorials/practicals for a second time. This is known as "writing on an Extended DP". Permission to do so is usually given only to students who cannot afford to attend the University again, perhaps because they have started a job before completing their degree properly. Applications for Extended DPs must be made within two weeks of the start of a course.

### **What is an "academic transcript"?**

This is a summary of the courses that a student has studied, and of the marks earned for each of these courses. If you need one, enquire at the Student Bureau. Please note that full year course results that are made available in June do not reflect on your academic transcript, the final result will reflect in November once the results are released.

### **What is a "subminimum"?**

Several departments assess students by adding together results from several tests, examinations, practicals and so on. It may not be sufficient simply to gain an overall

average mark of 50% to pass - sometimes minimum marks must be obtained in some or all of the component parts of the assessment.

### What happens if I fail subject?

Students need to be aware that if they fail subjects within the first two years, it may result in their degree being extended by a further year. If you fail all your subjects within any given year, you risk being academically excluded.

### What do the symbols on my transcript/ result sheet mean?

Symbol	Meaning
<b>Pass</b>	
1	75-100%
2A	70-74%
2B	60-69%
3	50-59%
3NC	3 <sup>rd</sup> class pass with no right to continue with this subject
ACR	Aggregate pass for two semesters in the same subject
NCR	Aggregate pass but with NO right to continue with this subject
<b>Fail</b>	
F1	45-49%
F2	30-44%
F3	0-29%
F1S/F2S	Fail but with a re-write in January of the following year
F1N/F2N	Fail but with re-write in November of the same year.
FSM	Failed to meet a sub-minimum; no credit awarded
<b>Other</b>	
CR	Credits from another university in SA
CRX	Credits earned while on exchange as part of a recognised exchange programme
CRT	Credits on the basis of prior learning
DPR	DP refused and NOT allowed to write exam
DPP	DP refused for plagiarism
DNW	Absent from exam with no reason provided
AEG	Absent from exam with permission on medical or compassionate grounds. Allowed to write a supplementary exam in January the following year
PND	Pending – results not yet available for this course.

### **Help, I have been academically excluded!**

If you have been academically excluded, you can appeal against your exclusion to be re-admitted. You will need to have supporting documentation for the reasons you have done poorly as well as a strong motivation and plan of action to improve your academics for the Dean to re-admit you.

### **What does it mean to "obtain a distinction"?**

If a student obtains a first-class pass (75% or better, averaged over the various components) in a major subject, or for an Honours degree, then he or she is said to have earned a distinction in that subject, and the degree certificate records this.

### **What is a "merit bursary" or Fee Rebate?**

If you obtain first class passes (75% or greater) in a minimum of 90 NQF credits, you will receive a fee rebate on academic fees for your second year. The amount of the rebate will depend on what your degree fees are.

### **Can I take more than the standard number of courses for a degree?**

The simple answer is yes, although usually it is only above average students that do so. There are restrictions on the total number of courses that may be taken in a year - ten semester-courses in the case of a first-year student, and eight semester-courses in the case of a final year student. (In both cases this represents one more "subject" than the normal load). Provided that these restrictions are met, there is no extra charge for taking an extra course within a given year. Approval from the Faculty Office is required for students to take more than the normal work-load.

### **What if I want to take a combination of subjects that results in timetable clashes?**

The lecture timetable has been carefully designed so that most subjects either clash "every time" or "not at all". For example, if you try to take Drama and Law, you will find that the first-year lectures clash exactly, so do the second-year ones, and so do the third-year ones. If you are taking some humanities subjects and some non-humanities subjects, you may find fewer clashes, but it is preferable to choose subjects that do not clash at all. **Indeed, the Dean will not allow you to register for courses that clash more than once a week.** If you really want to pursue curricula that result in serious clashes, then you will be advised to spend at least one extra year over the degree so as to find an arrangement that avoids clashes.

### **If I fail an exam, can I ask for my papers to be marked again?**

No, but you can arrange to see your script. You will need to contact the relevant department for this.

### **What are my options if I fail very badly in the June examinations?**

Unfortunately, every year a small but significant number of students fail so badly in June that there is no chance they can complete the year in November. Such students are dealt with as follows:

If the performance is very poor, then they will be advised (not required) to withdraw. Students who receive this advice should see the Dean or Faculty Officer for guidance as to a way forward for their academics within the first two weeks of the second semester.

### **Why are my June or November results withheld?**

Withheld results usually mean one of the following:

1. You have not yet submitted your final Grade 12 certificate;
2. You have fees outstanding;
3. You have not completed any 'compulsory hours'

Once these have been sorted out, your results will then be released.

### **Where can I consult old examination papers to help me prepare for examinations?**

The library carries a collection of papers going back over the last three years, and many departments have more extensive archives; some old examination papers are now also available for perusal at <http://www.ru.ac.za/library>. Remember that courses evolve over time - what may appear a fiendishly difficult question in an old paper may really be the effect of having attended a course that no longer covers that particular topic at all!

### **I missed my exam because my alarm did not go off. What do I do?**

Unfortunately, there is no allowance for mishaps such as these. Make sure your alarm is set, set a second alarm, have a friend phone you or check that you are awake on time.

### **What is the earliest stage at which I may take second- and third-year courses?**

Students may not take any second- or third-year level courses without having obtained the prerequisite first or second year level courses in that subject. Students should check the departmental rules as well as some departments do permit this, on condition that the subject is not a major subject, e.g. History

### **I studied at another university before coming to Rhodes and passed some courses there. Can I get credits for them towards my Rhodes degree?**

Most departments at Rhodes are prepared to recommend that a student get credits for at least some *first-year* courses passed elsewhere, provided that the course is also offered at Rhodes, and is deemed to cover essentially the same material as the Rhodes course, and at an equivalent level. You are unlikely to be granted credits in Astronomy or Archaeology, for example, but you might well be allowed to count UNISA or another university credits in History or Politics. Finally, for a Rhodes degree to be earned, at least 50% of your subjects (including one major subject) must have been earned at Rhodes University.



### **How do I find out what textbooks I shall need?**

Most departments issue a list of these, display a list on their notice board, or announce them during the first lectures of a course. Don't rely on what other students tell you - the advice may be out of date, since textbooks change from year to year. Many Humanities departments do not use textbooks at all, but rather give handouts or upload readings on RUConnected.

### **Where do I buy textbooks?**

The best-known bookseller in Grahamstown that carries stocks of new Rhodes textbooks is Van Schaik Bookstore, just down the High Street from the Drostdy Arch. Sometimes you can buy second-hand textbooks from students who took the course in previous years but do make sure that you get up-to-date books and editions.

### **Do I need to have my own computer?**

While it is useful to have your own computer, it is not necessary. Rhodes has particularly good computer laboratories, available to students around the clock. There is no charge to use the computer labs on campus. You do need to pay for printing documents though.

### **How do I get to start using the university's computers?**

Once you complete your registration at the beginning of the year, you will become a registered user of the systems, and be issued with an email address and a password. If you lose your password, please contact the Student Bureau who can assist you with resetting your password.

### **Can I get help in learning to use a computer?**

Introduction to ICT (CSC 1L1) is an in-depth literacy course that many students find useful - and it earns them credits.

### **Are there any restrictions on what I may do on the university's computers?**

Naturally there are. You may not, for example, raid the files of other students, send obscene messages to the VC or even to the Dean, pretend to be anybody but yourself, make money by running systems on the university computers, or play games on the machines. These conditions are all explained in detail at <http://www.ru.ac.za/aup>.

### **Can I connect my own computer to the network? How do I do this?**

The University offers a service called Student Networking. Details of this can be found at <http://www.ru.ac.za/studentnetworking>

### **I don't have any funding, who can I ask?**

For all undergraduate funding queries, please contact the Financial Aid office which is situated in Eden Grove.

### **Still feeling lost?**

The Dean, Deputy Deans and Faculty Officers are all available to discuss any problems with you. They are equipped to help with academic problems and although not trained counsellors, can listen to other problems and refer you to someone who can assist. In addition, for career guidance, see the Career Advisor at the Counselling Centre. If you are having social or personal problems, make an appointment to see your warden, or the counsellors in the Counselling Centre.

We cannot help you if we do not know you need help. Don't leave resolving problems to the last minute, because by then it may be too late.



# DEPARTMENTAL CONTACT INFORMATION

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## EUSEBIUS MCKAISER, A 'G97' RHODES ALUMNUS

Are you starting studies at a tertiary institution soon?

Here are some tips that may or may not be useful. They are attitudes that helped me, and with hindsight I wish I had an older sibling or parent or mentor who could have told me these. Use them. Don't use them. Or share them with your child/sibling/mentee who is about to enter a tertiary institution:

- Join a debate club. Participate actively in extramural activities. Build an all-rounder profile and CV.
- READ for your degree. Don't rely on lecture notes as your primary study or research material for exams or term essays.
- Do NOT be shy to put up your hand in lectures to ask for clarification or to engage lecturers critically even if others roll their eyes.
- University and other tertiary institutions can be scary, alien, lonely environments. Do not panic if you struggle in first year. Reach out for help early.
- How you finish a degree matters more than how you start it. Don't despair poor first year marks. Aim to improve every year.
- Controversial but a deep belief I hold: choose subjects that turn you on. Don't try guess what's employability maximising.
- Being nerdish is cool. Don't laugh with peers who say: "50% is a pass. 51% means you neglected friends". No no no.
- I got my degrees with distinction. Brag about excellence. Don't only celebrate winning drinking competitions (though do brag about that too if you're at Rhodes)
- Take risks, have fun and experiment. Kiss a boy, rugby lad. Walk barefoot, head girl.
- Tertiary institutional experiences are about more than academia: they are spaces where you can question your identity, beliefs, values. But "free at last" doesn't mean implode. Still, enjoy critical self-examination.
- Even distinctions don't guarantee employment. Build relationships widely. They are crucial after graduation. Boring academics call it "social capital". Develop plenty of it.
- Don't be afraid of failure. It's how you respond that matters; not having a student life devoid of anxiety, self-doubt, set-backs. The world remembers the output, not the back story.
- It's one of the most beautiful and privileged times of your life – enjoy it.

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