

MTHATHA CAMPUS

# FACULTY OF ECONOMIC AND FINANCIAL SCIENCES



PROSPECTUS 2024

**WSU**  
Walter Sisulu University  
In pursuit of excellence



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## 1. HOW TO USE THIS PROSPECTUS

Note: this prospectus contains material and information applicable to the whole Faculty.

It does not, however, contain detailed information and specific requirements applicable to programmes that are offered by the faculty. These can be found in the Department handbooks.

This prospectus should be read in conjunction with the General Prospectus, which includes the University's General Rules & Regulations, which is a valuable source of information and the relevant Department handbooks.

Students are encouraged to contact the Academic Heads of the relevant Department if they are unsure of a rule or an interpretation.

### ***Disclaimer***

*Although the information contained in this prospectus has been compiled as accurately as possible, WSU accepts no responsibility for any errors or omissions. WSU reserves the right to make any necessary alterations to this prospectus as and when the need may arise. This prospectus is published for the 2023 academic year.*

### **The offering of programmes and/or courses is not guaranteed.**

Students should note that the offering of programmes and/or courses as described in this prospectus is not guaranteed and may be subject to change. The offering of programmes and/or courses is dependent on viable student enrolment numbers being met (as determined by HOD) and physical and human resources being available.

## 2. WELCOME BY THE DEAN OF THE FACULTY



Mr M S Panicker ACMA, CGMA  
Coordinating Dean  
Faculty of Economic & Financial  
Sciences

*I am delighted to welcome you to the Faculty of Economic and Financial Sciences, Walter Sisulu University, Mthatha Campus, Zamukulungisa site. The faculty comprises four departments: Accounting & Taxation, Auditing, Management Accounting & Finance, Business Management & Economics. We strive to achieve our vision of "An impactful, technology-infused African University" by responding to societal needs in ethical, scholarly, sustainable, and entrepreneurial ways and by delivering future-ready graduates.*

The Faculty of Economic and Financial Sciences offers a range of diploma, degrees, advanced diploma, honours and masters qualifications facilitated by a qualified and dedicated pool of professional academics. They will provide personal guidance and mentoring to ensure that students achieve their academic goals. In line with our vision and mission, our faculty takes pride in developing, implementing, and continuously evaluating learning and teaching methods, research initiatives and community engagement endeavours that are innovative while working in partnership with our respective communities and stakeholders to achieve development and growth in alignment with ever-changing societal needs.

The faculty's vibrant pool of researchers, two of whom are NRF-rated, published numerous articles in accredited journals and book chapters published in textbooks that are currently being used by universities nationally. Also, the Faculty is engaged in research that is helping to discover new knowledge, resulting in the empowerment of world-class professionals and entrepreneurs from rural and developing communities. Therefore, we are excited about our future, which guarantees

moving forward to ensure the quality of our education and research programmes.

The Faculty of Economic and Financial Sciences remains at the forefront of technological advancements and evolving market demands. Our commitment is to comprehensively meet student needs, empowering them to proactively tackle future challenges. Through exposure to cutting-edge technology, dynamic teaching methodologies, and engagement in practical training and work-integrated learning initiatives, students will expand their professional horizons. This holistic approach will equip them not only for rigorous research endeavours but also to pursue advanced degrees, positioning them for success in the future.

Above all, we welcome prospective students to join us in this academic journey and to an environment that values professionalism, integrity, ethics, accountability, and excellence. I wish you all the best!

## 3. FACULTY STAFF DETAILS

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**Note:** Staff in the various programmes are listed under the relevant department's section of the prospectus

## 4. FACULTY OVERVIEW

The faculty is situated at the Zamukulungisa Campus in Mthatha and comprises four departments: the Department of Accounting & Taxation, Department of Auditing, Department of Management Accounting & Finance, and Department of Business Management & Economics. The projected student enrollment for 2024 is approximately 3,000.

The faculty offers a range of programs including five bachelor's degrees, three diploma programmes, one extended offering, one honours degree, and one master's degree. Notably, the Bachelor of Accounting Science is an accredited program by the South African Institute of Chartered Accountants (SAICA), catering to students interested in pursuing the Chartered Accountancy route.

### VISION, MISSION AND VALUES

#### 4.1.1 VISION

We aspire to be responsive and impactful incubators of world-class professionals and entrepreneurs.

#### 4.1.2 MISSION

To produce a new generation of highly skilled and agile graduates groomed to address complex societal challenges using technology-infused scholarly practices.

#### 4.1.3 VALUES

In all our learning and teaching, research, and community engagement endeavours, we demonstrate and uphold the highest standards of:

- Professionalism
- Integrity
- Ethics
- Accountability
- Excellence

## 4.2. GOALS OF THE FACULTY

The goals of the Faculty of Economic and Financial Sciences are to:

- Promote academic excellence through technology-infused innovative teaching & learning.
- Increase research capacity for quality and impactful research and to accelerate research outputs.
- Improve socio-economic conditions through community engagement and collaboration.

## 4.3. FACULTY STUDENT SOCIETIES AND THEIR ROLES

Student societies play an important role in the faculty by bringing together students with similar interests to engage in activities promoted by society. These societies provide students with exciting and unique opportunities to interact with one-another, academics, and industry experts and to keep students aware of developments and potential possibilities in their area. The student societies are formed according to the disciplines the faculty offers.

1. Department of Accounting: Society of Accounting Students (SAS)
2. Department of Economic and Business Science: Economic and Business Students' Society

More information on societies, SRC, and students' life can be obtained using the link below:

<https://www.wsu.ac.za/index.php/student-life/directorate>

## STUDENT GRADUATE ATTRIBUTES

Graduate attributes describe the personal, academic, and professional qualities, applied knowledge and skills that WSU values. (Refer to Curriculum Policy).

The WSU Graduate Attributes aim at aligning the curriculum and student development with the South African Qualifications Authority's (SAQA) critical cross-field outcomes, which include but are not limited to:

- **Critical problems and Problem-Solving:** We focus on cultivating critical thinking abilities to enable graduates to analyse complex situations, identify problems, and develop innovative solutions.
- **Adaptability and Resilience:** Our curriculum emphasises the development of adaptability and resilience skills, enabling graduates to navigate dynamic work environments and handle challenges effectively.
- **Effective Communication:** Effective communication skills, including verbal, written, and digital communication, are integral to our programmes, enabling graduates to express ideas clearly and collaborate across diverse platforms.
- **Teamwork and Collaboration:** Collaborative skills are emphasised to ensure graduates can work harmoniously in multidisciplinary teams, leveraging collective strengths to achieve common goals.
- **Ethical and Social Responsibility:** We instil a strong sense of ethical awareness and social responsibility in graduates, enabling them to contribute positively to society and make ethical decisions in their professional roles.
- **Digital Literacy:** Our programmes integrate digital literacy skills, ensuring graduates are proficient in utilising technology to enhance productivity and innovation.

All programmes within the faculty are designed to cover the above attributes in different levels of study.



## 5. ACADEMIC PROGRAMMES OFFERED IN THE FACULTY

### UNDERGRADUATE QUALIFICATIONS OFFERED IN THE FACULTY

Qualification Code	SAQA ID	Qualification Name	NQF Level	Credits	Duration Years	Delivery Site
W63001	114798	Diploma in Accountancy	6	360	3	MTH
W63002	101210	Diploma in Financial Information Systems	6	360	3	MTH
W63004	101212	Diploma in Internal Auditing	6	360	3	MTH
W63005	101212	Diploma in Internal Auditing (ECP)	6	360	4	MTH
W63008	78283	Bachelor of Accounting	7	360	3	MTH
W63009	114813	Bachelor of Accounting Science	7	480	4	MTH
W63010	80806	Bachelor of Commerce	7	360	3	MTH
W63011	112328	Bachelor of Commerce in Business Management	7	360	3	MTH
W63012	112323	Bachelor of Commerce in Economics	7	360	3	MTH

### ADVANCED DIPLOMA & POST-GRADUATE QUALIFICATIONS OFFERED IN THE FACULTY

Qualification Code	SAQA ID	Qualification Name	NQF Level	Credits	Duration Years	Delivery Site
W63006	101185	Advanced Diploma in Cost and Management Accounting	7	120	1	MTH
W63013	112328	Bachelor of Commerce Honours in Business Management	8	120	1	MTH
W63014	112324	Bachelor of Commerce Honours in Economics	8	120	1	MTH
W63015	80847	Master of Commerce	9	180	1	MTH

## 6. DETAILS ON ACADEMIC PROGRAMMES CURRENTLY OFFERED

### Comments on entry requirements

- The minimum entry requirements do not necessarily guarantee admission to any qualifications offered by the university. Admission depends on the availability of space and the student's overall performance.
- Please refer to section 13 of this prospectus for the entry requirements for students who possess a Senior Certificate (SC) or a National Certificate (Vocational) NC(V), N4, N5 and N6 Certificate/National N Diploma.
- A Higher or Advanced Certificate in a cognate field may be considered as an entry route into a diploma qualification.
- A 360-credit diploma in a cognate field may be considered as an entry route into a bachelor's degree qualification.
- Recognition of prior learning (RPL) may be considered an alternate qualification entry route.
- Applications from students with international school leaving results are considered in terms of:
  - HESA/Institutional guideline document, "Exemption Requirements: Foreign School Qualifications" Institutional equivalence reference document
  - (Where required) submission of international qualification to SAQA for benchmarking in terms of HEQC.

**APS table**

<b>NSC Levels</b>	<b>Percentage</b>	<b>APS</b>	<b>Status of achievement</b>
7	90 - 100%	7	Outstanding achievement
7	80 - 90%	7	Outstanding achievement
6	70 - 79%	6	Meritorious achievement
5	60 - 69%	5	Substantial achievement
4	50 - 59%	4	Moderate achievement
3	40 - 49%	3	Adequate achievement
2	30 - 39%	2	Elementary achievement
1	0 - 29%	2	Not achieved - Fail

UNDERGRADUATE QUALIFICATIONS				
QUALIFICATION DETAILS	APS SCORES	SUBJECT SPECIFIC REQUIREMENTS	PROGRAMME OVERVIEW	CAREER OPPORTUNITIES
<b>Diploma in Accountancy</b> <b>W63001</b>	21	A National Senior Certificate (NSC) with a diploma or bachelor's endorsement and achievement in the subjects as follows: <ul style="list-style-type: none"> <li>• 3 (40-49%) for English as a Home Language or First Additional Language.</li> <li>• 3 (40-49%) for Mathematics;</li> </ul> 3 (40-49%) in any two additional subjects	This qualification aims to provide graduates with the essential skills required to fulfil financial, taxation, auditing, and management accounting responsibilities within a finance team or independently. It serves as a solid foundation for pursuing further studies in accounting disciplines, such as the Accounting Technician qualification or becoming a Chartered Management Accountant. By acquiring this qualification, graduates will be equipped to perform various accounting functions and are prepared to advance their careers in the accounting field.	<ul style="list-style-type: none"> <li>• Junior accountants</li> <li>• Junior tax practitioners</li> <li>• Auditors,</li> <li>• Junior management accountants, Bookkeepers</li> <li>• Other entry-level accounting positions.</li> <li>•</li> </ul>
<b>Diploma in Financial Information Systems</b> <b>W63002</b>	21	A National Senior Certificate (NSC) with a diploma or bachelor's endorsement and achievement in the subjects as follows: <ul style="list-style-type: none"> <li>• 3 (40-49%) for English as a Home Language or First Additional Language.</li> <li>• 3 (40-49%) for Mathematics.</li> </ul>	The primary objective of this qualification is to equip graduates with the necessary competencies to engage in financial and information system activities, encompassing areas such as accounting, taxation, auditing, and management accounting. Graduates will possess the skills to work effectively in a finance team and independently. Furthermore, this qualification serves as a solid foundation for pursuing advanced studies in various	<ul style="list-style-type: none"> <li>• Junior accountants</li> <li>• Junior tax practitioners</li> <li>• Auditors,</li> <li>• Junior management accountants, Bookkeepers</li> <li>• Other entry-level accounting positions.</li> </ul>

UNDERGRADUATE QUALIFICATIONS				
QUALIFICATION DETAILS	APS SCORES	SUBJECT SPECIFIC REQUIREMENTS	PROGRAMME OVERVIEW	CAREER OPPORTUNITIES
		3 (40-49%) in any two additional subjects	accounting professions, including Accounting Technicians, Chartered Management Accountants, and more.	
<b>Diploma in Internal Auditing</b> <b>W63004 &amp; W63005</b>	21 20	<p>A National Senior Certificate (NSC) with a diploma or bachelor's endorsement and achievement in the subjects as follows:</p> <p><b>Mainstream</b></p> <ul style="list-style-type: none"> <li>• 3 (40-49%) for English as a Home Language or First Additional Language.</li> <li>• 3 (40-49%) for Mathematics;</li> <li>• 3 (40-49%) in any two additional subjects</li> </ul> <p><b>Extended stream</b></p> <ul style="list-style-type: none"> <li>• 3 (40-49%) for English as a Home Language or First Additional Language;</li> <li>• 2 (30-39%) for Mathematics or</li> </ul>	<p>This program equips graduates with the skills to perform financial and operational audit functions either within a team or independently. It serves as a foundational qualification for further studies in accounting and internal auditing. Graduates will have the expertise to assess financial records, contribute to organisational integrity, and pursue specialised certifications and career opportunities in the field.</p>	<ul style="list-style-type: none"> <li>• Junior internal auditors</li> <li>• Bookkeepers</li> <li>• Junior accountants and</li> <li>• Other entry-level accounting positions.</li> </ul>

UNDERGRADUATE QUALIFICATIONS				
QUALIFICATION DETAILS	APS SCORES	SUBJECT SPECIFIC REQUIREMENTS	PROGRAMME OVERVIEW	CAREER OPPORTUNITIES
		<ul style="list-style-type: none"> <li>3 (40-49%) for Accounting &amp; 4 (50 -59%) for Mathematics Literacy;</li> </ul> 3 (40-49%) in any two additional subjects		
<b>Bachelor of Accounting</b> <b>W63008</b>	25	A National Senior Certificate (NSC) with a bachelor's endorsement. <ul style="list-style-type: none"> <li>4 (50-59%) for English as a Home Language or First Additional Language</li> <li>4 (50-59%) for Mathematics</li> </ul>	The primary objective of this qualification is to adequately prepare and equip students with the essential financial, analytical, and managerial skills necessary for success in the fields of commerce and industry. By completing this program, students will develop a strong foundation in key areas, enabling them to navigate and excel in various professional settings. The program aims to cultivate the necessary competencies to make informed financial decisions, analyse data, and effectively manage resources within the dynamic and evolving landscape of commerce and industry.	<ul style="list-style-type: none"> <li>Accountant</li> <li>Financial Manager</li> <li>Tax Practitioner</li> <li>Auditor</li> <li>Business Consultant</li> </ul>
<b>Bachelor of Accounting Sciences</b> <b>W63009</b>	27	A National Senior Certificate (NSC) with a bachelor's endorsement and achievement in the subjects as follows:	The primary purpose of this qualification is to provide students with a comprehensive undergraduate education that serves as a solid foundation for pursuing further studies in the field of accounting,	<ul style="list-style-type: none"> <li>Accountant</li> <li>Financial Manager</li> <li>Tax Practitioner</li> </ul>

UNDERGRADUATE QUALIFICATIONS				
QUALIFICATION DETAILS	APS SCORES	SUBJECT SPECIFIC REQUIREMENTS	PROGRAMME OVERVIEW	CAREER OPPORTUNITIES
		<ul style="list-style-type: none"> <li>• 5 (60-69%) for English as a Home Language or First Additional Language</li> <li>• 4 (50-59%) for Mathematics</li> </ul>	specifically the Chartered Accountant (CA) route. Graduates will be well-prepared to enter a CTA (Certificate in the Theory of Accounting) program, which is a necessary step towards achieving the designation of Chartered Accountant CA (SA). Additionally, this qualification also prepares students to practice as Registered General Accountants, positioning them within the second tier of the proposed four-tier accounting structure in Southern Africa.	<ul style="list-style-type: none"> <li>• Auditor</li> <li>• Business Consultant</li> </ul>
<b>Bachelor of Commerce</b> <b>W63010</b>	25	A National Senior Certificate (NSC) with a bachelor's endorsement and achievement in the subjects as follows: <ul style="list-style-type: none"> <li>• 4 (50-59%) for English as a Home Language or First Additional Language</li> <li>• 3 (40-49%) for Mathematics or 5 (60 - 69%) for Mathematics literacy</li> </ul>	The objective of this program is to impart knowledge, insight, and understanding of the fundamental principles and practices in commerce-related subjects. It aims to equip candidates with the necessary competencies to make valuable contributions to the business world. The program strives to develop and nurture individuals who possess the skills and abilities to effectively fulfil the roles and responsibilities of business practitioners.	<ul style="list-style-type: none"> <li>• Supervisors</li> <li>• First-Line Managers</li> <li>• Senior/Middle Managers</li> <li>• Branch Managers</li> <li>• Business Advisors</li> <li>• Business consultants</li> <li>• Entrepreneur</li> </ul>

UNDERGRADUATE QUALIFICATIONS				
QUALIFICATION DETAILS	APS SCORES	SUBJECT SPECIFIC REQUIREMENTS	PROGRAMME OVERVIEW	CAREER OPPORTUNITIES
<b>Bachelor of Commerce in Business Management</b> <b>W63011</b>	25	A National Senior Certificate (NSC) with a bachelor's endorsement and achievement in the subjects as follows: <ul style="list-style-type: none"> <li>• 4 (50-59%) for English as a Home Language or First Additional Language</li> <li>• 3 (40-49%) for Mathematics or 5 (60 - 69%) for Mathematics literacy</li> </ul>	The purpose of this program is to empower students with the ability to think logically and critically, enabling them to make well-informed business decisions. Through the development of advanced problem-solving skills, students will gain the capacity to effectively tackle complex challenges. The program also emphasises the acquisition, organisation, analysis, evaluation, and presentation of information, with a particular focus on the growing significance of electronic-based activities in the modern business landscape.	<ul style="list-style-type: none"> <li>• Supervisors</li> <li>• First-Line Managers</li> <li>• Senior/Middle Managers</li> <li>• Branch Managers</li> <li>• Business Advisors</li> <li>• Business consultants</li> <li>• Entrepreneur</li> </ul>
<b>Bachelor of Commerce in Economics</b> <b>W63012</b>	25	A National Senior Certificate (NSC) with a bachelor's endorsement and achievement in the subjects as follows: <ul style="list-style-type: none"> <li>• 4 (50-59%) for English as a Home Language or First Additional Language</li> </ul>	The aim of this program is to impart knowledge, insight, and understanding of the principles and practices of micro- and macro-economic procedures within the field of economics. By equipping students with this knowledge, the program seeks to foster independent thinking and enhance critical evaluation skills. These skills will empower students to address the	<ul style="list-style-type: none"> <li>• Economists</li> <li>• Analysts</li> <li>• Finance Managers</li> <li>• Entrepreneurs</li> <li>• Economic or Business Development Managers</li> </ul>

UNDERGRADUATE QUALIFICATIONS				
QUALIFICATION DETAILS	APS SCORES	SUBJECT SPECIFIC REQUIREMENTS	PROGRAMME OVERVIEW	CAREER OPPORTUNITIES
		<ul style="list-style-type: none"> <li>3 (40-49%) for Mathematics or 5 (60 - 69%) for Mathematics literacy</li> </ul>	socioeconomic challenges of the 21st century in innovative and impactful ways.	
ADVANCED DIPLOMA & POST-GRADUATE QUALIFICATIONS				
QUALIFICATION DETAILS	MINIMUM ADMISSION REQUIREMENTS	PROGRAMME OVERVIEW		CAREER OPPORTUNITIES
<b>Advanced Diploma in Cost and Management Accounting</b> <b>W63006</b>	NQF Level 6 qualification with 360 credits in a cognate discipline with an achievement of not less than 60% for the majors (Financial Accounting 3 and Cost and Management Accounting 3) and an average mark of 60% for the qualification.	This qualification provides students with the skills and knowledge to perform financial and management accounting functions. It can be used as a foundation for further studies in accounting or as an entry requirement for Post-Graduate Diplomas in Management Accounting.		<ul style="list-style-type: none"> <li>Accountants</li> <li>Management accountants</li> <li>Bookkeepers</li> <li>Other accounting positions.</li> </ul>
<b>Bachelor of Commerce Honours in Business Management</b> <b>W63013</b>	NQF Level 7 qualification in a cognate discipline with the achievement of not less than 60% for the majors and an average of 60% for the qualification.	This qualification equips students with the skills and knowledge they need to succeed in today's digital business world and prepares them for business, management, and consulting careers. It develops students' critical thinking and problem-solving skills and their ability to acquire, organise, analyse, evaluate, and present information.		<ul style="list-style-type: none"> <li>Global Business Manager</li> <li>Operations Manager</li> <li>Financial Controller</li> <li>Information Systems Manager</li> <li>Investment Banker</li> <li>Management Consultant</li> <li>Private Equity Managers</li> <li>Commercial Bankers</li> </ul>
<b>Bachelor of Commerce Honours in Economics</b>	NQF Level 7 qualification in a cognate discipline with the achievement of not less	This qualification equips students with the skills and knowledge they need to conduct economic research and prepares students for careers in academia, research, and the		<ul style="list-style-type: none"> <li>Economist</li> <li>Consultant</li> <li>Policy Analyst</li> </ul>

UNDERGRADUATE QUALIFICATIONS				
QUALIFICATION DETAILS	APS SCORES	SUBJECT SPECIFIC REQUIREMENTS	PROGRAMME OVERVIEW	CAREER OPPORTUNITIES
<b>W63014</b>	than 60% for the majors and an average of 60% for the qualification.	public sector. It also teaches students how to use their research to inform policy decisions that can help boost the South African economy and the global economy.		<ul style="list-style-type: none"> <li>• Budget Analyst</li> <li>• Market Researcher</li> <li>• Data Scientist</li> <li>• Statistician</li> </ul>
<b>Master of Commerce W63015</b>	NQF Level 8 qualification in a cognate discipline with achievement not less than 60% for the qualification.	This qualification prepares students for advanced and specialised professional development in business and advanced business research and management. It provides students with the skills and knowledge they need to conduct independent research, make informed decisions, and improve the efficiency of business management processes.		<ul style="list-style-type: none"> <li>• Economist</li> <li>• Accountants</li> <li>• Project Management</li> <li>• Health Management</li> <li>• Information Technology</li> <li>• Supply Chain Management</li> <li>• Human Resource Management</li> <li>• Risk Management</li> <li>• Agro-economist</li> </ul>

## 7. FACULTY COMMITTEES

FACULTY COMMITTEE	OBJECTIVE	FUNCTIONS
<b>LEARNING, TEACHING &amp; CURRICULUM COMMITTEE</b>	The Faculty of Learning and Teaching provides oversight on all academic planning, learning and teaching activities of the Faculty. Its purpose is to review and make recommendations to Senate Committee on academic programmes, curricula and learning and teaching. Also provide strategic oversight on all Faculty curriculum matters, including the approval of relevant procedures, programmes, modules/courses and the department's evaluation and review processes.	The role involves promoting excellence and quality assurance in teaching and learning activities, aligning academic planning with policies, and reviewing course offerings. It also includes monitoring faculty performance, ensuring curriculum alignment with WSU's vision, advising on qualifications registration, and recommending relevant program changes based on identified needs and reviewing outdated programs for potential replacement.
<b>RESEARCH, HIGHER DEGREES &amp; ETHICS COMMITTEE</b>	The main objective of this committee is to provide strategic direction on all matters pertaining to research and innovation within the Faculty.	The responsibilities of the committee shall cut across the following areas: <ul style="list-style-type: none"> <li>• Strategic Direction</li> <li>• Research Administration</li> <li>• Ethics for Student Research</li> <li>• Quality Assurance</li> </ul> (Refer to ToR for this Committee)
<b>COMMUNITY ENGAGEMENT &amp; INTERNATIONALISATION COMMITTEE</b>	This committee is established to provide strategic direction on all Community Engagement & Partnerships matters, and rural development & urban renewal matters. Its purpose is to consider, review and make recommendations on community engagement and internationalisation programmes, rural development	Promote and facilitate community engagement and partnerships at Faculty Level. Ensure and monitor the implementation of community engagement and internationalisation.

FACULTY COMMITTEE	OBJECTIVE	FUNCTIONS
	and urban renewal programmes within academic programmes and research.	
<b>QUALITY ASSURANCE COMMITTEE</b>	This committee is established with the premise that HEIs are responsible for the quality of their core academic and support functions and that academic leadership, communities of practice (CoPs), peer review and innovation work in concert to achieve continuous quality improvements and enhancements.	Monitor the university's implementation of the quality management systems in the context of the institutional Strategic Plan. Recommend approval of accreditation of programmes. Recommend de-activation of programmes on WSU academic structure.
<b>LANGUAGE &amp; TRANSFORMATION COMMITTEE</b>	The committee's primary objective is to ensure that the curriculum reflects current and emerging trends, promotes inclusivity, and aligns with the university's strategic goals and the needs of various stakeholders. It will work collaboratively to review, update, and develop curricular content, teaching methodologies, and assessment practices to enhance the quality and relevance of the faculty's programs.	Responsibilities include reviewing curriculum, monitoring faculty progress, developing plans, researching trends, gathering feedback, addressing issues, aligning curriculum, ensuring compliance, integrating technology, fostering innovation, organizing development, monitoring impact, preparing reports, facilitating discussions, and collaborating on projects with communities.
<b>SHORT LEARNING PROGRAMME COMMITTEE</b>	This committee is established to provide strategic direction on Short Learning Programmes (SLP) within the faculty.	Consider and make recommendations to Senate on the establishment of CIBs and the approval of SLPs.

## Membership of Committees

FACULTY COMMITTEE	SUPPORT DEPARTMENT	DEPARTMENT OF ACCOUNTING & TAXATION	DEPARTMENT OF AUDITING	DEPARTMENT OF MANAGEMENT ACCOUNTING & FINANCE	DEPARTMENT OF BUSINESS MANAGEMENT & ECONOMICS
		MEMBER DETAILS	MEMBER DETAILS	MEMBER DETAILS	MEMBER DETAILS
<b>Learning, Teaching &amp; Curriculum Committee</b>	Directorate of Learning & Teaching	Mr Luvuyo Mbaza <a href="mailto:lbaza@wsu.ac.za">lbaza@wsu.ac.za</a>	Mr Mathew Joykutty <a href="mailto:ljoykutty@wsu.ac.za">ljoykutty@wsu.ac.za</a>	Prof Fortune Ganda <a href="mailto:fganda@wsu.ac.za">fganda@wsu.ac.za</a>	Mr Zibele Nodangala <a href="mailto:znodangala@wsu.ac.za">znodangala@wsu.ac.za</a>
<b>Research, Higher Degrees &amp; Ethics Committee</b>	Directorate of Research & Innovation	Prof. Joseph Akande <a href="mailto:jakande@wsu.ac.za">jakande@wsu.ac.za</a>	Dr Obert Matarirano <a href="mailto:omatarirano@wsu.ac.za">omatarirano@wsu.ac.za</a>	Dr Cutberth Muza <a href="mailto:cmuza@wsu.ac.za">cmuza@wsu.ac.za</a>	Prof Kin Sibanda <a href="mailto:kinsibanda@wsu.ac.za">kinsibanda@wsu.ac.za</a>
<b>Engagement, Partnership &amp; Internationalisation Committee</b>	Directorate of Engagement, Partnership & Internationalisation	Ms Madikwa Mamabolo <a href="mailto:mamabolo@wsu.ac.za">mamabolo@wsu.ac.za</a>	Mr Siphumelele Nondonga <a href="mailto:nondonga@wsu.ac.za">nondonga@wsu.ac.za</a>	Mr Onke Gqokonqana <a href="mailto:Oggokonqana@wsu.ac.za">Oggokonqana@wsu.ac.za</a>	Mr Mzwandile Mbenenge <a href="mailto:mmbenenge@wsu.ac.za">mmbenenge@wsu.ac.za</a>
<b>Quality Assurance Committee</b>	Quality Management Directorate	Mr Tando Siwendu <a href="mailto:tsiwendu@wsu.ac.za">tsiwendu@wsu.ac.za</a>	Mr Lonwabo Mlawu <a href="mailto:lmlawu@wsu.ac.za">lmlawu@wsu.ac.za</a>	Mr Athenkosi Mbulawa <a href="mailto:ambulawa@wsu.ac.za">ambulawa@wsu.ac.za</a>	Dr Medicine Magocha <a href="mailto:mmagocha@wsu.ac.za">mmagocha@wsu.ac.za</a>
<b>Language &amp; Transformation Committee</b>	Directorate of Language & Transformation	Mr Dumisani Mrwetyana <a href="mailto:dmrwetyana@wsu.ac.za">dmrwetyana@wsu.ac.za</a>	Mr Luthando Menziwa <a href="mailto:lmenziwa@wsu.ac.za">lmenziwa@wsu.ac.za</a>	Ms Khululwa Spelman <a href="mailto:kspelman@wsu.ac.za">kspelman@wsu.ac.za</a>	Ms Lusanda Mlobothi <a href="mailto:lmlobothi@wsu.ac.za">lmlobothi@wsu.ac.za</a>
<b>Short-Learning Programmes Committee</b>	Directorate of Short-Learning Programmes	Ms Sandisiwe Mfobo <a href="mailto:smfobo@wsu.ac.za">smfobo@wsu.ac.za</a>	Ms Andiswa Ngcizela <a href="mailto:angcizela@wsu.ac.za">angcizela@wsu.ac.za</a>	Ms Kuliswa Mzimkhulu <a href="mailto:kmzimkhulu@wsu.ac.za">kmzimkhulu@wsu.ac.za</a>	Dr Miston Mapuranga <a href="mailto:mmapuranga@wsu.ac.za">mmapuranga@wsu.ac.za</a>

## 8. STUDENT SUPPORT SERVICES

### 8.1 DIRECTORATE OF LEARNING AND TEACHING SERVICES (DLT)

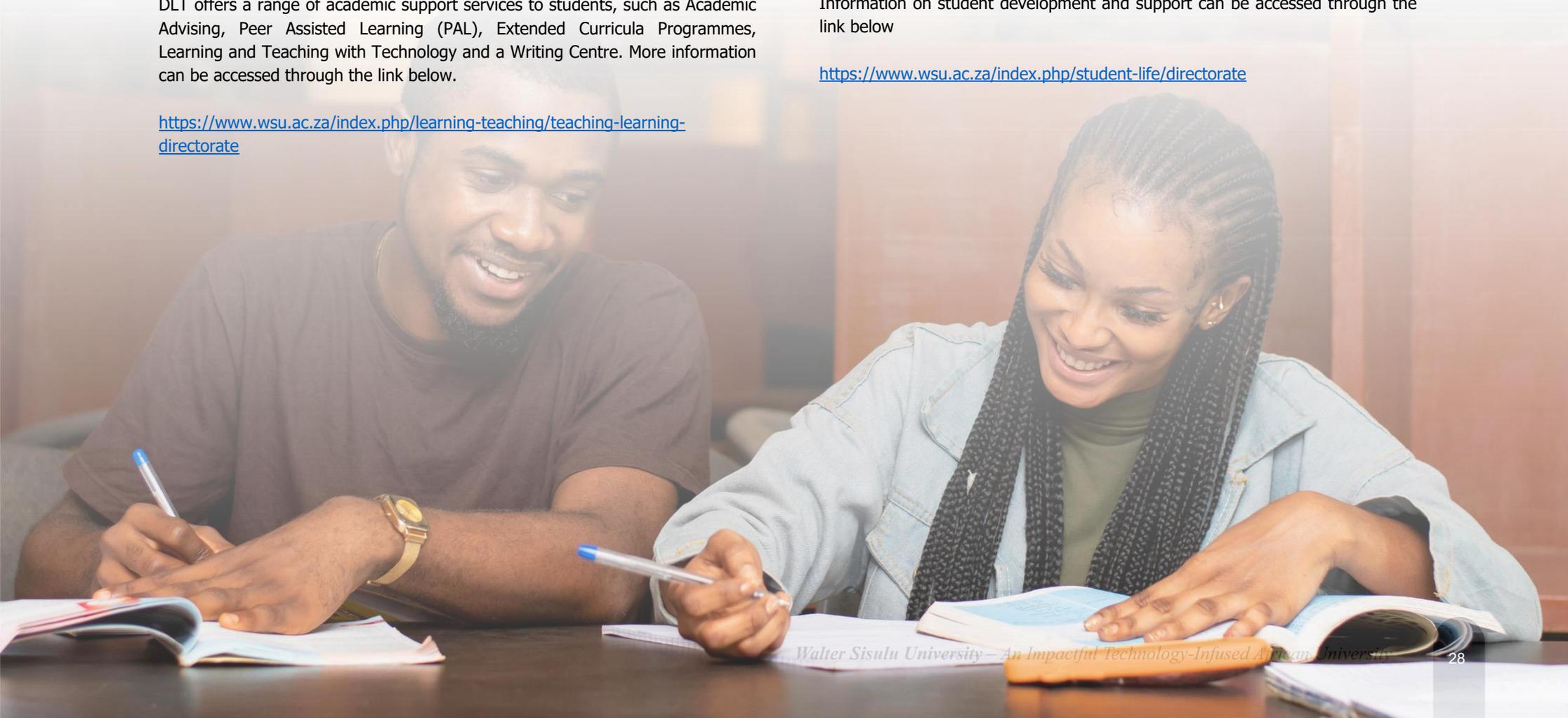
DLT offers a range of academic support services to students, such as Academic Advising, Peer Assisted Learning (PAL), Extended Curricula Programmes, Learning and Teaching with Technology and a Writing Centre. More information can be accessed through the link below.

<https://www.wsu.ac.za/index.php/learning-teaching/teaching-learning-directorate>

### 8.2 STUDENT DEVELOPMENT AND SUPPORT SERVICES

Information on student development and support can be accessed through the link below

<https://www.wsu.ac.za/index.php/student-life/directorate>



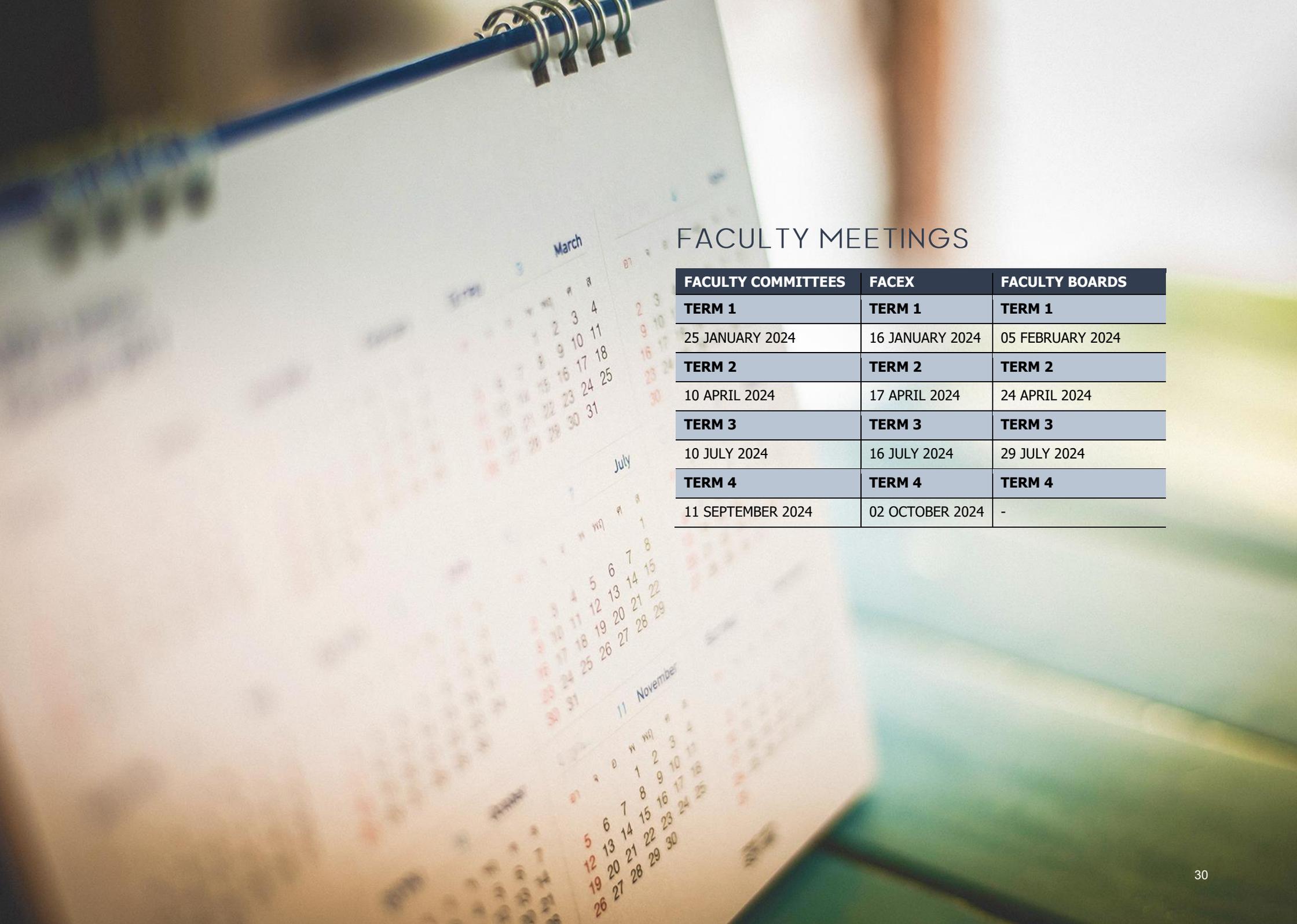
## 9. FACULTY SPECIFIC RULES

### 9.1 FACULTY EXECUTIVE MEETINGS (FACEX)

An Executive Board comprising the HoDs, PCOs is delegated to meet and deal with urgent matters that cannot wait for the Faculty Board meeting, which decisions must be ratified by a full meeting of the faculty.

### 9.2 FACULTY BOARDS MEETINGS

- The Faculty Board meets three times a year.
- All academic staff members are members of the Faculty Board.
- Academic staff members are to attend at least 50% of these meetings.
- Missing 75% of these meetings will result in the disciplinary hearing of a staff member.
- Students' challenges are to be addressed by the department and, if unresolved, escalated to the Dean's office.



## FACULTY MEETINGS

<b>FACULTY COMMITTEES</b>	<b>FACEX</b>	<b>FACULTY BOARDS</b>
<b>TERM 1</b>	<b>TERM 1</b>	<b>TERM 1</b>
25 JANUARY 2024	16 JANUARY 2024	05 FEBRUARY 2024
<b>TERM 2</b>	<b>TERM 2</b>	<b>TERM 2</b>
10 APRIL 2024	17 APRIL 2024	24 APRIL 2024
<b>TERM 3</b>	<b>TERM 3</b>	<b>TERM 3</b>
10 JULY 2024	16 JULY 2024	29 JULY 2024
<b>TERM 4</b>	<b>TERM 4</b>	<b>TERM 4</b>
11 SEPTEMBER 2024	02 OCTOBER 2024	-

## 10. FACULTY CALENDAR

- The objective of this schedule is to document how the faculty will use the available tuition time in the 2024 academic year to effectively execute on their academic mandate.
- The University Prospectus provides for the following:
  - Semester 1/Year registration to commence on 10 January 2024 for all returning students and FTENs.
  - Semester 1 tuition to commence on 05 February for year-long modules and for semester courses and modules.
  - Semester 2 tuition to commence on 08 July for semester courses and modules.

The faculty offers a combination of year and semester modules, which are not mutually exclusive and will therefore commence both year and first semester modules on 05 February 2024.

PLANNING WEEK 1	08 JAN - 12 JAN	<ul style="list-style-type: none"> <li>• FACULTY/DEPARTMENTAL PLANNING</li> <li>• CHE AUDIT COMPLETION</li> </ul>	<ul style="list-style-type: none"> <li>• DLT WORKSHOPS</li> <li>• FACULTY PLANNING WORKSHOPS</li> <li>• DEPARTMENT PLANNING WORKSHOPS</li> <li>• SMGS, ASSESSMENT PLANS ETC. (FORMS TO BE COMPLETED).</li> </ul>
PLANNING WEEK 2	15 JAN – 19 JAN 17 JANUARY	<ul style="list-style-type: none"> <li>• FACULTY/DEPARTMENTAL PLANNING</li> <li>• FACEX</li> </ul>	<ul style="list-style-type: none"> <li>• FACULTY PLANNING WORKSHOPS</li> <li>• DEPARTMENT PLANNING WORKSHOPS</li> <li>• MODULE FORMS, ASSESSMENT PLANS ETC. (FORMS TO BE COMPLETED)</li> <li>• TUTORIAL PLANNING COMMENCES</li> </ul>
PLANNING WEEK 3	22 JAN – 26 JAN	<ul style="list-style-type: none"> <li>• SPECIAL EXAMINATION</li> <li>• FACULTY/DEPARTMENTAL PLANNING</li> <li>• FACULTY COMMITTEE MEETINGS</li> </ul>	<ul style="list-style-type: none"> <li>• FACULTY PLANNING WORKSHOPS</li> <li>• DEPARTMENT PLANNING WORKSHOPS</li> <li>• SMGS, ASSESSMENT PLANS ETC. (FORMS TO BE COMPLETED).</li> <li>• ONLINE REGISTRATION OF FTENS ENDS</li> </ul>

PLANNING WEEK 4	29 JAN – 02 FEB	<ul style="list-style-type: none"> <li>FACULTY/DEPARTMENTAL PLANNING</li> <li>ADMISSION AND REGISTRATION</li> </ul>	<ul style="list-style-type: none"> <li>ORIENTATION FOR FTENS</li> <li>FINALISATION OF TEACHING PLANS, STUDENT MODULE GUIDES</li> <li>MOODLE SITE PREP, VIDEO RECORDING AND UPLOADING</li> <li>STAFF DEVELOPMENTAL PLANS</li> </ul>
PLANNING WEEK 5	05 FEB - 09 FEB 05 FEB	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> <li>FACULTY BOARD MEETING</li> </ul>	<ul style="list-style-type: none"> <li>FACULTY INTRODUCTORY LECTURES</li> <li>LECTURING PREPARATION</li> </ul>
WEEK 1	12 FEB – 16 FEB	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 1</li> <li>COMMENCEMENT OF LECTURES</li> </ul>
WEEK 2	19 FEB – 23 FEB	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 2</li> </ul>
WEEK 3	26 FEB – 01 MAR	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 3</li> </ul>
WEEK 4	04 MAR - 08 MAR	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 4</li> </ul>
WEEK 5	11 MAR - 15 MAR	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING – TEST WEEK</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 5</li> <li>WRITING OF TEST 1</li> </ul>
WEEK 6	18 MAR – 20 MAR	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING – TEST WEEK</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 6</li> <li>WRITING OF TEST 1</li> </ul>
WEEK 7	25 MAR – 28 MAR 25 MAR 27 MAR 28 MAR		<ul style="list-style-type: none"> <li>TUITION WEEK 7</li> <li>TEST 1 RESULTS CAPTURED ON IENABLER</li> <li>SENATE</li> <li>FIRST TERM ENDS</li> </ul>
	29 MAR – 07 APRIL	FIRST TERM BREAK	
WEEK 8	08 APRIL - 12 APRIL	<ul style="list-style-type: none"> <li>SECOND TERM COMMENCES/ LECTURES COMMENCE</li> <li>TEACHING AND LEARNING</li> <li>FACULTY COMMITTEE MEETINGS</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 8</li> <li>LECTURES COMMENCE</li> </ul>
WEEK 9	15 APRIL - 19 APRIL	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 09</li> </ul>

	17 APRIL	<ul style="list-style-type: none"> <li>FACEX</li> </ul>	<ul style="list-style-type: none"> <li>WRITING OF TEST 2</li> </ul>
WEEK 10	22 APRIL - 26 APRIL 24 APRIL	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> <li>FACULTY BOARD MEETING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 10</li> <li>TEST 2 RESULTS CAPTURED ON IENABLER</li> </ul>
WEEK 11	29 APRIL – 03 MAY	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 11</li> </ul>
WEEK 12	06 MAY - 10 MAY  06 MAY-07 MAY	<ul style="list-style-type: none"> <li>GRADUATION WEEK</li> <li>MTHATHA GRADUATION</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 12</li> <li>WRITING OF TEST 3 /MAKE-UP TESTS</li> <li>COMPLETION OF OUTSTANDING TESTS AND ADMINISTRATIVE DUTIES FOR STAFF</li> </ul>
WEEK 13	13 MAY - 17 MAY	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 13</li> <li>TEST 3 RESULTS CAPTURED ON IENABLER</li> <li>FINALISATION OF DPs AND DP APPEALS</li> </ul>
WEEK 14	20 MAY - 24 MAY	<ul style="list-style-type: none"> <li>STUDY WEEK</li> </ul>	<ul style="list-style-type: none"> <li>SELF-STUDY AND EXAM PREP</li> </ul>
WEEK 15	27 MAY – 31 MAY	<ul style="list-style-type: none"> <li>EXAM WEEK</li> </ul>	<ul style="list-style-type: none"> <li>EXAMINATIONS</li> </ul>
WEEK 16	03 JUNE -07 JUNE	<ul style="list-style-type: none"> <li>EXAM WEEK</li> </ul>	<ul style="list-style-type: none"> <li>EXAMINATIONS/MARKING</li> </ul>
WEEK 17	10 JUNE – 14 JUNE	<ul style="list-style-type: none"> <li>EXAMINATIONS END</li> </ul>	<ul style="list-style-type: none"> <li>MARKING AND SUBMISSION OF MARKS</li> </ul>
WEEK 18	18 JUNE – 21 JUNE	<ul style="list-style-type: none"> <li>MARKING AND SUBMISSION OF MARKS</li> </ul>	<ul style="list-style-type: none"> <li>MARKING AND SUBMISSION OF MARKS</li> </ul>
	12 JUNE – 07 JULY	<ul style="list-style-type: none"> <li>FIRST SEMESTER BREAK</li> </ul>	
WEEK 1	08 JULY - 12 JULY	<ul style="list-style-type: none"> <li>3<sup>RD</sup> TERM/SEMESTER 2 COMMENCES</li> <li>SUPPLEMENTARY EXAMINATIONS COMMENCE</li> <li>SECOND SEMESTER ONLINE REGISTRATION COMMENCES</li> <li>FACULTY COMMITTEE MEETINGS</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 1</li> <li>SUPPLEMENTARY EXAMINATIONS</li> </ul>
WEEK 2	15 JULY - 19 JULY	<ul style="list-style-type: none"> <li>PUBLICATION OF SUPPLEMENTARY EXAM RESULTS</li> <li>TEACHING AND LEARNING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 2</li> </ul>

		<ul style="list-style-type: none"> <li>FACEX MEETING</li> </ul>	
WEEK 3	22 JULY – 26 JULY	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 3</li> </ul>
WEEK 4	29 JULY - 02 AUG 29 JULY	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> <li>FACULTY BOARD MEETING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 4</li> <li>FACULTY BOARD MEETING</li> </ul>
WEEK 5	05 AUG - 08 AUG	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 5</li> </ul>
WEEK 6	12 AUG - 16 AUG	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 6</li> <li>WRITING OF TEST 1</li> </ul>
WEEK 7	19 AUG – 23 AUG	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 7</li> <li>TEST 1 RESULTS CAPTURED ON IENABLER</li> </ul>
WEEK 8	26 AUG – 30 AUG	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 8</li> </ul>
	31 AUG – 08 SEP	<ul style="list-style-type: none"> <li>THIRD TERM ENDS</li> </ul>	
WEEK 9	09 SEP – 13 SEP	<ul style="list-style-type: none"> <li>FOURTH TERM COMMENCE</li> <li>TEACHING AND LEARNING</li> <li>FACULTY COMMITTEE MEETINGS</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 9</li> </ul>
WEEK 10	16 SEP – 20 SEP 18 SEP	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> <li>FINAL DATE: SUBMISSION OF YEAR END EXAM QUESTION PAPERS.</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 10</li> <li>WRITING OF TEST 2</li> </ul>
WEEK 11	25 SEP - 27 SEP 26-27 SEP	<ul style="list-style-type: none"> <li>TEACHING AND LEARNING</li> <li>CENTRAL GRADUATION CEREMONY: ALL CAMPUSES</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 11</li> <li>TEST 2 RESULTS CAPTURED ON IENABLER</li> </ul>
WEEK 12	30 SEP - 04 OCT 03 OCT-04 OCT	<ul style="list-style-type: none"> <li>FACEX MEETING</li> </ul>	<ul style="list-style-type: none"> <li>TUITION WEEK 12</li> <li>WRITING OF TEST 3 /MAKE-UP TESTS</li> </ul>
WEEK 13	07 OCT – 11 OCT 07 OCT- 08 OCT		<ul style="list-style-type: none"> <li>TUITION WEEK 13</li> <li>WRITING OF TEST 3 /MAKE-UP TESTS</li> <li>FINALISATION OF DPs AND DP APPEALS</li> </ul>
WEEK 14	14 OCT - 18 OCT 16 OCT	<ul style="list-style-type: none"> <li>PUBLICATION OF DPs LODGING OF DP APPEALS</li> </ul>	<ul style="list-style-type: none"> <li>TEST 3 RESULTS CAPTURED ON IENABLER</li> </ul>

	17 OCT-18 OCT	<ul style="list-style-type: none"> <li>STUDY WEEK</li> </ul>	<ul style="list-style-type: none"> <li>EXAMINATIONS PREPARATIONS</li> </ul>
WEEK 14	21 OCT - 23 OCT 24 OCT- 25 OCT	<ul style="list-style-type: none"> <li>STUDY WEEK</li> <li>EXAMINATIONS</li> </ul>	<ul style="list-style-type: none"> <li>EXAMINATIONS PREPARATIONS</li> <li>EXAMINATIONS</li> </ul>
WEEK 15	28 OCT – 01 NOV	<ul style="list-style-type: none"> <li>EXAMINATIONS</li> </ul>	<ul style="list-style-type: none"> <li>EXAMINATIONS</li> </ul>
WEEK 16	04 NOV – 08 NOV	<ul style="list-style-type: none"> <li>EXAMINATIONS</li> </ul>	<ul style="list-style-type: none"> <li>EXAMINATIONS</li> </ul>
WEEK 17	11 NOV – 15 NOV 13 NOV	<ul style="list-style-type: none"> <li>EXAMINATIONS END</li> <li>MARKING OF EXAMINATIONS</li> </ul>	<ul style="list-style-type: none"> <li>EXAMINATION MARKING</li> </ul>
WEEK 18	18 NOV - 22 NOV 18 NOV	<ul style="list-style-type: none"> <li>EXAMINATION-RELATED ADMINISTRATION</li> <li>LAST DATE FOR EXAMINATION MARKS SUBMISSION</li> <li>FACULTY EXAMINATION BOARD</li> </ul>	
WEEK 19	25 NOV – 29 NOV 27 NOV	<ul style="list-style-type: none"> <li>PUBLICATION OF MARKS AND ACADEMIC EXCLUSIONS</li> </ul>	
WEEK 20	02 DEC – 06 DEC 05 DEC	<ul style="list-style-type: none"> <li>SUPPLEMENTARY EXAMS COMMENCE</li> </ul>	<ul style="list-style-type: none"> <li>EXAMINATIONS</li> </ul>
WEEK 21	09 DEC – 13 DEC 11 DEC	<ul style="list-style-type: none"> <li>SUPPLEMENTARY EXAMS END</li> </ul>	<ul style="list-style-type: none"> <li>MARKING AND SUBMISSION OF MARKS</li> </ul>
WEEK 22	17 DEC – 19 DEC 17 DEC 19 DEC	<ul style="list-style-type: none"> <li>FINAL DATES FOR SUBMISSION OF MARKS</li> <li>PUBLICATION OF SUPPLEMENTARY RESULTS</li> <li>TERM FOUR ENDS</li> <li>UNIVERSITY CLOSES</li> </ul>	<ul style="list-style-type: none"> <li>PUBLICATION OF RESULTS</li> </ul>

## 11. SENATE NOTES – INSTITUTIONAL RULES

### G6 READMISSION OF STUDENTS TO UNDERGRADUATE PROGRAMMES GENERAL PRINCIPLES

#### 1. To be given the status of a full-time student:

- A student must in any one-year register for courses/modules towards obtaining a certificate, diploma or degree, totalling at least 90 credit points.
- Credit points for courses not essential for obtaining the qualification for which a student is registered will not be taken into account.

#### 2. An extended programme student:

- Is a student who formally registers to complete a standard full-time certificate/ diploma/degree programme in an additional year, with the curriculum designed accordingly.
- Must in any one-year register for courses/modules towards obtaining a certificate, diploma or degree, totaling at least 60 credit points.
- Credit points for courses not essential for obtaining the qualification for which a student is registered will not be taken into account.

#### 3. A part-time student:

- Is a student who in any one year has registered for courses/modules totalling 60 credit points or fewer, irrespective of whether the courses/modules contribute towards a qualification or are taken for non-degree/diploma/ certificate purpose.

#### 4. A student who is in full-time employ may not register as a full-time student and must comply with the provisions applicable to part-time students.

#### 5. A student:

- May not register for more than 160 credits in any one academic year.
- May proceed from one academic level to another (e.g. from first-year level to second-year level) only once at least 80 credits from the lower level have been completed and passed; and conversely, a student may not proceed to the next level if more than 40 credits at the lower level are outstanding.
- May not register for a course/module at two different levels (e.g. Mathematics 1 and Mathematics 2) simultaneously.
- May not register for a course/module at a higher level prior to having completed and passed the course/module a lower level, (e.g. Mathematics 2 prior to having passed Mathematics 1) or any other pre-requisite course/module.

### 5.1 Specific rules

Credits Obtained	Academic Status	Academic Progression Status
40—79	First Year	May register for modules at the next level, provided that pre-requisite rules have been met. Maximum 40 second-year credits.
80—199	Second Year	May register for modules at the next level, provided that pre-requisite rules have been met. May not exceed 160 credits p.a.
200—319	Third Year	May not exceed 160 credits p.a.
320—480	Fourth Year	May not register for more than 160 credits p.a.

### G7 EXCLUSION RULES

Section 37 (4) of the Higher Education Act, Act 101 of 1997 as amended and paragraph 7 (3) of the Institutional Statute stipulate that Council with the approval of Senate may refuse readmission to a student who fails to satisfy minimum requirements for readmission.

#### G7.1 Purpose of Exclusion Rules

- a) **To maintain a quality learning and teaching environment and to encourage academic throughput.**  
Students should be incentivised to perform academically and non-performing students who are unlikely to meet minimum exit level requirements within the stipulated time cause a strain on already depleted resources.
- b) **To increase access**  
Poorly performing students who continue in the system without satisfactory progress limit and/or deny space to new University entrants.
- c) **Financial viability**  
Poorly performing students negatively affect the throughput rate and diminish subsidy earnings based on teaching output units.

#### G7.2 To be readmitted in the following year, whether to the same level or to the next level of study, a student must have met the following minimum requirements:

- a) The student must attain the minimum credit requirements as stipulated in the tables below; and
- b) Where applicable, the student must be on track to attain in the required time the exit level courses (e.g. major subjects) necessary for obtaining the qualification.

**G7.3 Progression rules will include the following:**

**1. Maximum Period of Study:**

**a) Full-time Students in Standard Programmes**

Programme Credits	Minimum Period of Study	Maximum Period of Study
120 credits	1 year	2 years
360+ credits	3 years	5 years
480+ credits	4 years	6 years

**b) Full-time Students in Extended Programmes**

Programme Credits	Minimum Period of Study	Maximum Period of Study
120 credits	2 years	3 years
360+ credits	4 years	6 years
480+ credits	5 years	7 years

**c) Part-time Students**

Programme Credits	Minimum Period of Study	Maximum Period of Study
120 credits	2 years	3 years
360+ credits	4 years	7 years
480+ credits	6 years	8 years

**2. Credit Requirements for Full-time Students**

**a) One-year Programme (Total credits: 120)**

Study Period	Minimum Credits
After 1 Year	40 Credits
After 2 Years	80 Credits

**b) Three-year Programme (Total credits: 360)**

Study Period	Minimum Credits
After 1 Year	40 Credits
After 2 Years	120 Credits
After 3 Years	200 Credits
After 4 Years	280 Credits
After 5 Years	360 Credits

**c) Four-year Programme (Total credits: 480)**

Study Period	Minimum Credits
After 1 Year	40 Credits
After 2 years	110 Credits
After 3 Years	200 Credits
After 4 Years	290 Credits
After 5 Years	380 Credits
After 6 Years	480 Credits

**d) Two-year Extended Programme (Total credits: 120)**

Study Period	Minimum Credits
After 1 Year	40 Credits
After 2 years	80 Credits
After 3 Years	120 Credits

e) **Four-year Extended Programme (Total credits: 360)**

Study Period	Minimum Credits
After 1 Year	40 Credits
After 2 Years	100 Credits
After 3 Years	160 Credits
After 4 Years	220 Credits
After 5 Years	280 Credits
After 6 Years	360 Credits

f) **Five-year Extended Programme (Total credits: 480)**

Study Period	Minimum Credits
After 1 Year	40 Credits
After 2 years	100 Credits
After 3 Years	170 Credits
After 4 Years	240 Credits
After 5 Years	320 Credits
After 6 Years	400 Credits
After 7 Years	480 Credits

g) **Part-time students (Total credits: 120)**

Study Period	Minimum Credits
After 1 year	40 Credits
After 2 years	80 Credits
After 3 years	120 Credits

**h) Part-time students (Total credits: 360)**

Study Period	Minimum Credits
After 1 Year	40 Credits
After 2 years	80 Credits
After 3 Years	120 Credits
After 4 Years	180 Credits
After 5 Years	240 Credits
After 6 Years	300 Credits
After 7 Years	360 Credits

**Part-time students (Total credits: 480)**

Study Period	Minimum Credits
After 1 Year	40 Credits
After 2 years	80 Credits
After 3 Years	130 Credits
After 4 Years	200 Credits
After 5 Years	270 Credits
After 6 Years	340 Credits
After 7 Years	410 Credits
After 8 Years	480 Credits

**3. Additional requirements for student progression will be determined by faculties, within the parameters stipulated in these rules, and submitted to Senate for approval and published in the Faculty Prospectus.**

**G7.4 Grounds for Academic Exclusion:**

A student who fails to attain the minimum credit requirements at the end of any year of study as stipulated in all the tables above and / or, where applicable, is not on track to attain in the required time the exit-level courses (e.g major subjects) necessary for obtaining the qualification, will be excluded.

**G7.5 Exclusion Period:**

A student who has been excluded on academic grounds shall not be reconsidered for readmission within a period of three (3) years after exclusion; provided that where a student, with the permission of the Dean and/ or Senate, has registered elsewhere and obtained the outstanding course(s) or module(s), in which event the student may be readmitted within the 3-year period to enable him/ her to graduate.

**G7.6 Exceptions to G7.4**

- a) A student who has **more than 40 credits points** outstanding may, with the permission of the Dean, register for the outstanding subject or module either as a part-time non-attending student at WSU or as a student at another University;
- b) A student who has **more than 40 and fewer than 120 credit points outstanding** may, with the permission of the Dean and subject to Senate approval, register for the outstanding subject(s) or module(s) at another University provided exit level credit points do not exceed 50% of the number required for graduation.
- c) Any student who wishes to study at another institution must obtain written permission from the Dean who must be satisfied that the content of credit sought to be recognised is compatible with the WSU course content.

**G8 APPLICATION OF THE RULES**

G8.1 Readmission rules will apply to undergraduate students in all faculties.

**G9 MINIMUM REQUIREMENTS FOR READMISSION**

G9.1 After the 3- year period of exclusion, a student may apply for readmission to study at WSU on the following conditions:

- a) The application must be for the same programme for which the student had originally been registered, with a view to obtaining the qualification.
- b) The student may not, after readmission, apply to change programmes.
- c) Only students who have no more than 120 credits required towards their qualification will be considered.
- d) Only students who are NOT indebted to the University will be considered for readmission.

**G10 CONDITIONS FOR READMITTED STUDENTS**

G.10.1 All readmitted students will be on academic probation and must:

- a) Attend supplementary learning programmes as relevant Heads of Department (HODs) may determine.
- b) Pass at least 50% of module(s) written in the first semester.
- c) Complete and pass the outstanding subjects or modules within one year.
- d) A failure to adhere to the above conditions will result in permanent exclusion of the student.

G10.2 A student will be readmitted ONLY once (1).

G10.3 A student who is not readmitted in terms of this rule may be allowed to complete the qualification in another institution but subject to the provisions of Rule G7.5.

**G11 PROCESS TO DETERMINE STUDENTS FOR EXCLUSION**

The following process must be followed when considering whether a student ought to be excluded:

- G11.1 After the publication of examination results, the Registrar through Deputy Registrars shall prepare an electronic list of possible candidates for academic exclusion and make the list available to all Deans and HODs.
- G11.2 HODs must identify students for possible exclusion and submit the names to the Faculty Examinations Board at the end of each semester and each year-end examination for consideration.
- G11.3 Exclusion lists will serve at SENEX for approval, together with the examinations results.
- G11.4 The Dean will inform the excluded students in writing immediately after SENEX approval.

**G12 APPEAL PROCESS FOR EXCLUDED STUDENTS**

G12.1 Process for excluded students:

- a) All students have a right to appeal provided their appeals reach the Dean of the Faculty within TWO weeks after the Dean has notified them of their exclusion.

Each faculty will have a Faculty Appeal Committee (FAC).

- b) A student must submit the appeal in writing (either printed or electronic copies via e-mail) to the Dean's Office, with full motivation and supporting documentation.
- c) An appeal shall be invalid and will not be considered if it is:
  - I. Filed out of time;
  - II. Not properly motivated;
  - III. Without credible supplementary documentation; and/ or
  - IV. Submitted orally, telephonically and/ or via mobile messaging services.

#### G12.2 Faculty Appeal Committee (FAC) Membership

The Faculty Appeal Committee (FAC) shall be constituted as follows:

- I. The Dean or the representative (Chairperson).
- II. Five Senior Academics of the Faculty designated by the Dean.
- III. Two Student Representatives (observers).
- IV. A (non-voting) Secretary to record the proceedings.

#### G12.3 Faculty Appeal Committee Terms of Reference

The Faculty Appeal Committee shall:

- a) Consider the appeals from students who have been excluded.
- b) In the interest of fair and equitable application of rules to all students in the same situation, not deviate from the prescribed rules set in the General Rules and in the Faculty prospectus.
- c) Decide whether or not there is merit in the appeal.
- d) Record the reasons for a particular decision both in respect of favourable and unfavourable outcomes.

Recommend the outcomes, both favourable and unfavourable to Senex for approval, together with the supporting reasons.

#### General rules

**(Faculties may add their own rules here as long as they are/were approved at the SENATE level)**

### Class Attendance

- Students are expected to attend all lectures, seminars, tutorials, practical classes and excursions as determined by the relevant programme regulations. A minimum of 80% class attendance (theory and practical) is compulsory for all students. This rule becomes effective from the date the student gets registered. Upon late registration, a student may be allowed to attend classes provided he/she has missed less than 20% of the total tuition of that particular course. An attendance register must be signed by the student during the first part of the lecture. This register will either be distributed by the lecturer(s) or tutor(s) or demonstrator(s).
- If absence from class is unavoidable, the Lecturer and Head of Department should be notified: this includes instances where a student is absent for more than three consecutive days due to illness or fails to write a test or examination due to sickness at the time a test or examination was written.
- Students should take note of institutional rules stipulated in **Section 13 of the University General Prospectus** on the attendance of lectures and general conduct in relation to teaching and learning.

### Assessments and examinations

- Assessment and examination of all undergraduate programmes shall take place on a continual basis throughout the course of each module culminating in a written or oral examination at the end of each semester. A student **must be officially registered and attain a minimum semester mark of 40% in a course** to be allowed to write examinations in it.
- A student with a semester mark (DP) of not less than 60% may apply to **retain** it for one academic year only (**G32**).
- Weighting shall be in the ratio of 60% continuous assessment to 40% written or oral examination. The overall aggregate pass mark shall be 50%.
- Papers of exit-level courses are sent to external examiners for moderation.
- A student who obtains an overall mark of 40% - 48% and obtains a minimum mark of 40% for both continuous assessment and final examination qualifies for a **supplementary examination**.
- A student who obtains **75% of the marks at the first attempt** in a course/module shall be awarded a pass with a distinction in that course/module.
- A student who obtains a weighted mark of 49% in a module and obtains a minimum mark of 40% in the continuous assessment qualifies for an **automatic condonation**.
- A student qualifies to write an **automatic supplementary (special) examination** for a course in a particular semester if the course is the last outstanding course for the student to complete his/her studies and he/she has written the final examination in the course.
- A student who missed an examination due to illness or family circumstances can apply for an **aegrotat examination** to the Registrar's office provided satisfactory evidence of such circumstances is produced as per university rules.

- For a student **to graduate**, he/she must have passed a minimum of 360 credits for the programme of study throughout his/her period of study, passed all the major courses within the programme and maintained a minimum of 120 credits for each year of study.
- In the case of a student who fails to meet the minimum of 120 credits per year, the student will be required to make up the shortfall.
- The extra credits taken beyond the minimum of 120 credits for each programme year do not necessarily contribute to the overall total of 360.
- Students should take note of the institutional rules **G24-G31** stipulated in the University General Prospectus on the admission of students to examinations, supplementary examinations, aegrotat examinations, special examinations, access to examination scripts, i.e. viewing of scripts, remarking of scripts and awarding of qualifications as well as **G36** on the violation of examination rules and regulations.

#### **Retaining of DP**

A student with a semester mark (DP) of not less than 60% may apply to retain it for one academic year only. The request must be accompanied by a compelling justification for such requests, which will be considered by the respective HOD and if approved, submitted to the Dean for final approval.

## 12. ALTERNATE ADMISSION CRITERIA

### Admission of Students with a Senior Certificate, National Certificate (or Vocational level 4), International Students and Mature Age Students

In terms of the Government Gazette of 07 December 26 November 2018, WSU accepts applications from prospective students who have a National Certificate (Vocational-Level 4) and who wish to register for Higher Certificate, Diploma or Degree programmes.

The minimum entry requirements do not necessarily guarantee admission to any qualifications offered by the university. Admission depends on the availability of space and the student's overall performance.

### APS point system for the Senior Certificate

The calculation of an Admission Point Score (APS) is based on a candidate's achievement in all recognised subjects by using the seven-point rating scale.

Percentage HG	APS	Percentage SG	APS	Symbol	Status of achievement
90 - 100%	8	90 - 100%	7	A+	Outstanding achievement
80 - 90%	8	80 - 90%	7	A	Outstanding achievement
70 - 79%	7	70 - 79%	6	B	Meritorious achievement
60 - 69%	6	60 - 69%	5	C	Substantial achievement
50 - 59%	5	50 - 59%	4	D	Moderate achievement
40 - 49%	4	40 - 49%	3	E	Adequate achievement
30 - 39%	3	30 - 39%	2	F	Elementary achievement
0 - 29%	3	0 - 29%	2	G	Not achieved - Fail

### Entry requirements for qualifications

#	Qualifications	SAQA ID	APS	Senior Certificate	NC(V)
1.	Diploma in Accountancy	114798	21	Grade 12 pass with achievement in the subjects as follows. <ul style="list-style-type: none"> <li>English 40-49% (E) for HG/ 50-59% (D) for SG</li> <li>Accounting or Mathematics with 30-39%(F) for HG/ 40-49% (E) for SG</li> </ul>	A National Certificate (Vocational) Level 4 issued by the Council for General and Further Education and Training with 40% and above pass in three (3) fundamental subjects / 50% or more for Mathematics Literacy, 40% and above pass in three (3) compulsory vocational subjects.
2.	Diploma in Financial Information systems	101210	21	Grade 12 pass with achievement in the subjects as follows. <ul style="list-style-type: none"> <li>English 40-49% (E) for HG/ 50-59% (D) for SG</li> <li>Accounting or Mathematics with 30-39%(F) for HG/ 40-49% (E) for SG</li> </ul>	A National Certificate (Vocational) Level 4 issued by the Council for General and Further Education and Training with 40% and above pass in three (3) fundamental subjects / 50% or more for Mathematics Literacy, 40% and above pass in three (3) compulsory vocational subjects.
3.	Diploma in Internal Auditing	101212	21	Grade 12 pass with achievement in the subjects as follows. <ul style="list-style-type: none"> <li>English 40-49% (E) for HG/ 50-59% (D) for SG</li> <li>Accounting or Mathematics with 30-39%(F) for HG/ 40-49% (E) for SG</li> </ul>	A National Certificate (Vocational) Level 4 issued by the Council for General and Further Education and Training with 40% and above pass in three (3) fundamental subjects / 50% or more for Mathematics Literacy, 40% and above pass in three (3) compulsory vocational subjects.
4.	Diploma in Internal Auditing (ECP)	101212	20	Grade 12 pass with achievement in the subjects as follows. <ul style="list-style-type: none"> <li>English 40-49% (E) for HG/ 50-59% (D) for SG</li> </ul>	A National Certificate (Vocational) Level 4 issued by the Council for General and Further Education and Training with 40% and above pass in three (3) fundamental

#	Qualifications	SAQA ID	APS	Senior Certificate	NC(V)
				<ul style="list-style-type: none"> <li>Accounting or Mathematics with 30-39%(F) for HG/ 40-49% (E) for SG</li> </ul>	subjects / 50% or more for Mathematics Literacy, 40% and above pass in three (3) compulsory vocational subjects.
5.	Bachelor of Accounting	78283	25	Grade 12 pass with a university endorsement. <ul style="list-style-type: none"> <li>English 40-49%(E)</li> <li>Mathematics 40-49%(E) for HG/ 60-69%(C) for SG</li> </ul>	A National Certificate (Vocational) Level 4 issued by the Council for General and Further Education and Training with 60% pass in three (3) fundamental subjects including LOTL, 70% pass in three (3) compulsory vocational subjects
6.	Bachelor of Accounting Science	114813	27	Grade 12 pass with a university endorsement. <ul style="list-style-type: none"> <li>English 50-59%(D)</li> <li>Mathematics 50-59%(D)for HG/ 60-69%(C) for SG</li> </ul>	A National Certificate (Vocational) Level 4 issued by the Council for General and Further Education and Training with 60% pass in three (3) fundamental subjects including LOTL, 70% pass in three (3) compulsory vocational subjects
7.	Bachelor of Commerce	80806	25	Grade 12 pass with a university endorsement. <ul style="list-style-type: none"> <li>English 40-49%(E)</li> <li>Mathematics 40-49%(E) for HG/50-59%(D) for SG</li> </ul>	A National Certificate (Vocational) Level 4 issued by the Council for General and Further Education and Training with 60% pass in three (3) fundamental subjects including LOTL, 70% pass in three (3) compulsory vocational subjects.
8.	Bachelor of Commerce in Business Management	112328	25	Grade 12 pass with a university endorsement. <ul style="list-style-type: none"> <li>English 40-49%(E) for HG/50-59%(D) for SG</li> <li>Mathematics 40-49%(E) for HG/50-59%(D) for SG</li> </ul>	A National Certificate (Vocational) Level 4 issued by the Council for General and Further Education and Training with 60% pass in three (3) fundamental subjects

#	Qualifications	SAQA ID	APS	Senior Certificate	NC(V)
					including LOTL, 70% pass in three (3) compulsory vocational subjects.
9.	Bachelor of Commerce in Economics	112323	25	Grade 12 pass with a university endorsement. <ul style="list-style-type: none"> <li>English 40-49%(E) for HG/50-59%(D) for SG</li> <li>Mathematics 40-49%(E) for HG/50-59%(D) for SG</li> </ul>	A National Certificate (Vocational) Level 4 issued by the Council for General and Further Education and Training with 60% pass in three (3) fundamental subjects including LOTL, 70% pass in three (3) compulsory vocational subjects.

**International students**

Applications from students with international school leaving results are considered in terms of:

- HESA/Institutional guideline document, "Exemption Requirements: Foreign School Qualifications" Institutional equivalence reference document
- (Where required) submission of international qualification to SAQA for benchmarking in terms of HEQC.

**Mature Age of students**

Admission in terms of Mature Age Endorsement will be in terms of Rule G1.13 in the general prospectus.

### 13. GENERAL READMISSION RULES:

- That no students be re-admitted to any programme in the Faculty if they have not been registered in that programme for five years before the current year of registration.
- That no students be re-admitted to any Degree programme if they have not been registered in the last 2 years preceding the year of registration.
- That students who were previously registered within the last 3 to 5 years of the current year of registration will have to write an examination of the pre-requisite subject. This examination will be written at the same time as the Special Examinations.
- That the Head of Department may, if the student has been working in commerce and/or accounting-related employment, allow the student to write the entrance examination. This applies to students who were registered more than 5 years before the current year.