

# University of Pretoria

## Undergraduate Faculty Brochure

### Veterinary Science

#### 2013/14



Photo: Dewald Reiners



UNIVERSITEIT VAN PRETORIA  
UNIVERSITY OF PRETORIA  
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2013/14

[www.up.ac.za](http://www.up.ac.za)



## Message from the Dean

The uniqueness of the Faculty of Veterinary Science at Onderstepoort lies not only in the fact that it is the only one of its kind in South Africa, but that there is a unique spirit among its students to excel, compete and ultimately be successful in what they do. They are making their presence known at all levels of student and academic life at the University of Pretoria.

This is emphasised by the fact that the Onderstepoort Veterinary and Paraveterinary Student Council (OPVSC) has been elected as the best Faculty Student Council at the University of Pretoria for two consecutive years (2009 and 2010).

The Faculty of Veterinary Science has the sole responsibility to train veterinarians and veterinary nurses who are indispensable to the country. It is also the leading veterinary faculty in Africa and enjoys wide-ranging international recognition.

Veterinary science serves the health interests of farm animals, companion animals, wildlife and humans alike. It deals with the prevention, diagnosis and treatment

of animal diseases, the production of safe food and, through the control of diseases transmitted from animals to humans, the health of human beings. The quality of its training is such that graduates from this Faculty have no difficulty competing for and entering postgraduate programmes at universities in any country in the world. Its graduates are partners in or principals of private practices, and occupy managerial positions in industry and public service institutions across the world.

The Faculty's campus compares most favourably with the best in the world. It has five academic departments, an Equine Research Centre and a Centre for Veterinary Wildlife Studies. The Onderstepoort Veterinary Academic Hospital (OVAH) provides state-of-the-art facilities for the clinical departments and is the focus of the Faculty's clinical service-rendering activities to the surrounding community, as well as for the provision of a national referral service. The brand new, modern student accommodation that was officially opened on this Campus in 2012 will contribute to the University's plans to significantly expand its Faculty of Veterinary Science. We believe that a healthy and safe living environment is conducive to an excellent study environment and enhances the academic experience of students.

We look forward to welcoming you as a new student to our Campus, where you will be empowered to eventually start a career as a balanced professional person.

**Prof Gerry Swan**  
Dean: Faculty of Veterinary Science



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# Undergraduate study programmes

## Important information:

- All study programmes in this Faculty include selection procedures, which are based on academic merit, the result of the National Benchmark Test (NBT) and a value-added form. An interview may be required. Applicants who indicate BVSc or DipVetNurs as their first choice will be given preference. The geographic distribution of applicants will be taken into consideration in the admission process according to the population distribution (demographics). In order to retain provisional admission, candidates should still comply with the minimum subject and Admission Point Score (APS) requirements based on their National Senior Certificate (NSC) results.
- In order to register for a degree programme or for the University diploma, NSC candidates must comply with the minimum requirements for degree studies, as well as the minimum requirements of the study programme.
- Life Orientation is excluded when calculating the APS.

UP website: [www.veterinary.up.ac.za](http://www.veterinary.up.ac.za)

National Benchmark Test (NBT) website: [www.nbt.ac.za](http://www.nbt.ac.za)



Study programme Duration Closing dates	Career opportunities	Minimum requirements				APS
		Achievement level				
		English	Life Sciences	Mathematics	Physical Science	
<b>BVSc (University degree in Veterinary Science)</b> [6 years] Closing dates: SA – 31 May Non-SA – 31 May  NBT compulsory as part of the selection process	<b>Careers:</b> Veterinarians in private practice, research, academia or state veterinary services. Veterinarians can also work in the following fields: private, state and provincial diagnostic laboratories, veterinary public health (milk and meat hygiene, control of transfer of disease), technical services, research and product development in pharmaceutical and food industries, consultancy, laboratory animal management, wildlife management, poultry and pig production and animal welfare.	5	-	5	5	35
<b>DipVetNurs (University Diploma in Veterinary Nursing)</b> [2 years] Closing dates: SA – 31 May Non-SA – 31 May  NBT compulsory as part of the selection process	<b>Careers:</b> Veterinary nurses can be employed by the following institutions: private veterinary practices, veterinary academic hospitals, the pharmaceutical industry, the animal food industry, animal welfare societies, zoological gardens, game parks, laboratory animal units, rehabilitation centres, research centres, animal boarding establishments, organised agriculture, dairies and farming operations.	4	4	4	4	24

## General overview

The Faculty structures provide for the following divisions, departments and centres:

### Student Administration

- Provides full logistical support to all academic departments, students and staff for all undergraduate and postgraduate degree and diploma programmes.
- Provides a wide range of student support services in collaboration with similar service providers on the Hatfield Campus of the University.

### Academic departments

- Anatomy and Physiology (anatomy, embryology, histology and physiology)
- Companion Animal Clinical Studies (medicine, surgery, anaesthesiology, diagnostic imaging, clinical pathology: dogs, cats, horses)
- Paraclinical Sciences (pathology, pharmacology, toxicology, veterinary public health, phytomedicine)
- Production Animal Studies (food animals: cattle, small stock, pigs, poultry, wildlife: reproduction of all species)
- Veterinary Tropical Diseases (infectious and vector-borne diseases, parasitology, zoonoses and veterinary professional life)

### Faculty Administration

- General Administration
- Finances
- Human Resources
- Onderstepoort Teaching Animal Unit (OTAU)

### Marketing and Communication Division

- Public relations, communication, publications and media

### Centres

- Equine Research Centre (ERC)
- Centre for Veterinary Wildlife Studies (CVWS)

### Onderstepoort Veterinary Academic Hospital (OVAH)

- A state-of-the-art facility for year-round clinical and referral services
- Satellite community clinics
- Experiential training of students

## Academic study programmes

The Faculty currently offers the following programmes at undergraduate and postgraduate level:

### Undergraduate

- BVSc (University degree in Veterinary Science)
- DipVetNurs (University diploma in Veterinary Science)

### Postgraduate

- BVScHons
- MMedVet
- MSc (Veterinary Science)
- MSc (Veterinary Tropical Diseases)
- MSc (Veterinary Industrial Pharmacology)
- MSc Option: Animal/Human/Ecosystem Health
- PhD
- DVSc

## Veterinary Science (BVSc)

The BVSc study programme is only offered by the Faculty of Veterinary Science of the University of Pretoria at the Onderstepoort Campus on a full-time basis. The language of tuition in this Faculty is English. A well-developed student support system is in place, including mentoring, tutoring, didactic support, and medical and psychological counselling.

### Current study programme

The four-year BVSc study programme, which required the completion of a directed custom-made three-year BSc (Veterinary Biology) study programme, is now being phased out as the new programme is being implemented. It is envisaged that the old programme will produce its last graduates in 2015.

### New study programme

A core-elective six-year single-degree programme has been developed to replace the existing double-degree programme described above with effect from 2011.

The core-elective study programme is an internationally recognised and recommended approach in which all candidates will complete a core curriculum over four and a half years (nine semesters). They will then complete a chosen elective over the next four months, which will give them increased competencies to enter the profession in their chosen career paths. The training will be concluded with approximately 12 months of experiential training in the core and chosen elective components. The first year of the new study programme will be presented at the Hatfield Campus; the remaining years will be presented at the Onderstepoort Campus. The macro-curriculum of the programme is given on pages 3 and 4 of this brochure (please note that details may change in the later years of study).

The first cohort of students completed the first year of the new study programme in 2011 and followed the second year of the new programme at the Onderstepoort Campus in 2012. The first graduates of the new programme will complete their studies in 2016.

**Applications close on 31 May.**

### Application and admission requirements for 2014

#### School-leavers

- A valid National Senior Certificate (NSC) with admission for degree purposes.
- Subject requirements and an Admission Point Score (APS) as indicated in the table on page 1 of this brochure. The APS is calculated from the achievement levels obtained in the six 20-credit subjects of the NSC.
- A completed National Benchmark Test (NBT). Basic performance in this test is regarded as unacceptable.
- Completed value-added form.
- An interview may be required.

#### Applicants with tertiary exposure

- The first semester of the BSc (Biological Sciences) programme with subjects as indicated in the macro-curriculum of the BVSc study programme as it appears on pages 3 and 4 of this brochure (please note that





- details may change in later years of study).
- The first three semesters of the University's BSc (Four-year programme) in the Faculty of Natural and Agricultural Sciences.
  - Senior undergraduate and graduate students with exposure to subjects shown in both semesters of the first-year macro-curriculum as it appears on page 3 may be considered for admission to the second year of the BVSc study programme.

**Alternative routes for school-leavers with the required subject combinations, but who fail to meet the minimum requirements**

Applicants should write the NBT and apply for admission to the University of Pretoria's BSc (Four-year programme) in the Faculty of Natural and Agricultural Sciences.

**International students**

A small number of international students may be admitted to the study programme, especially those from neighbouring Southern African Development Community (SADC) countries. For matriculation exemption requirements and the calculation of the APS, please refer to page 7, 8 and 14 of this brochure.

Equivalency of academic credits will be taken into account. Once applicants have been accepted for this study programme, they will receive a letter of acceptance from the University, which will facilitate their application for a study permit. A valid study permit, obtained in the country of origin, is a prerequisite for registration.

**Selection of applicants**

A total of 160 students will be admitted to the first year of the study programme and 140 to the second year in 2013. From 2014 onwards, 190 students will be admitted to the second year. The Faculty endeavours to meet the veterinary needs of the country and the specific requirements of higher education legislation through the selection of applicants. The recruitment and selection process is therefore structured in such a way that it will address diversity, excellence, equity, gender and geographic distribution.

The procedure will be reviewed on an annual basis, and makes provision for the following categories of students:

- School-leavers
- Students with tertiary exposure
- International students
- Students nominated by other bodies

Selection will be based on academic performance, the NBT, the completed value-added form and an interview, if required. The study programme consists of a mixture of lectures, electronic learning opportunities, discussions, demonstrations, seminars, assignments, groupwork, practicals and clinical work. The latter is offered mainly in the Onderstepoort Veterinary Academic Hospital and its satellite facilities and community clinics.

A graduate who has completed the study programme will have received broad-based training with an expanding elective programme to cater for specific interests. It will also enable the graduate to enter a number of postgraduate study programmes, as listed on the previous page and briefly described on page 6. Upon conferment of the BVSc degree, the new graduate is entitled to register with the South African Veterinary Council (SAVC) as a veterinarian. Registration with the

SAVC is a prerequisite for practising as a veterinarian in South Africa. The University's BVSc degree is also recognised in the United Kingdom, Australasia and Malaysia.

**BVSc curriculum**

FIRST YEAR: FIRST SEMESTER	FIRST YEAR: SECOND SEMESTER
Theme: Natural Sciences	Theme: Natural Sciences
Academic Information Management AIM 101	Academic Literacy EOT 120*
Academic Literacy EOT 110*	Biometry BME 120
Mathematics WTW 134	Chemistry CMY 127
Chemistry CMY 117	Introductory Genetics GTS 161
Physics PHY 131	Animal Nutrition VKU 122
Molecular and Cell Biology MLB 111	Introductory Animal Science VKU 120
Medical Terminology MTL 180	Veterinary Professional Life VPL 120
*Due to change in 2013	*Due to change in 2013

SECOND YEAR: FIRST SEMESTER	SECOND YEAR: SECOND SEMESTER
Theme: Basic Veterinary Disciplines	Theme: Basic Veterinary Disciplines
Veterinary Comparative Anatomy VCA 200	Veterinary Comparative Anatomy VCA 200
Veterinary Physiology and Histology VPH 200	Veterinary Physiology and Histology VPH 200
Veterinary Ethology and Genetics VET 200	Veterinary Ethology and Genetics VET 200
Animal Science VKU 210	Animal Ecology VKU 220
Veterinary Microbiology VEM 210	Veterinary Immunology VIM 220
Pasture Science WDE 253	
Veterinary Professional Life VPL 200	Veterinary Professional Life VPL 200

THIRD YEAR: FIRST SEMESTER	THIRD YEAR: SECOND SEMESTER
Theme: Causes and Effects of Disease	Theme: Causes and Effects of Disease
Veterinary Infectious Diseases	Veterinary Infectious Diseases
Veterinary Parasitology	Veterinary Parasitology
Veterinary Toxicology	Veterinary Toxicology
General Veterinary Pharmacology	General Veterinary Pharmacology
General and Organ Pathology (GOP)	General and Organ Pathology (GOP)
Introductory Veterinary Diagnostics	Introductory Veterinary Diagnostics
	General Surgery
Veterinary Professional Life VPL 300	Veterinary Professional Life VPL 300

FOURTH YEAR: FIRST SEMESTER	FOURTH YEAR: SECOND SEMESTER
Theme: Veterinary Diagnostics and Therapeutics	Theme: Veterinary Diagnostics and Therapeutics
Small Animal Medicine and Surgery	Small Animal Medicine and Surgery
	Porcine Health and Production
Equine Medicine and Surgery	Poultry Health and Production
Veterinary Reproduction	Veterinary Reproduction
Diagnostic Imaging	Diagnostic Imaging
Clinical Pathology	Anaesthesiology
Diagnostic Pathology	Diagnostic Pathology
Veterinary Professional Life VPL 400	Veterinary Professional Life VPL 400

FIFTH YEAR: FIRST SEMESTER	FIFTH YEAR: SECOND SEMESTER
Veterinary Community Interaction	Elective Didactic
Veterinary Public Health	All students do a short course in Research Methodology and a short project in the elective module
Veterinary Practice Management (Veterinary Professional Life)	
One Health	
Veterinary Epidemiology	
Small Stock Health and Production	
SIXTH YEAR: First eight months	SIXTH YEAR: Last four months
Core clinics	Elective clinics

## Career opportunities in veterinary science

Veterinary science offers rewarding and wide-ranging employment opportunities for new graduates.

### Private practice

The majority of veterinarians in the country are gainfully employed in private practice, either in their own practices, in partnership, as assistants or as locums.

There are several avenues of private practice: rural practice, providing veterinary services to the livestock farmer (cattle, horses, sheep, goats, pigs, poultry and game), companion animal practice (dogs, cats, horses, cage birds, etc) and mixed practice (pets and farm animals). The services provided by the private practitioner include clinical services, disease prevention strategies, advice and a whole range of consultative services on nutrition, management, production, reproduction, biotechnology (embryo transfer), etc. Some practices are species-specific (dogs, cats and small pets, cattle, horses), whereas others offer services across species barriers and also cater for wildlife and exotic animals.

### Research

Research can be conducted in a wide spectrum of areas (veterinary, agriculture and biomedical sciences), attending to problems related to both animals and humans.

### Academia

Graduates can teach at veterinary, medical, agricultural and natural science faculties, conduct research and participate in community engagement projects and the provision of clinical services.

### State veterinary services

A significant number of veterinarians are employed as state or provincial veterinarians in government service. They render essential regulatory services related to the diagnosis, surveillance, monitoring, control, prevention and eradication of notifiable diseases. State veterinarians are also responsible for matters related to the import and export of animals and animal products and also for food safety and security. In regions where there are no private practitioners, state veterinarians may also provide clinical services.

### Private, state and provincial diagnostic laboratories

Graduates can provide routine or forensic diagnostic services involving disciplines such as pathology, clinical pathology, microbiology and toxicology.

### Veterinary public health

Food security and the production of food that is safe for human consumption are very important fields in which the veterinarian plays a key role. Veterinarians are responsible for ensuring the maintenance of meat and milk hygiene in abattoirs and milk processing plants, in addition to their role in the maintenance and improvement of animal health on the farm. Veterinarians involved in the field of veterinary public health play an important role in the control of zoonotic diseases (ie diseases transferred from animals to humans).

### Commerce

The veterinarian is involved in research and product development in the pharmaceutical and feed industries, as well as in the provision of technical advice in sales and management.

### Consultancy

Provision of specialised or specialist services to the farm animal and pet industries, for example, as a consultant in the pig and poultry industries, feedlots or specialist practices (such as surgery, internal medicine, ophthalmology and dentistry). In the case of a specialist practice, the practitioner will need to have the appropriate postgraduate qualification and be registered with the SAVC to practise as a veterinarian and a specialist.

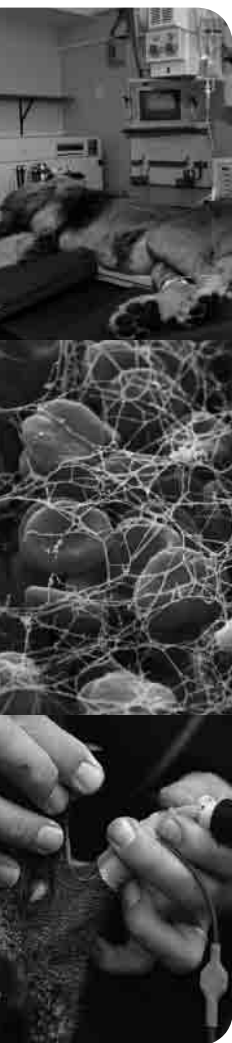
### Laboratory animal science

The veterinarian is an essential member of the team involved in the welfare of laboratory animals, monitoring the utilisation of animals for experimental purposes and giving advice on ethical issues.

### Wildlife management

Wildlife ranching, conservation and involvement at a zoological institution offer wonderful career opportunities for the veterinarian. However, posts in these fields are limited.





### **Poultry production**

The poultry industry provides large volumes of animal protein for human consumption and veterinarians play a pivotal role in the poultry industry.

### **Animal welfare**

The veterinarian is intimately involved in animal welfare in the provision of clinical services and advice, and in management at welfare organisations. Veterinarians are involved in general matters pertaining to the welfare of animals through the promotion of appropriate husbandry practices, nutritional practices, disease prevention strategies and sound production systems.

### **International employment**

Graduates from the Faculty enjoy wide national and international recognition and the BVSc degree of the University of Pretoria is recognised in the United Kingdom, as well as by the Australasian Veterinary Boards Council and Malaysian authorities.

### **General**

For a young person who is interested in animals and/or a career in biomedical sciences, veterinary science provides a spectrum of wonderful opportunities. Like many similar career options, veterinary science may perhaps be considered a 'calling' and the decision to become a veterinarian involves both the head and the heart. While a love for animals may be a component of the decision to pursue veterinary science as a career, a deeper empathy will be required, coupled with a sense of compassion and caring.

The course is demanding and requires dedication and hard work. It is a career with long and often irregular hours and will certainly test tolerance levels. Whatever field of the profession the graduate chooses to pursue, the ability to work with both people and animals is essential.

Veterinary science offers a host of rewarding and challenging career opportunities, all of which can bring immense job satisfaction. The South African Veterinary Council (SAVC) controls the ethics and standards of veterinary education and practice. All graduates must register with the Council before being allowed to practice, and are subject to its rules. The veterinary profession in South Africa has a proud tradition of service to the community, which has been built on the high quality of the training provided and the professional service rendered.

## **Veterinary Nursing (DipVetNurs)**

DipVetNurs is a two-year diploma programme. It is currently offered on a full-time basis. The Faculty intends to introduce a degree programme, subject to finding solutions to a number of technical issues. Veterinary nursing, as a recognised profession, is only offered by the Faculty of Veterinary Science of the University of Pretoria.

### **Application and admission requirements**

**The closing date for applications is 31 May.**

A valid NSC with university admission is required for all school-leavers who do not have tertiary experience. The

APS is calculated from the achievement levels obtained in the six 20-credit subjects of the NSC. Minimum admission requirements appear on page 1 of the brochure. Additional requirements include the NBT, a completed value-added form and interviews, if required. Both years of study are presented at the Onderstepoort Campus of the University of Pretoria.

### **Selection of candidates**

A total of 50 students will be admitted to the study programme. The Faculty endeavours to meet the veterinary nursing needs of the country and the specific requirements of higher education legislation through the selection of applicants. The recruitment and selection process is therefore structured in such a way that it will address access, diversity and excellence. The procedure will be reviewed on an annual basis and makes provision for the following categories of students:

- School-leavers
- Students with tertiary exposure
- International students
- Repeating students

Selection will be based on academic performance, the NBT, a completed value-added form and an interview, if required. A limited number of international students may be admitted to the study programme. Equivalency of academic credits will be taken into account. Once applicants have been accepted for this programme, they will receive a letter of acceptance from the University, which will facilitate their application for a study permit. A valid study permit, obtained in the country of origin, is a prerequisite for registration.

### **Academic study programme**

The diploma programme requires two years of full-time study. The language of tuition is English. The first year is devoted to basic modules in anatomy, physiology, pharmacology, ethology, microbiology, parasitology, laboratory techniques and general nursing. It also includes promotion courses in medical nursing, reproductive nursing and theatre practice.

The second year is devoted to medical nursing, reproductive nursing, theatre practice, anaesthesiology, radiography and surgical nursing. It also includes a semester of clinical training at the Onderstepoort Veterinary Academic Hospital and approved private veterinary facilities.

## **Career opportunities in veterinary nursing**

Veterinary nursing is recognised by the SAVC as a paraveterinary profession and all qualified veterinary nurses are registered with the SAVC. Registration is a prerequisite for practising as a veterinary nurse. Veterinary nursing opens up a wide range of rewarding and satisfying career opportunities for the veterinary nurse. Wherever there is employment for a veterinarian, there is also a career opportunity for a veterinary nurse.

Veterinary nursing requires a dedicated and motivated person with a special interest in working with animals and their owners. The veterinary nurse is a member of a professional team that includes veterinarians, and



is expected to show a high degree of responsibility, organising skills, patience and good human relations. Self-discipline, honesty, dedication and a sense of humour are recommended attributes.

The following employment opportunities are available:

- Private veterinary practice is urban, rural, mixed general, or species-specific. The veterinary nurse assists with anaesthesia, operating theatre management, intensive care, radiography, laboratory analysis, animal patient care and nursing, disease prevention, administration and practice management.
- Employment in the Onderstepoort Veterinary Academic Hospital, as well as in the pharmaceutical and animal food industries, offers further opportunities. Veterinary nurses are also employed in animal welfare societies throughout South Africa.
- Zoological gardens, game parks, laboratory animal units, rehabilitation centres, research centres, boarding establishments, organised agriculture, dairies and farming operations also offer gainful employment.

## Postgraduate study programmes

### Honours in Veterinary Science BVScHons

The honours degree provides students with a broad scientific background in the theoretical aspects of various disciplines. The degree will enable the student to apply this knowledge in the workplace or towards completion of the MMedVet degree. A candidate must have a BVSc or an equivalent professional veterinary degree to enrol for the BVScHons. Entry examinations for individual modules may be required. The programme is under review.



“ My time at Onderstepoort as a veterinary nurse has been a wonderful career-building opportunity and it has been a privilege to study at such a great institute. I love this job and can hardly express my appreciation for the privilege of being able to help animals. We really do make a difference! ”

***Zevida Vermeulen***  
***(DipVetNurs second-year student)***

### Master of Veterinary Medicine MMedVet

The master's degree in Veterinary Medicine is a specialist professional degree that equips the student with a broad scientific background in the theoretical aspects and specific practical skills in the chosen field of study. Credits obtained in the BVScHons programme may be retained in the MMedVet programme. The MMedVet degree allows the graduate to register with the SAVC as a veterinary specialist.

### Magister Scientiae (Veterinary Science)

#### MSc (Veterinary Science)

The MSc degree in Veterinary Science is a research degree offered by all departments over a minimum period of one year and a maximum of three years.

### Magister Scientiae (Veterinary Tropical Diseases)

#### MSc (Veterinary Tropical Diseases)

This programme is being phased out and no new admissions are accepted.

### Magister Scientiae (Veterinary Industrial Pharmacology)

#### MSc (Veterinary Industrial Pharmacology)

This is an MSc degree programme offered by the Department of Paraclinical Sciences to equip candidates with the appropriate knowledge and skills required by the veterinary pharmaceutical industry.

### Magister Scientiae MSc Option: Animal/Human/ Ecosystem Health

This is a web-based MSc degree programme offered by the Department of Veterinary Tropical Diseases to equip candidates with the knowledge and skills required for a career in One Health.

### Philosophiae Doctor PhD

The PhD degree is offered by all departments. The degree is conferred on the basis of the successful completion of a thesis. An additional oral examination is required.

### Doctor of Veterinary Science DVSc

The DVSc degree is conferred on the basis of scientific publications.

**Note:** Three additional MSc degrees were recently approved – see Faculty Yearbook.



## General information

### Faculty-specific information

Tel: +27(0)12 529 8061  
(Joe Vhengani)  
+27(0)12 529 8457  
(Lesego Teffu)  
Email: joe.vhengani@up.ac.za,  
lesego.teffu@up.ac.za  
Location: Arnold Theiler building  
Old Soutpan Road  
Onderstepoort Campus

### Client Service Centre contact details

Tel: +27 (0)12 420 3111  
Email: csc@up.ac.za  
Website: www.up.ac.za  
Parent's page: www.up.ac.za/parents  
Location: University of Pretoria  
cnr Lynnwood Road and  
Roper Street  
Hatfield  
Postal address: University of Pretoria  
Private bag X20  
Hatfield 0028

### GPS coordinates of UP campuses

Hatfield: S25° 45' 21" E28° 13' 51"  
(main campus)  
GIBS: S26° 07' 46" E28° 02' 46"  
(56 km from Hatfield Campus)  
Groenkloof: S25° 46' 10" E28° 12' 34"  
(3.5 km from Hatfield Campus)  
LC de Villiers: S25° 45' 10" E28° 14' 46"  
(1.2 km from Hatfield Campus)  
Mamelodi: S25° 43' 22" E28° 23' 56"  
(12 km from Hatfield Campus)  
Onderstepoort: S28° 10' 54" E25° 38' 52"  
(22 km from Hatfield Campus)  
Prinshof: S25° 43' 57" E28° 12' 10"  
(6 km from Hatfield Campus)

### University of Pretoria banking details

Absa	Standard Bank
Branch: Hatfield	Branch: Hatfield
Branch code: 632005	Branch code: 011545
Account number: 214 000 0054	Account number: 012 602 604
Swift code: ABSAZAJJ	Swift code: SBZAZAJJ

### Welcoming Day and the Programme for Registration and Start of the Academic Year

Attendance of the programme for registration and start of the academic year is compulsory for all new first-year students. This programme has been designed to assist students with their academic preparedness, enabling them to successfully make the adjustment from high school to university.

### Applications

New students may only register after successful admission. If provisionally admitted, they will still have to comply with the requirements of the faculty in which they wish to register with the end examination results of their final school year<sup>1</sup>. Thus, new students will only

be permitted to register once their application and admission processes have been approved. Provisional admission is based on the results obtained in the Grade 11 end examination. Please take note that the end examination results of the final school year remain the determining factor for admission. Furthermore, please note that the achievement of the minimum requirements does not necessarily guarantee admission to any study programme.

### Late applications

Before you submit a late application, please contact the Faculty Administration Office to ensure that there is still space available. If the study programme is not subject to selection and if the Faculty still has space available, your application will be considered. Late applications are only accepted on condition that all the admission requirements for the relevant study programmes are fully complied with. Should you not comply with the requirements, your application will not be considered. Application fees will not be refunded.

### Admission (new first-year students)

- If you have been provisionally admitted to the University, the end examination results of your final school year must still comply with the admission requirements for the study programme to which you were provisionally admitted. If the end examination results of your final school year do not comply with the admission requirements, contact the relevant Faculty's Student Administration Office with regard to your admission status.
- If you have been placed in a residence, please refer to your placement letter for occupation dates.
- If you have been provisionally admitted to a residence, but the end examination results of your final school year are lower than the admission requirements, you may not move into the residence until the relevant Faculty's Student Administration Office has confirmed your admission. Admission in such cases is not guaranteed.
- If you apply to have some of your final school year subjects re-marked, and you do not comply with the minimum admission requirements based on your current results, you will not be allowed to register in the interim. Re-marked results are only available in February and in terms of the University's policy such marks will not be taken into consideration. You are welcome to apply for the next academic year.

### National Benchmark Test (NBT)

The National Benchmark Test is not compulsory for all study programmes. Please refer to the relevant study programmes. Please note that the Academic Literacy Test does not replace the National Benchmark Test.

### Contact information

Tel: +27 (0)21 650 3523  
Website: www.up.ac.za  
(click on "New Students" and again on "National Benchmark Test")

<sup>1</sup>The end examination results of the final school year refer to the examination results regarded by Higher Education South Africa (HESA) as the minimum requirement for tertiary study in South Africa.

The calculation of the Admission Point Score (APS) is based on a candidate's achievement in any six recognised 20-credit subjects (not only designated subjects) by using the seven-point rating scale below.

Achievement	Achievement level	Mark
7	Outstanding achievement	80-100%
6	Meritorious achievement	70-79%
5	Substantial achievement	60-69%
4	Adequate achievement	50-59%
3	Moderate achievement	40-49%
2	Elementary achievement	30-39%
1	Not achieved	0-29%

Life Orientation is excluded from the calculation of the APS.

### Language policy and medium of instruction

In conducting its business, the University uses two official languages: English and Afrikaans. In formal education, the medium of instruction is either English or Afrikaans, or both of these languages – provided that there is a demand and that it is academically and economically justifiable. However, it remains the student's responsibility to ascertain on an annual basis in which language a module and any further level of that module is presented. In respect of administrative and other services, students have the right to choose whether the University should communicate with them in English or Afrikaans.

### Academic Information Management (AIM)

- Academic Information Management modules (AIM 101 or both AIM 111 and AIM 121), depending on your study programme, are compulsory for all new first-year students.
- AIM 101 will be presented in the first or second semester, depending on your study programme.
- AIM 111 will be presented in the first semester and AIM 121 in the second semester.
- There are no exemption examinations available for AIM 101 or AIM 111 and AIM 121.

Students must register for the AIM modules. They will be invoiced for the full costs of the modules. However, students may write a competency test and, if they pass, their invoices will be adjusted to reflect only the examination fee of R130.

### Academic literacy for first-year students

An inadequate level of academic literacy can impact negatively on a student's chances of academic success. The University of Pretoria has processes in place to identify students who might need development. This is done by way of evaluating Grade 12 marks in English or Afrikaans or the results of the Academic Literacy Test. Full details will be communicated to all admitted students in the information brochure for the programme for registration and start of the academic year, which is distributed in November or December. If you are required to write the test, time will be scheduled in the programme. If your Grade 12 English or Afrikaans marks are to be used, the Faculty's Student Administration Office will register you for the appropriate study programmes selected by your Faculty.

Please note that the Academic Literacy Test does not replace the National Benchmark Test (NBT).

### Bursaries, awards and loans (financial aid)

The University provides excellent financial support packages to prospective and registered students with academic potential and/or financial needs.

Students who are interested in the support bursaries and loans administered by the University should submit an online application via [www.up.ac.za/feesfunding](http://www.up.ac.za/feesfunding) or the UP Portal ("Student Centre"). Click on "Finances". This is, however, not applicable to achievement awards and sports bursaries, as a different process is followed in this regard.

- The University of Pretoria administers support bursaries, National Student Financial Aid Scheme (NSFAS) loans and achievement awards. Bursaries and awards are fully repayable, should students terminate their relevant study programmes for whatever reason at any stage during the year in which the award or bursary was awarded.
- Should students change their study programmes during the year in which the bursary or award was made, the value of the bursary or award, as initially awarded for the first study programme for which the student enrolled, will remain unchanged. The bursary or award will therefore not be cancelled or adjusted upwards or downwards to align it with consecutive study programmes enrolled for.

Two main sources of funding are available for students with special needs and disabilities:

- National Student Financial Aid Scheme (NSFAS)
- Department of Higher Education and Training (DHET)

Students need to meet the criteria as set out by NSFAS/DHET, and apply online on the University's study finance application system at [www.up.ac.za/feesfunding](http://www.up.ac.za/feesfunding). Proof of the disability must be submitted. Other sources of funding may become available during the study year when external donors or institutions offer bursaries. These bursaries are then advertised on the University's website at [www.up.ac.za/feesfunding](http://www.up.ac.za/feesfunding) under the section "External bursaries".

Please take note of a special offer to top academic achievers based on average percentages obtained in the end examination of the final school year. This special offer is only applicable to new first-year students who obtained 75% or more in the end examination of their final school year. For more information on the University's special offer to new first-year students, visit [web.up.ac.za/info4applicants](http://web.up.ac.za/info4applicants).





### Guaranteed undergraduate achievement awards: 2013\*

**Note:** Learners do not apply for the achievement awards below.

Description	Faculty/School					All faculties	
	Faculty of Natural and Agricultural Sciences	School for the Built Environment and School of Engineering	School of Information Technology	Other faculties and schools			
Qualifying average percentage	75-89.9%	75-89.9%	80-89.9%	80-89.9%	90-94.9%	95-100%	
Minimum award value	R12 300	R12 300	R12 300	R8 400	R40 000	R50 000	
Maximum award value	R26 500	R26 500	R26 500	R26 500			
APPLICATION	NONE. Learners do NOT apply for these achievement awards.						

\*Amounts will be adjusted for 2014.

### Other achievement awards

**Note:** Learners do not apply for the achievement awards below. Only students with South African citizenship or permanent residency in South Africa are considered for these awards.

Award	Amount (for 2013)	Recipient	Faculty	Application
JuniorTukkie Grade 11 Empowerment Week	R13 600	The 15 learners with the best Grade 12 results who attended the JuniorTukkie Grade 11 Empowerment Week.	<ul style="list-style-type: none"> <li>Natural and Agricultural Sciences</li> <li>Health Sciences</li> <li>Engineering, Built Environment and Information Technology</li> </ul>	<ul style="list-style-type: none"> <li>NONE</li> <li>Qualifying students will be notified after registration.</li> </ul>
Grade 12 dux learner* <small>*top academic Grade 12 achiever of a specific school – one learner per school</small>	R4 100 (to cover registration fee)	The final decision regarding the selection of schools for this award rests with UP.	Any faculty	<ul style="list-style-type: none"> <li>NONE</li> <li>Qualifying students will be notified in writing.</li> </ul>

### Awards for achievement in other academic fields and extracurricular activities in grades 11 and 12

**Note:** Learners should apply for the awards below at [www.up.ac.za/feesfunding](http://www.up.ac.za/feesfunding) after 1 August of the year preceding their studies.

Award	Amount (for 2013)	Application
Entrepreneurship Expo: Gold medal	R2 600	<p><b>APPLY ONLINE</b> on the University's study finance application system at <a href="http://www.up.ac.za/feesfunding">www.up.ac.za/feesfunding</a>.</p> <p>Applications open on 1 August of the year preceding studies.</p>
Expo: Gold medal	R2 600	
Leadership roles	R760-R2 600	
Subject Olympiad: Overall winner	R7 000	
Subject Olympiad: 2nd-10th place	R2 600	
Science, Mathematics or Accounting Olympiad: Overall winner	R36 000	
Science, Mathematics or Accounting Olympiad: 2nd place	R28 800	
Science, Mathematics or Accounting Olympiad: 3rd place	R21 600	
Science, Mathematics or Accounting Olympiad: 4th-10th place	R2 600	

The University reserves the right to amend, without prior notice, the regulations and conditions applicable to bursaries, awards and loans. For more information on bursaries, loans and achievement awards, please visit [www.up.ac.za/feesfunding](http://www.up.ac.za/feesfunding). Enquiries regarding study financing must be addressed to the Client Service Centre.

Tel: +27 (0)12 420 3111  
 Email: [csc@up.ac.za](mailto:csc@up.ac.za)  
 Website: [www.up.ac.za/feesfunding](http://www.up.ac.za/feesfunding)  
 Location: Hatfield Campus  
 Postal address: Client Service Centre  
 University of Pretoria  
 Private bag X20  
 Hatfield 0028

### Fees payable

For the estimated tuition fees for 2013 in this Faculty, please consult [www.up.ac.za/feesfunding](http://www.up.ac.za/feesfunding). All amounts are subject to change and should not be considered to be the final cost. The rate of inflation during 2013 can be used as a guideline to estimate the increase in tuition fees for 2014.

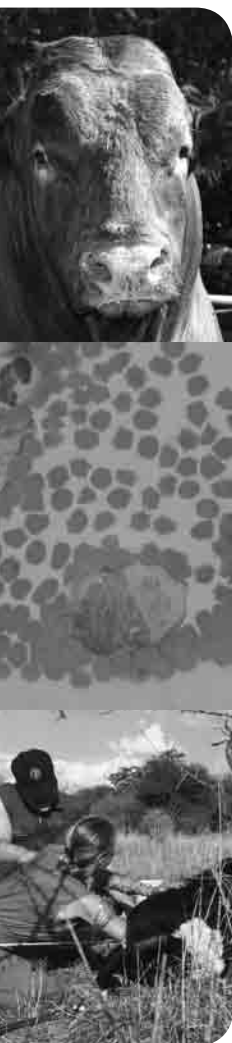
## Payments, rebates and pay-outs

The fees below are for 2013 unless otherwise indicated. Amounts indicated as "in 2012" will be adjusted at the end of 2012 for 2013.

Description	Amount payable	When to pay	Notes
<b>Application fee</b>	R270	With submission of application for studies.	Non-refundable.
<b>Registration fee</b> <ul style="list-style-type: none"> <li>Payable prior to registration</li> <li>Also payable every subsequent year before registration</li> </ul>	R4 100	<b>Selection study programmes</b>  Payable WITHIN 30 days of placement to reserve your study place.	<ul style="list-style-type: none"> <li>The registration fee forms part of the tuition fees and is an initial payment towards the tuition fees.</li> <li>An amount of R730 (in 2012) of the R4 100 will be retained for cancellations made WITHIN 30 days after placement.</li> <li>An amount of R2 050 of the R4 100 will be retained for cancellations made MORE THAN 30 days after placement.</li> </ul>
		<b>All other study programmes</b>  Payable two weeks before registration in January/February.	<ul style="list-style-type: none"> <li>The registration fee forms part of the tuition fees and is an initial payment towards the tuition fees.</li> <li>This fee is fully refundable if the student does not register.</li> </ul>
<b>International levy</b> for all non-South African citizens	R2 500	Payable before registration in January/February.	This levy is fully refundable if the student does not register.
<b>Tuition fees</b>		<ul style="list-style-type: none"> <li>Half (50%) of the student account is payable before 30 April.</li> <li>The full student account (100%) is payable before 31 July.</li> </ul>	<ul style="list-style-type: none"> <li>Accounts are available on the UP Portal ("Student Centre") after registration.</li> <li>Accounts are mailed monthly, starting in March.</li> </ul>
<b>Discount for early payment</b>		A discount of 2.5% is granted if the student account, as on 31 March, is paid in full.	
<b>Family rebate</b>	<ul style="list-style-type: none"> <li>Two students – 10% rebate is granted on the tuition fees for each of the students.</li> <li>Three or more students – 20% rebate is granted on the tuition fees for each of the students.</li> </ul>		<ul style="list-style-type: none"> <li>Only applicable on tuition fees.</li> <li>Students must apply annually.</li> <li>Students must apply in writing.</li> <li>The 2.5% discount for early payment will not be given on the family rebate.</li> <li>Application forms are available on <a href="http://www.up.ac.za">www.up.ac.za</a> or at the Client Service Centre.</li> </ul>
<b>Summer School and Winter School</b>	Full tuition fees for the modules taken.	Payable with the rest of the student account.	When modules are repeated, the full tuition fee will be charged again.
<b>Fees paid by bursars</b>	<ul style="list-style-type: none"> <li>Bursaries may or may not cover the full costs of study.</li> <li>Ensure that you are aware of the full value of your bursary.</li> </ul>	External companies or other institutions that sponsor students with bursaries need to make the required payments to the students' accounts by the same dates as if the students were paying the accounts themselves.	<ul style="list-style-type: none"> <li>Students must submit written proof from the sponsors of the bursaries awarded to them prior to registration, otherwise the registration fee will be payable by the students.</li> <li>Students remain responsible for their student accounts if their bursary sponsors do not pay the accounts.</li> </ul>
<b>Credit balances</b>	Amounts in credit on your account.	Depends on the source of the credit balance.	<ul style="list-style-type: none"> <li>Requests for refunds must be done in writing at the Client Service Centre (CSC).</li> <li>The application form for refunds is available on the web page <a href="http://www.up.ac.za">www.up.ac.za</a> or at the CSC.</li> </ul>
<b>Other living costs</b>	Not included on account.	As required, for example, books, food, travel, stationery, printing, internet and photocopies.	Students should manage these costs themselves.

In cases where cancellation is due to the hospitalisation or death of a student, cancellation fees may be waived if sufficient proof is provided.





### Residences on UP campuses

Campus	Single rooms (2013 amount)*	Double rooms (2013 amount)*
<b>Hatfield</b>		
Ladies' residences: Asterhof, Erika, Jasmyn, Katjeepering, Madelief, Klaradyn, Magrietjie, Nerina	R24 100	R22 200
Ladies' residence: Nerina (new wing)	R27 100	
Men's residences: Boekenhout, Kollege, Maroela, Mopanie, Olienhout, Taibos	R24 100	R22 200
Men's and ladies' residence: TuksVillage	R27 100	
<b>Groenkloof</b>		
Ladies' residences: Zinnia, Liliun, Inca	R24 100	R22 200
Men's residence: Kiaat	R24 100	R22 200
<b>Mamelodi</b>		
Men's and ladies' residence: Tuks Naledi		R22 200
<b>Onderstepoort</b>		
Men's and ladies' residence: Onderstepoort	R24 100	R22 200
Men's and ladies' residence: Onderstepoort (new wing)	R29 600	
<b>Prinshof</b>		
Ladies' residence: Curlitzia	R24 100	
Men's residence: Olympus	R25 700	
Men's and ladies' residence: Hippokrates (single room)	R32 300	

\*Amounts will be adjusted for 2014.

#### Contact information

Tel: +27 (0)12 420 3111  
 Email: [csc@up.ac.za](mailto:csc@up.ac.za)  
 Website: [www.up.ac.za/accommodation](http://www.up.ac.za/accommodation)  
[www.up.ac.za/feesfunding](http://www.up.ac.za/feesfunding)

#### Private accommodation

The University can unfortunately not provide accommodation to all applicants, as the demand exceeds the available places. The following private facilities may be considered for alternative private accommodation:

##### Hatfield Campus

Accredited men's accommodation	Telephone number	Email and/or website
Sonop	+27 (0)12 460 5723/7830	<a href="mailto:toniev@sonop.org.za">toniev@sonop.org.za</a>
Accredited accommodation	Telephone number	Email and/or website
Campus House (Midcity)	+27 (0)12 426 3400 +27 (0)82 887 4165	<a href="http://www.midcity.co.za">www.midcity.co.za</a>
South Point	+27 080 078 833 687	<a href="http://www.staysouthpoint.co.za">www.staysouthpoint.co.za</a>
The Fields (City Property)	+27 (0)12 362 4473/4504	<a href="mailto:propworld@cityprop.co.za">propworld@cityprop.co.za</a>
Urban Nest	+27 (0)12 343 5138	<a href="mailto:info@urbannest.co.za">info@urbannest.co.za</a>

##### Prinshof Campus

Accredited accommodation	Telephone number	Email and/or website
Craig's Place (City Property)	+27 (0)12 319 8700	<a href="mailto:propworld@cityprop.co.za">propworld@cityprop.co.za</a>
Jakaranda Lodge	+27 (0)12 330 2424	<a href="mailto:bookings@jaklodge.co.za">bookings@jaklodge.co.za</a>

##### Alternative private accommodation

Alternative private accommodation	Telephone number	Email and/or website
Arlon Property	+27 (0)12 362 5499/1868	<a href="mailto:arlon@icon.co.za">arlon@icon.co.za</a>
Off Campus Rental	+27 (0)12 362 6123 +27 (0)83 438 2548	<a href="mailto:ocrental@telkomsa.net">ocrental@telkomsa.net</a>
190 On-Suite	+27 (0)12 322 0277 +27 (0)82 551 8676	<a href="mailto:conradk@mmaphuti.co.za">conradk@mmaphuti.co.za</a> <a href="http://www.mmaphuti.co.za">www.mmaphuti.co.za</a>

#### UP Open Day

Date: 18 May 2013  
 Time: 08:00-14:00

The following persons should attend the UP Open Day:

- Grade 12 (final school year) learners who have received confirmation that they have been provisionally admitted to a study programme.
- Grade 12 (final school year) learners who meet the admission requirements and wish to hand in their application forms.
- Grade 11 learners who are fairly certain that they will apply at UP.
- The parents of the abovementioned learners.

## Sport

Sport represents a significant part of student life. The University of Pretoria provides students with opportunities to participate in a variety of sporting disciplines at club, national and international level. The University also boasts excellent sports facilities, which are highly regarded both nationally and internationally.

The LC de Villiers Sports Grounds are centrally located and are easily accessible to students. TuksSport has a large number of sports clubs and is currently the largest source of athletes for a variety of sports disciplines and national teams. TuksSport forms a vital part of the UP experience. You are therefore encouraged to choose the University of Pretoria for an outstanding sports and academic career.

### Contact information

Tel: +27 (0)12 420 6060  
 Fax: +27 (0)12 420 6095  
 Email: [sportinfo@up.ac.za](mailto:sportinfo@up.ac.za)  
 Website: [www.up.ac.za](http://www.up.ac.za)

### High Performance Centre (hpc)

The University of Pretoria's High Performance Centre (hpc) is Southern Africa's first elite performance sports facility.

### Contact information

Tel: +27 (0)12 362 9800  
 Fax: +27 (0)12 362 9890  
 Email: [info.hpc@up.ac.za](mailto:info.hpc@up.ac.za)

### TuksSport High School

Tel: +27 (0)12 343 4527  
 Fax: +27 (0)86 636 4019  
 Location: TuksSport Study Centre  
 Technical Building (Building 5)  
 Groenkloof Campus  
 cnr Leyds Street and  
 George Storrar Drive  
 Groenkloof

## Student Affairs

The Director of Student Affairs is the head of the Department of Student Affairs. The offices are located in the Roosmaryn Building on the Hatfield Campus. The Department of Student Affairs has two divisions: Student Support and Student Development.

### Student Support Division

This division includes Student Health, Student Counselling and the Unit for Students with Special Needs.

Services provided by the Student Support Division include the following:

- academic development (career counselling and assessment, study methods and reading courses, stress management, psychometric testing, time management and career planning)
- potential development (conflict management, communication skills, goal-setting and problem-solving)
- individual and relationship counselling (interpersonal problems, stress, depression, eating disorders, life trauma, emotional problems and the development of life skills)

## Contact information

Tel (office hours): +27 (0)12 420 2333  
 Tel (after hours): +27 (0)12 420 2310/2760  
 24-hour crisis line: 080 000 6428 (toll-free)  
 Email: [ria.paul@up.ac.za](mailto:ria.paul@up.ac.za)  
 Location: R2-13 Student Affairs Building  
 Hatfield Campus  
 Office hours: 07:30-16:00

## Student Development Division

This division includes all student governance structures and organised student life initiatives:

- Student Parliament (SP)
- Student Representative Council (SRC)
- Constitutional Tribunal (Student Court)
- day houses
- faculty houses
- over 100 religious, cultural, academic, political and other societies
- service providers:
  - TuksRag (Reach Out and Give)
  - Stuku (student culture)
  - *Perdeby* (student newspaper)
  - Tuks FM (campus radio station)
  - student sport

### Contact information

Tel: +27 (0)12 420 6600/1411  
 Location: Roosmaryn Building  
 Hatfield Campus

### Day houses

Website: [www.up.ac.za/dayhouses](http://www.up.ac.za/dayhouses)

### Faculty houses

Website: [www.up.ac.za/facultyhouses](http://www.up.ac.za/facultyhouses)

## Library services

The Department of Library Services is host to a world-class modern academic research library network spread over the campuses of the University. This service supports the University of Pretoria's faculties with customised services for undergraduates, postgraduates, staff, alumni and visiting academics. All services are designed to create a gateway to global information, and support learning, teaching and research through interaction with professional staff.

Key initiatives include an e-service (online), access to wide-ranging print and electronic collections, the Learning Centre at the Merensky Library and online assignment support for undergraduate students, an online reference service (Ask-a-Librarian), wireless hot spots, search engines to access electronic journals, books and databases, electronic theses and dissertations, an institutional repository, various audiovisual materials, facilities for the physically challenged, and interlending library facilities to national and international collections. All of these actively contribute to a world-class learning environment.

More information on the University's eleven libraries can be obtained from [www.library.up.ac.za](http://www.library.up.ac.za).





### International students

All non-South African citizens must report to the International Students Division in the Client Service Centre on the Hatfield Campus prior to registration. The Client Service Centre will be open from 3 January 2013.

Non-South African citizens will have to submit proof of legal status in South Africa, as well as proof of adequate medical aid cover at the International Students Division in the Client Service Centre before they will be able to register.

### Supporting documents

Please note that students must have photocopies of supporting documents ready before coming to the International Students Division in the Client Service Centre. Copies can be made at the Xerox Copy Centre at the Student Centre on the Hatfield Campus.

All non-South African citizens will have to show their original documents and submit two photocopies of the following documents:

- the International Students Information form, completed and signed
- a valid passport or an ID (in the case of students with permanent residence in South Africa)
- a valid study permit endorsed for study at the University of Pretoria or one of the following:
  - an asylum-seekers' permit
  - a Certificate of Refugee Status
  - a diplomatic passport (not a diplomatic card)
- proof of medical cover (medical cover must be paid a year in advance, January to December)

The abovementioned documents must be submitted to an international consultant and the information must be captured before you can register.

### Study permit

Every non-South African citizen is required to have a valid passport and temporary residence permit, such as a study permit, endorsed for study at the University of Pretoria. Non-South African citizens wishing to enter South Africa should only apply for study permits once an official letter of admission has been received.

### Important information for study permit-holders

Non-South African citizens who are holders of study permits, or who wish to apply for a study permit must, in terms of South Africa's Immigration Act, have sufficient medical aid cover for the duration of their stay in South Africa.

Non-South African citizens intending to study at the University of Pretoria can join one of the following medical aid schemes:

### Momentum Health (Ingwe option)

Membership fees are payable in advance annually.  
 Tel: +27 (0)12 671 8511  
 Email: studenthealth@momentum.co.za  
 Website: www.ingwehealth.co.za

### BestMed Medical Scheme (Blueprint student option)

Membership fees are payable in advance annually.  
 Tel: +27 (0)12 339 9800 or 086 000 2378  
 or 086 000 BEST  
 Fax: +27 (0)12 323 4106 or 339 9900  
 Email: lineyl@curemed.co.za

### Contact information

International Students Division  
 Tel: +27 (0)12 420 3111  
 Email: csc@up.ac.za  
 Website: www.up.ac.za/ISD  
 Location: Client Service Centre  
 Hatfield Campus

“I wanted to be a veterinarian because I love animals and helping them is my passion. It's amazing to see what a difference therapeutic intervention can make in an animal's life. Whether it's a pet or a working or production animal, helping it also helps its owner. //

**Mercia Pienaar**  
*(BVSc final-year student)*





### Higher Education South Africa (HESA)

The prerequisite of a full or foreign conditional exemption certificate is applicable to non-South African citizens and to students who do not have a South African National Senior Certificate (NSC) or the Independent Examination Board (IEB) qualification and who want to enrol for undergraduate studies at the University of Pretoria. The full or foreign conditional exemption certificate can only be obtained from HESA.

HESA requires the following documentation when applying for a full or foreign conditional exemption certificate:

- copies of foreign qualifications certified as correct by the Registrar of a South African university, the South African Embassy or Consulate in a foreign country or a public notary – result slips, faxes and copies certified by a commissioner of oaths are not acceptable
- a certified copy of your South African ID (in the case of permanent residents only) or a valid foreign passport reflecting your full names and date of birth, passport number and photograph or a certified copy of your birth certificate
- a completed M30E form ([www.hesa.org.za/category/email-address/exemptionhesa-enrolaczaord](http://www.hesa.org.za/category/email-address/exemptionhesa-enrolaczaord) – follow the link to “Applications”)

### Contact information

Tel: +27 (0)10 591 4401/2  
 Fax: +27 (0)12 481 2922/2718  
 Email: [exemptions@hesa-enrol.ac.za](mailto:exemptions@hesa-enrol.ac.za)  
 Website: [www.hesa.org.za/category/email-address/exemptionhesa-enrolaczaord](http://www.hesa.org.za/category/email-address/exemptionhesa-enrolaczaord)  
 Location: Building 3, Level 1  
 Unisa Sunnyside Campus  
 Pretoria  
 Postal address: PO Box 3854  
 Pretoria 0001

### South African Qualifications Authority (SAQA)

Postgraduate applicants must have all previous post-school qualifications evaluated by SAQA when applying for postgraduate study programmes at the University of Pretoria.

### Contact information

Call centre: +27 (0)12 431 5000/70  
 Helpdesk: +27 (0)86 010 3188  
 Fax: +27 (0)12 431 5039  
 Website: [www.saqa.org.za](http://www.saqa.org.za)  
 Location: SAQA House  
 1067 Arcadia Street  
 Hatfield  
 Postal address: Postnet Suite 248  
 Private bag X06  
 Waterkloof 0145

### Evaluation of foreign qualifications

Tel: +27 (0)12 431 5070  
 Helpdesk: +27 (0)86 010 3188

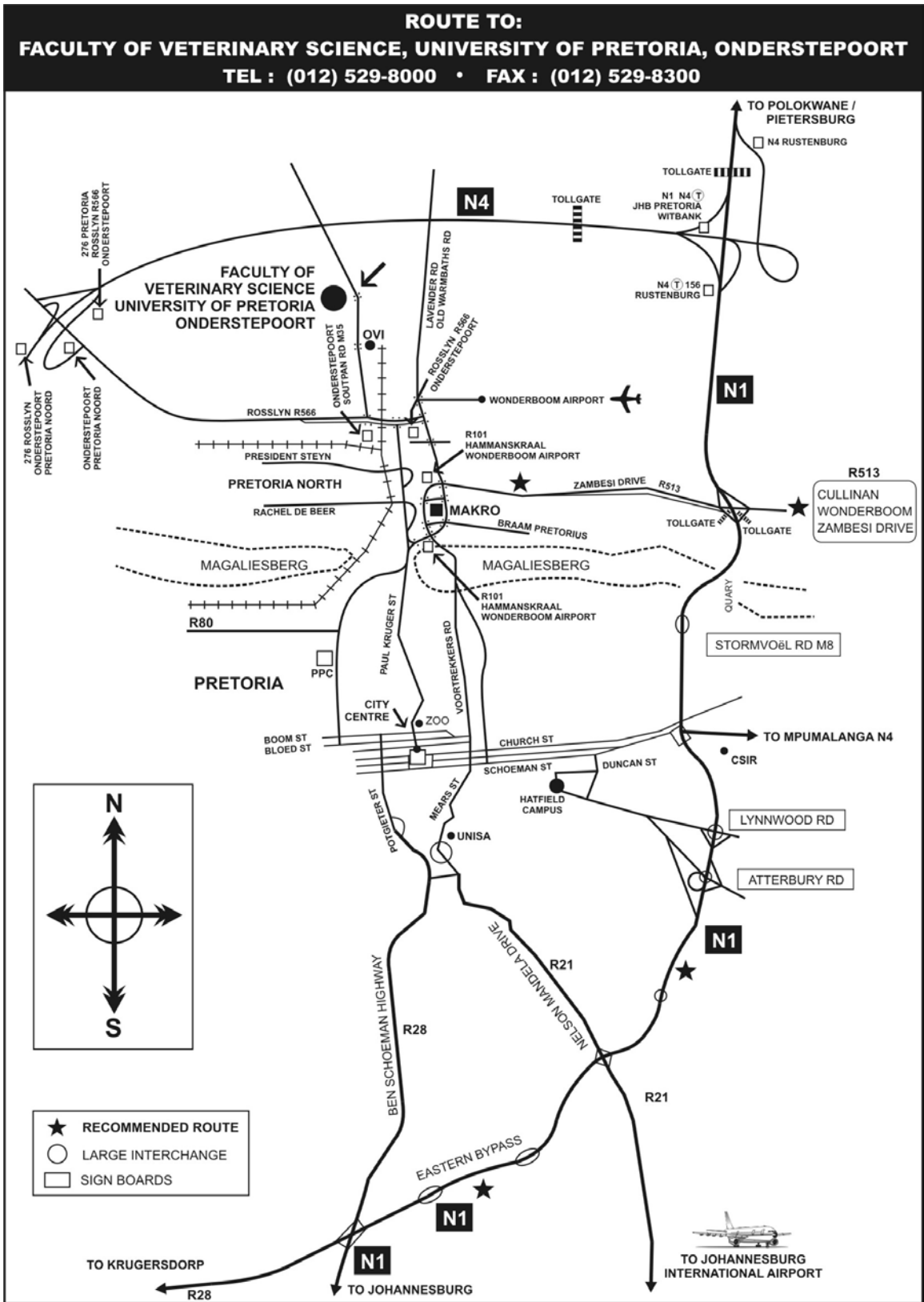
### Conversion Table for Admission Point Score (APS)

APS	NSC	SC HG M Score	SC SG M Score	HIGCSE/ NSSC HL	IGCSE/ GCSE/ NSSC OL/ O Level		AS Level	A Level	IB HL	IB SL	APS
					Gr 11	Gr 12					
10								A	7		10
9											9
8								B	6		8
7	7 (80-100%)	A		1	A		A	C	5	7	7
6	6 (70-79%)	B	A	2	B		B	D	4	6	6
5	5 (60-69%)	C	B	3	C	A	C	E	3	5	5
4	4 (50-59%)	D	C		D	B	D		2	4	4
3	3 (40-49%)	E	D	4	E	C	E		1	3	3
2	2 (30-39%)	F	E		F	D/E				2	2
1	1 (0-29%)	G	F		G	F/G				1	1

- NSC – National Senior Certificate (completed Grade 12 in or after 2008)  
 SC HG – Senior Certificate Higher Grade (completed Grade 12 before 2008)  
 SC SG – Senior Certificate Standard Grade (completed Grade 12 before 2008)  
 HIGCSE – Higher International General Certificate of Secondary Education  
 IGCSE – International General Certificate of Secondary Education  
 NSSC – Namibia Senior Secondary Certificate  
 A Level – Advanced Level  
 O Level – Ordinary Level  
 AS Level – Advanced Subsidiary Level  
 IB – International Baccalaureate Schools (higher levels and standard levels)

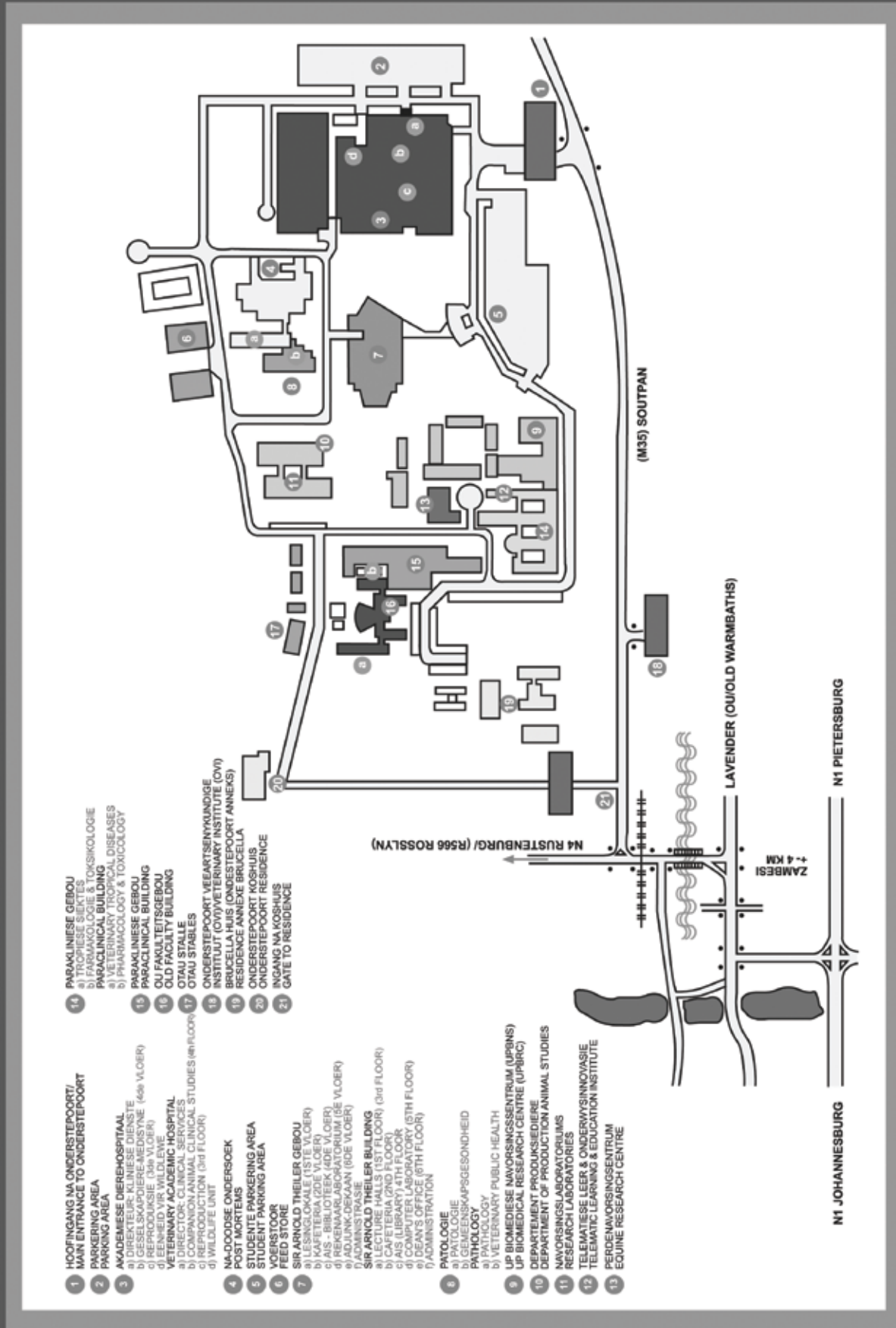


Route map



Onderstepoort Campus map

Onderstepoortkampus / Campus / Khamphase S 28° 10' 54" E 25° 38' 52"





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