Cape
Peninsula
University
of Technology

INFORMATICS
AND DESIGN

Faculty Handbook
2015

10 YEARS

creating
futures
2005-2015
#WeAreCPUT

creating
futures
2005-2015
#WeAreCPUT

YEARS

+27 21 959 6767

info@cput.ac.za

www.facebook.com/cput.ac.za

@CPUT

www.cput.ac.za

NAME	....
ADDRESS	....
CELL	....
EMAIL	....
CAMPUS	....
RESIDENCE	....
IN CASE OF EMERGENCY, CONTACT	....

You have registered with the Faculty of Informatics and Design. Here are our details, in case you need them:

Postal Address

Faculty of Informatics & Design
Cape Peninsula University of Technology
**Cape Town Campus,
PO Box 652, CAPE TOWN, 8000**

Faculty of Informatics & Design
Cape Peninsula University of Technology
**Bellville Campus,
PO Box 1906, BELLVILLE, 7535**

Faculty of Informatics & Design
Cape Peninsula University of Technology
**Media City Building,
PO Box 652, CAPE TOWN, 8000**

Faculty of Informatics & Design
Cape Peninsula University of Technology
**Roeland Street Building,
PO Box 652, CAPE TOWN, 8000**

Physical Address

Faculty of Informatics & Design
Cape Peninsula University of Technology
**Cnr Tennant and Keizergracht Street
District Six
CAPE TOWN**

Faculty of Informatics & Design
Cape Peninsula University of Technology
**Symphony Way
BELLVILLE 7530**

Faculty of Informatics & Design
Cape Peninsula University of Technology
**Media City Building, No 1 Heerengracht
Rua Vasco Da Gama Entrance
Foreshore
CAPE TOWN 8000**

Faculty of Informatics & Design
Cape Peninsula University of Technology
**Roeland Street
CAPE TOWN 8000**

CONTENTS

Every effort has been made to ensure the accuracy of the information in this handbook; however the University reserves the right at any time, if circumstances require making changes to any of the published details.

VISION AND MISSION

Vision

Leading creativity and innovation in Africa.

Mission
The Faculty of Informatics & Design provides an environment conducive to creativity and innovation where:

• People are the focus and programmes are relevant to society's needs;

• Appropriate technologies are explored and applied;

• Excellence in teaching and learning is actively supported;

• A culture of research and scholarship with emphasis on trans-disciplinarity is promoted;

• Personal and professional growth is nurtured;

• Graduates are critical thinkers and leaders in their fields.

CONTACT DETAILS: Office-Bearers
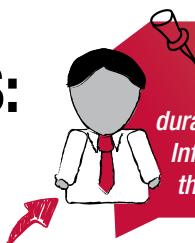
It is important to know whom you will be dealing with for the duration of your time at the Faculty Informatics & Design. Here are all the contact details you will need.

FACULTY HEAD, CO-ORDINATORS AND OFFICE STAFF

Position	Name	Telephone	E-mail
Dean	Prof J Cronje	021 469 1018	cronjej@cput.ac.za
Secretary	Ms J Jacobs	021 469 1022	jacobsj@cput.ac.za
Associate Dean	Mr CR Daniels	021 959 6664	danielscr@cput.ac.za
Secretary	Ms A America	021 959 6356	americaa@cput.ac.za
Research Coordinator (Acting)	Prof R de la Harpe	021 469 1015	delaharper@cput.ac.za
Work Integrated Learning Coordinator	Post vacant	021 469 1035	
Teaching & Learning Coordinator	Mr R Rossouw	021 469 1057	rossouwr@cput.ac.za
IT Coordinator	Mr W Koopman	021 469 1042	koopmanw@cput.ac.za
Project, Marketing & Events Co-ordinator	Ms M Allie	021 469 1020	alliem@cput.ac.za
Department Head: Research & Partnerships	Dr SC Warden	021 469 1086	wardens@cput.ac.za
Language Co-ordinator	Dr E Pineteh	021 469 1040	Pinetehe@cput.ac.za
Faculty Manager	Mr J Cona	021 460 3872	conaj@cput.ac.za
Secretary	Ms N Mahlutshana	021 469 9010	mahlutshanan@cput.ac.za
Faculty Officer	Ms JL Penfold	021 460 3243	penfoldj@cput.ac.za
Assistant Faculty Officer	Ms A Khan	021 959 6271	khana@cput.ac.za
Assistant Faculty Officer	Ms T Madadasana	021 460 3293	madadasanat@cput.ac.za
Faculty Assistant	Mr S Mfiki	021 460 3959	mfikis@cput.ac.za
Faculty Assistant	Ms P Makubalo	021 460 3296	makubalop@cput.ac.za

HEADS OF DEPARTMENTS

Campus	Programme	Name	Telephone	E-mail
Cape Town	Fashion Surface Graphic Industrial Jewellery	Mr BMH Verveckken	021 460 8308	verveckkenb@cput.ac.za
Cape Town	Higher Certificate in Information & Communication Technology: Information Technology	Prof BM Alexander	021 460 3780	alexanderb@cput.ac.za
Cape Town	Film & Video Technology Journalism Photography Public Relations Management	Prof N Bechan	021 469 1050	bechann@cput.ac.za
Cape Town – Media City	Architectural Technology & Interior Design	Prof A van Graan (Acting)	021 440 2277	vangraana@cput.ac.za
Cape Town – Media City	Town & Regional Planning	Mr N Tapela	021 440 2252	tapelan@cput.ac.za
Cape Town	Scholarship & Professional Development	Mr CV Botha	021 460 3448	bothacv@cput.ac.za

Contact Details of Departments

Department of Design

Name	Position	Telephone	E-mail
Mr B Verveckken	Head of Department	021 460 8308	verveckkenb@cput.ac.za
Ms M Gordon	Secretary to HOD	021 464 7221	gordonm@cput.ac.za
Ms C Simons	Admin Assistant for Graphic & Surface Design	021 460 3676	simonsc@cput.ac.za
Ms Y Vika	Admin Assistant for Industrial & Fashion Design	021 460 3754	vikay@cput.ac.za
Ms F Kader	Admin Assistant for Jewellery & Foundation	021 460 3157	kaderf@cput.ac.za

Department of Architecture & Interior Design

Name	Position	Telephone	E-mail
Prof A Van Graan	Head of Department	021 440 2277	vangraana@cput.ac.za
Ms C Pietersen	Secretary to HOD	021 440 2232	pietersenc@cput.ac.za

Department of Information Technology

Name	Position	Telephone	E-mail
Prof B Alexander	Head of Department	021 460 3780	alexanderb@cput.ac.za
Ms N Allie	Secretary to HOD	021 460 3010	allienn@cput.ac.za

Media Department

Name	Position	Telephone	E-mail
Prof N Bechan	Head of Department	021 469 1050	bechann@cput.ac.za
Ms N Rice	Secretary to HOD	021 469 1042	ricen@cput.ac.za
Ms C Fairley	Secretary Film & Video Technology	021 460 3198	fairleyc@cput.ac.za

Department of Town & Regional Planning

Name	Position	Telephone	E-mail
Mr N Tapela	Head of Department	021 460 3780	tapelan@cput.ac.za
Ms Z Fatyela	Secretary to HOD	021 460 3010	fatyelaz@cput.ac.za

Department of Scholarship & Professional Development

Name	Position	Telephone	E-mail
Prof N Bechan	Head of Department	021 469 1050	vangraana@cput.ac.za
Ms N Rice	Secretary to HOD	021 469 1042	pietersenc@cput.ac.za
Ms C Fairley	Secretary Film & Video Technology	021 460 3198	airleyc@cput.ac.za

Academic Programme 2015

Get to know your academic calendar for the year 2015.

MON	TUE	WED	THU	FRI	
			1 Jan	2 Jan	All admin staff on duty from 5 Jan
5 Jan	6 Jan	7 Jan	8 Jan	9 Jan	
12 Jan	13 Jan	14 Jan	15 Jan	16 Jan	All academic staff on duty from 14 Jan 2 – 4 Feb Welcoming of first years Orientation week 12 – 16 January
19 Jan	21 Jan	22 Jan	23 Jan	24 Jan	
26 Jan	27 Jan	28 Jan	29 Jan	30 Jan	
2 Feb	3 Feb	4 Feb	5 Feb	6 Feb	2 February: Lectures commence
9 Feb	10 Feb	11 Feb	12 Feb	13 Feb	
16 Feb	17 Feb	18 Feb	19 Feb	20 Feb	
23 Feb	24 Feb	25 Feb	26 Feb	27 Feb	
2 Mar	3 Mar	4 Mar	5 Mar	6 Mar	
9 Mar	10 Mar	11 Mar	12 Mar	13 Mar	
16 Mar	17 Mar	18 Mar	19 Mar	20 Mar	
23 Mar	24 Mar	25 Mar	26 Mar	27 Mar	
30 Mar	31 Mar	1 Apr	2 Apr	**3 Apr**	2 – 7 April: Recess
6 Apr	7 Apr	8 Apr	9 Apr	10 Apr	
13 Apr	14 Apr	15 Apr	16 Apr	17 Apr	13 – 18 April: Autumn graduation week
20 Apr	21 Apr	22 Apr	23 Apr	24 Apr	
27 Apr	28 Apr	29 Apr	30 Apr	**1 May**	
4 May	5 May	6 May	7 May	8 May	9 – 10 May: Open day Cape Town Campus
11 May	12 May	13 May	14 May	15 May	
18 May	19 May	20 May	21 May	22 May	22 May: Africa Day
25 May	26 May	27 May	28 May	29 May	
1 Jun	2 Jun	3 Jun	4 Jun	5 Jun	
8 Jun	9 Jun	10 Jun	11 Jun	12 Jun	
15 Jun	**16 Jun**	17 Jun	18 Jun	19 Jun	

MON	TUE	WED	THU	FRI	
22 Jun	23 Jun	24 Jun	25 Jun	26 Jun	26 June – 20 July: Faculty vacation
29 Jul	30 Jul	1 Jul	2 Jul	3 Jul	
6 Jul	7 Jul	8 Jul	9 Jul	10 Jul	
13 Jul	14 Jul	15 Jul	16 Jul	17 Jul	17 July: Mandela Day
20 Jul	21 Jul	22 Jul	23 Jul	24 Jul	
27 Jul	28 Jul	29 Jul	30 Jul	31 Jul	
3 Aug	4 Aug	5 Aug	6 Aug	7 Aug	
10 Aug	11 Aug	12 Aug	13 Aug	14 Aug	
17 Aug	18 Aug	19 Aug	20 Aug	21 Aug	
24 Aug	25 Aug	26 Aug	27 Aug	28 Aug	
30 Aug	1 Sep	2 Sep	3 Sep	4 Sep	
7 Sep	8 Sep	9 Sep	10 Sep	11 Sep	4 – 14 September: Faculty vacation
14 Sep	15 Sep	16 Sep	17 Sep	18 Sep	18 September: Spring graduation
21 Sep	22 Sep	23 Sep	**24 Sep**	**25 Sep**	
28 Sep	29 Sep	30 Sep	1 Oct	2 Oct	
5 Oct	6 Oct	7 Oct	8 Oct	9 Oct	
12 Oct	13 Oct	14 Oct	15 Oct	16 Oct	
19 Oct	20 Oct	21 Oct	22 Oct	23 Oct	
26 Oct	27 Oct	28 Oct	29 Oct	30 Oct	
2 Nov	3 Nov	4 Nov	5 Nov	6 Nov	
9 Nov	10 Nov	11 Nov	12 Nov	13 Nov	
16 Nov	17 Nov	18 Nov	19 Nov	20 Nov	
23 Nov	24 Nov	25 Nov	26 Nov	27 Nov	
30 Nov	1 Dec	2 Dec	3 Dec	4 Dec	
7 Dec	8 Dec	9 Dec	10 Dec	11 Dec	11 Dec: Publication of results
14 Dec	15 Dec	**16 Dec**	17 Dec	18 Dec	

Message from the Vice-Chancellor

Dear Students

Welcome to a very special year at CPUT- our 10th birthday celebration. For a decade we have produced some of the country's most promising graduates and I am certain that you will also one day walk across the stage in front of me during your graduation and join their ranks as a proud CPUT alumnus.

Each year our Admissions Department is flooded with thousands of applications from across the country by young people, just like you, who recognise that CPUT is a leader in innovation and technology. Whether you are a first year or a returning student, you have fought hard to get a seat at our institution and that determination should follow you through to the end of your studies.

Be determined to say no to negative influences, to give your best to each and every evaluation and to becoming a well-rounded student who fully participates in the multitude of extra-mural activities that are available to you through our Student Affairs Department.

We are also determined to ensuring you are fully supported on your journey to graduation. There are a number of intervention units in place to assist students. These include the Student Learning unit which assists you with attributes like academic literacy, study skills and time management. I urge all of you to make contact with this unit and the many others like Student Counseling, the clinic and HIV/Aids unit who are all dedicated to your future success.

Ultimately however your success lies in your own hands. The journey for 2015 starts right now and I wish you well along your way.

Your Vice-Chancellor

Dr Prins Nevhutalu

Campus info

ATHLONE SERVICE POINT
Klipfontein Road, Heideveld
PO BOX 1906
Tel 021 684 1200
BELLVILLE
7535

BELLVILLE CAMPUS
Symphony Way, Bellville
PO BOX 1906
Tel 021 959 6911
BELLVILLE
7535

CAPE TOWN CAMPUS
Keizersgracht, Cape Town
PO BOX 652
Tel 021 460 3911
CAPE TOWN
8000

GRANGER BAY CAMPUS
Beach Road, Mouille Point
PO BOX 652
Tel 021 440 5700
CAPE TOWN
8000

MOWBRAY CAMPUS
Highbury Road, Mowbray
PO BOX 652
Tel 021 680 1500
CAPE TOWN
8000

MEDIA CITY
10th Floor
No 1 Heerengracht
Rua Vasco Da Gama Entrance
FORESHORE
8000

WELLINGTON CAMPUS
Jan van Riebeeck Street, Wellington
PRIVATE BAG X8
Tel 021 864 5200
WELLINGTON
7654

Enquiries:
086 123 2788 (086 123 CPUT)

CORE VALUES

INTEGRITY EXCELLENCE DEMOCRACY
ACCOUNTABILITY UBUNTU RESPECT
EQUITY INNOVATION

Department of Student Affairs

The Department of Student Affairs (DSA) is a fully integrated student support service aimed at developing the holistic potential of all students through excellence and maximum participation in the five main focus areas of its operation, namely:

- Student Development
- Student Governance (including the SRC)
- Arts and Culture
- Sport Development
- Student Media

We currently have offices at the following CPUT Campuses:

Bellville Campus

Student Development and Arts and Culture: New Library Extension, Ground Floor
Tel 021 959 6261   Fax 021 959 6110

Sport Development: Major Sport Hall, 1st Floor
Tel 021 959 6319   Fax 021 959 6089

Student Representative Council and Student Structures: Student Centre, 1st Floor

Cape Town Campus

Student Affairs Offices: Student Centre, 4th Level
Tel 021 460 3149   Fax 021 460 3720

Sport Development: Multipurpose Hall, 2nd Level
Tel 021 460 3844   Fax 021 460 3845

Student Representative Council and Student Structures: Student Centre, 1st Floor

Mowbray Campus

Student Representative Council and Student Structures: New Gymnasium, Room 110

Wellington Campus

Student Governance: E Block, Room E6B
Tel 021 864 5519   Fax 021 864 2033

Sport Development: F Block, Room F2A and B
Tel 021 864 5507   Fax 021 864 5508

Student Representative Council and Student Structures: E Block, Room E6C

Emergency Contact Details

STATE AMBULANCE SERVICES
State Ambulance Emergencies 10177
Police Flying Squad 10111
Fire Brigade (Back/Neck Injuries) 021 535 1100

Poison Information Centre:
Red Cross 021 689 5227
Tygerberg Hospital 021 931 6129

PRIVATE AMBULANCES
Emergencies services after hours 021 950 8989
Western Cape Paramedics 0800 225 599

STATE HOSPITALS
Groote Schuur (Dr Stein FP) 021 404 9111
Trauma Unit 021 404 4112
Psychiatric Emergency Unit 021 404 2175
Medical Emergency Unit 021 404 4141

CAMPUS SECURITY
Bellville 021 959 6341
Cape Town 021 460 3122

CAMPUS CLINICS
Bellville Campus 021 959 6403
Cape Town Campus 021 460 3405
Mowbray Campus 021 680 1555
Wellington Campus 021 864 5278

RAPE CRISIS
021 447 9762

POLICE
10111

LIFE LINE
021 461 1111

HIV / AIDS NATIONAL HELP LINE
0800 012 322

GROOTE SCHUUR HOSPITAL
TRAUMA UNIT: - THUTHUZELA
021 404 3031

G.F. JOOSTE HOSPITAL
TRAUMA UNIT: - THUTHUZELA
021 690 1011 / 1000

KARL BREMER TRAUMA UNIT
(BELLVILLE)
021 949 0296

SOMERSET HOSPITAL TRAUMA UNIT
(GREEN POINT)
021 402 6000

HIV/AIDS unit: Vision and Mission

VISION
To be the epicentre of excellence in HIV/AIDS Programmes at higher education institutions in Africa.

MISSION
To mitigate the impact of HIV/AIDS/STI and TB by promoting, advocating, facilitating and implementing innovative interventions among students, staff and the community.

We strive to develop, equip, influence and empower individuals in skills and knowledge through educating, teaching, training, learning and research in the prevention of HIV/AIDS/STI and TB. We also render a quality service, to those infected and affected, towards achieving holistic health and sustaining a healthy lifestyle.

CORE OBJECTIVES
- Curricular Integration of HIV/AIDS/STI & TB
- Student and staff training workshops
- Awareness campaigns
- Peer Education
- Community Outreach
- Workplace Programme
- Care and support of HIV negative & positive clients
- Wellness Mobile
- Internship and Volunteer Programme
- Research

CONTACT DETAILS:
CAPE TOWN OFFICE:
Admin Building, 2nd Floor
(Opposite Applications office)
Tel 021 460 4253/2

BELLVILLE OFFICE:
Opposite Tabeisa Cafe
Tel 021 959 6898/6828
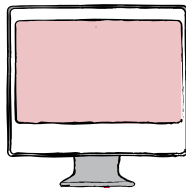
ONLINE DETAILS:
Website: **www.cput.ac.za/hivaids**

Facebook: CPUT HIV/AIDS Unit

Twitter: @cputhivaidsunit

Health services

CAMPUS HEALTH CLINICS TELEPHONE NUMBERS:

Bellville Campus Clinic
Tel 021 959 6403
Fax 021 959 6123

Cape Town Campus Clinic
Tel 021 460 3405
Fax 021 460 3638

Mowbray Campus Clinic
Tel 021 680 1555
Fax 021 680 3952

Wellington Campus Clinic
Tel 021 864 5522
Fax 021 864 5278

HIV/AIDS UNIT
HIV/AIDS UNIT Cape Town Campus
Room 2.00a, Level 2, Administration Building, Cape Town
Tel 021 460 4253
Fax 021 460 4244
Email: mohammedaa@cput.ac.za

HIV/AIDS Unit Bellville Campus
Temporary office opposite Start Up Café
Tel 021 959 6807
Email: runeyip@cput.ac.za

DISABILITY UNIT
Bellville and Wellington Campuses as well as Athlone and Tygerberg Service Points:
IT Centre, Ground Floor, Room 1.09, Bellville Campus,
Tel 021 953 8447
Tel 021 959 6964

Cape Town, Granger Bay and Mowbray Campuses:
Ground floor, Level 2, Atrium, Administration Building, Cape Town Campus,
Tel 021 460 9071

Contact
Dr Nina du Toit
Room 1.09 & 1.10, Ground Floor, IT Centre, Bellville Campus
Tel 021 959 6964
Fax 021 959 6231
Email: dutoitn@cput.ac.za

Library services
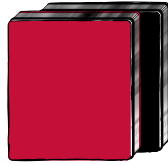
CPUT Libraries offers you a welcoming and practical study environment; supporting independent and group working facilities; with access to print, digital and multimedia resources; and qualified staff that are dedicated to serve your needs. Library facilities are available at all campuses of CPUT.

Membership
If you are a registered student or staff member at CPUT, you may use any of the CPUT Libraries (by agreeing to abide by the rules and regulations of the CPUT and CPUT Libraries).

Book Collections
Choose from our growing book collections, books that are focused on your academic subjects and studies. Book collections are arranged according to faculty content which makes it convenient to get all your information from one area in the library.

Electronic Resources
Gives you access to hundreds of up-to-date journal articles for your studies and research that will not be found in books or on the Internet. These can even be accessed from home, work and places away from the libraries.

Learning Commons
An area filled with computers for internet access to relevant academic websites, typing of assignments, printing, scanning, CD-burning – particularly geared to your independent learning. Specialised Learning Commons are only in Bellville & Cape Town, but similar facilities are available at most of the other libraries.

Study facilities
Choose to use the seminar rooms for working in groups, to hold discussions and make presentations, or use the quiet study areas for independent study.

Research Information Support Centres
Separate demarcated areas are available in Bellville and Cape Town for the exclusive use of postgraduate students and staff.

Information Skills training
Attend free training sessions that will empower you with skills to find information from various information tools and resources needed for your studies. Do not hesitate to contact your faculty or branch librarian for more information. CPUT Libraries cares about your safety and your learning needs, and all the services offered to you are provided within a framework of fair-minded and liberal policies as laid out by the University.

Therefore, you are encouraged to use the libraries to your maximum benefit.
For more information, please visit the Libraries' comprehensive webpage:
http://library.cput.ac.za
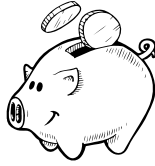
Financial aid

Bellville Financial Aid Office
Library Extension
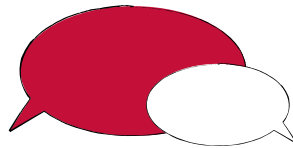Tel 021 959 6371/ 6594/ 6349
Fax 021 9596108

Cape Town Financial Aid Office
Administration Building, Level 5 (Entrance via Student Centre)
Tel 021 460 3744/ 3856/ 3327
Fax 021 460 3899

Wellington Campus
Administration Building, Room A19
Tel 021 864 5218

Student counselling

Bellville Campus
Library Extension Building
Ground Floor
Tel 021 959 6182 or 6269

Cape Town Campus
Administration Building
2nd Level, Room 2.700
Tel 021 460 3237 or 3254

Mowbray Campus
Barkley Davies Building
Room 0.03
Tel 021 680 1501 or 1574

Wellington Campus
Extension to the Administration Building
Tel 021 864 5201 or 5206

1. The maximum time allowed to complete a programme shall be double the minimum completion duration, for example, six years for a three-year qualification. In addition, students shall be given a maximum of one chance to repeat a semester, year, subject, course or module. In other words, repeaters are limited to one repeat.

2. Students shall pass at least 50% of their subjects, including at least two of three major subjects that they are registered for in any semester or year of study, in order to proceed to the next level of their studies, unless otherwise prescribed by statutory bodies, such as professional bodies. Students shall carry over repeated subjects to the next level that they are promoted to, pending timetabling. Students shall not be allowed to carry over more than two subjects per semester/year or at any one time.

3. When a student does not fulfil the above requirements for progression, s/he will be notified in writing of his/her exclusion from the programme or from progression.

4. Where a student fails to meet rule 2 above s/he shall be permitted to repeat the repeated level a maximum of one time.

5. These prescribed requirements will be stated in subject requirements and all efforts shall be made by the department concerned to familiarise students with these additional requirements.

6. If a student fails the level or subjects more than once, s/he shall be excluded from the programme.

7. If a student obtains an overall mark of less than 30%, s/he shall be excluded from registering for any programme in the faculty.

8. If a student obtains an overall mark ranging from 30% to 40%, s/he shall be excluded from the programme. Such a student may apply for admission to any other programme within the faculty, subject to meeting the Admission requirements.

9. If a student obtains an overall mark ranging from 40 to 50%, s/he shall be allowed to repeat the level, subject to rule 2 of this section.

10. When a student does not fulfil the above requirements for progression, s/he shall be notified in writing of his/her exclusion from the programme or from progression.

11. Where a student has only one or two subjects remaining before completion and is nearing the maximum number of years for registration, s/he may apply, with appropriate motivation, to the Dean's office for extension of the period of registration for an additional year.

12. Normal appeal procedures will apply.

Credits

1. Credit transfers require CPUT to validate prior formal learning through evaluation of the quality of an accredited provider.

2. Subject exemptions as practised in the past are regarded as recognition of prior learning (RPL) and are dealt with in the appropriate RPL policy.

3. In the interests of student access, mobility and articulation, and to avoid unnecessary repetition of studies, consideration may be given to extending to the student:
    3.1 Recognition by granting credits for any subjects passed at CPUT, but in another programme, whether complete or incomplete, with a view to studying for a University programme.
    3.2 Recognition by granting credits whereby credits obtained at one institution may be recognised by another as meeting part of the requirements for graduation, and credits for a completed qualification may be recognised as meeting part of the requirements for another qualification.

4. The mark obtained at higher education institutions from which the credit is transferred, shall be confirmed by the Senate Executive SENEX. The purpose of this requirement is to ensure that students who were granted credits can also be considered for cum laude awards by the University.

5. Credits will only be recorded on the student's academic history by the Assessment and Graduation Centre AGC once approved by SENEX.

6. In all instances the total number of credits awarded shall not exceed 50% of the number of subjects/courses in the programme.

7. All credits accumulated in respect of incomplete qualifications shall only be valid for a maximum of ten years.

Course
Information

MINIMUM ADMISSION REQUIREMENTS

A National Senior Certificate (NSC), as certified by Umalusi, with an achievement rating of 3 (moderate achievement: 40 – 49%) or better in four recognised NSC 20-credit subjects, and an achievement rating of 2 for Mathematics or Mathematical Literacy, and an achievement rating of 3 in the required official language at Home Language level, and an achievement rating of 2 in the other required language on at least First Additional Language level; one of these languages shall be English or Afrikaans.

Rating

For easy reference, the scale of achievement for the National Curriculum Statement Grades 10 – 12 (General) is given below.

Rating Code	Rating	Marks %
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

Abbreviations
The following abbreviations of designated National Senior Certificate subjects are used in this section (where a rating will be supplied, e.g. M4 for Mathematics rating 4).

GROUP A: COMPULSORY NSC SUBJECTS

Languages (20 credits each)
Two official languages at Home and First Additional Language level:

A	=	Afrikaans Home Language OR Afrikaans First Additional Language
E	=	English Home Language OR English First Additional Language
AE	=	Afrikaans or English, Home or First additional language
FAL	=	First additional language AND
HL	=	Home Language (Any two of: Afrikaans, English, IsiNdebele, IsiXhosa, IsiZulu, Sepedi, Sesotho, Setswana, SiSwati, Tshivenda or Xitsonga)

Mathematical Sciences (20 credits each)

M	=	Mathematics
ML	=	Mathematical Literacy

Human and Social studies (10 credits)

LO	=	Life Orientation

GROUP B: RECOGNISED NSC ELECTIVES

Agriculture (20 credits each)

AMP	=	Agricultural Management Practices
AS	=	Agricultural Science
AT	=	Agricultural Technology

Culture and Arts (20 credits each)

DANCE	=	Dance Studies
DES	=	Design
DRAMA	=	Dramatic Arts
MUS	=	Music
VA	=	Visual Arts

Business, Commerce and Management Studies (20 credits each)

ACC	=	Accounting
BUS	=	Business Studies

ECON   =   Economics
Engineering and Technology (20 credits each)
CIVT   =   Civil Technology
ELECT =   Electrical Technology
MECHT =   Mechanical Technology
EGD   =   Engineering Graphics and Design

Human and Social Studies (20 credits each)
GEO   =   Geography
HIS   =   History
RELS   =   Religion Studies

Physical, Mathematical, Computer and Life Sciences (20 credits each)
CAT   =   Computer Applications Technology
IT   =   Information Technology
LS   =   Life Sciences
PS   =   Physical Sciences

Services (20 credits each)
CS   =   Consumer Studies
HS   =   Hospitality Studies
TOUR   =   Tourism

SPECIFIC MINIMUM REQUIREMENTS

All candidates who comply with the minimum admission requirements as stated above are still subject to selection procedures. Meeting these minimum admission requirements does not guarantee acceptance to a study programme. Only those applicants who meet the minimum criteria are eligible for selection based on specific academic criteria and space constraints of departmental programmes.

Selection procedures may include the following:
- psychometric and aptitude evaluation
- numeracy and language skills evaluation
- a personal interview
- portfolio evaluation
- practical admission test

Specific minimum requirements for a course (subjects required/recommended, achievement rating, portfolio to be submitted, interview or experience required) are indicated below. Minimum admission requirements may be adjusted at the Dean's discretion, subject to the approval of the Faculty Board and the Senate of the University.

The following alternative minimum admission requirements apply in respect of Engineering qualifications: National Certificate (Vocational) (Further Education and Training).

All Design and Architecture applicants must complete a questionnaire and must either submit a portfolio of prescribed work and an essay or attend an on-campus practical test of a career-specific nature. Details and dates of tests and interviews will be supplied on application.

MINIMUM ADMISSION REQUIREMENTS PER PROGRAMME

In addition to the CPUT'S minimum admission requirements as stated above, the following table sets out both the required and the recommended subjects and ratings per academic programme.

Programme	Admission Requirements
Architectural Technology	**Required Senior Certificate subjects:** Home Language 4 (50% – 59%), First Additional Language 3 (40% – 49%) (English or Afrikaans), Maths Literacy 6 (70% – 79%) **Recommended Senior Certificate subject:** Mathematics 4 (50% – 59%) **Submission of prescribed portfolio:** In addition to the minimum admission requirements, applicants are required to submit a prescribed portfolio of art work and attend a selection test.

Programme	Admission Requirements
Fashion Design	**Required Senior Certificate subjects:** Home Language 4 (50% – 59%), First Additional Language 3 (40% – 49%), (English or Afrikaans), Mathematics 2 (30% – 39%), Maths Literacy 4 (50% – 59%) **Recommended Senior Certificate subjects:** Design 3 (40% – 49%) **Submission of prescribed portfolio:** In addition to the minimum admission requirements, applicants are required to submit a prescribed portfolio of art work.
Graphic Design	**Required Senior Certificate subjects:** Home Language 4 (50% – 59%), First Additional Language 3 (40% – 49%), (English or Afrikaans), Mathematics 2 (30% – 39%), Maths Literacy 4 (50% – 59%) **Recommended Senior Certificate subjects:** Design 3 (40% – 49%) **Submission of prescribed portfolio:** In addition to the minimum admission requirements, applicants are required to submit a prescribed portfolio of art work.
Interior Design	**Required Senior Certificate subjects:** Home Language 4 (50% – 59%), First Additional Language 3 (40% – 49%), (English or Afrikaans), Mathematics 2 (30% – 39%), Maths Literacy 4 (50% – 59%) **Recommended Senior Certificate subject:** Design 3 (40% – 49%) **Submission of prescribed portfolio:** In addition to the minimum admission requirements, applicants are required to submit a prescribed portfolio of art work.

Programme	Admission Requirements
Film & Video Technology	Candidates' matric results will be assessed according to a points score by adding the rating of the best five subjects, as per the Achievement Levels detailed in the National Senior Certificate. Candidates must achieve a minimum of 20 points for matric (or provisionally for their mock matric exams) in order to qualify for consideration. Candidates must perform well in English, with a minimum of the equivalent of Achievement Level 4 for matric. All candidates MUST submit a letter of motivation with their application. Candidates with scores of 20 points and above will be considered, and short-listed, on the basis of a letter of motivation which demonstrates adequate proficiency in English, and compelling articulated passion to become a film-maker. The short-listed candidates are interviewed by lecturers, who gauge the candidate's ability to deal with the complexity of the theory component of the course, the candidate's drive and interest in film-making, and the candidate's ability to work in a team environment. More particularly, candidates must demonstrate the following personal charecteristics: Creative ability The ability to analyse problems logically An interest in media production and love for films The ability to adapt to changing circumstances The ability to cope with pressure and meet deadlines Perseverance and determination Candidates are allocated a score of beween 1 and 5, with 1 being the lowest and 5 besing the most likely to make it successfully through the course.
Higher Certificate in Information & Communication Technology	**Required Senior Certificate subjects:** Home Language 4 (50% – 59%), First Additional Language 3 (40% – 49%), (English or Afrikaans), Mathematics 3 (40% – 49%), Maths Literacy 5 (60% – 69%) **Recommended Senior Certificate subject:** Information Technology
Information & Communication Technology: Communication Networks	**Required Senior Certificate subjects:** Home Language 4 (50% – 59%), First Additional Language 3 (40% – 49%), (English or Afrikaans), Mathematics 3 (40% – 49%), Maths Literacy 5 (60% – 69%)

Programme	Admission Requirements
Information & Communication Technology: Multimedia Technology	**Required Senior Certificate subjects:** Home Language 4 (50% – 59%), First Additional Language 3 (40% – 49%), (English or Afrikaans), Mathematics 3 (40% – 49%), Maths Literacy 5 (60% – 69%)
Information & Communication Technology: Applications Development	**Required Senior Certificate subjects:** Home Language 4 (50% – 59%), First Additional Language 3 (40% – 49%), (English or Afrikaans), Mathematics 3 (40% – 49%), Maths Literacy 5 (60% – 69%)
Jewellery Design & Manufacture	**Required Senior Certificate subjects:** Home Language 4 (50% – 59%), First Additional Language 3 (40% – 49%), (English or Afrikaans), Mathematics 2 (30% – 39%), Maths Literacy 4 (50% – 59%) **Recommended Senior Certificate subject:** Design 3 (40% – 49%) **Submission of prescribed portfolio:** In addition to the minimum admission requirements, applicants are required to submit a prescribed portfolio of art work or attend a practical admission test on campus.
Journalism	An excellent command of English At least a C symbol or 5 points (60% – 69%) in English At least a D symbol or 4 points (50% – 59%) in First Additional Language A keen interest in local, national and international affairs will be an advantage. Applicants who meet the first three requirements will be invited to participate in a selection test comprising mainly English (knowledge of language and writing) and general knowledge. Those who pass the test will be invited for an interview.

Programme	Admission Requirements
Photography	Matric certificate (or, for foreign applicants, an approved equivalent) with an average D symbol and a Bachelor's pass. A minimum score of 4 (50% – 59%) in Home Language and First Additional Language (one of which must be English). Mathematics and/or Science and/or Art are considered plus points in an application, and will definitely stand the student in good stead. A strong (written) motivation for wanting to study photography, which forms part of the questionnaire to be filled out in the application process. A duly signed note of approval from the applicant's sponsor(s)/parent(s)/guardian(s) of his/her choice of study field, and confirmation of availability of the requisite finances. Suitable candidates will be requested to attend an interview with lecturing staff and present a personal portfolio of 12 photographs taken by them. In addition, they must present a written and illustrated document of their own selection of 'good' photographs from magazines.
Public Relations Management	**Required Senior Certificate subjects:** Home Language 5 (60% – 69%), First Additional Language 3 (40% – 49%), (English or Afrikaans), Mathematics 2 (30% – 39%), Maths Literacy 4 (50% – 59%) An achievement rating of at least 4 (50% – 59%) or better in four NSC 20-credit subjects from the designated subject list. **Submission of a prescribed portfolio:** In addition to the minimum admission requirements, applicants are also required to submit a portfolio of written work.
Surface Design	**Required Senior Certificate subjects:** Home Language 4 (50% – 59%), First Additional Language 3 (40% – 49%), (English or Afrikaans), Mathematics 2 (30% – 39%), Maths Literacy 4 (50% – 59%) **Recommended Senior Certificate subjects:** Design 3 (40% – 49%) **Submission of prescribed portfolio:** In addition to the minimum admission requirements, applicants are also required to submit a prescribed portfolio of art work or attend a practical admission test on campus.

Programme	Admission Requirements
Three-dimensional Design	**Required Senior Certificate subjects:** Home Language 4 (50% – 59%), First Additional Language 3 (40% – 49%),(English or Afrikaans), Mathematics 2 (30% – 39%), Maths Literacy 4 (50% – 59%) **Recommended Senior Certificate subject:** Design 3 (40% – 49%) **Submission of prescribed portfolio:** In addition to the minimum admission requirements, applicants are also required to submit a prescribed portfolio of art work or attend a practical admission test on campus.
Town & Regional Planning	**Required Senior Certificate subjects:** Home Language 4 (50% – 59%), First Additional Language 4 (50% – 59%), (English or Afrikaans), Mathematics 4 (50% – 59%), Maths Literacy 5 (60% – 69%). **Recommended Senior Certificate subjects:** Geography 4 (50% – 59%), Business Economics 4 (50% – 59%), Economics 4 (50% – 59%), Tourism 4 (50% – 59%)

EXTENDED FIRST YEAR CURRICULUM PROGRAMME FOR THE DESIGN AND ARCHITECTURE DISCIPLINES

Unsuccessful applicants may be referred to the Extended First Year Curriculum Programme which enables applicants who are under-prepared but show appropriate potential to complete a designated course of study in a minimum of four years (the first year is done over a period of two years). It serves as a basis for further successful learning in the subsequent higher levels of the National Diploma.

The various design departments will refer applicants who show potential but who are not ready for regular first year study to the Extended Curriculum First Year Programme in the following Design and Architecture disciplines:

- **Architectural Technology**
- **Fashion Design**
- **Graphic Design**
- **Interior Design**
- **Jewellery Design & Manufacture**
- **Surface Design**
- **Three-dimensional Design**

GENERAL INFORMATION

Recognition of Prior Learning

Recognition of Prior Learning (RPL) is a process of identifying a student's knowledge and skills against a qualification or part thereof. The process involves the identification, mediation, assessment and acknowledgement of knowledge and skills obtained through informal, non-formal and/or formal learning. RPL provides an opportunity for a student to identify his/her learning, have it assessed and formally acknowledged.

Access

If you have considerable work experience, but you don't meet the entry requirements of your chosen course, you may still apply for entry into a qualification. This is referred to as Access. The RPL application is evaluated against the entry requirements of the qualification. If access is granted, the qualification on the lower level is not awarded.

Advanced Standing

An individual may have gained knowledge in specific areas. When compared to outcomes against a CPUT qualification, that knowledge may cover some subjects. The person may apply for recognition of these subjects and this is called Advanced Standing. Once the assessment is done, the University may give recognition for specific subjects, but not for the entire qualification. The student will be required to complete outstanding subjects before the qualification is awarded. There are guidelines governing the minimum number of subjects for which Advanced Standing can be granted and a person has to register as a student and complete the outstanding subjects in order to be awarded the qualification by CPUT. This is in terms of the residency clause whereby 50% of a programme has to be completed at the qualification awarding institution. The residency clause requires RPL applicants to complete at least 50% of subjects as a student with CPUT.

Applying for Access into a B Tech Programme

Individuals who want to apply for access into a B Tech degree programme will be evaluated against the National Diploma (ND) underpinning the B Tech. For example, if you want to do the B Tech in Business Administration and you are working as a marketing manager, you can apply for Advanced Standing against the National Diploma in Marketing to obtain access into the B Tech: Business Administration or the B Tech: Marketing. This must be clearly indicated in the letter of motivation.

Difference between Exemptions and Advanced Standing

If you have successfully completed subjects with other higher education institutions in South Africa, including the former technikons or professional institutions, you may apply for exemptions. This is handled by the Faculty Office. However, especially if you have worked for a number of years, you must include your academic record from these institutions as part of your RPL application.

Returning Students

If you studied at either Peninsula or Cape Technikon more than 10 years ago, the validity of your subjects has lapsed (Point 4.1.3, page 10, CPUT Academic Rules and Regulations booklet). You may apply to the University to use the RPL process to complete your qualification. Candidates must provide the required information to the RPL Unit.

The closing date for applications for RPL is 30 June of every year.

Website: http//www.cput.ac.za/study/rpl
Email: rpl@cput.ac.za

International Students

International students should consult the International Student Guide (or visit our website: www.cput.ac.za) for details regarding their application to study at the University, e.g. study permit, fees structure, etc.

If you have a qualification from abroad, the qualification has to be evaluated by the South African Qualifications Authority (SAQA) Unit for the Evaluation of Foreign Qualifications before you submit your RPL application (see www.saqa.org.za). If your qualification has been evaluated and you do not meet the entry requirements of the programme that you would like to do, or you want credit for what you already know, contact the RPL Unit for further advice.

Procedure for the evaluation of international qualifications

Students following the Cambridge System should note the following requirements:

Students must have:

- Passes in at least FIVE different subjects of the IGCSE and HIGCSE study levels, of which at least TWO are HIGCSE level subjects
- A pass in the language which is the medium of instruction at the University (English)
- Specific pass grades: IGCSE A, B or C and HIGCSE 1, 2 or 3.

In addition, students wishing to apply for either the M Tech or D Tech programmes must have their qualifications evaluated by the South African Qualifications Authority (SAQA) prior to submitting their application forms. The onus is on the student to apply timeously to SAQA as this may take a bit longer.

Applicants who obtained qualifications from within Commonwealth countries are exempt from SAQA evaluation procedures.

Other senior school qualifications will be reviewed on merit. In some instances, where the format of secondary school education is unfamiliar, students applying for National Diploma programmes may also be asked to apply for SAQA evaluation prior to their acceptance.

As from 1 August 2014, SAQA only accepts online applications for the evaluation of international qualifications. The application form and more information can be accessed from SAQA'S website, http: //www.saqa.org.za.

The following must be included with the application:
- All qualification documents, i.e. the highest school certificate issued by the official examining body.
- Complete and legible transcripts of academic records in respect of all degrees or other higher education qualifications, together with the final certificates, preceding qualifications leading to any post-graduate or other advanced qualification when the latter is submitted.
- Certificates in foreign languages should be submitted with sworn translations into English by an accredited translator.
- Proof of payment using the submission number that was allocated to you.

Study permits for international students
As soon as an international student has received their letter of acceptance, they must apply to the SA Trade Representative closest to their home for a study permit if they are not a South African citizen. The study permit must indicate that the student has been granted permission to study at the Cape Peninsula University of Technology.

Submission of Certificates
A National Senior Certificate or equivalent qualification must be submitted by the student upon enrolment at the beginning of the academic year. If this requirement is not met, the University will be forced to cancel the provisional acceptance.

Transfers from Other Institutions
Students who wish to transfer to CPUT from other institutions should note that priority will be given to the promotion of CPUT's own registered students and that transfers will only be considered in the event that there is a place on the course and subject to the following requirements:

- Applicants should complete the prescribed Application for Admission form and return it to CPUT, together with a certified copy of his/her Senior Certificate, identity document, academic record and the prescribed application fee.

- If the applicant is currently registered for a course at another university and wishes to transfer to CPUT, he/she should submit, together with the application form, a progress report (issued by the Registrar of the said university) which lists all the subjects passed by the applicant during the mid-year examinations.

- As soon as the year-end examination results are available, the applicant should submit a formal statement of these results to CPUT.

- All applications must be accompanied by a certificate of good conduct or a letter of recommendation from the applicant's present Head of Department.

- If the applicant is accepted, he/she shall be required to complete an Application for Exemption form and to pay the prescribed exemption fee, per subject, when he/she registers in January of the year of study. The form must be submitted to the Faculty Office on the 2nd floor in the Administration Building.

Documents to be attached to the application form:
- Official original academic record/transcript indicating percentages obtained as issued by the university where you studied
- Syllabus of the subjects that you passed
- Proof of payment.

NB: Applicants should note that certain rules may apply, e.g. maximum number of subjects, maximum number of years to complete qualification, etc.

ADMISSION

Application for admission
It is advisable that applications for admission to study at the Cape Peninsula University of Technology (CPUT) be submitted as early as possible to the campus of choice. For the various campuses, see the application form and guide to the completion of the application form. The application form is available on the University's website at www.cput.ac.za under the heading Study at CPUT.

Closing date for applications
The closing date for applications for South African students is 30 September. The closing date for applications for international students is 30 August. Applicants are informed of acceptance/non-acceptance after 31 October.

Residence Accommodation
Residence accommodation is subject to availability, in terms of the rules, and will be allocated at the campus where the student will be studying. Part-time students are not permitted to stay in the residences.

Student Identity Cards

Students are issued with identity cards at the beginning of each academic year. Presentation of these cards when buying materials, booking theatre tickets, etc. may mean special discount rates. For security purposes these cards must be presented on demand.

Bursaries and Loans

Applications for bursaries and/or financial aid must be made to either the Bellville Campus or the Cape Town Campus, depending on where the applicant is admitted.

Class and Examination Fees

A list of class fees is available from the Faculty Office. Examination fees are included in the class fees. After payment of the deposit in January, the remainder of the fees can be paid in monthly instalments from February to November (or over five months for semester subjects). Please note that these fees are subject to change every year and are not refundable.

Prescribed Books

The titles and prices of prescribed text books that students must purchase are available at the book shops at the Bellville and Cape Town Campuses. Reference books and technical journals are available in the library. Students should not purchase books until instructed to do so by the subject lecturers.

Co-operative Education

Co-operative education is an educational model designed to promote individual career development. The basic principle of co-operative education is that personal growth and professional development are best achieved by an educational method that combines classroom learning with experiential learning, i.e. practical work experience.

Work Integrated Learning is part of co-operation education and is a partnership between the student, the University and the employer. The Work Integrated Learning programme is planned by the University in co-operation with employers and is jointly monitored by the parties. Although the University undertakes to assist students in obtaining suitable Work Integrated Learning placements, the onus is on the student to find employment. The employer must be accredited by the University for purposes of the Work Integrated Learning programme. A Work Integrated Learning agreement is drawn up between the employer and the student.

TUITION

Hours of tuition
Full-time classes commence at 08:30 until approximately 16:00. Note that examinations may be set after hours up to 20:00.

Class attendance
Continued acceptance of a student's registration for a full-time qualification depends, amongst other things, upon sustained academic progress and regular and punctual attendance of classes. Unsatisfactory progress and attendance may result in the suspension of a student.

Medium of tuition
The medium of tuition is English, except for the Education Qualifications at the Wellington Campus which are offered in Afrikaans. Afrikaans and Xhosa speaking students may be offered support, which may be by way of language-specific tutorial groups, the provision of notes and the setting of tests, assignments and examinations in the first language of the student.

Library
The CPUT Library is part of the Cape Library Cooperative (CALICO) that gives access to four million books and numerous magazines in various libraries in the Peninsula. In addition, the library offers excellent facilities for study and provision is made for students who wish to do research work. All students automatically become members of the library.

Student Counselling
CPUT offers a counselling service by registered psychologists to students, prospective students and their parents. Prospective students are individually interviewed and assisted to make a responsible career choice. Parents are welcome to attend such interviews. Career counselling may also include a psychometric evaluation.

Prospective students and registered students who have problems with their career choice, the planning of their qualification or choice of subjects can make an appointment at:

Bellville Campus: Tel: 021 959 6911
Cape Town Campus: Tel: 021 460 3252/3/4

Assessment
Assessment takes place throughout the year, with final assessments in June and/or November each year and a pass mark of 50% must be obtained in all subjects. The various assessments contribute

towards the final assessment mark for each module and subject. The assessment mark for a subject is determined by a student's performance in tests, assignments and in accordance with the requirements for each qualification.

Indemnity

A student who participates in any university-related activity, whether academic, sporting, cultural or relating to experiential or practical training, shall indemnify the Cape Peninsula University of Technology (herein after referred to as CPUT) and its staff and/or any co-operative partner and its staff, or their representatives against any claim of whatsoever nature which such student, his/her executors or assigns may now or in the future have, arising from any injury or the sequelae thereto and which may be instituted against CPUT as a result of such university-related activities; and against any liability that may arise from an action or omission by such student. A student, furthermore, shall undertake not to hold CPUT or any of its employees responsible for any damage of whatsoever nature that such student may sustain during or arising from any university-related activity, irrespective of whether it occurs on or off the premises of CPUT.

Research

The Cape Peninsula University of Technology actively promotes research of an applied nature, believing that a strong research activity is a necessary feature of any institution offering higher education. Students are sensitised to the importance of information and library skills during their first three years of study, introduced to research methodologies in the degree year, and provided with guidance and facilities to undertake independent research for further studies.

The Guide to Post-graduate Studies is available on the CPUT website:
http: //www.cput.ac.za

Part-time Study

Hours of tuition

Some of the qualifications described in this brochure are offered on a part-time basis. Lectures are scheduled from Mondays to Thursdays between 17:15 and 20:50. The objective of this is to enable persons who do not have the privilege of studying on a full-time basis to acquire tertiary qualifications. The information contained in this brochure generally also applies to part-time students.

Admission requirements

Admission requirements are the same as for full-time students. As a rule, accommodation in a university residence is not available to part-time students.

SUBJECTS: GUIDE TO TERMINOLOGY

Core subject:	These subjects form a central part of the programme. Inclusion of such subjects in a curriculum is compulsory.
Co-requisite:	A co-requisite subject is one for which a student must be registered together (i.e. concurrently) with another specified subject. For example, Maths 1 must be taken in the same semester as Mechanics 1 (unless the student has already passed it) as Mechanics 1 relies on content given in Maths 1.
Pre-requisite:	A pre-requisite subject is one which a student must have passed in order to gain admission to another subject. For example, Maths 1 is a pre-requisite for Maths 2.
Exposure:	An exposure subject is one which a student must have completed, but does not have to have passed in order to gain admission to another subject. For example, Maths 2 is an exposure subject for Thermodynamics 2.
Elective subject:	This is a subject required for degree purposes (e.g. to make up the required number of credits), but in which the choice of subjects is left to the student, and is subject to timetable constraints.

Subjects ending in an X are Extended Curriculum subjects.

FACULTY OF INFORMATICS & DESIGN QUALIFICATION STRUCTURE

National Diploma
Three years' full-time study leads to the award of a National Diploma. National Diploma studies constitute complete study programmes, meet specific business needs and serve as recognised exit levels.

Baccalaureus in Technology
The National Diploma leads to the Baccalaureus in Technology (B Tech). Admission to these one-year programmes (full-time) may be subject to additional minimum admission requirements, which may include an average pass mark of 60% in the third year of the National Diploma programme. Most of the B Tech programmes are also offered on a part-time basis over two years.

Master and Doctor of Technology (M Tech and D Tech)
The Cape Peninsula University of Technology actively promotes research of an applied nature. Masters and Doctors of Technology may be obtained either through full- or part-time study.

LIST OF PROGRAMMES OFFERED BY THE FACULTY OF INFORMATICS & DESIGN

Department	Qualification
Architectural Technology & Interior Design	**Architectural Technology** ND: Architectural Technology (Extended) ND: Architectural Technology B Tech: Architectural Technology M Tech: Architectural Technology D Tech Design: Architectural Technology **Interior Design** ND: Interior Design (Extended) ND: Interior Design B Tech: Interior Design M Tech: Interior Design D Tech Design: Interior Design

Department	Qualification
Design	**Fashion Design** ND: Fashion Design (Extended) ND: Fashion Design B Tech: Fashion Design M Tech Design: Fashion Design D Tech Design: Fashion Design **Graphic Design** ND: Graphic Design (Extended) ND: Graphic Design B Tech: Graphic Design M Tech: Graphic Design D Tech: Graphic Design **Jewellery Design** ND: Jewellery Design & Manufacture (Extended) ND: Jewellery Design & Manufacture B Tech: Jewellery Design & Manufacture M Tech Design: Jewellery Design D Tech Design: Jewellery Design **Surface Design** ND: Surface Design (Extended) ND: Surface Design B Tech: Surface Design M Tech Design: Surface Design D Tech: Design: Surface Design **Industrial Design** ND: Three-dimensional Design (Extended) ND: Three-dimensional Design B Tech: Industrial Design M Tech: Industrial Design

Department	Qualification
Information Technology	Higher Certificate in Information & Communication Technology ND: Information & Communication Technology: Communication Networks ND: Information & Communication Technology: Multimedia Technology ND: Information & Communication Technology: Software Development B Tech: Information Technology M Tech: Information Technology M Tech: Business Information Systems D Tech: Information Technology D Tech: Informatics
Media Studies	**Film & Video Technology** ND: Film & Video Technology **Journalism** ND: Journalism B Tech: Journalism **Photography** ND: Photography B Tech: Photography M Tech Design: Photography D Tech Design: Photography **Public Relations Management** ND: Public Relations Management B Tech: Public Relations Management M Tech: Public Relations Management (course-driven degree) M Tech: Public Relations Management (research-based degree)
Town & Regional Planning	ND: Town & Regional Planning B Tech: Town & Regional Planning M Tech: Town & Regional Planning

FACULTY EXCLUSION RULES AND PROCEDURES

Each qualification that is offered in the Faculty has its own specific academic exclusion rules. These rules can be found under each qualification listed in this Faculty Handbook.

Maximum Time allowed to Complete a Programme

The maximum time allowed to complete a programme is double the minimum completion duration, for example, 6 years for a 3-year qualification. In addition, students are given a maximum of one chance to repeat a semester, year, subject, course or module. In other words, repeaters are limited to one repeat.

Maximum time allowed for the respective qualifications:

Extended Curriculum Programme:	7 years
National Diploma:	6 years
B Tech degree:	4 years
M Tech degree:	5 years
D Tech degree	6 years

Where a student has only one or two subjects remaining for completion and is nearing the maximum number of years for registration, he/she may apply, with appropriate motivation, to the Dean's office for extension of the period of registration for an additional year. Normal appeal procedures will also be applied.

THE GENERAL EXCLUSION PROCESS

Students' final assessment results are available at the Assessment & Graduation Centre at the end of the academic year. A Departmental Committee, consisting of lecturers, then conducts a marks review. It makes recommendations on final mark adjustments and identifies students for exclusion based on the criteria of each respective programme.

A letter from the Department informs the student if he/she has been excluded from the programme. This letter gives the deadline for appeals and details of the steps to be taken for readmission to the programme. It also details the reasons for exclusion and identifies the exclusion rules that have been contravened. Students who have been excluded are blocked from registering by the Faculty Office and will not be able to register for any subjects in the following year.

Students may appeal in writing to the Head of Department against exclusion on the basis of extenuating circumstances (e.g. a death in the family or illness), or any other extenuating factors that have a bearing on the student's academic performance. The letter of appeal must be accompanied by a full academic record and other supporting documentation and must be submitted to the Secretary of the Department by the Friday of the first week that the University opens for a new year.

A Departmental Appeals Committee will evaluate the appeal. It will take into account the overall academic record of the student and the reasons provided for poor performance. Based on this and input from subject lecturers, a decision is made whether to readmit the student into the programme or not. Sometimes certain restrictions will be placed on the student as a condition for readmission. Furthermore, in some cases the Department will request certain actions from the student as a condition for readmission, e.g. attendance of counselling sessions. A written reply to the student's appeal will be given by the Appeals Committee within seven working days after submission and must be collected from the Secretary of the relevant Department.

If the student does not agree with or accept the decision of the Appeals Committee, he/she may then appeal to the Dean of the Faculty of Informatics & Design.

The Faculty reserves the right to exclude a student who has been readmitted on appeal, but who has not met the conditions of the Appeals Committee.

DEPARTMENTAL STAFF

Name	Position	Telephone	Fax	E-mail
Mr BMH Verveckken	Head of Department	021 460 8308	021 460 3729	verveckkenb@cput.ac.za
Ms M Gordon	Dept Secretary	021 464 7221	021 460 3729	Gordonm@cput.ac.za

ACADEMIC STAFF (PERMANENT)

Name	Qualifications
Head of Department	
Mr BMH Verveckken	NHIBS, M Prod. Development
Senior Lecturers	
Ms MJ Bezuidenhout	BA Fine Art, Ad Dip, MA Fine Art
Ms J Brewis	ND: Fine Art, NHD: Fine Art, MPhil Educat.
Ms V Konstandakellis	ND: Jewel. Des., NHD: Jewel. Des.
Ms DM Kimani	PgDM (Advert & Market), B.Ed (Fine Art), MFA (Design)
Ms JLD Purcell Van Graan	BA Fine Art, BA (Hons), MA Fine Art
Mr BRA Snaddon	ND: Graph Des.,B Tech: Graph.Des, MPhil Educat.
Ms AG Vlok	ND: Cloth. Man, NHD: Cloth. Man, Masters: Des.
Lecturers	
Ms VE Barnes	ND: Indust. Des., HDHET, NHD: Indust. Des., M Tech: Des.
Mr S Beukman	ND: Graph. Des.
Ms M Bergh	ND: Fash., NHD Fash
Mr JC Coetzee	ND: Fine Art, ND: Photog., NHD: Photog
Mr W Coughlan	ND: Graph. Des.
Ms LC Desai	ND: Graph. Des., B Tech: Graph. Des.
Mr LC Franciscus	ND: Graph. Des., B Tech: Graph. Des.
Mr R G Futerman	ND: Indust. Des., B Tech: Indust. Design, M Tech: Des.

Name	Qualifications
Ms PVA George	ND: Fine Art, B Tech: Fine Art
Ms C Janse Van Rensburg	ND: Jewel. Des.
Mr A Loubser	
Ms M Lubbe	ND: Text. Des., B Tech: Text. Des.
Mr A Meyer	ND: Fine Art, NHD: Fine Art, NHD: Post School Education
Mr D Molenaar	ND: Indust. Des., BTech: Indust.Des., M Indust. Des.
Ms A Morris	ND: Graph Des., B Tech: Graph Des., M Tech: Graph Des.
Mr JAS Myburgh	ND: Fashion
Mr Z Strohbach	ND: Indust. Des.
Mr J Van Niekerk	M.D.D.O.P, ND: Indust. Des., Pg Dip (HE),BTech: Indust. Des.
Ms T Weideman	Cert. in Educational Technology, ND: Art & Des., ND: Cloth. Des., NHD Bus. Manag.
Mr C Finnan	ND: Graph.Des.
Ms B Kolisi	ND: Fash. Des., B Tech: Quality
Ms MO Van Wyk	ND: Jewel. Des., B Tech: Jewel. Des.

QUALIFICATIONS OFFERED

FASHION DESIGN

Undergrad / Postgrad	Qualification Type	Qual Code	Qualification Name	Campus Offered	Minimum Duration (Years)	Work-Integrated Learning
Undergraduate	National Diploma	NDFASH	ND: Fashion	Cape Town	3 years	n/a
Undergraduate	Extended Curriculum	NDFDFX	ND: Fashion (Extended Curriculum)	Cape Town	4 years	n/a
Undergraduate	B Tech Degree	BTFASH	B Tech: Fashion	Cape Town	1 year	n/a
Post-graduate	M Tech Degree	MTDESR	M Tech Design: Fashion	Cape Town	1 year	n/a
Post-graduate	D Tech Degree	DTDESR	D Tech Design: Fashion	Cape Town	2 years	n/a

GRAPHIC DESIGN

Undergrad / Postgrad	Qualification Type	Qual Code	Qualification Name	Campus Offered	Minimum Duration (Years)	Work-Integrated Learning
Undergraduate	National Diploma	NDGDSN	ND: Graphic Design	Bellville/ Cape Town	3 years	n/a
Undergraduate	Extended Curriculum	NDGDSX	ND: Graphic Design (Extended Curriculum)	Bellville	4 years	n/a
Undergraduate	B Tech Degree	BTGDSN	B Tech: Graphic Design	Bellville/ Cape Town	1 year	n/a
Post-graduate	M Tech Degree	MTGDSR	M Tech: Graphic Design	Bellville/ Cape Town	1 year	n/a
Post-graduate	D Tech Degree	DTGDSR	D Tech: Graphic Design	Bellville/ Cape Town	2 years	n/a

INDUSTRIAL DESIGN

Undergrad / Postgrad	Qualification Type	Qual Code	Qualification Name	Campus Offered	Minimum Duration (Years)	Work-Integrated Learning
Undergraduate	National Diploma	ND3DDS	ND: Three-dimensional Design	Cape Town	3 years	n/a
Undergraduate	Extended Curriculum	ND3DFX	ND: Three-dimensional Design (Extended Curriculum)	Cape Town	4 years	n/a
Undergraduate	B Tech Degree	BTIDDN	B Tech: Industrial Design	Cape Town	1 year	n/a
Post-graduate	M Tech Degree	MTINDR	M Tech: Industrial Design	Cape Town	1 year	n/a
Post-graduate	D Tech Degree	DTDESR	D Tech Design: Industrial Design	Cape Town	2 years	n/a

JEWELLERY DESIGN & MANUFACTURE

Undergrad / Postgrad	Qualification Type	Qual Code	Qualification Name	Campus Offered	Minimum Duration (Years)	Work-Integrated Learning
Undergraduate	National Diploma	NDJEWD	ND: Jewellery Design & Manufacture	Cape Town	3 years	n/a
Undergraduate	Extended Curriculum	NDJDFX	ND: Jewellery Design & Manufacture (Extended Curriculum)	Cape Town	4 years	n/a
Undergraduate	B Tech Degree	BTJEWD	B Tech: Jewellery Design & Manufacture	Cape Town	1 year	n/a
Post-graduate	M Tech Degree	MTDESR	M Tech: Design: Jewellery Design & Manufacture	Cape Town	1 year	n/a
Post-graduate	D Tech Degree	DTDESR	D Tech Design: Jewellery Design & Manufacture	Cape Town	2 years	n/a

DEPARTMENT OF DESIGN

SURFACE DESIGN

Undergrad / Postgrad	Qualification Type	Qual Code	Qualification Name	Campus Offered	Minimum Duration (Years)	Work-Integrated Learning
Undergraduate	National Diploma	NDSURD	ND: Surface Design	Cape Town	3 years	n/a
Undergraduate	Extended Curriculum	NDSDFX	ND: Surface Design (Extended Curriculum)	Cape Town	4 years	n/a
Undergraduate	B Tech Degree	BTSURD	B Tech: Surface Design	Cape Town	1 year	n/a
Post-graduate	M Tech Degree	MTDESR	M Tech Design: Surface Design	Cape Town	1 year	n/a
Post-graduate	D Tech Degree	DTDESR	D Tech Design: Surface Design	Cape Town	2 years	n/a

NATIONAL DIPLOMA: FASHION

Duration: Full-time – three years
Venue: Cape Town Campus

Course Aim

The course equips students to analyse and monitor design processes to meet market demands and to adopt advanced production methods, ensuring cost-effectiveness in manufacturing.

The course is aimed at the creative person with a flair for fashion, style and a love of all aspects involving clothing design. The major emphasis is on the creative and technical skills of design, pattern-making and sewing.

Career Opportunities

Graduates can follow fashion design careers with clothing retail stores and clothing manufacturing companies in South Africa and overseas. Graduates are also equipped to develop small businesses in fashion retail and manufacturing.

Several fashion design students have been selected over the past number of years as finalists in national and international competitions, affording them employment opportunities. This is a career that requires dedication, commitment to high standards and hard work.

Admission Requirements

Required Senior Certificate subjects:
Home Language 4 (50% – 59%)*
First Additional Language 3 (40% – 49%)*
One of these languages shall be English or Afrikaans*
Mathematics 2 (30% – 39%)
Maths Literacy 4 (50% – 59%)

Recommended Senior Certificate subjects:
Design 3 (40% – 49%)

Submission of prescribed portfolio

In addition to the minimum admission requirements (see above), applicants are required to submit a prescribed portfolio of art work and must complete a questionnaire. Details of the portfolio requirements will be supplied on application.

QUALIFICATION CODE: NDFASH

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1	Year	DST100S	Design Studies 1	C		5	36	0.300	C	Yes
1	Year	BUT102S	Business Studies 1	C		5	12	0.100	C	Yes
1	Year	ACT100S	Applied Clothing Technology 1	C		5	60	0.500	C	Yes
1	Year	TCL100S	Theory of Clothing 1	C		5	12	0.100	C	Yes
2	Year	DST200S	Design Studies 2	C	DST100S	5	36	0.300	C	Yes
2	Year	BUT202S	Business Studies 2	C	BUT102S	5	12	0.100	C	Yes
2	Year	ACT200S	Applied Clothing Technology 2	C	ACT100S	5	60	0.500	C	Yes
2	Year	TCL200S	Theory of Clothing 2	C	TCL100S	5	12	0.100	C	Yes
3	Year	DST300S	Design Studies 3	C	DST200S	6	36	0.300	C	Yes
3	Year	BUT300S	Business Studies 3	C	BUT202S	6	12	0.100	C	Yes
3	Year	ACT300S	Applied Clothing Technology 3	C	ACT200S	6	60	0.500	C	Yes
3	Year	TCL300S	Theory of Clothing 3	C	TCL200S	6	12	0.100	C	Yes

Total number of subjects to be passed in order to obtain the National Diploma: 12

PROMOTION CRITERIA

Admission to the second semester of the first year of study

Student progress will be assessed directly after the mid-year portfolio review in May/June. Students who do not obtain a minimum of 40% in two or more first year subjects will have the continuation of their course reviewed. A student registered for the National Diploma will be promoted to the next year of study, provided that all subjects are passed in the year concerned. Students will only be promoted to the third year when they have passed ALL of the prescribed first and second year subjects.

Academic Exclusion Rules & Appeal Procedure

EXCLUSION RULES

- Students who fail 50% or more of their subjects in any given year, or who fail any subject on the same level twice, will not be re-admitted to the course.
- A student will be excluded if the qualification is not completed within the University's prescribed period of **six registered years,** from the date of first registration.

APPEAL PROCEDURE

Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

NATIONAL DIPLOMA: FASHION DESIGN (EXTENDED CURRICULUM PROGRAMME)

Duration: Full-time – four years (the first year is done over two years)
Venue: Cape Town Campus

Course Aim

The Extended Curriculum Programme is the first year of study for the National Diploma in Fashion Design and is completed in a minimum of four years (the first year is done over two years).

The target group for the extended first year of study consists mostly of prospective students who have applied for entry into the regular first year of study in one of the specialist design departments. These applicants show appropriate potential for study in design but are not ready for entry into the regular first year of study and are referred to the Extended Curriculum Programme. Students are nominated by the relevant department if it is felt that they would benefit from the additional support. If accepted, these students will be registered for the extended first year in the design discipline for which they originally applied.

By the end of the Design Foundation Course students should have a fair idea of where their strengths lie, and they should also be able to make an informed choice as to which design discipline they should be entering for the regular first year of study. If they are better suited for study in another design discipline than the one for which they are registered, they will be allowed to change their choice of design discipline.

Career Opportunities

Graduates can enter fashion design careers with clothing retail stores and clothing manufacturing companies in South Africa and overseas. Graduates are also equipped to develop small businesses in fashion retail and manufacturing.

Several fashion design students have been selected over the past number of years as finalists in national and international competitions, affording them employment opportunities. This is a career that requires dedication, commitment to high standards and hard work.

Admission Requirements

Admission requirements are the same as for students in the three-year mainstream programme.

ND: FASHION DESIGN (EXTENDED CURRICULUM PROGRAMME)

QUALIFICATION CODE: NDFDFX

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Foundation year										
0	Y	DES10XS	Design Studies 1A	C		5A	27	0.225	C	Y
0	Y	BUS10SX	Business Studies 1A	C		5A	9	0.075	C	Y
0	Y	ACT10MX	Applied Clothing Tech.1A	C		5A	0	0.000	C	Y
0	Y	ACT10BX	Two-dimensional Design 1A	C		5A	10.5	0.875	C	Y
0	Y	ACT10AX	Three-dimensional Design 1A	C		5A	10.5	0.875	C	Y
0	Y	TOC10SX	Theory of Clothing 1A	C		5A	9	0.075	C	Y
First year (Mainstream programme)										
1	Y	DST100S	Design Studies 1	C	DES10SX	5B	27	0.225	C	Y
1	Y	BUT102S	Business Studies 1	C	BUS10SX	5B	9	0.075	C	Y
1	Y	ACT100S	Applied Clothing Technology 1	C	ACT10MX	5B	45	0.375	C	Y
1	Y	TCL100S	Theory of Clothing 1	C	TOC10SX	5B	9	0.075	C	Y
Second year (Mainstream programme)										
2	Y	DST200S	Design Studies 2	C	DST100S	5	27	0.225	C	Y
2	Y	BUT202S	Business Studies 2	C	BUT102S	5	9	0.075	C	Y
2	Y	ACT200S	Applied Clothing Technology 2	C	ACT100S	5	45	0.375	C	Y
2	Y	TCL200S	Theory of Clothing 2	C	TCL100S	5	9	0.075	C	Y
Third year (Mainstream programme)										
3	Y	DST300S	Design Studies 3	C	DST200S	6	27	0.225	C	Y
3	Y	BUT300S	Business Studies 3	C	BUT202S	6	9	0.075	C	Y
3	Y	ACT300S	Applied Clothing Technology 3	C	ACT200S	6	45	0.375	C	Y
3	Y	TCL300S	Theory of Clothing 3	C	TCL200S	6	9	0.075	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 12

Academic Exclusion Rules and Appeal Procedure

The academic exclusion rules and appeal procedure are the same as that applicable to the mainstream National Diploma programme.

B TECH: FASHION DESIGN

Duration: Full-time – one year
                Part-time – two years
Venue: Cape Town Campus

Course Aim

This course equips students to make a contribution, through research, to the application and evaluation of existing knowledge in a specialised area of fashion design or garment technology and enhance professional and personal development. The four themes of design, technology, management and theory of clothing are progressively developed and the student requires an in-depth understanding of the subject content. Students are encouraged to work independently. At the end of the period of study, students are required to produce a research project together with an exhibition of work on a selected aspect of specialised clothing technology or design studies. The programme is conducted in an integral manner, accommodating specialisation in either design, product development or manufacturing technology.

Career Opportunities

The course has an entrepreneurial component that has enabled some former graduates to start their own labels or freelancing and having their own lines at big retailers such as Woolworths.

Graduates can enter fashion design careers with clothing retail stores and clothing manufacturing companies in South Africa and overseas. Graduates are also equipped to develop small businesses in fashion retail and manufacturing.

Several fashion design students have been selected over the past number of years as finalists in national and international competitions, affording them employment opportunities. This is a career that requires dedication, commitment to high standards and hard work.

A National Diploma in Fashion or a recognised equivalent qualification, with an average of at least 60% in the final year of the National Diploma, is required. Applicants are required to submit a portfolio of work consisting of presentation and technical drawings of a range of clothing design for a fashion show or equivalent body of work.

Applicants are also required to submit a topic and outline of a research project to be completed during the B Tech programme as evidence of their ability to conduct basic research.

Applicants have to attend a personal interview on campus with a panel of staff members

Programme Structure
This is a research-based course in which the student is placed under the guidance of a supervisor who will assist in both the practical and theoretical or written research components of the course.

Assessment
At the end of the period of study, the student must have completed a written report and a body of work that will be exhibited on campus. A panel of staff, assisted by external moderators, will assess the exhibition. Students must satisfy the external moderators that they have fulfilled the requirements towards the degree.

B TECH: FASHION

QUALIFICATION CODE: BTFASH

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
4	Y	BUT401S	Business Studies 4	C	None	7	12	0.100	C	Y
4	Y	SCT400S	Specialised Clothing Technology 4	C	None	7	60	0.500	C	Y
4	Y	TCL400S	Theory of Clothing 4	C	None	7	48	0.400	C	Y

Total number of subjects to be passed in order to obtain the B Tech degree: 3

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
A student will be excluded if the qualification is not completed within the University's prescribed period of four registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Faculty Board requesting an extension of their registration.

M TECH DESIGN: FASHION DESIGN

Duration: A minimum of one calendar year full-time or two consecutive calendar years part-time and a maximum of five years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in fashion design and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

The Faculty offers reputable post-graduate design qualifications at Masters and Doctoral level. The Master of Technology (M Tech) and Doctor of Technology (D Tech) in the Design Programmes place emphasis on applied research that addresses challenges facing society in a diverse development milieu. By building on undergraduate foundations in Communication/Graphic Design, Industrial/Product Design, Interior Design, Fashion Design, Surface Design, Jewellery Design and Photography, candidates in the Masters programme often select topics that grapple with complex design problems. The socially conscious ethos encourages research in fields such as Design for Development, Design for Sustainability, Interaction Design, Participatory Design, Universal Design and User-Experience Design.

The Masters degree can be obtained through a full (100%) thesis or a mini-dissertation/part practical output (50–50) qualification, while a full (100%) thesis is required for the Doctoral programmes.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
A B Tech: Fashion Design or a recognised equivalent qualification.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

M TECH DESIGN: FASHION DESIGN

QUALIFICATION CODE: MTDESR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
5	Y	R5FD01R	Thesis	C	None	9	120	1.000	C	N/A

Total number of subjects to pass in order to obtain the MTech Degree - 1

Academic Exclusion Rules and Appeal Procedure

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

D TECH DESIGN: FASHION DESIGN

Duration: A minimum of two calendar year full-time or two consecutive calendar years part-time and a maximum of six years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in fashion design and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

The Faculty offers reputable post-graduate design qualifications at Masters and Doctoral level. The Master of Technology (M Tech) and Doctor of Technology (D Tech) in the Design Programmes place emphasis on applied research that addresses challenges facing society in a diverse development milieu. By building on undergraduate foundations in Communication/Graphic Design, Industrial/Product Design, Interior Design, Fashion Design, Surface Design, Jewellery Design and Photography, candidates in the Masters programme often select topics that grapple with complex design problems. The socially conscious ethos encourages research in fields such as Design for Development, Design for Sustainability, Interaction Design, Participatory Design, Universal Design and User-Experience Design.

The Masters degree can be obtained through a full (100%) thesis or a mini-dissertation/part practical output (50–50) qualification, while a full (100%) thesis is required for the Doctoral programmes.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
An M Tech: Fashion Design or a recognised equivalent qualification.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

D TECH DESIGN: FASHION DESIGN

QUALIFICATION CODE: DTDESR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
6	Y	R6FD01R	Thesis	C	None	9	120	1.000	C	N/A

Total number of subjects to pass in order to obtain the MDTech Degree: 1

Academic Exclusion Rules and Appeal Procedure

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

CORE SYLLABI FOR THE NATIONAL DIPLOMA: FASHION DESIGN

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Applied Clothing Technology 1

Pre-requisites: None

Course outline: The subject consists of two sections, viz:

Pattern Studies
In the first year, basic pattern-making principles are covered and basic blocks are drawn up as well as final patterns for making up in the garment construction class.

Garment Construction
In the first year students are introduced to industrial machines, learn to perform various sewing operations, and make up some of the garments from design and pattern classes.

Assessment: All assessments are compulsory.

Applied Clothing Technology 2

Pre-requisites: Applied Clothing Technology 1

Course outline: Basic patterns and adaptation of blocks for various garments and different fabrics are covered.

Assessment: All assessments are compulsory.

Applied Clothing Technology 3

Pre-requisites: Applied Clothing Technology 2

Course outline: Advanced pattern-making and patterns for a final year range are covered.

Assessment: All assessments are compulsory.

Business Studies 1

Pre-requisites: None

Course outline: The first year Business Studies course includes 1.5 teaching hours per week and is designed to introduce and develop entrepreneurial thinking through interactive class sessions and activities. The first year course comprises the following topics, viz The essence of design, Entrepreneurship, Global versus local economy, Business ownership, Ethics in business, Business calculus and statistical analysis, Financial management, Business opportunities and the Business plan.

Assessment: All assessments are compulsory.

Business Studies 2

Pre-requisites: Business Studies 1

Course outline: The second year Business Studies class includes 1.5 teaching hours per week and interactive class discussions and activities. These sessions are aimed at deepening the students' understanding of business management concepts. The course comprises the following topics, viz Market research, The marketing mix, The cost of doing business, Financial statements analysis, Financing of a business and Compiling a business plan.

Assessment: All assessments are compulsory.

Business Studies 3

Pre-requisites: Business Studies 2

Course outline: The third year Business Studies class includes 1.5 teaching hours per week and interactive class discussions and activities. These sessions are aimed at preparing the individual for post-graduation through an increased focus on business start-up activities, spanning across legislative requirements, key financial concepts and operations management. The third year course comprises the following topics, viz Protecting your business, Legal issues in running a business, Taxes and government regulations, Statutory issues, Business management, Competitor analysis and strategic marketing and Design process management.

Assessment: All assessments are compulsory.

Design Studies 1

Pre-requisites: None

Course outline: The irst year Design Studies course covers design, technical drawing, illustration, life drawing, media and colour studies. This gives a solid background in drawing the fashion figure, designing clothes, keeping in mind the technical necessities..

Assessment: All assessments are compulsory.

Design Studies 2

Pre-requisites: Design Studies 1

Course outline: The second year Design Studies course includes design, technical drawing and illustration, building on the first year and introducing a wider variety of fabrics.

Assessment: All assessments are compulsory.

Design Studies 3

Pre-requisites: Design Studies 2

Course outline: The year is spent working towards a final collection and a range of designs.

Assessment: All assessments are compulsory.

Theory Of Clothing 1

Pre-requisites: None

Course outline: The subject consists of two sections, viz:

Textile Studies
Students learn about fibres, from natural to man-made, fabric construction, properties, handling and use.

Clothing Manufacturing Technology
In this section students get insight into the processes in clothing factories and the operation of different machinery.

Assessment: All assessments are compulsory.

Theory Of Clothing 2

Pre-requisites: Theory of Clothing 1

Course outline: The subject consists of two sections, viz:

Textile Studies
Students learn about fibres, from natural to man-made, fabric construction, properties, handling and use at a more in-depth level.

Clothing Manufacturing Technology
In this section students get insight into the processes in clothing factories and the operation of different machinery at a more in-depth level.

Assessment: All assessments are compulsory.

Theory Of Clothing 3

Pre-requisites: Theory of Clothing 2

Course outline: Background knowledge of sociology and basic psychology of clothing, factors impacting on clothing choice with reference to the media, group pressure and culture, and an introduction to research methodology.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE EXTENDED CURRICULUM PROGRAMME: FASHION DESIGN

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Drawing

Pre-requisites: None

Course outline: Drawing is fundamental to design and is embedded in all the design subjects as part of the design process. Drawing is also taught as a separate subject that is divided into figure drawing and object drawing. These two components are equally weighted and each accounts for 50% of the final mark in drawing. Through figure and object drawing students are encouraged to develop observational, perceptual and conceptual skills and to carry these into the study of their design subjects.

Assessment: All assessments are compulsory.

Two-Dimensional Design (Fashion Design)

Pre-requisites: None

Course outline: Students are introduced to basic pattern-making and garment construction techniques in this subject. They start by designing a pattern for a bag, constructed in fabric and made with an industrial sewing machine and hand sewing techniques for decoration. The next fashion design project begins with stylistic analysis of the garment designs of a well-established international or local fashion designer. The students then develop a concept board with their own range of garments, based on their understanding of their chosen designer's garments. Referring to the concept board, the students then do detailed illustrations of their garment designs in coloured pencil crayons.

Assessment: All assessments are compulsory.

Description Of Theory Subjects

Pre-requisites: None
Course outline: As set out below.
Assessment: All assessments are compulsory.

History of Art & Design 1

This subject will be introduced on a theme basis offering first-time History of Art and Design students a basic overview. Segments from the first year of the History of Art and Design course will be included and students will be required to attend core lectures, supplemented by tutorials, with an emphasis on the analysis of design products.

Design & Visual Literacy

This component of the course concentrates on introducing students to design and visual literacy through various visual presentations, written and spoken exercises and assessments. Design and visual literacy classes are augmented by outings and visits to exhibitions. In addition, students get the opportunity to engage with current design discourse through a programme of guest lecturers in the field as well as a film club that focuses on key concerns. This is done to develop an awareness of current design and to encourage an attitude of life-long learning.

Communication & Literacy (including Language Skills)

This section of the course introduces students to academic reading and writing, as well as the skills needed to research information and present this information in a coherent and effective written and verbal format. Students have the opportunity to ask for support with any of their written or oral assignments from the Design Communication Studies lecturer and the Professional Business Practice lecturer, and remedial help will be given where needed. Furthermore, integrated into all theory assignments, is an assessable language component that counts for 30% of the final mark.

Professional Business Practice (Life Skills, Computer Skills & Numeracy)

Life skills

This course includes various life skills and study skills workshops to help students develop the kind of individual and academic competencies and attitudes needed for successful learning on a first year academic level.

Computer skills

Basic computer literacy is offered in order to familiarise students with the current frameworks of technology. This knowledge will be further developed into word processing and presentation package skills in order to empower students to successfully utilise these resources.

Numeracy skills

The numeracy course consists of four modules designed to give the students a practical understanding of numeracy as it relates to various facets of life. The modules include a variety of topics such as area and volume, data processing and probability, as well as financial aspects such as interest rates, inflation and exchange rates.

CORE SYLLABI FOR THE B TECH: FASHION DESIGN

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

BUSINESS STUDIES 4

Pre-requisites: Design Studies 2

Course outline: Evaluate opportunities and threats in the national and international fashion markets. Develop and present a business plan for a fashion or related business. Research, identify and analyse various fashion marketing opportunities in South Africa and internationally. Design marketing strategies for various identified markets. Plan the implementation of the Africa marketing programme.

Assessment: All assessments are compulsory.

Specialised Clothing Technology 4

Pre-requisites: None

Course outline: The subject consists of 3 sections, viz:

Design Studies 4

Designing for a range, tackling the student's specific research problem.

Pattern Studies 4

Patterns for a research-based range.

Garment Construction 4

Garment construction for a research-based range.

Assessment: All assessments are compulsory.

Theory Of Clothing 4

Pre-requisites: None

Students are taught to understand the research process and be in a position to prepare a research proposal. This is then extended into a dissertation supporting the practical component. The final written document should show a scholarly theoretical and critical approach. It should demonstrate theoretical understanding – paying particular attention to the research problem, research questions (aims), the literature review and the methodology (method), and evaluate the outcome (conclusion). It should also demonstrate insight – showing a penetrating capacity which reflects critical insight, and both understanding and an ability to discern underlying meanings. The dissertation should also prove relevance (suitability and applicability to a particular issue/context), as well as curiosity and a spirit of enquiry, an ability to work both independently and collaboratively, and personal development and creative problem solving.

Assessment: All assessments are compulsory.

NATIONAL DIPLOMA: GRAPHIC DESIGN

Duration: Full-time – three years
Venue: Bellville Campus
Cape Town Campus

Course Aim
Graduates are competent to design and produce visual communication to a professional level relevant to the formal market sector.

Career Opportunities
The fields of employment are advertising agencies, design studios, printing and publishing houses. Employment opportunities also exist in state-supported institutions such as museums, library services and medical institutions.

After gaining practical experience, a graphic designer may decide to become self-employed as a freelance designer.

Areas of specialisation include digital design, illustration, packaging, corporate identity and photography.

Admission Requirements

Required Senior Certificate subjects:
Home Language 4 (50% – 59%)*
First Additional Language 3 (40% – 49%)*
One of these languages shall be English or Afrikaans*
Mathematics 2 (30% – 39%)
Maths Literacy 4 (50% – 59%)
Recommended Senior Certificate subjects:
Design 3 (40% – 49%)

Submission of prescribed portfolio
In addition to the minimum admission requirements (see above), applicants are required to submit a prescribed portfolio of art work, together with a questionnaire. Applicants may also be required to attend an interview on campus. Details of the portfolio requirements will be supplied on application.

NATIONAL DIPLOMA: GRAPHIC DESIGN

QUALIFICATION CODE: NDGDSN

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1	Y	PGP100S	Professional Graphic Design Practice 1	C		5	12	0.100	C	Y
1	Y	HOA100S	History of Art & Design 1	C		5	12	0.100	C	Y
1	Y	CMD100S	Communication Design 1	C		5	36	0.300	C	Y
1	Y	DGT100S	Design Techniques 1	C		5	36	0.300	C	Y
1	Y	GDD100S	Graphic Design Drawing 1	C		5	24	0.200	C	Y
2	Y	PGP200S	Professional Graphic Design Practice 2	C	PGP100S	5	12	0.100	C	Y
2	Y	HGD200S	History & Theory of Graphic Design 2	C	HOA100S	5	12	0.100	C	Y
2	Y	CMD200S	Communication Design 2	C	CMD100S	5	48	0.400	C	Y
2	Y	DGT200S	Design Techniques 2	C	DGT100S	6	30	0.250	C	Y
2	Y	GDD200S	Graphic Design Drawing 2	C	GDD100S	6	18	0.150	C	Y
3	Y	PGP300S	Professional Graphic Design Practice 3	C	PGP200S	6	12	0.100	C	Y
3	Y	HGD300S	History & Theory of Graphic Design 3	C	HGD200S	6	12	0.100	C	Y
3	Y	CMD300S	Communication Design 3	C	CMD200S	6	60	0.500	C	Y
3	Y	DGT300S	Design Techniques 3	C	DGT200S	6	24	0.200	C	Y
3	Y	GDD300S	Graphic Design Drawing 3	C	GDD200S	6	12	0.100	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 15

Promotion Criteria
- All subjects must be passed with a 50% minimum for promotion.
- If a student passes 4 out of the 5 subjects, he/she will automatically be re-admitted to the course.
- If a student passes 3 out of 5 subjects, he/she will be wait-listed.

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
- Students who pass two or less subjects will be excluded and will have to submit a letter of appeal to the HOD of the Department.
- A student will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

NATIONAL DIPLOMA: GRAPHIC DESIGN (EXTENDED CURRICULUM PROGRAMME)

Duration: Full-time – four years (the first year is done over two years).
Venue: Bellville Campus
Cape Town Campus

Course Aim

The Extended Curriculum Programme is the first year of study for the National Diploma in Graphic Design and is completed in a minimum of four years (the first year is done over two years).

The target group for the extended first year of study consists mostly of prospective students who have applied for entry into the regular first year of study in one of the specialist design departments. These applicants show appropriate potential for study in design but are not ready for entry into the regular first year of study and are referred to the Extended Curriculum Programme. Students are nominated by the relevant department if it is felt that they would benefit from the additional support. If accepted, these students will be registered for the extended first year in the design discipline for which they originally applied.

By the end of the Design Foundation Course students should have a fair idea of where their strengths lie, and they should also be able to make an informed choice as to which design discipline they should be entering for the regular first year of study. If they are better suited for study in another design discipline than the one for which they are registered, they will be allowed to change their choice of design discipline.

Career Opportunities

The fields of employment are advertising agencies, design studios, printing and publishing houses. Employment opportunities also exist in state-supported institutions such as museums, library services and medical institutions.

After gaining practical experience, a graphic designer may decide to become self-employed as a freelance designer.

Areas of specialisation include digital design, illustration, packaging, corporate identity and photography.

Admission Requirements

Admission requirements are the same as for students in the three-year mainstream programme.

ND: GRAPHIC DESIGN (EXTENDED CURRICULUM PROGRAMME)

QUALIFICATION CODE: NDGDSX

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Foundation year										
0	Y	PGP10SX	Professional Graphic Design Practice 1A	C	n/a	5A	9	0.075	C	Y
0	Y	HOA10SX	History of Art & Design 1A	C	n/a	5A	9	0.075	C	Y
0	Y	CMD10SX	Communication Design 1A	C	n/a	5A	27	0.225	C	Y
0	Y	DST10SX	Design Techniques 1A	C	n/a	5A	27	0.225	C	Y
0	Y	GDD10SX	Graphic Design Drawing 1A	C	n/a	5A	18	0.150	C	Y
First year (Mainstream programme)										
1	Y	PGP100S	Professional Graphic Design Practice 1	C	PGP10SX	5B	9	0.075	C	Y
1	Y	HOA100S	History of Art & Design 1	C	HOA10SX	5B	9	0.075	C	Y
1	Y	CMD100S	Communication Design 1	C	CMD10SX	5B	27	0.225	C	Y
1	Y	DGT100S	Design Techniques 1	C	DST10SX	5B	27	0.225	C	Y
1	Y	GDD100S	Graphic Design Drawing 1	C	GDD10SX	5B	18	0.150	C	Y
Second year (Mainstream programme)										
2	Y	PGP200S	Professional Graphic Design Practice 2	C	PGP100S	5	9	0.075	C	Y
2	Y	HGD200S	History & Theory of Graphic Design 2	C	HOA100S	5	9	0.075	C	Y
2	Y	CMD200S	Communication Design 2	C	CMD100S	5	36	0.300	C	Y
2	Y	DGT200S	Design Techniques 2	C	DGT100S	5	30	0.187	C	Y
2	Y	GDD200S	Graphic Design Drawing 2	C	GDD100S		13.56	0.113	C	Y

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Third year (Mainstream programme)										
3	Y	PGP300S	Professional Graphic Design Practice 3	C	PGP200S	6	9	0.075	C	Y
3	Y	HGD300S	History & Theory of Graphic Design 3	C	HGD200S	6	9	0.075	C	Y
3	Y	CMD300S	Communication Design 3	C	CMD200S	6	45	0.375	C	Y
3	Y	DGT300S	Design Techniques 3	C	DGT200S	6	18	0.150	C	Y
3	Y	GDD300S	Graphic Design Drawing 3	C	GDD200S	6	9	0.075	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 15

Academic Exclusion Rules and Appeal Procedure

The academic exclusion rules and appeal procedure are the same as that applicable to the mainstream National Diploma programme.

B TECH: GRAPHIC DESIGN

Duration: Full-time – one year
Part-time – two years
Venue: Bellville Campus
Cape Town Campus

Course Aim
This course equips students to make a contribution, through research, to the application and evaluation of existing knowledge in a specialised area of graphic design and enhance professional and personal development.

Career Opportunities
The fields of employment are advertising agencies, design studios, printing and publishing houses. Employment opportunities also exist in state-supported institutions such as museums, library services and medical institutions.

After gaining practical experience, a graphic designer may decide to become self-employed as a freelance designer.

Areas of specialisation include digital design, illustration, packaging, corporate identity and photography.

Admission Requirements
A National Diploma in Graphic Design or a recognised equivalent qualification is required, with an average of at least 60% in the final year of the National Diploma, as well as a portfolio of practical work.

Programme Structure
This is a research-based course in which the student is placed under the guidance of a supervisor who will assist in both the practical and theoretical or written research components of the course.

Assessment
At the end of the period of study, the student must have completed a written report and a body of work that will be exhibited on campus. A panel of staff, assisted by external moderators, will assess the exhibition. Students must satisfy the external moderators that they have fulfilled the requirements towards the degree.

B TECH: GRAPHIC DESIGN

QUALIFICATION CODE: BTGDSN

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
4	Y	TAR400S	Theory of Graphic Design & Academic Report 4	C	None	7	36	0.300	C	Y
4	Y	CMD400S	Communication Design 4	C	None	7	84	0.700	C	Y

Total number of subjects to be passed in order to obtain the B Tech degree: 2

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
A student will be excluded if the qualification is not completed within the University's prescribed period of four registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Faculty Board requesting an extension of their registration.

M TECH: GRAPHIC DESIGN

Duration: A minimum of one calendar year full-time or two consecutive calendar years part-time and a maximum of five years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town + Bellville Campus

Course Aim

Graduates develop the knowledge and skills required to conduct independent research in graphic design and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

The Faculty offers reputable post-graduate design qualifications at Masters and Doctoral level. The Master of Technology (M Tech) and Doctor of Technology (D Tech) in the Design Programmes place emphasis on applied research that addresses challenges facing society in a diverse development milieu. By building on undergraduate foundations in Communication/Graphic Design, Industrial/Product Design, Interior Design, Fashion Design, Surface Design, Jewellery Design and Photography, candidates in the Masters programme often select topics that grapple with complex design problems. The socially conscious ethos encourages research in fields such as Design for Development, Design for Sustainability, Interaction Design, Participatory Design, Universal Design and User-Experience Design.

The Masters degree can be obtained through a full (100%) thesis or a mini-dissertation/part practical output (50–50) qualification, while a full (100%) thesis is required for the Doctoral programmes.

Career Opportunities

Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements

A B Tech: Graphic Design or a recognised equivalent qualification.

Approval by Higher Degrees Committee

The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

M TECH: GRAPHIC DESIGN

QUALIFICATION CODE: MTGDSR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
5	Y	R5GD01R	Thesis	C	None	8	120	1.000	C	N/A

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

D TECH: GRAPHIC DESIGN

Duration: A minimum of two calendar year full-time or two consecutive calendar years part-time and a maximum of six years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town + Bellville Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in fashion design and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

The Faculty offers reputable post-graduate design qualifications at Masters and Doctoral level. The Master of Technology (M Tech) and Doctor of Technology (D Tech) in the Design Programmes place emphasis on applied research that addresses challenges facing society in a diverse development milieu. By building on undergraduate foundations in Communication/Graphic Design, Industrial/Product Design, Interior Design, Fashion Design, Surface Design, Jewellery Design and Photography, candidates in the Masters programme often select topics that grapple with complex design problems. The socially conscious ethos encourages research in fields such as Design for Development, Design for Sustainability, Interaction Design, Participatory Design, Universal Design and User-Experience Design.

The Masters degree can be obtained through a full (100%) thesis or a mini-dissertation/part practical output (50–50) qualification, while a full (100%) thesis is required for the Doctoral programmes.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
An M Tech: Graphic Design or a recognised equivalent qualification.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

D TECH: GRAPHIC DESIGN

QUALIFICATION CODE: DTGDSR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
6	Y	R6GD01R	Thesis	C	None	8	120	1.000	C	N/A

Total number of subjects to be passed in order to obtain the D Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

CORE SYLLABI FOR THE NATIONAL DIPLOMA: GRAPHIC DESIGN

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Communication Design 1

Pre-requisites: None

Course outline: Communication Design 1 is a core subject in which students will be introduced to and master basic design elements and principles. As the year progresses, these techniques will be applied with increasing complexity to simple design briefs for a specific target market. Students will analyse how image, symbol, sign, visual metaphor, context, persuasion and style function in visual communication, and will be able to apply this in communication design solutions. They will apply colour theory, strategic thinking and typographic principles and communicate design solutions and will be required to direct and prepare the production of the design in accordance with professional technical and media specifications.

Assessment: All assessments are compulsory.

Communication Design 2

Pre-requisites: Communication Design 1

Course outline: Communication Design 2 is a core subject in which students will be introduced to and master basic design elements and principles. As the year progresses, students will be required to apply these principles with increasing complexity to simple design briefs for a specific target market. They will also be required to articulate the essential requirements of a simple visual communication assignment and visualise original ideas that meet the requirements of a simple communication brief. Finally, they must design the components of a visual communication campaign to give expression to the original concept.

Assessment: All assessments are compulsory.

Communication Design 3

Pre-requisites: Communication Design 2

Course outline: Communication Design 3 deals with the interpretation, conceptualisation, visualisation and presentation of extended and in-depth communication design assignments, emphasising visual problem-solving content while reflecting a professional, commercial approach. Students are taught to analyse how image, symbol, sign, visual metaphor, context, persuasion and style function in visual communication, and will be able to apply this in communication design solutions. They will be required to identify and solve problems using critical and creative thinking and work effectively with others as a member of a team or group.

Assessment: All assessments are compulsory.

Design Techniques 1

Pre-requisites: None

Course outline: Design Techniques informs and supports Communication Design through the application of 2- and 3-dimensional hand and digital media in the realisation of design solutions. Students will experiment with and explore a range of materials and media and their relationship with meaning and concept. Photography forms an integral part of the subject. They will also be required to visualise original ideas that meet the requirements of a creative brief, design the components of a visual communication assignment to give expression to the original concept and direct and prepare the production of the design in accordance with professional technical and media specifications.

Assessment: All assessments are compulsory.

Design Techniques 2

Pre-requisites: Design Techniques 1

Course outline: Design Techniques 2 informs and supports Communication Design through the application of 2- and 3-dimensional hand and digital media in the realisation of design solutions. Students will experiment with and explore a range of materials and media and their relationship with meaning and concept and they will be critically involved in design processes and products. Photography forms an integral part of the subject. At the end of the course, students will be able to design and produce a limited range of illustrations, prints, 3-dimensional designs and animation through the mastery of a variety of materials and media, and technical and conceptual skills. Students will also display technical and conceptual competency in digital photography.

Assessment: All assessments are compulsory.

Design Techniques 3

Pre-requisites: Design Techniques 2

Course outline: Photography is a technique used by all designers in different ways in order to generate imagery. It is therefore a core subject. Three-dimensional design, illustration and print-making are all electives designed to allow exploration of a chosen field. The subject aims to provide opportunities to learn the technical and conceptual skills required for specialisation. Students will be required to visualise original ideas that meet the requirements of a creative brief, design the components of a visual communication assignment to give expression to the original concept, and direct and prepare the production of the design in accordance with professional technical and media specifications.

Assessment: All assessments are compulsory.

Graphic Design Drawing 1

Pre-requisites: None

Course outline: Drawing underpins all the practical subjects as a communication and conceptual tool and as a visualisation method. In the drawing course students will develop representational, observational and perceptual skills using a variety of media. Through this process students will explore the interpretive possibilities of personal mark-making and their relationship to meaning. Students will be required to visualise original ideas that meet the requirements of a creative brief, articulate the essential requirements of a simple visual communication assignment, and design the components of a visual communication assignment to give expression to the original concept.

Assessment: All assessments are compulsory.

Graphic Design Drawing 2

Pre-requisites: Graphic Design Drawing 1

Course outline: Drawing underpins all the practical subjects as a communication and conceptual tool and as a visualisation method. In the drawing course students will develop representational, observational and perceptual skills using a variety of media. Through this process students will explore the interpretive possibilities of personal mark-making and their relationship to meaning. At the end of the course students will be able to produce drawings in response to a range of perceptual, conceptual and expressive situations as required by the brief, using a variety of appropriate drawing and illustration media.

Assessment: All assessments are compulsory.

Graphic Design Drawing 3

Pre-requisites: Graphic Design Drawing 2

Course outline: Drawing underpins all the practical subjects as a communication and conceptual tool and as a visualisation method. In the drawing course students will develop representational, observational and perceptual skills using a variety of media. Through this process students will explore the interpretive possibilities of personal mark-making and their relationship to meaning. In third year students are required to present all ideas on paper using drawing. This is standard practice in the industry and as such is the rule rather than the exception, when brainstorming, presenting and discussing work with fellow students and lecturers.

Assessment: All assessments are compulsory.

History Of Art & Design 1

Pre-requisites: None

Course outline: The first year of history of art concentrates on the history of art and design in Europe, Britain and the East, from antiquity to the end of the nineteenth century. Reference will also be made to the impact on African and contemporary design and theory. The primary aim of this course is to stimulate a critical awareness of art and design from a multi-cultural perspective and to stress the importance of placing design within a social, economic and political context.

Assessment: All assessments are compulsory.

History & Theory Of Graphic Design 2

Pre-requisites: History of Art & Design 1

Course outline: History & Theory of Graphic Design 2 deals with the following topics, viz Chronological overview of 20th century design movements, Birth and rise of Modernism, Avant garde movements, i.e. Impressionism, Cubism, Futurism, De Stijl, Dada and Surrealism, Consolidation of the modern aesthetic, Post-war design, Late 20th century design movements, i.e. Post-modernism, and Deconstruction and stylistic characteristics and motifs for each period.

Assessment: All assessments are compulsory.

History & Theory Of Graphic Design 3

Pre-requisites: History & Theory of Graphic Design 2

Course outline: History & Theory of Graphic Design 3 deals with the following topics, viz Theory of design and contemporary trends and theories, Design thinking, Design research, Design concept generation and development, Traditional cultures vs subcultures, Globalisation and ethical debates, Advertising, Aesthetics, and Ethics and research methodology.

Assessment: All assessments are compulsory.

Professional Graphic Design Practice 1

Pre-requisites: None

Course outline: The first year Professional Practice course deals with the following topics, viz Options for employment or self-employment, Personal qualities of a successful entrepreneur, Entrepreneurship and the economy, An economic system, Types of economic systems, Non-profit organisations, Local economy, Global economy, Types of businesses and business ownership, Starting a business, Compiling a business plan, Purpose of a business plan, Resources needed to start and operate a business, Essential business mathematics and statistics for a business, Budgeting and tools for budgeting, Business opportunity, Sources of opportunity, Thinking creatively and turning ideas into opportunities.

Assessment: All assessments are compulsory.

Professional Graphic Design Practice 2

Pre-requisites: Professional Graphic Design Practice 1

Course outline: The second year Professional Practice course is designed to give students fundamental background skills not directly related to their core subjects that will enable them to successfully participate in a professional graphic design practice. The second year course includes 1.5 teaching hours per week and interactive class discussions and activities. These sessions are aimed at deepening the students' understanding of business management concepts. The course comprises the following topics, viz Market research, Marketing mix, Cost of doing business, Financial statements analysis, Financing of a business, Compiling a business plan.

Assessment: All assessments are compulsory.

Professional Graphic Design Practice 3

Pre-requisites: Professional Graphic Design Practice 2

Course outline: The third year Professional Practice course includes 1.5 teaching hours per week and interactive class discussions and activities. These sessions are aimed at preparing the individual for post-graduation through an increased focus on business start-up activities, spanning across legislative requirements, key financial concepts and operations management. The third year course comprises the following topics, viz Protecting your business, Legal issues in running a business, Taxes and government regulations, Statutory issues, Business management, Competitor analysis and strategic marketing and Design process management.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE EXTENDED CURRICULUM PROGRAMME: GRAPHIC DESIGN

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Drawing

Pre-requisites: None

Course outline: Drawing is fundamental to design and is embedded in all the design subjects as part of the design process. Drawing is also taught as a separate subject that is divided into figure drawing and object drawing. These two components are equally weighted and each accounts for 50% of the final mark in drawing. Through figure and object drawing students are encouraged to develop observational, perceptual and conceptual skills and to carry these into the study of their design subjects.

Assessment: All assessments are compulsory.

Two-Dimensional Design (Graphic Design)

Pre-requisites: None

Course outline: In addition to the subjects for which the students are registered, a graphic design component forms part of the two-dimensional design subject of the foundation course. This is essential to the complex, integrated, multidisciplinary curriculum and to teaching and learning in the introduction to the study of two-dimensional design.

Assessment: All assessments are compulsory.

Course Description For Theory Subjects

Pre-requisites: None

Course outline: As set out below.

Assessment: All assessments are compulsory.

History of Art & Design 1

This subject will be introduced on a theme basis offering first-time History of Art and Design students a basic overview. Segments from the first year of the History of Art and Design course will be included and students will be required to attend core lectures, supplemented by tutorials, with an emphasis on the analysis of design products.

Design & Visual Literacy

This component of the course concentrates on introducing students to design and visual literacy through various visual presentations, written and spoken exercises and assessments. Design and visual literacy classes are augmented by outings and visits to exhibitions. In addition, students get the opportunity to engage with current design discourse through a programme of guest lecturers in the field as well as a film club that focuses on key concerns. This is done to develop an awareness of current design and to encourage an attitude of life-long learning.

Communication & Literacy (including Language Skills)

This section of the course introduces students to academic reading and writing, as well as the skills needed to research information and present this information in a coherent and effective written and verbal format. Students have the opportunity to ask for support with any of their written or oral assignments from the Design Communication Studies lecturer and the Professional Business Practice lecturer, and remedial help will be given where needed. Furthermore, integrated into all theory assignments, is an assessable language component that counts for 30% of the final mark.

Professional Business Practice (Life Skills, Computer Skills & Numeracy)

Life skills

This course includes various life skills and study skills workshops to help students develop the kind of individual and academic competencies and attitudes needed for successful learning on a first year academic level.

Computer skills

Basic computer literacy is offered in order to familiarise students with the current frameworks of technology. This knowledge will be further developed into word processing and presentation package skills in order to empower students to successfully utilise these resources.

Course Description For Theory Subjects

Numeracy skills
The numeracy course consists of four modules designed to give the students a practical understanding of numeracy as it relates to various facets of life. The modules include a variety of topics such as area and volume, data processing and probability, as well as financial aspects such as interest rates, inflation and exchange rates.

CORE SYLLABI FOR THE B TECH: GRAPHIC DESIGN

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Communication Design 4

Pre-requisites: None

Course outline:
Full-time: Students do a self-motivated design project. They are required to write their own brief for this in June according to the knowledge gained through their research. This will be executed in the third and fourth terms. The course in the first and second terms includes Work Integrated Learning – i.e. live projects and an internship of three weeks at a design studio or agency. There are also set projects and course modules to complete.

Part-time: This includes some modules, research methodology and the theory subject runs for one year. The practical subject can run concurrently or commence in the following year.

Assessment: All assessments are compulsory.

Theory Of Graphic Design & Academic Report 4

Pre-requisites: None

Course outline: The theory subject consists of research methodology lectures and seminars. Students choose a topic for investigation, write a proposal for this and then conduct qualitative /quantitative research in their chosen field. This allows the students to develop in-depth knowledge into the area they have chosen. The academic/ research report (this is not a thesis) is approximately 60 – 120 pages long and will be examined by an external examiner.

Assessment: All assessments are compulsory.

NATIONAL DIPLOMA: THREE-DIMENSIONAL DESIGN

Duration: Full-time – three years
Venue: Cape Town Campus

Course Aim
The course equips students with the knowledge and skills to apply the design process to problems related to mass-produced products, to produce conceptual sketches, technical specifications, rendered images and physical or virtual 3D models to communicate proposed solutions in a professional way.

Graduates with a National Diploma will be able to participate in debates around current design thinking and movements, based on historical reference, and position the results of their work in the business framework that generated the need for the design input.

Career Opportunities
After qualifying, graduates become product designers with the competence to work independently as designers, or work for industrial designers as niche skills specialists like CAD operators, model-makers or illustrators.

Graduates are also employed as in-house designers for manufacturing companies, or in design-related fields such as furniture design, special effects and props for the film industry.

Admission Requirements

Required Senior Certificate subjects:
Home Language 4 (50% – 59%)*
First Additional Language 3 (40% – 49%)*
One of these languages shall be English or Afrikaans*
Mathematics 2 (30% – 39%)
Maths Literacy 4 (50% – 59%)
Recommended Senior Certificate subjects:
Design 3 (40% – 49%)

Submission of prescribed portfolio
In addition to the minimum admission requirements, applicants who live within a radius of 250 km of Cape Town are required to attend a practical admission test, which takes place on campus. Details of the practical test will be supplied on application. Applicants who live more than 250 km from Cape Town, or who are residing outside South Africa when applying, are required to submit a prescribed portfolio of written and practical work.

NATIONAL DIPLOMA: THREE-DIMENSIONAL DESIGN

QUALIFICATION CODE: ND3DDS

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1	Y	DNT100S	Design Studies 1	C		6	36	0.300	C	Y
1	Y	DFD100S	Drawing for Design 1	C		6	36	0.300	C	Y
1	Y	KUN100S	History of Art 1	C		6	12	0.100	C	Y
1	Y	BUT101S	Business Studies 1	C		6	12	0.100	C	Y
1	Y	TCN101S	Technology 1	C		6	24	0.200	C	Y
2	Y	HIN200S	History of Industrial Design 2	C	KUN100S	6	12	0.100	C	Y
2	Y	DSM200S	Design Media 2	C	DFD100S	6	48	0.400	C	Y
2	Y	PDE200S	Product Design 2	C	DNT100S	6	24	0.200	C	Y
2	Y	BUT201S	Business Studies 2	C	BUT101S	6	12	0.100	C	Y
2	Y	TCN201S	Technology 2	C	TCN101S	6	24	0.200	C	Y
3	Y	HIN300S	History of Industrial Design 3	C	HIN200S	6	12	0.100	C	Y
3	Y	DSM300S	Design Media 3	C	DSM200S	6	48	0.400	C	Y
3	Y	PDE300S	Product Design 3	C	PDE200S	6	36	0.300	C	Y
3	Y	BUT301S	Business Studies 3	C	BUT201S	6	12	0.100	C	Y
3	Y	TCN300S	Technology 3	C	TCN201S	6	12	0.100	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 15

Promotion Criteria
A student registered for the National Diploma will be promoted to the next year of study, provided all subjects for the year have been passed.

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
- Students who fail 50% or more of their subjects in any given year, or who fail any subject on the same level twice, will not be re-admitted to the course.
- A student will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

NATIONAL DIPLOMA: THREE-DIMENSIONAL DESIGN (EXTENDED CURRICULUM PROGRAMME)

Duration: Full-time – four years (the first year is done over two years)
Venue: Cape Town Campus

Course Aim

The Extended Curriculum Programme is the first year of study for the National Diploma in Three-dimensional Design and is completed in a minimum of four years (the first year is done over two years).

The target group for the extended first year of study consists mostly of prospective students who have applied for entry into the regular first year of study in one of the specialist design departments. These applicants show appropriate potential for study in design but are not ready for entry into the regular first year of study and are referred to the Extended Curriculum Programme. Students are nominated by the relevant department if it is felt that they would benefit from the additional support. If accepted, these students will be registered for the extended first year in the design discipline for which they originally applied.

By the end of the Design Foundation Course students should have a fair idea of where their strengths lie, and they should also be able to make an informed choice as to which design discipline they should be entering for the regular first year of study. If they are better suited for study in another design discipline than the one for which they are registered, they will be allowed to change their choice of design discipline.

Career Opportunities

After qualifying, graduates become product designers with the competence to work independently as designers, or work for industrial designers as niche skills specialists like CAD operators, model-makers or illustrators.

Graduates are also employed as in-house designers for manufacturing companies, or in design-related fields such as furniture design, special effects and props for the film industry.

Admission Requirements

Admission requirements are the same as for students in the three-year mainstream programme.

ND: THREE-DIMENSIONAL DESIGN (EXTENDED CURRICULUM PROGRAMME)

QUALIFICATION CODE: ND3DFX

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Foundation year										
0	Y	DNT10SX	Design Studies 1A	C		5A	27	0.225	C	Y
0	Y	DRA10SX	Drawing for Design 1A	C		5A	27	0.225	C	Y
0	Y	HIS10SX	History of Art 1A	C		5A	9	0.075	C	Y
0	Y	BST10SX	Business Studies 1A	C		5A	9	0.075	C	Y
0	Y	TEC10SX	Technology 1A	C		5A	18	0.150	C	Y
First year (Mainstream programme)										
1	Y	DNT100S	Design Studies 1	C	DNT10SX	5B	27	0.225	C	Y
1	Y	DFD100S	Drawing for Design 1	C	DRA10SX	5B	27	0.225	C	Y
1	Y	KUN100S	History of Art 1	C	HIS10SX	5B	9	0.075	C	Y
1	Y	BUT101S	Business Studies 1	C	BST10SX	5B	9	0.075	C	Y
1	Y	TCN101S	Technology 1	C	TEC10SX	5B	18	0.150	C	Y
Second year (Mainstream programme)										
2	Y	HIN200S	History of Industrial Design 2	C	KUN100S	5	9	0.075	C	Y
2	Y	DSM200S	Design Media 2	C	DFD100S	5	36	0.300	C	Y
2	Y	PDE200S	Product Design 2	C	DNT100S	5	18	0.150	C	Y
2	Y	BUT201S	Business Studies 2	C	BUT101S	5	9	0.075	C	Y
2	Y	TCN201S	Technology 2	C	TCN101S	5	18	0.150	C	Y
Third year (Mainstream programme)										
3	Y	HIN300S	History of Industrial Design 3	C	HIN200S	6	9	0.075	C	Y
3	Y	DSM300S	Design Media 3	C	DSM200S	6	36	0.300	C	Y

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
3	Y	PDE300S	Product Design 3	C	PDE200S	6	18	0.150	C	Y
3	Y	BUT301S	Business Studies 3	C	BUT201S	6	9	0.075	C	Y
3	Y	TCN300S	Technology 3	C	TCN201S	6	9	0.150	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 15

Academic Exclusion Rules and Appeal Procedure

The academic exclusion rules and appeal procedure are the same as that applicable to the mainstream National Diploma programme.

B TECH: INDUSTRIAL DESIGN

Duration: Full-time – one year
Part-time – two years
Venue: Cape Town Campus

Course Aim
The course equips students with the knowledge and skills to compose and apply an appropriately researched professional design process to problems related to mass-produced products, resulting in proposals that take account of the desired function, all user aspects, environmental responsibilities and cultural suitability.

Career Opportunities
This course is aimed at industrial designers who have the competence to handle industrial design projects independently, who are self-employed or who work for an industrial design company.

Further employment opportunities exist as in-house designers for manufacturing companies, as niche skills specialists like CAD operators, model makers or illustrators or in design-related fields such as special effects and props for the film industry.

Admission Requirements
A National Diploma in Three-Dimensional Design (or a recognised equivalent qualification) with above-average results is required, as well as a portfolio of design projects demonstrating three-dimensional design competence at the appropriate level and applied to manufactured items.

Programme Structure
This is a research-based course in which the student is placed under the guidance of a supervisor who will assist in both the practical and theoretical or written research components of the course.

Assessment
At the end of the period of study, the student must have completed a written report and a body of work that will be exhibited on campus. A panel of staff, assisted by external moderators, will assess the exhibition. Students must satisfy the external moderators that they have fulfilled the requirements towards the degree.

B TECH: INDUSTRIAL DESIGN

QUALIFICATION CODE: BTIDDN

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
4	Y	DGN400S	Design Theory	C	None	7	24	0.200	C	Y
4	Y	PFP400S	Professional Practice	C	None	7	24	0.200	C	Y
4	Y	PDE400S	Product Design 4	C	None	7	72	0.600	C	Y

Total number of subjects to be passed in order to obtain the B Tech degree: 3

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
A student will be excluded if the qualification is not completed within the University's prescribed period of four registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Faculty Board requesting an extension of their registration.

M TECH: INDUSTRIAL DESIGN

Duration: A minimum of one calendar year full-time or two consecutive calendar years part-time and a maximum of five years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in industrial design and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

The Faculty offers reputable post-graduate design qualifications at Masters and Doctoral level. The Master of Technology (M Tech) and Doctor of Technology (D Tech) in the Design Programmes place emphasis on applied research that addresses challenges facing society in a diverse development milieu. By building on undergraduate foundations in Communication/Graphic Design, Industrial/Product Design, Interior Design, Fashion Design, Surface Design, Jewellery Design and Photography, candidates in the Masters programme often select topics that grapple with complex design problems. The socially conscious ethos encourages research in fields such as Design for Development, Design for Sustainability, Interaction Design, Participatory Design, Universal Design and User-Experience Design.

The Masters degree can be obtained through a full (100%) thesis or a mini-dissertation/part practical output (50–50) qualification, while a full (100%) thesis is required for the Doctoral programmes.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
A B Tech: Industrial Design or a recognised equivalent qualification.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

M TECH: INDUSTRIAL DESIGN

QUALIFICATION CODE: MTINDR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
5	Y	R5DS01R	Thesis	C	None	8	120	1.000	C	N/A

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

D TECH DESIGN: INDUSTRIAL DESIGN

Duration: A minimum of two calendar year full-time or two consecutive calendar years part-time and a maximum of six years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in industrial design and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

The Faculty offers reputable post-graduate design qualifications at Masters and Doctoral level. The Master of Technology (M Tech) and Doctor of Technology (D Tech) in the Design Programmes place emphasis on applied research that addresses challenges facing society in a diverse development milieu. By building on undergraduate foundations in Communication/Graphic Design, Industrial/Product Design, Interior Design, Fashion Design, Surface Design, Jewellery Design and Photography, candidates in the Masters programme often select topics that grapple with complex design problems. The socially conscious ethos encourages research in fields such as Design for Development, Design for Sustainability, Interaction Design, Participatory Design, Universal Design and User-Experience Design.

The Masters degree can be obtained through a full (100%) thesis or a mini-dissertation/part practical output (50–50) qualification, while a full (100%) thesis is required for the Doctoral programmes.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
An M Tech: Industrial Design or a recognised equivalent qualification.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

D TECH: INDUSTRIAL DESIGN

QUALIFICATION CODE: DTDESR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
6	Y	R6ID01R	Thesis	C	None	9	120	1.000	C	N/A

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

CORE SYLLABI FOR THE NATIONAL DIPLOMA: INDUSTRIAL DESIGN

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Business Studies 1

Pre-requisites: None

Course outline: Business is an important aspect of design courses and introduces students to the principles of economics, business administration and entrepreneurship. The programme is stepped throughout the three-year course to help students gain insight into common business practices and starting their own design business. Various fields are covered in this course, with the focus in the first year on entrepreneurship as practised in design.

Assessment: All assessments are compulsory.

Business Studies 2

Pre-requisites: Business Studies 1

Course outline: Business is an important aspect of design courses and introduces students to the principles of economics, business administration and entrepreneurship. The programme is stepped throughout the three-year course to help students gain insight into common business practices and starting their own design business. Business Studies 2 covers a diverse field of business principles that include marketing, human resources, financial statements and how to write a business plan.

Assessment: All assessments are compulsory.

Business Studies 3

Pre-requisites: Business Studies 2

Course outline: Business is an important aspect of design courses and introduces students to the principles of economics, business administration and entrepreneurship. The programme is stepped throughout the three-year course to help students gain insight into common business practices and starting their own design business. In the third year Business Studies focuses on entrepreneurial studies and the analysis of design products for marketing and promotional purposes.

Assessment: All assessments are compulsory.

Design Studies 1

Pre-requisites: None

Course outline: Design Studies 1 focuses on design principles relating to 2D and 3D design. Three-dimensional design projects during the year cover elements and principles of design in a variety of materials and processes. Two-dimensional projects cover elements and principles of typography, layout and colour applications in a variety of media. Part of a professional designer's job is to discuss and present their work and to communicate successfully with their clients.

Assessment: All assessments are compulsory.

Design Media 2

Pre-requisites: Drawing for Design 1

Course outline: Design Media 2 consists of technical specification, illustration and digital competencies. Students will further their skills in technical drawing, both with manual and digital instruments. They will learn to produce accurately rendered illustrations of their designs through a series of targeted exercises and practice. They will also learn to use digital tools to support their design work.

Assessment: All assessments are compulsory.

Design Media 3

Pre-requisites: Design Media 2

Course outline: Design Media 3 is a development of skills acquired in Design Media 2. Engineering drawing, technical specification, illustration and digital competencies are still components, as well as the role and development of communication skills. Digital skills and software knowledge in these subject are developed as part of the course.

Assessment: All assessments are compulsory.

Drawing For Design 1

Pre-requisites: None

Course outline: Drawing for Design 1 consists of three separate fields, viz freehand drawing, technical drawing and perspective drawing, and focuses on the representation of 3D reality in a 2D format. What students will learn from the drawing projects is to observe reality. Students will develop an understanding of how light influences the appearance of objects. The course will develop students' conceptual and visualisation skills which are vital to a designer.

Assessment: All assessments are compulsory.

History Of Art 1

Pre-requisites: None

Course outline: The first year history course concentrates on the history of art and design in Europe, Britain and the East, from antiquity to the end of the nineteenth century. Modules include Ancient Civilisations, the Middle Ages and Islam, the Renaissance and Enlightenment, the Industrial Revolution and the influence of the East. The primary aim of this course is to stimulate a critical awareness of art and design history from a multi-cultural perspective and to stress the importance of placing design within a social, economic and political context.

Assessment: All assessments are compulsory.

History Of Industrial Design 2

Pre-requisites: History of Art 1

Course outline: The purpose of this course is to develop students' understanding of the chronological development of movements and styles, the rationale being that students will have a clear indication when the different periods occurred, making it easier to situate historically and critically analyse and compare. It covers the following topics, viz Art & Craft and Art Nouveau, the Avant Garde, the Vienna Secession, the Werkbund and the Bauhaus, the International style, the Art Deco style, Post-war design, Post-modernism and Deconstruction.

Assessment: All assessments are compulsory.

History Of Industrial Design 3

Pre-requisites: History of Industrial Design 2

Course outline: The third year of study is a critical evaluation of design theory and modern interpretations of existing concepts, including design thinking. The course is academic and focuses on discussion and small research group activities. Students are introduced to two new project formats, viz the research proposal and the research report. Students will be required to investigate the development of industrial design as a research discipline.

Assessment: All assessments are compulsory.

Product Design 2

Pre-requisites: Design Studies 1

Course outline: Product Design 2 concentrates on the application of industrial processes to achieve the desired form and function. Students will be required to deal with the reality of three-dimensional objects, their function, form and finish and by the end of the course they will have developed an awareness of the design process and the necessary skills to apply that knowledge in the solution of various design problems. These skills will include prototyping and production drawings within the context of metal, plastic, wood and ceramic technologies.

Assessment: All assessments are compulsory.

Product Design 3

Pre-requisites: Product Design 2

Course outline: Product Design 3 continues with the investigation of industrial processes to achieve the desired forms and function of various products. A focus at third year level is the integration of industry requirements into the curriculum. For this reason the curriculum is quite fluid as it incorporates opportunities to work with industry counterparts. Students need to deal with the reality of three-dimensional objects, their function, form and finish, as well as real-time deadlines.

Assessment: All assessments are compulsory.

Technology 1

Pre-requisites: None

Course outline: Technology 1 is an introductory course, where the students are introduced to various materials and related manufacturing processes. Materials discussed are mostly linked to the projects undertaken in 3D design (part of Design Studies 1), which allows for first- hand experience of the material and processes. The properties and applications of materials are discussed. Students will be required to formulate materials research in files. Material categories include cardboard and paper, timber, metals, ceramics and plastics.

Assessment: All assessments are compulsory.

Technology 2

Pre-requisites: Technology 1

Course outline: Technology 2 concentrates on the industrial manufacturing processes for various materials: how things are done and what the consequences are when designing with those materials. he subject covers a wide variety of materials and is integrated to a large extent with Product Design 2 through the application of the knowledge gained. Regular factory visits give an insight into the realities of designing in the industry.

Assessment: All assessments are compulsory.

Technology 3

Pre-requisites: Technology 2

Course outline: Technology 3 concentrates on tooling necessary for manufacturing and the consequent limitations on the design of components. It elaborates on finishing processes and expands on more advanced moulding techniques. It explores advanced computer-based technologies in manufacturing. There is also a focus on emerging technologies and how it influences design and global concerns. The course aims to develop awareness of global concerns and how design and technology can be forces of change. The theory of technologies is investigated, producing future trends based on established technological innovations of the past.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE EXTENDED CURRICULUM PROGRAMME: THREE-DIMENSIONAL DESIGN

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Drawing

Pre-requisites: None

Course outline: Drawing is fundamental to design and is embedded in all the design subjects as part of the design process. Drawing is also taught as a separate subject that is divided into figure drawing and object drawing. These two components are equally weighted and each accounts for 50% of the final mark in drawing. Through figure and object drawing students are encouraged to develop observational, perceptual and conceptual skills and to carry these into the study of their design subjects.

Assessment: All assessments are compulsory.

Three-Dimensional Design (Industrial Design)

Pre-requisites: None

Course outline: Students will learn to develop products in different materials applying the design process, consisting of self-research, development of concept drawings, the use of technical drawings and 3D prototypes. They will create a positive pattern for a mould that could be used for mass production. For this they design and make a cardboard construction for a low relief ceramic tile suitable for use as a border pattern. They will design and construct 3D slot-together structures, making puzzles for children out of Corex, a plastic laminated card. Students will then do a packaging exercise, constructing a box and lid in cardboard from accurate technical drawings with strict specifications.

Assessment: All assessments are compulsory.

Course Description For Theory Subjects

Pre-requisites: None

Course outline: As set out below.

Assessment: All assessments are compulsory.

History of Art & Design 1

This subject will be introduced on a theme basis offering first-time History of Art and Design students a basic overview. Segments from the first year of the History of Art and Design course will be included and students will be required to attend core lectures, supplemented by tutorials, with an emphasis on the analysis of design products.

Design & Visual Literacy

This component of the course concentrates on introducing students to design and visual literacy through various visual presentations, written and spoken exercises and assessments. Design and visual literacy classes are augmented by outings and visits to exhibitions. In addition, students get the opportunity to engage with current design discourse through a programme of guest lecturers in the field as well as a film club that focuses on key concerns. This is done to develop an awareness of current design and to encourage an attitude of life-long learning.

Communication & Literacy (including Language Skills)

This section of the course introduces students to academic reading and writing, as well as the skills needed to research information and present this information in a coherent and effective written and verbal format. Students have the opportunity to ask for support with any of their written or oral assignments from the Design Communication Studies lecturer and the Professional Business Practice lecturer, and remedial help will be given where needed. Furthermore, integrated into all theory assignments, is an assessable language component that counts for 30% of the final mark.

Professional Business Practice (Life Skills, Computer Skills & Numeracy)

Life skills

This course includes various life skills and study skills workshops to help students develop the kind of individual and academic competencies and attitudes needed for successful learning on a first year academic level.

Computer skills

Basic computer literacy is offered in order to familiarise students with the current frameworks of technology. This knowledge will be further developed into word processing and presentation package skills in order to empower students to successfully utilise these resources.

Numeracy skills

The numeracy course consists of four modules designed to give the students a practical understanding of numeracy as it relates to various facets of life. The modules include a variety of topics such as area and volume, data processing and probability, as well as financial aspects such as interest rates, inflation and exchange rates.

CORE SYLLABI FOR THE B TECH: INDUSTRIAL DESIGN

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

DESIGN THEORY 4

Pre-requisites: None

Course outline: Students must be able to understand the research process and be in a position to prepare a research proposal. This is then extended into a dissertation supporting the practical component. The final written document should show a scholarly theoretical and critical approach. It should demonstrate theoretical understanding – paying particular attention to the research problem, research questions (aims), the literature review and the methodology (method), and evaluate the outcome (conclusion). It should also demonstrate insight – showing a penetrating capacity which reflects critical insight, and both understanding and an ability to discern underlying meanings. The dissertation should also prove relevance (suitability and applicability to a particular issue/context), as well as curiosity and a spirit of enquiry, an ability to work both independently and collaboratively, and personal development and creative problem solving.

Assessment: All assessments are compulsory.

PRODUCT DESIGN 4

Pre-requisites: None

Course outline: A number of teaching methods will be employed, including individual consultation with lecturers, group learning, peer review and interaction between students and lecturers during the presentation of projects. In addition, students will be expected to establish links with practising designers and craft people, attend workshops and trade exhibitions and build up industry contact. Projects will consist of various modules related to design, i.e. research, drawing concepts, trend, presentation, communication, media, economic techniques, practical application and new developments.

Assessment: All assessments are compulsory.

PROFESSIONAL PRACTICE 4

Pre-requisites: None

Course outline: Evaluate opportunities and threats in the national and international fashion markets. Develop and present a business plan for an industrial or related business. Research, identify and analyse various industrial marketing opportunities in South African and internationally. Design marketing strategies for various identified markets. Plan the implementation of the marketing programme.

Assessment: All assessments are compulsory.

NATIONAL DIPLOMA: JEWELLERY DESIGN & MANUFACTURE

Duration: Full-time – three years
Venue: Cape Town Campus

Course Aim

The aim of the course is to prepare students for the emerging South African jewellery industry in managerial, marketing and manufacturing capacities, while fostering a South African design ethic that does not rely on mass plagiarism of imported images.

The course has the following objectives:

- To draw on historical studies which heighten design awareness
- To develop skills to communicate design intention
- To develop technical skills to manufacture jewellery from preparation of metals through to final finishing
- To instil good workshop practice
- To develop applied drawing and illustration techniques.

Career Opportunities

Students who have qualified can work as a goldsmith, design and create original models for jewellery manufacturers for mass production, manage the workshop of a jewellery manufacturer, become a jewellery designer in a jewellery studio, become a salesperson or manager in the jewellery retail industry, design or manufacture theatre or costume jewellery, become a buyer for large jewellery chain stores, evaluate jewellery items, repair jewellery items, manage a design boutique/studio, start a jewellery design and manufacturing business.

Admission Requirements

Required Senior Certificate subjects:
Home Language 4 (50% – 59%)*
First Additional Language 3 (40% – 49%)*
One of these languages shall be English or Afrikaans*
Mathematics 2 (30% – 39%)
Maths Literacy 4 (50% – 59%)
Recommended Senior Certificate subjects:
Design 3 (40% – 49%)

Submission of prescribed portfolio

In addition to the minimum admission requirements, applicants who live within a radius of 250 km of Cape Town are required to attend a practical admission test, which takes place on campus. Details of the practical test will be supplied on application. Applicants who live more than 250 km from Cape Town, or who are residing outside South Africa when applying, are required to submit a prescribed portfolio of written and practical work.

ND: JEWELLERY DESIGN & MANUFACTURE

QUALIFICATION CODE: NDJEWD

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1	Y	JED100S	Jewellery Design1	C	None	6	36	0.300	C	Y
1	Y	JDR100S	Jewellery Drawing 1	C	None	6	24	0.200	C	Y
1	Y	JTQ100S	Jewellery Techniques 1	C	None	6	36	0.300	C	Y
1	Y	JTH100M	Jewellery Theory 1	C	None	6	0	0.000	C	Y
1	Y	JTH100A	Metallurgy	C	None	6	12	0.100	C	Y
1	Y	JTH100B	Business Studies 1	C	None	6	12	0.100	C	Y
2	Y	JED200S	Jewellery Design 2	C	JED100S	6	36	0.300	C	Y
2	Y	JDR200S	Jewellery Drawing 2	C	JDR100S	6	24	0.200	C	Y
2	Y	JTQ200S	Jewellery Techniques 2	C	JTQ100S	6	36	0.300	C	Y
2	Y	JTH200M	Jewellery Theory 2	C	JTH100M	6	0	0.000	C	Y
2	Y	JTH200A	History of Jewellery	C	None	6	12	0.100	C	Y
2	Y	JTH200B	Business Studies 2	C	JTH100B	6	12	0.100	C	Y
3	Y	JED300S	Jewellery Design 3	C	JED200S	6	36	0.300	C	Y
3	Y	JDR300S	Jewellery Drawing 3	C	JDR200S	6	24	0.200	C	Y
3	Y	JTQ300S	Jewellery Techniques 3	C	JTQ200S	6	36	0.300	C	Y
3	Y	JTH300M	Jewellery Theory 3	C	JTH200M	6	0	0.000	C	Y
3	Y	JTH300A	Gemmology Practical 3	C	None	6	12	0.100	C	Y
3	Y	JTH300B	Gemmology Theory 3	C	None	6	12	0.100	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 12

Promotion Criteria
A student will be promoted to the next year of study, provided that all subjects are passed in the year concerned.

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
- Students who fail 50% or more of their subjects in any given year, or who fail any subject on the same level twice, will not be re-admitted to the course.
- A student will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

NATIONAL DIPLOMA: JEWELLERY DESIGN & MANUFACTURE (EXTENDED CURRICULUM PROGRAMME)

Duration: Full-time – four years (the first year is done over two years)
Venue: Cape Town Campus

Course Aim

The Extended Curriculum Programme is the first year of study for the National Diploma in Jewellery Design and is completed in a minimum of four years (the first year is done over two years).

The target group for the extended first year of study consists mostly of prospective students who have applied for entry into the regular first year of study in one of the specialist design departments. These applicants show appropriate potential for study in design but are not ready for entry into the regular first year of study and are referred to the Extended Curriculum Programme. Students are nominated by the relevant department if it is felt that they would benefit from the additional support. If accepted, these students will be registered for the extended first year in the design discipline for which they originally applied.

By the end of the Design Foundation Course students should have a fair idea of where their strengths lie, and they should also be able to make an informed choice as to which design discipline they should be entering for the regular first year of study. If they are better suited for study in another design discipline than the one for which they are registered, they will be allowed to change their choice of design discipline.

Career Opportunities

Students who qualified can work as a goldsmith, design and create original models for jewellery manufacturers for mass production, manage the workshop of a jewellery manufacturer, become a jewellery designer in a jewellery studio, become a salesperson or manager in the jewellery retail industry, design or manufacture theatre or costume jewellery, become a buyer for large jewellery chain stores, evaluate jewellery items, repair jewellery items, manage a design boutique/studio, start a jewellery design and manufacturing business.

Admission Requirements

Admission requirements are the same as for students in the three-year mainstream programme.

ND: JEWELLERY DESIGN & MANUFACTURE (EXTENDED CURRICULUM PROGRAMME)

QUALIFICATION CODE: NDJDFX

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Foundation year										
0	Y	JED10SX	Jewellery Design 1A	C		5A	27	0.225	C	Y
0	Y	JDR10SX	Jewellery Drawing 1A	C		5A	18	0.150	C	Y
0	Y	JTQ10SX	Jewellery Techniques 1A	C		5A	27	0.225	C	Y
0	Y	JET10MX	Jewellery Theory 1A	C		5A			C	Y
0	Y	JET10BX	Business Studies 1A	C		5A	9	0.075	C	Y
0	Y	JET10AX	Metallurgy 1A	C		5A	9	0.075	C	Y
First year (Mainstream programme)										
1	Y	JED100S	Jewellery Design 1	C	JED10SX	5B	27	0.225	C	Y
1	Y	JDR100S	Jewellery Drawing 1	C	JDR10SX	5B	18	0.150	C	Y
1	Y	JTQ100S	Jewellery Techniques 1	C	JTQ10SX	5B	27	0.225	C	Y
1	Y	JET100M	Jewellery Theory 1	C	JET10MX	5B			C	Y
1	Y	JTH100A	Metallurgy	C	JET10AX	5B	9	0.075	C	Y
1	Y	JTH100B	Business Studies 1	C	JET10BX	5B	9	0.075	C	Y
Second year (Mainstream programme)										
2	Y	JED200S	Jewellery Design 2	C	JED100S	5	27	0.225	C	Y
2	Y	JDR200S	Jewellery Drawing 2	C	JDR100S	5	18	0.150	C	Y
2	Y	JTQ200S	Jewellery Techniques 2	C	JTQ100S	5	27	0.225	C	Y
2	Y	JTH200M	Jewellery Theory 2	C	JET100M	5			C	Y
2	Y	JTH200A	History of Jewellery	C		5	9	0.075	C	Y
2	Y	JTH200B	Business Studies 2	C	JTH100B	5	9	0.075	C	Y

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Third year (Mainstream programme)										
3	Y	JED300S	Jewellery Design 3	C	JED200S	6	27	0.225	C	Y
3	Y	JDR300S	Jewellery Drawing 3	C	JDR200S	6	18	0.150	C	Y
3	Y	JTQ300S	Jewellery Techniques 3	C	JTQ200S	6	27	0.225	C	Y
3	Y	JTH300M	Jewellery Theory 3	C	JTH200M	6			C	Y
3	Y	JTH300A	Gemmology Practical 3	C		6	9	0.075	C	Y
3	Y	JTH300B	Gemmology Theory 3	C		6	9	0.075	C	Y

Number of subjects to be passed in order to obtain the National Diploma: 12

Academic Exclusion Rules and Appeal Procedure

The academic exclusion rules and appeal procedure are the same as that applicable to the mainstream National Diploma programme.

B TECH: JEWELLERY DESIGN & MANUFACTURE

Duration: Full-time – one year
Part-time – two years
Venue: Cape Town Campus

Course Aim

Graduates must produce a cohesive body of creative work that is a synthesis of technology, problem-solving and the application of research methodology. The course equips the graduate with current technological knowledge in the field of computer-aided design and associated manufacturing processes.

Graduates must demonstrate the ability to co-ordinate and conduct research and development in a specialised area of design and/or technology in the field of jewellery design and manufacture. These skills, coupled with a deeper understanding of the implications of design thinking, will contribute to the development of the local jewellery industry within the global context.

Career Opportunities

Students who qualified can work as a goldsmith, design and create original models for jewellery manufacturers for mass production, manage the workshop of a jewellery manufacturer, become a jewellery designer in a jewellery studio, become a salesperson or manager in the jewellery retail industry, design or manufacture theatre or costume jewellery, become a buyer for large jewellery chain stores, evaluate jewellery items, repair jewellery items, manage a design boutique/studio, start a jewellery design and manufacturing business.

Admission Requirements

A National Diploma in Jewellery Design & Manufacture (or a recognised equivalent qualification) is required. Prospective students should have achieved above-average results in the final year of the National Diploma and they must submit a portfolio of practical work.

Programme Structure

This is a research-based course in which the student is placed under the guidance of a supervisor who will assist in both the practical and theoretical or written research components of the course.

Assessment

At the end of the period of study, the student must have completed a written report and a body of work that will be exhibited on campus. A panel of staff, assisted by external moderators, will assess the exhibition. Students must satisfy the external moderators that they have fulfilled the requirements towards the degree.

B TECH: JEWELLERY DESIGN & MANUFACTURE
Qualification Code: BTJEWD

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
4	Y	JDM400S	Jewellery Design & Manufacture 4	C	None	7	96	0.800	C	Y
4	Y	JTH400S	Jewellery Theory 4	C	None	7	24	0.200	C	Y

Total number of subjects to be passed in order to obtain the B Tech degree: 2

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
A student will be excluded if the qualification is not completed within the University's prescribed period of four registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Faculty Board requesting an extension of their registration.

M TECH DESIGN: JEWELLERY DESIGN & MANUFACTURE

Duration: A minimum of one calendar year full-time or two consecutive calendar years part-time and a maximum of five years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in jewellery design and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

The Faculty offers reputable post-graduate design qualifications at Masters and Doctoral level. The Master of Technology (M Tech) and Doctor of Technology (D Tech) in the Design Programmes place emphasis on applied research that addresses challenges facing society in a diverse development milieu. By building on undergraduate foundations in Communication/Graphic Design, Industrial/Product Design, Interior Design, Fashion Design, Surface Design, Jewellery Design and Photography, candidates in the Masters programme often select topics that grapple with complex design problems. The socially conscious ethos encourages research in fields such as Design for Development, Design for Sustainability, Interaction Design, Participatory Design, Universal Design and User-Experience Design.

The Masters degree can be obtained through a full (100%) thesis or a mini-dissertation/part practical output (50–50) qualification, while a full (100%) thesis is required for the Doctoral programmes.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
A B Tech: Jewellery Design & Manufacture or a recognised equivalent qualification.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

M TECH DESIGN: JEWELLERY DESIGN & MANUFACTURE
Qualification Code: MTDESR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
5	Y	R5JD01R	Thesis	C	None	8	120	1.000	C	n/a

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

D TECH DESIGN: JEWELLERY DESIGN & MANUFACTURE

Duration: A minimum of two calendar year full-time or two consecutive calendar years part-time and a maximum of six years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim

Graduates develop the knowledge and skills required to conduct independent research in jewellery design and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

The Faculty offers reputable post-graduate design qualifications at Masters and Doctoral level. The Master of Technology (M Tech) and Doctor of Technology (D Tech) in the Design Programmes place emphasis on applied research that addresses challenges facing society in a diverse development milieu. By building on undergraduate foundations in Communication/Graphic Design, Industrial/Product Design, Interior Design, Fashion Design, Surface Design, Jewellery Design and Photography, candidates in the Masters programme often select topics that grapple with complex design problems. The socially conscious ethos encourages research in fields such as Design for Development, Design for Sustainability, Interaction Design, Participatory Design, Universal Design and User-Experience Design.

The Masters degree can be obtained through a full (100%) thesis or a mini-dissertation/part practical output (50–50) qualification, while a full (100%) thesis is required for the Doctoral programmes.

Career Opportunities

Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements

An M Tech Design: Jewellery Design & Manufacture or a recognised equivalent qualification.

Approval by Higher Degrees Committee

The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

D TECH DESIGN: JEWELLERY DESIGN & MANUFACTURE
Qualification Code: DTDESR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
6	Y	R6JD01R	Thesis	C	None	8	120	1.000	C	n/a

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

CORE SYLLABI FOR THE NATIONAL DIPLOMA: JEWELLERY DESIGN & MANUFACTURE

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Jewellery Design 1

Pre-requisites: None

Course outline: To teach students the basic principles and elements of jewellery design and to expose students to drawing and presentation drawing. One design project is done per cycle, based on the concurrent level of technical development and exposure to history of design.

Assessment: All assessments are compulsory.

Jewellery Design 2

Pre-requisites: Jewellery Design 1

Course outline: To build and expand on the basis established in the first year of the course. To develop the students' understanding of historical and contemporary design concepts. More advanced use of basic design elements. Colour in jewellery. Various forms of jewellery, e.g. pendants, necklaces, rings, ear studs, earrings, belt buckles, etc..

Assessment: All assessments are compulsory.

Jewellery Design 3

Pre-requisites: Jewellery Design 2

Course outline: To expand the student's knowledge and understanding of design history and concepts through research. To develop the students' individual skills in a way that is relevant to contemporary design and society. Exploring design possibilities in individual wax modelling for casting, e.g. sculptural design.

Assessment: All assessments are compulsory.

Jewellery Drawing 1

Pre-requisites: None

Course outline: To teach students the basics of observation, proportion, perspective, etc. To introduce students to freehand rendering. To introduce students to technical drawing as applied to jewellery design. To enable students to visualise drawing as a communication medium through presentation drawing, in order to sell their designs and the use of tones, etc. to show surface qualities.

Assessment: All assessments are compulsory.

Jewellery Drawing 2

Pre-requisites: Jewellery Drawing 1

Course outline: To refine students' understanding and control of perspective, observation, proportion and tone. To introduce students to advanced rendering techniques. One project is done per cycle, based on the design project for the cycle. Presentation drawing of items of jewellery using various graphic techniques

Assessment: All assessments are compulsory.

Jewellery Drawing 3

Pre-requisites: Jewellery Drawing 2

Course Outline: To refine and hone the students' rendering skills to a level acceptable to the trade. To initiate the development of specific specialised techniques in individual students. Presentation drawings of jewellery design using various graphic techniques. Emphasis is on well-balanced, simple layouts, with appeal and impact.

Assessment: All assessments are compulsory.

Jewellery Techniques 1

Pre-requisites: None

Course Outline: To provide students with a sound technical background. An in-depth study of simple construction methods. To prepare the students to work at a jeweller's bench and to master the disciplines taught in a jewellery workshop, as well as those pertaining to metallurgy. Students are trained to manufacture a piece in direct relation to jewellery design, i.e. to make a three-dimensional item in metal and related precious materials from the two-dimensional confines of drawings and presentation drawings. Instruction in the basic principles of construction, applying the techniques of sawing, filing, cutting, riveting wire bending, soldering and simple mounting of coloured stones.

Assessment: All assessments are compulsory.

Jewellery Techniques 2

Pre-requisites: Jewellery Techniques 1

Course Outline: To refine the skills acquired in the first year. Introduction of more specialised manufacturing techniques such as hollow construction, tool-making, surface enhancement and mass production. Construction of designs based on historical or contemporary concepts. Techniques for enamelling. Different methods of assembling brooches, bracelets and other items of jewellery, e.g. charnier joints, links and hinges, etc. The techniques of melt-on metal surfaces, reticulation and molcume. Techniques for stone mounting of round, oval, square, rectangular and eight-angled stones.

Assessment: All assessments are compulsory.

Jewellery Techniques 3

Pre-requisites: Jewellery Techniques 2

Course outline: Continuing refinement of previously taught skills. Introduction to special manufacturing processes like different forms of casting, plating, setting, etc. Construction of designs originating from design and/or drawing projects. Introduction to the process of lost-wax casting (manually). Modelling in wax for mass production. Mould-making for mass production. Techniques for plating and electroforming. Various techniques for setting stones and engraving. Techniques for beading work, applying beading tools, etc..

Assessment: All assessments are compulsory.

JEWELLERY THEORY 1

Pre-requisites: None

Course Outline: This course comprises two modules, Metallurgy and Business Studies.

Metallurgy

Workshop practice and application of jewellery tools, acids and chemicals, safety and precautions, internal structures and working properties of different metals. Surface techniques on metals. Mass production, alloys, assaying and recovery of scrap metals.

Business Studies

Small business structure, advertising and marketing financial information, retail/workshop environment and costing. Business entities, Occupational Health and Labour laws, intellectual property rights.

Assessment: All assessments are compulsory.

Jewellery Theory 2

Pre-requisites: Jewellery Theory 1

Course Outline: This course comprises two modules, History of Jewellery and Business Studies 2. Students are required to pass each module with 50% before they will be given a credit for Jewellery Theory 2.

History of Jewellery

Developments in the manufacturing of jewellery, gem cutting, innovations, exploration, mining and social developments. An overview of Western cultural history, medieval, Byzantine, Renaissance, Mannerism, Baroque, Rococo, Neo-Classicism, Romanticism, nineteenth century, twentieth century. Principal jewellers and their patrons.

Business Studies 2

Basic bookkeeping, personal expense account, entrepreneur account. Group projects. Presentation of retail/workshop portfolio for business plan applications. Banks and the Department of Trade and Industry (accounts, loans, funding). Business plan and registration of a business entity and intellectual property rights.

Assessment: All assessments are compulsory.

Jewellery Theory 3

Pre-requisites: Jewellery Theory 2

Course outline: Jewellery Theory 3 is concerned with the study of gemmology. The course is divided into two modules, Gemmology Theory and Gemmology Practical.

Gemmology Theory 3

To provide students with a sound knowledge of the processes of gem identification as applicable to the jewellery industry. To provide students with a basic knowledge of the physical, structural and other properties of gems, the nature of gemstones, chemical properties of gemstones and an introduction to imitation and synthetic gemstones

Gemmology Practical 3

Students are required to pass a practical examination at the end of the third year. This includes hydrostatic weighing of gemstones, testing of stones with instruments in order to gradually familiarise the student with laboratory testing practice.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE EXTENDED CURRICULUM PROGRAMME: JEWELLERY DESIGN & MANUFACTURE

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Drawing

Pre-requisites: None

Course Outline: Drawing is fundamental to design and is embedded in all the design subjects as part of the design process. Drawing is also taught as a separate subject that is divided into figure drawing and object drawing. These two components are equally weighted and each accounts for 50% of the final mark in drawing. Through figure and object drawing students are encouraged to develop observational, perceptual and conceptual skills and to carry these into the study of their design subjects.

Assessment: All assessments are compulsory.

Three-Dimensional Design (Jewellery Design)

Pre-requisites: None

Course Outline: Students will be introduced to drawing techniques used in Jewellery Design, such as working to scale, using a grid and making carefully rendered presentation drawings in pencil and in colour using colour pencil crayons. They will develop different jewellery designs and manufacture these using appropriate technology. Students will learn to carve, work in relief, cut brass plates, recycle found materials and use various wire work techniques. They will also make use of lost wax casting and learn to smelt, pour, sand and file metals such as copper and silver.

Assessment: All assessments are compulsory.

Course Description For Theory Subjects

Pre-requisites: None

Course Outline: As set out below.

History of Art & Design 1

This subject will be introduced on a theme basis offering first-time History of Art and Design students a basic overview. Segments from the first year of the History of Art and Design course will be included and students will be required to attend core lectures, supplemented by tutorials, with an emphasis on the analysis of design products.

Design & Visual Literacy

This component of the course concentrates on introducing students to design and visual literacy through various visual presentations, written and spoken exercises and assessments. Design and visual literacy classes are augmented by outings and visits to exhibitions. In addition, students get the opportunity to engage with current design discourse through a programme of guest lecturers in the field as well as a film club that focuses on key concerns. This is done to develop an awareness of current design and to encourage an attitude of life-long learning.

Communication & Literacy (including Language Skills)

This section of the course introduces students to academic reading and writing, as well as the skills needed to research information and present this information in a coherent and effective written and verbal format. Students have the opportunity to ask for support with any of their written or oral assignments from the Design Communication Studies lecturer and the Professional Business Practice lecturer, and remedial help will be given where needed. Furthermore, integrated into all theory assignments, is an assessable language component that counts for 30% of the final mark.

Professional Business Practice (Life Skills, Computer Skills & Numeracy)

Life skills

This course includes various life skills and study skills workshops to help students develop the kind of individual and academic competencies and attitudes needed for successful learning on a first year academic level.

Computer skills

Basic computer literacy is offered in order to familiarise students with the current frameworks of technology. This knowledge will be further developed into word processing and presentation package skills in order to empower students to successfully utilise these resources.

Numeracy skills

The numeracy course consists of four modules designed to give the students a practical understanding of numeracy as it relates to various facets of life. The modules include a variety of topics such as area and volume, data processing and probability, as well as financial aspects such as interest rates, inflation and exchange rates.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE B TECH: JEWELLERY DESIGN & MANUFACTURE

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Jewellery Design & Manufacture 4

Pre-requisites: None

Course Outline: The course expand on the previous three years' design with emphasis on one or two directions, viz (a) design as a personal expression emphasising the artist as an individual or (b) the creation of jewellery for commercial purposes, following the latest design trends. The choice of (a) or (b) is linked to the manufacture of the pieces required to be made in Jewellery Techniques & Practical 4, i.e. the design direction chosen is linked to a minimum of two of the following jewellery techniques: the hand-making of high quality jewellery pieces at the jeweller's bench; the reproduction of models for casting and mass production; the use of rolling methods in patterning metals; the finer points of filigree and the extension of mounting and engraving techniques.

Assessment: All assessments are compulsory.

Jewellery Theory 4

Pre-requisites: None

Course Outline: To understand the research process and be in a position to prepare a research proposal. This is then extended into a dissertation supporting the practical component. The final written document should show a scholarly theoretical and critical approach. It should demonstrate theoretical understanding – paying particular attention to the research problem, research questions (aims), the literature review and the methodology (method), and evaluate the outcome (conclusion). It should also demonstrate insight – showing a penetrating capacity which reflects critical insight, and both understanding and an ability to discern underlying meanings. The dissertation should also prove relevance (suitability and applicability to a particular issue/context), as well as curiosity and a spirit of enquiry, an ability to work both independently and collaboratively, and personal development and creative problem solving.

Assessment: All assessments are compulsory.

NATIONAL DIPLOMA: SURFACE DESIGN

Duration: Full-time – three years
Venue: Cape Town Campus

Course Aim

The course is a three-year broad-based qualification with the aim of training students to be aware of, and to remain constantly in touch with, the ever-changing pulse of the textile design and lifestyle industries.

The course is the platform for further study towards the B Tech degree in Surface Design, which is awarded after a further year of study and allows for research and specialisation in a chosen field.

Surface Design encompasses a wide range of surface applications. While the course is structured to afford the most suitable preparation for entry into the textile design and lifestyle industries, it also exposes students to surface applications such as gift-wrap, wallpaper, fashion textiles, home textiles, carpet design as well as surface design on ceramics, glass, wood, plastics, steel and automobile fabrics.

Career Opportunities

The course prepares students for careers in fashion, interior, surface and lifestyle design industries.

Admission Requirements

Required Senior Certificate subjects:
Home Language 4 (50% – 59%)*
First Additional Language 3 (40% – 49%)*
One of these languages shall be English or Afrikaans*
Mathematics 2 (30% – 39%)
Maths Literacy 4 (50% – 59%)
Recommended Senior Certificate subjects:
Design 3 (40% – 49%)

Submission of prescribed portfolio

In addition to the minimum admission requirements, applicants who live within a radius of 250 km of Cape Town are required to attend a practical admission test, which takes place on campus. Details of the practical test will be supplied on application. Applicants who live more than 250 km from Cape Town, or who are residing outside South Africa when applying, are required to submit a prescribed portfolio of written and practical work.

ND: SURFACE DESIGN

QUALIFICATION CODE: NDSURD

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1	Y	SDP100S	Surface Design Practice 1	C	None	5	12	0.100	C	Y
1	Y	SDT100S	Surface Design Technology 1	C	None	5	36	0.300	C	Y
1	Y	SDE100S	Surface Design 1	C	None	5	36	0.300	C	Y
1	Y	PYS100S	Preparatory Studies 1	C	None	5	24	0.200	C	Y
1	Y	SDS100S	Surface & Design Studies 1	C	None	5	12	0.100	C	Y
2	Y	SDP200S	Surface Design Practice 2	C	SDP100S	5	12	0.100	C	Y
2	Y	SDT200S	Surface Design Technology 2	C	SDT100S	5	36	0.300	C	Y
2	Y	SDE200S	Surface Design 2	C	SDE100S	5	36	0.300	C	Y
2	Y	PYS200S	Preparatory Studies 2	C	PYS100S	5	24	0.200	C	Y
2	Y	SDS200S	Surface & Design Studies 2	C	SDS100S	5	12	0.100	C	Y
3	Y	SDP300S	Surface Design Practice 3	C	SDP200S	6	12	0.100	C	Y
3	Y	SDT300S	Surface Design Technology 3	C	SDT200S	6	36	0.300	C	Y
3	Y	SDE300S	Surface Design 3	C	SDE200S	6	36	0.300	C	Y
3	Y	PYS300S	Preparatory Studies 3	C	PYS200S	6	24	0.200	C	Y
3	Y	SDS300S	Surface & Design Studies 3	C	SDS200S	6	12	0.100	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 15

Promotion Criteria

Admission to the second semester of the first year of study

Student progress will be assessed directly after the mid-year portfolio review in May/June. Students who do not obtain a minimum of 40% in two or more first year subjects will have the continuation of their

course reviewed. A student registered for the National Diploma will be promoted to the next year of study, provided that all subjects are passed in the year concerned. Students will only be promoted to the third year when they have passed ALL of the prescribed first and second year subjects.

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
- Students who fail 50% or more of their subjects in any given year, or who fail any subject on the same level twice, will not be re-admitted to the course.
- A student will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

NATIONAL DIPLOMA: SURFACE DESIGN (EXTENDED CURRICULUM PROGRAMME)

Duration: Full-time – four years (the first year is done over two years)
Venue: Cape Town Campus

Course Aim

The Extended Curriculum Programme is the first year of study for the National Diploma in Surface Design and is completed in a minimum of four years (the first year is done over two years).

The target group for the extended first year of study consists mostly of prospective students who have applied for entry into the regular first year of study in one of the specialist design departments. These applicants show appropriate potential for study in design but are not ready for entry into the regular first year of study and are referred to the Extended Curriculum Programme. Students are nominated by the relevant department if it is felt that they would benefit from the additional support. If accepted, these students will be registered for the extended first year in the design discipline for which they originally applied.

By the end of the Design Foundation Course students should have a fair idea of where their strengths lie, and they should also be able to make an informed choice as to which design discipline they should be entering for the regular first year of study. If they are better suited for study in another design discipline than the one for which they are registered, they will be allowed to change their choice of design discipline.

Career Opportunities

The course prepares students for careers in fashion, interior, surface and lifestyle design industries.

Admission Requirements

Admission requirements are the same as for students in the three-year mainstream programme.

ND: SURFACE DESIGN
(EXTENDED CURRICULUM PROGRAMME)

QUALIFICATION CODE: NDSDFX

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Foundation year										
0	Y	SDP10SX	Surface Design Practice 1A	C		5A	9	0.075	C	Y
0	Y	SDT10SX	Surface Design Technology 1A	C		5A	27	0.225	C	Y
0	Y	SDE10SX	Surface Design 1A	C		5A	27	0.225	C	Y
0	Y	PRP10MX	Preparatory Studies 1A	C		5A	0	0.150	C	Y
0	Y	SDS10SX	Surface & Design Studies 1A	C		5A	9	0.075	C	Y
0	Y	JET10AX	Metallurgy	C		5A	9	0.075	C	Y
First year (Mainstream programme)										
1	Y	SDP100S	Surface Design Practice 1	C	SDP10SX	5B	9	0.075	C	Y
1	Y	SDT100S	Surface Design Technology 1	C	SDT10SX	5B	27	0.225	C	Y
1	Y	SDE100S	Surface Design 1	C	SDE10SX	5B	27	0.225	C	Y
1	Y	PYS100S	Preparatory Studies 1	C	PRP10SX	5B	18	0.150	C	Y
1	Y	SDS100S	Surface & Design Studies 1	C	SDS10SX	5B	9	0.075	C	Y
Second year (Mainstream programme)										
2	Y	SDT200S	Surface Design Technology 2	C	SDT100S	5	27	0.225	C	Y
2	Y	SDS200S	Surface & Design Studies 2	C	SDS100S	5	9	0.075	C	Y
2	Y	PYS200S	Preparatory Studies 2	C	PYS100S	5	18	0.150	C	Y
2	Y	SDP200S	Surface Design Practice 2	C	SDP100S	5	9	0.075	C	Y
2	Y	SDE200S	Surface Design 2	C	SDE100S	5	27	0.225	C	Y
Third year (Mainstream programme)										
3	Y	SDT300S	Surface Design Technology 3	C	SDT200S	6	27	0.225	C	Y

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
3	Y	SDS300S	Surface & Design Studies 3	C	SDS200S	6	9	0.075	C	Y
3	Y	PYS300S	Preparatory Studies 3	C	PYS200S	6	18	0.150	C	Y
3	Y	SDP300S	Surface Design Practice 3	C	SDP200S	6	9	0.075	C	Y
3	Y	SDE300S	Surface Design 3	C	SDE200S	6	27	0.225	C	Y

Number of subjects to be passed in order to obtain the National Diploma: 15

Academic Exclusion Rules and Appeal Procedure

The academic exclusion rules and appeal procedure are the same as that applicable to the mainstream National Diploma programme.

B TECH: SURFACE DESIGN

Duration: Full-time – one year
Part-tine – two years
Venue: Cape Town Campus

Course Aim
The course is structured to equip students to function responsibly in a creative environment. Students must be able to adapt to aesthetic, economic and technological advances in order to understand the influence of political, cultural and social trends on design.

This specialist qualification is geared to prepare students for their individual career choices and to enter the global design community with confidence.

Career Opportunities
Students decide whether their careers may best be served in the surface and lifestyle design industries, for example the fashion industry, trend prediction, merchandising, home textiles, wallpaper design, fabric buying, social outreach, range co-ordination or other related surface design industries.

Admission Requirements
A National Diploma in Surface Design (or a recognised equivalent qualification), with an average of 60% in the final year of the National Diploma, as well as a portfolio of practical work.

Programme Structure
This is a research-based course in which the student is placed under the guidance of a supervisor who will assist in both the practical and theoretical or written research components of the course.

Assessment
At the end of the period of study, the student must have completed a written report and a body of work that will be exhibited on campus. A panel of staff, assisted by external moderators, will assess the exhibition. Students must satisfy the external moderators that they have fulfilled the requirements towards the degree.

B TECH: SURFACE DESIGN

Qualification Code: BTSURD

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
4	Y	SDT400S	Surface Design Technology 4	C	None	7	42	0.350	C	Y
4	Y	SDS400S	Surface & Design Studies 4	C	None	7	36	0.300	C	Y
4	Y	SDE400S	Surface Design 4	C	None	7	42	0.350	C	Y

Total number of subjects to be passed in order to obtain the B Tech degree: 3

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
A student will be excluded if the qualification is not completed within the University's prescribed period of four registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Faculty Board requesting an extension of their registration.

M TECH DESIGN: SURFACE DESIGN

Duration: A minimum of one calendar year full-time or two consecutive calendar years part-time and a maximum of five years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in surface design and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

The Faculty offers reputable post-graduate design qualifications at Masters and Doctoral level. The Master of Technology (M Tech) and Doctor of Technology (D Tech) in the Design Programmes place emphasis on applied research that addresses challenges facing society in a diverse development milieu. By building on undergraduate foundations in Communication/Graphic Design, Industrial/Product Design, Interior Design, Fashion Design, Surface Design, Jewellery Design and Photography, candidates in the Masters programme often select topics that grapple with complex design problems. The socially conscious ethos encourages research in fields such as Design for Development, Design for Sustainability, Interaction Design, Participatory Design, Universal Design and User-Experience Design.

The Masters degree can be obtained through a full (100%) thesis or a mini-dissertation/part practical output (50–50) qualification, while a full (100%) thesis is required for the Doctoral programmes.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
A B Tech: Surface Design or a recognised equivalent qualification.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

M TECH DESIGN: SURFACE DESIGN

Qualification Code: MTDESR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
5	Y	R5SD01R	Thesis	C	None	8	120	1.000	C	n/a

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

D TECH DESIGN: SURFACE DESIGN

Duration: A minimum of two calendar year full-time or two consecutive calendar years part-time and a maximum of six years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in surface design and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

The Faculty offers reputable post-graduate design qualifications at Masters and Doctoral level. The Master of Technology (M Tech) and Doctor of Technology (D Tech) in the Design Programmes place emphasis on applied research that addresses challenges facing society in a diverse development milieu. By building on undergraduate foundations in Communication/Graphic Design, Industrial/Product Design, Interior Design, Fashion Design, Surface Design, Jewellery Design and Photography, candidates in the Masters programme often select topics that grapple with complex design problems. The socially conscious ethos encourages research in fields such as Design for Development, Design for Sustainability, Interaction Design, Participatory Design, Universal Design and User-Experience Design.

The Masters degree can be obtained through a full (100%) thesis or a mini-dissertation/part practical output (50–50) qualification, while a full (100%) thesis is required for the Doctoral programmes.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
An M Tech: Surface Design or a recognised equivalent qualification.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

D TECH DESIGN: SURFACE DESIGN

Qualification Code: DTDESR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
6	Y	R6SD01R	Thesis	C	None	8	120	1.000	C	n/a

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

CORE SYLLABI FOR THE NATIONAL DIPLOMA: SURFACE DESIGN

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Preparatory Studies 1

Pre-requisites: None

Course Outline: This subject consists of two components, Preparatory Studies and Colour Theory and Practice.

Preparatory Studies: Design principles and concept development for design are introduced. Critical and analytical thinking forms part of an introduction to creative thinking skills. Students also communicate ideas with story/mood boards. An understanding of design that has a positive ecological impact is introduced. Literacy and language skills are practised and assessed.

Colour theory and Practice 1: The primary learning objective is to bring students to a basic level of knowledge about colour theory and its applications in surface design, as well as the practical skills required to realise such applications. Observational drawing is practised regularly.

Assessment: All assessments are compulsory.

Preparatory Studies 2

Pre-requisites: Preparatory Studies 1

Course Outline: This subject consists of two components, Preparatory Studies and Colour Theory and Practice.

Preparatory Studies: Students reflect journalised ideas with words and images. Design principles are considered and applied in preparation for repeat designs. Research is done for concept and an understanding of appropriate materials and techniques selection. An awareness of design decisions for social and economic impact is emphasised. Students draw and sketch for idea generation and representation. Story and mood boards form part of the liaison part of design decision making. Communication literacy and presentation skills are practised.

Colour Theory and Practice: To design in colour, based on their knowledge of colour theory and their skills in the practical application thereof.

Assessment: All assessments are compulsory.

Preparatory Studies 3

Pre-requisites: Preparatory Studies 2

Course Outline: To journalise and articulate narrative effectively and to plan and apply appropriate aspects of design elements and principles. Drawing skills are developed for idea generation, representation and drawing from imagination to communicate design ideas. To be able to use colour on all levels of expression and to confidently use a variety of media relevant to the different projects. Students gain an understanding of the social and economic impact of their design decisions. Communication skills for research and product development are common practice.

Assessment: All assessments are compulsory.

Surface Design 1

Pre-requisites: None

Course Outline: An understanding of visual literacy by practising design techniques and principles and the development of a designer's own identity form part of the design process. Students create meaning and ideas by brainstorming for concept development and engage in exercises to re-evaluate problems in personal and contextual terms. Students are exposed to design for printing processes, silkscreen, knitting, fabric construction and paper techniques.

Assessment: All assessments are compulsory.

Surface Design 2

Pre-requisites: Surface Design 1

Course Outline: New design techniques and principles are applied to a variety of surface designs. A contextual understanding of how concept is used in the design of projects for lifestyle design. To educate socially oriented entrepreneurs within the creative design process. Critical thinking that allows for creativity and innovation. Students understand the techniques to design for silkscreen printing processes. Students comprehend 2-dimensional design and develop an understanding to create meaningful ethical design.

Assessment: All assessments are compulsory.

Surface Design 3

Pre-requisites: Surface Design 2

Course Outline: Students learn to communicate visual literacy innovatively and practise analytical and critical thinking that allows for creativity to emerge and to facilitate innovation. Students develop a contextualised understanding of concepts for social and lifestyle design projects. Students create meaningful ethical designs and are encouraged to include entrepreneurship within the creative process of design. Students develop an understanding of design for printing processes for a variety of substrates and materials.

Assessment: All assessments are compulsory.

Surface & Design Studies 1

Pre-requisites: None

Course Outline: This subject comprises two components, a history component and a materials theory component.

History component: The first year History course provides insight into the history of art and of European, British and Eastern design, from antiquity to the end of the nineteenth century. This includes Ancient civilizations, the Middle Ages and Islam, the Renaissance and Enlightenment, and the Industrial Revolution.

Materials theory component: During the first year the focus is on the major natural fibres, the cultivation thereof, production and characteristics as applicable to the end use of the fibre.

Assessment: All assessments are compulsory.

Surface & Design Studies 2

Pre-requisites: Surface & Design Studies 1

Course Outline: The subject comprises two components, a history component and a materials theory component.

History component: The second year students gain insight into the 20th century Avant Garde movements and their effect on design. They focus on textiles, interiors and products. Cubism, Surrealism, Futurism and the influence of African design on these movements are included. Russian constructivist textiles, the Art Deco, Modernism and the Bauhaus periods are included for design inspiration and ornamental insight and understanding.

Materials theory component: During the second year the subject embeds material studies within the practical component to deepen learning applicable to the end use.

Assessment: All assessments are compulsory.

Surface & Design Studies 3

Pre-requisites: Surface & Design Studies 2

Course Outline: The subject comprises two components, a history component and a materials theory component.

History component: The third year students obtain insight into the concept of personal language design. Design traditions and indigenous, historical and contemporary interpretations are researched. The body as surface, globalisation and design for ethical consideration form part of the course outline.

Materials theory component: Intelligent and ultra-performing materials are defined by the persistent pushing of boundaries. These inform new thinking and consideration for our environment. Repurposed, recycled and upcycled materials are considered as an alternative to save the environment and the country's resources. Students visit design studios that relate to practical assignments and to prepare students for the industry.

Assessment: All assessments are compulsory.

Surface Design Practice 1

Pre-requisites: None

Course Outline: The first year Surface Design Practice course is designed to introduce and develop entrepreneurial thinking through interactive class sessions and activities. This introductory level is aimed at cultivating a competency in the language of business, while exposing the student to concepts in economics, human resources and general business management. Assessments are done on a continuous basis and consist of class tests, individual and group assignments as well as presentations. Class activities are designed to not only foster a deeper understanding of the learning material, but also to develop the confidence and communication skills of the individuals.

Assessment: All assessments are compulsory.

Surface Design Practice 2

Pre-requisites: Surface Design Practice 1

Course Outline: The second year Surface Design Practice class includes interactive class discussions and activities. These sessions are aimed at deepening the understanding of business management concepts, through exposure to the fields of marketing, business planning and cash flow management. Case studies from the local and international design industry are used in class sessions to develop an appreciation of the value that business knowledge and understanding brings to designers. The assessments are done on a continuous basis and include class tests, individual and group assignments as well as class presentations. Class activities are designed to not only foster a deeper understanding of the learning material, but also to develop the confidence and communication skills of the individuals.

Assessment: All assessments are compulsory.

Surface Design Practice 3

Pre-requisites: Surface Design Practice 2

Course Outline: The third year Surface Design Practice class includes interactive class discussions and activities. These sessions are aimed at preparing the individual for post-graduation through an increased focus on business start-up activities, spanning across legislative requirements, key financial concepts and operations management. The continuous assessments include class tests, individual and group assignments as well as presentations. The activities are designed to cultivate critical thinking around the interactive relationship between business and design, as well as to engage the student in retrospective personal development.

Assessment: All assessments are compulsory.

Surface Design Technology 1

Pre-requisites: None

Course Outline: The subject comprises two components, a computer component and a 3-dimensional design component.

Computer component: Students do storyboards for presentation and generate computer-aided designs. Design technology affords us the opportunity to work with intention and imagination to communicate design and to adapt as technology brings about new opportunities.

3-dimensional design component: Students practise how to transform a 2D material into a 3D shape or surface, to understand the appropriate context and to become aware of the ecological impact thereof. Students test and learn the advantages and limitations of technique and materials like paper and fabric. Textile printing and fabric construction like knitting, weaving and felting are introduced.

Assessment: All assessments are compulsory.

Surface Design Technology 2

Pre-requisites: Surface Design Technology 1

Course Outline: This subject comprises two components, a computer component and a 3-dimensional design component.

Computer component: Students learn new software to develop an idea and manipulate designs and layout. To be able to use programs to aid, assist and apply to projects and to prepare for printing of wall coverings and printing.

3-dimensional design component: The aim is to equip students with an understanding of how to translate and interpret the context with regard to material choice for a positive ecological result. Further exploration of technique and new materials is researched. Innovation for social design application and contextual need is practised. Prior skills knowledge is applied for product development.

Assessment: All assessments are compulsory.

Surface Design Technology 3

Pre-requisites: Surface Design Technology 2

Course Outline: This subject comprises two components, a computer component and a 3-dimensional design component.

Computer component: Students learn to use the computer confidently for the development of an idea, manipulation of designs and layout. To be able to use programs to aid, assist and apply in the design process and for the marketing of the student's body of work.

3-dimensional design component: Students design for the context with regard to material choice that has a positive ecological and social result. Theoretical and practical material research and an exploration of techniques and new materials are part of the process. Students are encouraged to engage in participatory design with NGOs and real-life clients for social context. Product development happens in conjunction with a retail outlet. Students innovate for social design and for competitions.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE EXTENDED CURRICULUM PROGRAMME: SURFACE DESIGN

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Drawing

Pre-requisites: None

Course Outline: Drawing is fundamental to design and is embedded in all the design subjects as part of the design process. Drawing is also taught as a separate subject that is divided into figure drawing and object drawing. These two components are equally weighted and each accounts for 50% of the final mark in drawing. Through figure and object drawing students are encouraged to develop observational, perceptual and conceptual skills and to carry these into the study of their design subjects.

Assessment: All assessments are compulsory.

Two-Dimensional Design (Surface Design)

Pre-requisites: None

Course Outline: The students will be introduced to the colour wheel and colour theory, after which they will construct and paint their own colour wheel. The students will learn to understand and use principles of design through pattern. They will do projects using repeat pattern in black and white and in colour, applying what they have learnt from their colour theory to their surface design projects. Researching the concept of the cultural use of colour and pattern, students will also use and explore different printing techniques, such as block printing and silkscreen printing, and how these are applied in the textile industry.

Assessment: All assessments are compulsory.

Course Description For Theory Subjects

Pre-requisites: None
Course Outline: As set out below.
Assessment: All assessments are compulsory.

History of Art & Design 1

This subject will be introduced on a theme basis offering first-time History of Art and Design students a basic overview. Segments from the first year of the History of Art and Design course will be included and students will be required to attend core lectures, supplemented by tutorials, with an emphasis on the analysis of design products.

Design & Visual Literacy

This component of the course concentrates on introducing students to design and visual literacy through various visual presentations, written and spoken exercises and assessments. Design and visual literacy classes are augmented by outings and visits to exhibitions. In addition, students get the opportunity to engage with current design discourse through a programme of guest lecturers in the field as well as a film club that focuses on key concerns. This is done to develop an awareness of current design and to encourage an attitude of life-long learning.

Communication & Literacy (including Language Skills)

This section of the course introduces students to academic reading and writing, as well as the skills needed to research information and present this information in a coherent and effective written and verbal format. Students have the opportunity to ask for support with any of their written or oral assignments from the Design Communication Studies lecturer and the Professional Business Practice lecturer, and remedial help will be given where needed. Furthermore, integrated into all theory assignments, is an assessable language component that counts for 30% of the final mark.

Professional Business Practice (Life Skills, Computer Skills & Numeracy)

Life skills

This course includes various life skills and study skills workshops to help students develop the kind of individual and academic competencies and attitudes needed for successful learning on a first year academic level.

Computer skills

Basic computer literacy is offered in order to familiarise students with the current frameworks of technology. This knowledge will be further developed into word processing and presentation package skills in order to empower students to successfully utilise these resources.

Numeracy skills

The numeracy course consists of four modules designed to give the students a practical understanding of numeracy as it relates to various facets of life. The modules include a variety of topics such as area and volume, data processing and probability, as well as financial aspects such as interest rates, inflation and exchange rates.

CORE SYLLABI FOR THE B TECH: SURFACE DESIGN

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Surface Design 4

Pre-requisites: None

Course Outline: Students learn to conceptualise and distinguish art/craft/design, to understand properties of materials, to investigate fabric construction techniques, to develop skills and techniques relating to processes, to assess purpose and function of artefacts, and to recognise that all design is produced in and for a context.

Surface design deals with the structuring, patterning, colouring and transformation of fabric, fibre and other materials. It focuses on creating 3-dimensional spaces and objects in a variety of media. Surface design is also an area of design that responds to social issues in our community through social design and design for development as examples of practising design responsibly.

Assessment: All assessments are compulsory.

Surface & Design Studies 4

Pre-requisites: None

Course Outline: Students are taught to understand the research process and be in a position to prepare a research proposal. This is then extended into a dissertation supporting the practical component. The final written document should show a scholarly theoretical and critical approach. It should demonstrate theoretical understanding – paying particular attention to the research problem, research questions (aims), the literature review and the methodology (method), and evaluate the outcome (conclusion). It should also demonstrate insight – showing a penetrating capacity which reflects critical insight, and both understanding and an ability to discern underlying meanings. The dissertation should also prove relevance (suitability and applicability to a particular issue/context), as well as curiosity and a spirit of enquiry, an ability to work both independently and collaboratively, and personal development and creative problem solving.

Assessment: All assessments are compulsory.

Surface Design Technology 4

Pre-requisites: None

Course Outline: Students learn technical competence and skill through experimentation and mastering of materials and processes. They develop skills and produce a prototype or artefacts/ products that are executed with craftsmanship of certainty and professionalism. They demonstrate the capacity to use computer technology like Powerpoint, Photoshop, COREL Draw and Illustrator. They demonstrate an ability to function creatively in any professional design environment. They demonstrate an understanding of aesthetic, economic and technological advancement and the influence of political, cultural, social and environmental trends in design. They demonstrate flexibility and an ability to cope with fast-changing industry requirements. Students appreciate and apply a sustainable philosophy – environmental, economic, and social.

Assessment: All assessments are compulsory.

DEPARTMENTAL STAFF

Name	Position	Telephone	Fax	E-mail
Prof A van Graan (Acting)	Head of Department	021 440 2277	021 440 2233	vangraana@cput.ac.za
Ms C Pietersen	Secretary	021 440 2232	021 440 2233	pietersenc@cput.ac.za

ACADEMIC STAFF (PERMANENT)

Name	Qualifications
Head of Department	
Assoc. Prof A Van Graan	PG Dip Arch (PCL) M.Phil., PhD
Senior Lecturers	
Ms C Cocotos	BAS, B Tech: Inter. Des., Masters of Des. Science
Ms J Morkel	HDHET, BArch, BBldg
Mr PR Perold	BAS, BArch, MA (AfrStudies)
Ms M Rambhoros	BAS, BArch Adv., MArch
Ms HE Voulgarelis	BBldg, BArch
Lecturers	
Ms C Abrahamse	ND: Int. Des., B Tech: Int. Des., HDHET
Ms M Di Ruvo	ND: Int. Des. NHD Int. Des., M Tech: Int. Des.
Mr J Hopley	BAS, BArch
Mr MS Rodseth	(BArch)
Mr JP Samuel,	BArch, MIA)
Mr PM Solomons	ND: Arch., NHD: Arch., NHD: PSE, M Built Env. & Sust. Dev.)
Junior Lecturers	
Ms T Mohamed	ND: Arch. Tech., B Tech: Arch. Tech
Mr N Naidoo	ND: Arch., NHD: Arch., NHD: PSE

QUALIFICATIONS OFFERED

Undergrad / Postgrad	Qualification Type	Qual Code	Qualification Name	Campus Offered	Minimum Duration (Years)	Work-Integrated Learning
Undergraduate	National Diploma	NDARCT	ND: Architectural Technology	Cape Town	3 years	1 year
Undergraduate	Extended Curriculum	NDATFX	ND: Architectural Technology (Extended Curriculum)	Cape Town	4 years	1 year
Undergraduate	B Tech Degree	BTARCT	B Tech: Architectural Technology	Cape Town	1 year	n/a
Post-graduate	M Tech Degree	MTARCR	M Tech: Architectural Technology	Cape Town	1 year	n/a
Post-graduate	D Tech Degree	DTDESR	D Tech: Design: Architectural Technology	Cape Town	2 years	n/a
Undergraduate	National Diploma	NDINTD	ND: Interior Design	Cape Town	3 years	1 year
Undergraduate	National Diploma	NDIDFX	ND: Interior Design (Extended Curriculum)	Cape Town	4 years	1 year
Undergraduate	B Tech Degree	BTINTD	B Tech: Interior Design	Cape Town	1 year	n/a
Post-graduate	M Tech Degree	MTINTD	M Tech: Interior Design	Cape Town	1 year	n/a
Post-graduate	D Tech Degree	DTDESR	D Tech Design: Interior Design	Cape Town	2 years	n/a

NATIONAL DIPLOMA: ARCHITECTURAL TECHNOLOGY

Duration: Full-time – three years. The entire second year is spent working for an architectural practice that has been accredited by the University, with weekly visits to the Department.
Venue: Cape Town Campus

Course Aim
Graduates are competent architectural technologists who can conduct relevant routine technical research and perform, under supervision, architectural services in presentation, documentation, specification, construction design, detailing, administration, planning and design in the public and private, formal and informal sectors of the built environment.

Career Opportunities
The architectural technologist may opt for employment in an architectural practice. She/he may assist senior staff with drawing, detailing and presentations and by doing site supervision, as well as monitoring and liaising with clients, engineers, municipalities, quantity surveyors and contractors.

Once the necessary experience has been gained, the architectural technologist is competent to handle small to medium size work independently.

Admission Requirements
Required Senior Certificate subjects:
Home Language 4 (50% – 59%)*
First Additional Language 3 (40% – 49%)*
One of these languages shall be English or Afrikaans*
Maths Literacy 6 (70% – 79%)
Recommended Senior Certificate subjects:
Mathematics 4 (50% – 59%)

Submission of prescribed portfolio
In addition to the minimum admission requirements as stated above, applicants are required to submit a prescribed portfolio of art work, in accordance with the specifications of the Department, and to write an aptitude, language and mathematics proficiency test, as compiled by the Department's Selection Committee.

Professional Registration
Graduates can apply to the South African Council for the Architectural Profession (SACAP) for registration as Candidate Architectural Technologists.

ND: ARCHITECTURAL TECHNOLOGY

QUALIFICATION CODE: QUNDARCT

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1	Y	ABS 101S	Applied Building Science 1	C		5	20.04	0.167	C	Y
1	Y	CMM 102S	Communication 1	C		5	9.96	0.083	C	Y
1	Y	CAD 101S	Computer-aided Draughting 1	C		5	12	0.100	C	Y
1	Y	COA 101S	Computer Applications 1	C		5	9.96	0.083	C	Y
1	Y	CTD 100S	Construction & Detailing 1	C		5	20.04	0.167	C	Y
1	Y	HAA 100S	History & Appreciation of Architecture 1	C		5	20.04	0.167	C	Y
1	Y	PRE 100S	Presentation 1	C		5	20.04	0.167	C	Y
1	Y	STW 100S	Studio Work 1	C		5	20.04	0.167	C	Y
2	Y	ATR 200S	Architectural Technology Practice 2	C		5	60	0.500	C	Y
2	Y	CTD 200S	Construction & Detailing 2	C	CTD 100S	5	20.04	0.167	C	Y
2	Y	PSS 200S	Practical Studies 2	C		5	20.04	0.167	C	Y
2	Y	STW 200S	Studio Work 2	C	STW 100S	5	20.04	0.167	C	Y
3	Y	BSV 300S	Building Services 3	C		6	12	0.100	C	Y
3	Y	CTD 300S	Construction & Detailing 3	C	CTD 200S	6	24	0.200	C	Y
3	Y	OFP 300S	Office Practice 3	C		6	12	0.100	C	Y
3	Y	PAD 300S	Principles of Architectural Design 3	C		6	24	0.200	C	Y
3	Y	STW 300S	Studio Work 3	C	STW 200S	6	24	0.200	C	Y
3	Y	SAL 300S	Survey & Landscaping 3	C		6	12	0.100	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 18

Promotion Criteria

Promotion to the second year of study
Students will only be promoted to the second year once they have passed **Studio Work 1, Presentation 1, Construction and Detailing 1** and at least three of the other subjects.

Promotion to the third year of study
Students will only be promoted to the third year once they have passed all of the first and second year subjects, or have gained credits for these subjects and have satisfactorily completed their Work Integrated Learning.

General promotion requirements
A minimum overall end-of-semester or end-of-year mark of 50% is required to pass any subject.

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
- Students who fail 50% or more of their subjects in any given year, or who fail any subject on the same level twice, will not be re-admitted to the course.
- A student will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

NATIONAL DIPLOMA: ARCHITECTURAL TECHNOLOGY (EXTENDED CURRICULUM PROGRAMME)

Duration: Full-time – four years (the first year is done over two years)
Venue: Cape Town Campus

Course Aim
Unsuccessful applicants may be referred to the Extended First Year Curriculum Programme which enables applicants who are under-prepared but show appropriate potential to complete a designated course of study in a minimum of four years (the first year is done over a period of two years). The Extended Curriculum Programme is an extension of the first year in both Interior Design and Architectural Technology.

Students are introduced to basic terminology of Architecture. The human body and its relation to the environment is explored, touching on theoretical and philosophical principles of design, experiential relationships that exist between the body and its surrounding space by drawing attention to the sensory engagement thereof, as well as touching on our perception of space in relation to space and movement by means of bodily engagement. Students are taught how to structure and discipline themselves in order to meet deadlines that will aid them throughout their educational and professional career.

Career Opportunities
The architectural technologist may opt for employment in an architectural practice. She/he may assist senior staff with drawing, detailing and presentations and by doing site supervision, as well as monitoring and liaising with clients, engineers, municipalities, quantity surveyors and contractors.

Once the necessary experience has been gained, the architectural technologist is competent to handle small to medium size work independently.

Admission Requirements
Admission requirements are the same as for students in the three-year mainstream programme.

ND: ARCHITECTURAL TECHNOLOGY (EXTENDED CURRICULUM PROGRAMME)

QUALIFICATION CODE: NDATFX

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Foundation year										
0	Y	COA10SX	Computer Applications 1A	C		5A	9	0.075	C	Y
0	Y	HAA10SX	History & Appreciation of Architecture 1A	C		5A	14.4	0.120	C	Y
0	Y	ABS10SX	Applied Building Science 1A	C		5A	14.4	0.120	C	Y
0	Y	CMM10SX	Communication 1A	C		5A	9	0.075	C	Y
0	Y	CON10SX	Construction & Detailing 1A	C		5A	14.4	0.120	C	Y
0	Y	PRE10SX	Presentation 1A	C		5A	14.4	0.120	C	Y
0	Y	STW10SX	Studio Work 1A	C		5A	14.4	0.120	C	Y
First year (Mainstream programme)										
1	Y	HAA100S	History & Appreciation of Architecture 1	C	HAA10SX	5B	14.4	0.120	C	Y
1	Y	ABS101S	Applied Building Science 1	C	ABS10SX	5B	14.4	0.120	C	Y
1	Y	CMM102S	Communication 1	C	CMM10SX	5B	9	0.075	C	Y
1	Y	CTD100S	Construction & Detailing 1	C	CON10SX	5B	14.4	0.120	C	Y
1	Y	PRE100S	Presentation 1	C	PRE10SX	5B	14.4	0.120	C	Y
1	Y	STW100S	Studio Work 1	C	STW10SX	5B	14.4	0.120	C	Y
1	Y	CAD101S	Computer-aided Draughting 1	C	COA10SX	5B	9	0.075	C	Y
Second year (Mainstream programme)										
2	Y	ATR 200S	Architectural Technology Practice 2	C		5	60	0.500	C	Y
2	Y	CTD 200S	Construction & Detailing 2	C	CTD100S	5	10.08	0.084	C	Y

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
2	Y	PSS 200S	Practical Studies 2	C		5	9.96	0.083	C	Y
2	Y	STW 200S	Studio Work 2	C	STW100S	5	9.96	0.083	C	Y
Third year (Mainstream programme)										
3	Y	BSV 300S	Building Services 3			6	13.2	0.110	C	Y
3	Y	CTD 300S	Construction & Detailing 3	C	CTD200S	6	18	0.150	C	Y
3	Y	OFP 300S	Office Practice 3	C		6	9.6	0.080	C	Y
3	Y	PAD 300S	Principles of Architectural Design 3	C		6	18	0.150	C	Y
3	Y	STW 300S	Studio Work 3	C	STW200S	6	18	0.150	C	Y
3	Y	SAL 300S	Survey & Landscaping 3	C		6	13.2	0.110	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 18

Academic Exclusion Rules and Appeal Procedure

The academic exclusion rules and appeal procedure are the same as that applicable to the mainstream National Diploma programme.

B TECH: ARCHITECTURAL TECHNOLOGY

Duration: Full-time – one year
Part-tine – two years
Venue: Cape Town Campus

Course Aim

Graduates are equipped to be senior architectural technologists capable of independently researching technological innovations, performing professional architectural services in technology, design and management in the public and private sectors of the built environment.

Graduates can apply to the South African Council for the Architectural Profession (SACAP) for registration as Candidate Senior Architectural Technologists.

Career Opportunities

The Senior Architectural Technologist is responsible for the application of construction technology in the design process. The main activities associated with this field are the production of drawings, detailing, presentation of drawings, model making, site supervision and monitoring and liaison with clients, engineers, municipalities, quantity surveyors and contractors.

Once the necessary experience has been gained, the Senior Architectural Technologist is able to competently handle small to medium size work independently.

Admission Requirements

A National Diploma in Architectural Technology (or a recognised equivalent qualification), with a 60% average pass mark in the final year of the National Diploma. Applicants must also achieve a minimum of 60% for the subject Principles of Architectural Design 3. Applicants who do not meet these requirements, or who completed their National Diploma (or equivalent qualification) at another institution, are subjected to a selection process. This process consists of a design and technology evaluation, an interview and the submission of a portfolio. The portfolio should comprise any work which the student considers to be a reflection of his/her technological, design and presentation abilities. CPUT students must submit their best third year design piece and the entire third year MIP, including the studio work component. Applicants from other universities must submit their final year work demonstrating an integration of design and technology.

Interviews and portfolio

Interviews with applicants will be conducted during the first week of December at CPUT. At the interview, applicants will be required to present a portfolio of appropriate architectural and technological work completed by them. Details of the portfolio requirements will be supplied on request.

Design and technology test

Applicants will be required to write a two-day test at the University.

B TECH: ARCHITECTURAL TECHNOLOGY

Qualification Code: BTARCT

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
4	Y	APD 400S	Applied Design 4	C	None	7	72	0.600	C	Y
4	Y	AES 400S	Architectural Environmental Studies 4	C	None	7	12	0.100	C	Y
4	Y	URD 400S	Principles of Urban Design 4	C	None	7	12	0.100	C	Y
4	Y	CDR400S	Construction & Detailing 4	C	None	7	12	0.100	C	Y
4	Y	THD 400S	Theory of Design 4	C	None	7	12	0.100	C	Y

Total number of subjects to be passed in order to obtain the B Tech degree: 5

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
A student will be excluded if the qualification is not completed within the University's prescribed period of four registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Faculty Board requesting an extension of their registration.

M TECH: ARCHITECTURAL TECHNOLOGY

Duration: A minimum of one calendar year full-time or two consecutive calendar years part-time and a maximum of five years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in architecture and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

Course Structure
This programme consists of a comprehensive full research project culminating in a thesis. For the duration of the course the student is placed under the guidance of an approved supervisor(s) who will assist and guide the candidate throughout his/her studies.

In their thesis, Masters' candidates must prove that they understand a particular problem in the industry in which they have done their research, are able to analyse and set it out logically, are able to arrive at logical conclusions or a diagnosis of the problem and are then able to make proposals for the improvement/elimination of the problem. The research problem, its justification, process and outcome are reported in a thesis. The thesis must comply with the normal general technical requirements and rules with regard to scope, quality and layout.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
A B Tech: Architectural Technology or an equivalent four-year qualification in an appropriate discipline.

English proficiency
In addition to the criteria for admission, international students from countries where English is not the official language must demonstrate proof of English proficiency.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

M TECH DESIGN: ARCHITECTURAL TECHNOLOGY

Qualification Code: MTARCR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
5	Y	R1M5047	Thesis	C	None	8	120	1.000	C	n/a

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

Interruption of Studies
Students who wish to interrupt their studies must apply to the Senate. The interruption of studies form (HDC 1.9) is available on the Centre for Post-graduate Studies website. Interruption of studies may not be applied for, and will not be granted, retrospectively.

D TECH DESIGN: ARCHITECTURAL TECHNOLOGY

Duration: A minimum of two consecutive calendar years and a maximum of six years, after which the candidate will not be allowed to re-register or continue with his/her studies.

Venue: Cape Town Campus

Course Aim
The purpose of this programme is to develop the competence to conduct independent research under minimal guidance in the field of architecture.

Course Structure
This is a research-based course in which the student is placed under the guidance of a supervisor/s who will assist with both the practical and theoretical or written research components of the course. It comprises an advanced research project culminating in a dissertation.

In dissertations, students must provide proof of original and creative thinking and problem-solving and must make a real contribution to the solving of a particular problem in the industry to which their research applies. The dissertations must comply with the normal technical requirements and rules with regard to scope, quality and layout.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
An M Tech: Architectural Technology or equivalent Masters' qualification in an appropriate discipline.

English proficiency
In addition to the criteria for admission, international students from countries where English is not the official language must demonstrate proof of English proficiency.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

D TECH DESIGN: ARCHITECTURAL TECHNOLOGY

Qualification Code: DTDESR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
6	Y	R6AT01R	Thesis	C	None	8	74.64	.622	C	n/a

Total number of subjects to be passed in order to obtain the D Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

Interruption of Studies
Students who wish to interrupt their studies must apply to the Senate. The interruption of studies form (HDC 1.9) is available on the Centre for Post-graduate Studies website. Interruption of studies may not be applied for, and will not be granted, retrospectively.

CORE SYLLABI FOR THE NATIONAL DIPLOMA: ARCHITECTURAL TECHNOLOGY

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Architectural Technology Practice 2

Pre-requisites: Studio Work 1, Construction and Detailing 1, Presentation 1, History 1

Course Outline: Practical Studies 2 and Architectural Technology Practice are two inseparable sebjects. Architecture students are required to do Work Integrated Learning (WIL) for a period of 10 months in a practice that is registered with SACAP. Practical reqiurements are set out in the study guides. As part of the evaluation, the coordinator will visit all practices during the said year to discuss student progress. Log sheets provided should be completed on a weekly basis and should be signed off by the office manager. Second year architecture students attend 4 block weeks during the year. "Construction and Detailing 2" and "Studio Work 2" are assesed after the completion of the block week, the other two subjects viz " Architectural Technology Practice 2" and " "Practical Studies 2" are assesed at the end of the year.

Assessment: All assessments are compulsory.

Applied Building Science 1

Pre-requisites: None

Course Outline: To promote an awareness of calculations, science and the environment and how material selection affects design of buildings.

Assessment: All assessments are compulsory.

Building Services 3

Pre-requisites: None

Course Outline: A basic general knowledge of various different services accomodated within buildings and to encourage an appreciation for space requirements for services; developing abilities to make obsevations and realise the importance of services co-ordination and integration within buildings. Developing familiarity with the National Building Regulations relating to the elements listed in the subject content.

Assessment: All assessments are compulsory.

Computer-Aided Draughting 1

Pre-requisites: None

Course Outline: Production of architectural and graphic drawings on a personal computer, developing the hands-on skills and competency required to produce computer-generated architectural drawings at an acceptable production rate. Archicad forms the basis of instruction..

Assessment: All assessments are compulsory.

Computer Applications 1

Pre-requisites: None

Course Outline: Hands-on, practical experience with an introduction to the purpose of using computers and an overview of the hardware components of computer systems.

Assessment: All assessments are compulsory.

Communication 1

Pre-requisites: None

Course Outline: Students will improve their verbal (written and spoken) as well as non-verbal communication and understand the conventions of the world of work. Students need to develop confidence and determination to communicate in effective ways in their interaction with others.

Assessment: All assessments are compulsory.

Construction & Detailing 1

Pre-requisites: None

Course Outline: To provide students with a thorough knowledge of current, general practice pertaining to contemporary building techniques for low- rise domestic buildings.

Assessment: All assessments are compulsory.

Construction & Detailing 2

Pre-requisites: Studio Work 1, Construction and Detailing 1, Presentation 1, History 1

Course Outline: Second year architecture students attend four block weeks during the year while they are busy with their in-service training. Students are required to attend a compulsory one week block session per term. Construction and Detailing 2 and Studio Work 2 are assessed after the completion of the block week. Students are advised to consult the second year coordinator for more information relating to this subject.

Assessment: All assessments are compulsory.

Construction & Detailing 3

Pre-requisites: Construction & Detailing 2

Course Outline: The course comprises theory and practical. The theoretical portion is presented by means of lectures, site and factory visits, workshops, etc. and supported by practical exercises designed to develop what has been learned theoretically. Students investigate materials, techniques and structural systems and methods associated with building types that are not load-bearing. Critical analytical and investigative skills are emphasised, as well as the professional and practical application of the theoretical knowledge gained.

Assessment: All assessments are compulsory.

History & Appreciation Of Architecture 1

Pre-requisites: None

Course Outline: An introduction to critical understanding of design precedent – that which came before. Students examine the development of architectural and interior design from the earliest times to the present. The relevance of underlying principles to contemporary design problems is assessed. Students should be conversant with the National Building Regulations relating to the elements listed in the subject content.

Assessment: All assessments are compulsory.

Office Practice 3

Pre-requisites: None

Course Outline: Introduction to the business and administrative realities of the architectural professional. A series of lectures covers the profession, Code of Conduct, other professionals allied to the building industry, the fundamentals of setting up an architectural practice, tendering and the building contract. This course is an introduction to the topics and subjects of the external examination that candidates need to write in order to register as members of the Architectural Profession.

Assessment: All assessments are compulsory.

Practical Studies 2

Pre-requisites: None

Course Outline: Practical Studies 2 and Architectural Technology Practice 2 are two inseparable subjects. It relates to the practical work that is done in the office on a daily basis. These subjects involve filling in a log sheet of work done in the office, creating a portfolio of work done in the office, reflecting in writing on the work done in the office as part of a portfolio, local authority approval, working drawings and details, measured drawings, presentation, schedules, joinery, investigation of site and survey, analysis and preparation of the brief, cost considerations, specifications, site visits and administration experience.

Assessment: All assessments are compulsory.

Presentation 1

Pre-requisites: None

Course Outline: After completion of this course the student should be able to communicate graphically, apply and understand the fundamental principles of architectural presentation in order to be able to complete a simple set of sketch plans.

Assessment: All assessments are compulsory.

Principles Of Architectural Design 3

Pre-requisites: None

Course Outline: A project-based subject that integrates with the subjects Studio Work and Construction and Detailing. Students learn about the design process, the formulation of design ideas and the conceptual aspects of architectural design. Projects start with simple, small-scale projects and become more complex towards the end of the year. The use of models as design tools, freehand drawings and effective presentation is emphasised.

Assessment: All assessments are compulsory.

Studio Work 1

Pre-requisites: None

Course Outline: Practical hands-on experience in producing architectural drawings and designs on the drawing board and using computer-aided draughting in a studio environment and the opportunity to apply and integrate knowledge from other subjects.

Assessment: All assessments are compulsory.

Studio Work 2

Pre-requisites: Studio Work 1, Construction and Detailing 1, Presentation 1, History 1

Course Outline: Second year architecture students attend four block weeks during the year while they are busy with their in-service training. Students are required to attend a compulsory one week block session per term. Construction and Detailing 2 and Studio Work 2 are assessed after the completion of the block week. Students are advised to consult the second year coordinator for more information relating to this subject.

Assessment: All assessments are compulsory.

Studio Work 3

Pre-requisites: Studio Work 2

Course Outline: A project-based subject that integrates with the subjects Principles of Architectural Design and Construction and Detailing. Design skills and technical knowledge gained will be utilised in performing analyses and doing projects pertaining to the technical aspects of architectural design. Knowledge of framed construction obtained in the second year will be expanded, as well as the skills necessary to design and document more complex structural components, including roofs, staircases and building facades, preparing technical drawings for council submission, as well as full construction documentation (working drawings).

Assessment: All assessments are compulsory.

Survey Landscaping 3

Pre-requisites: None

Course Outline: Survey and Landscaping (SAL3) is a supporting subject that deals with the landscape around and between buildings. The subject is taught in block periods, with theory and application in projects.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE NATIONAL DIPLOMA: ARCHITECTURAL TECHNOLOGY (EXTENDED CURRICULUM PROGRAMME)

Applied Building Science 1A

Pre-requisites: None

Course Outline: This subject attempts to bring students up to speed with their numeracy and mathematics skills to prepare them for first year.

Assessment: All assessments are compulsory.

Communication 1A

Pre-requisites: None

Course Outline: This subject teaches the student how to communicate in a professional manner within the disciplines of Architecture. This subject looks at the usage of correct grammar and sentence construction, vocabulary and comprehension.

Assessment: All assessments are compulsory.

Construction & Detailing 1A

Pre-requisites: None

Course Outline: This integrated subject deals with basic material properties and their different functions within a space. To aid the communication of the design intent, basic joinery and construction details are explored.

Assessment: All assessments are compulsory.

History & Appreciation Of Architecture 1A

Pre-requisites: None

Course Outline: History & Appreciation of Architecture attempts to explore the basic theory and philosophy behind design which is used to substantiate the design intent.

Assessment: All assessments are compulsory.

Presentation 1A

Pre-requisites: None

Course Outline: Graphically communicate through drawing, the nature and application of drawing, development of a freehand sketching and drawing approach, graphic depiction of the human figure, buildings, drawing as a design tool, principles of composition, the conventional 2D and 3D projections, shadow projection, compilation of sets of sketch plans.

Assessment: All assessments are compulsory.

STUDIO WORK 1A

Pre-requisites: None

Course Outline: Focuses on anthropometrics, the human dimensions in relation to space, identity, space-making, place-making, space in context, narratives, construction of spaces.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE B TECH: ARCHITECTURAL TECHNOLOGY

Applied Design 4

Pre-requisites: None

Course Outline: The Applied Design course stimulates the development of creative solutions to architectural problems via the establishment of design methodologies. Whilst the course instruction and project selection allow students to develop analytical, problem solving and communication skills, emphasis is also placed on life skills that will foster positive attitudes and a sense of responsibility, as well as developing a social consciousness.

Assessment: All assessments are compulsory.

Architectural Environmental Studies 4

Pre-requisites: None

Course Outline: This course brings awareness of the scarcity of natural resources and teaches students to respond appropriately through sustainable development and environmental design in the field of architecture, which encompasses utilising emerging technologies, selecting materials responsibly and designing for human comfort.

Assessment: All assessments are compulsory.

Construction & Detailing 4

Pre-requisites: None

Course Outline: The Construction and Detailing course develops knowledge about building as a basis for good design by fostering technological consideration and innovation as integral parts of the design process, whilst instilling an appreciation of the art of construction as a basis for good architecture. It provides a sound technological, ethical and practical basis for conceptual and detail design decisions, and for the selection of appropriate materials and methods.

Assessment: All assessments are compulsory.

PRINCIPLES OF URBAN DESIGN 4

Pre-requisites: None

Course Outline: This course enables students to meaningfully co-ordinate architectural design with urban elements and the immediate surroundings of buildings. It encourages the identification and analysis of strong and weak points in urban design, and to reinforce or rectify these points in creative designs that are within the restrictions and guidelines of urban plans and controlling regulations.

Assessment: All assessments are compulsory.

THEORY OF DESIGN 4

Pre-requisites: None

Course Outline: Theory of Design 4 introduces students to a process of creativity that engenders individual approaches to idea generation in architectural design. It stimulates intellectual, analytical, conceptual, graphic and writing skills to formulate coherent architectural arguments, as well as to develop design methodologies in order to solve architectural problems. The course also fosters an understanding of both current and past architectural philosophies and movements.

Assessment: All assessments are compulsory.

NATIONAL DIPLOMA: INTERIOR DESIGN

Duration: Full-time – three years (including a period of Work Integrated Learning in the third year at a company that has been accredited by the University).
Venue: Cape Town Campus

Course Aim
The practice of interior design relates to architecture on the one hand and industrial design on the other. The aim of the course is to develop awareness and skills ranging from design in building to furniture design, and could be defined as the creative problem-solving process applied to the practical solution of three-dimensional problems, primarily within the environment of buildings.

The objectives of the course are to develop a critical awareness and practical application of two- and specifically three-dimensional design principles, to create awareness of the commercial applications of design, to encourage understanding of the responsibility of the designer to society and the individual user, to draw on historical and contemporary studies in order to heighten design awareness, to provide the opportunity to acquire knowledge of the performance of materials and how they can be applied to construction, and to develop the skills required to communicate the design intention.

Career Opportunities
The following employment opportunities are available:
- Interior design firms offering a professional consultancy service to clients offer the opportunity to work towards a partnership or, with experience, to establish a practice.
- Shop-fitting firms providing a design and supply service for the installation of shop and office interiors.
- Retail groups planning their own interiors and employing shop-fitters on a contract basis for installation.
- Furniture manufacturers offering a contract or design and supply service.
- Interior design shops and suppliers of office furniture offering a design service.
- Architectural practices also employ interior design specialists in their design teams.

Admission Requirements
Required Senior Certificate subjects:
Home Language 4 (50% – 59%)*
First Additional Language 3 (40% – 49%)*
One of these languages shall be English or Afrikaans*
Mathematics 2 (30% – 39%)
Maths Literacy 4 (50% – 59%)
Recommended Senior Certificate subjects:
Design 3 (40% – 49%)

Submission of prescribed portfolio

In addition to the minimum admission requirements as stated above, applicants are required to submit a prescribed portfolio of art work in accordance with the specifications of the Department. Details of the portfolio requirements will be supplied on application.

ND: INTERIOR DESIGN

QUALIFICATION CODE: NDINTD

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1	Y	DST 101S	Design Studies 1	C	None	5	36	0.300	C	Y
1	Y	DET 100S	Design Technology 1	C	None	5	36	0.300	C	Y
1	Y	DRA 101S	Drawing for Design 1	C	None	5	24	0.200	C	Y
1	Y	HIA 100S	History of Art & Design 1	C	None	5	12	0.100	C	Y
1	Y	PDP 100S	Professional Design Practice 1	C	None	5	12	0.100	C	Y
2	Y	DET 200S	Design Technology 2	C	DET 100S	5	36	0.300	C	Y
2	Y	DEY 200S	Design Theory 2	C	HIA 100S	5	12	0.100	C	Y
2	Y	ITD 200S	Interior Design 2	C	DST 101S	5	24	0.200	C	Y
2	Y	PSM 200S	Presentation Methods 2	C	DRA 101S	5	36	0.300	C	Y
2	Y	PDP 200S	Professional Design Practice 2	C	PDP 100S	5	12	0.100	C	Y
3	Y	DET 300S	Design Technology 3	C	DET 200S	6	30	0.250	C	Y
3	Y	DEY 300S	Design Theory 3	C	DEY 200S	6	12	0.100	C	Y
3	Y	ITD 300S	Interior Design 3	C	ITD 200S	6	30	0.250	C	Y
3	Y	IDP 300S	Interior Design Practice 3	C	None	6	12	0.100	C	Y
3	Y	PSM 300S	Presentation Methods 3	C	PSM 200S	6	24	0.200	C	Y
3	Y	PDP 300S	Professional Design Practice 3	C	PDP 200S	6	12	0.100	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 16

Promotion Criteria

A student will be promoted to the next year of study, provided that all subjects are passed in the year concerned.

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
- Students who fail 50% or more of their subjects in any given year, or who fail any subject on the same level twice, will not be re-admitted to the course.
- A student will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/ strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

NATIONAL DIPLOMA: INTERIOR DESIGN (EXTENDED CURRICULUM PROGRAMME)

Duration: Full-time – four years (the first year is done over two years)
Venue: Cape Town Campus

Course Aim
Unsuccessful applicants may be referred to the Extended First Year Curriculum Programme which enables applicants who are under-prepared but show appropriate potential to complete a designated course of study in a minimum of four years (the first year is done over a period of two years). The Extended Curriculum Programme is an extension of the first year of the Interior Design Diploma.

Students are introduced to basic terminology within the built environment. The human body and its relation to the environment is explored, touching on theoretical and philosophical principles of design, experiential relationships that exist between the body and its surrounding space by drawing attention to the sensory engagement thereof, as well as touching on our perception of space in relation to space and movement by means of bodily engagement. Students are taught how to structure and discipline themselves in order to meet deadlines that will aid them throughout their educational and professional career.

Career Opportunities
The following employment opportunities are available:
- Interior design firms offering a professional consultancy service to clients offer the opportunity to work towards a partnership or, with experience, to establish a practice.
- Shop-fitting firms providing a design and supply service for the installation of shop and office interiors.
- Retail groups planning their own interiors and employing shop-fitters on a contract basis for installation.
- Furniture manufacturers offering a contract or design and supply service.
- Interior design shops and suppliers of office furniture offering a design service.
- Architectural practices also employ interior design specialists in their design teams.

Admission Requirements
Admission requirements are the same as for students in the three-year mainstream programme.

ND: INTERIOR DESIGN (EXTENDED CURRICULUM PROGRAMME)

QUALIFICATION CODE: NDIDFX

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Foundation year										
0	Y	DSN10SX	Design Studies 1A	C		5A	27	0.225	C	Y
0	Y	DET10SX	Design Technology 1A	C		5A	27	0.225	C	Y
0	Y	DRD10SX	Drawing for Design 1A	C		5A	18	0.150	C	Y
0	Y	HIA10SX	History of Art & Design 1A	C		5A	9	0.075	C	Y
0	Y	PDP10SX	Professional Design Practice 1A	C		5A	9	0.075	C	Y
First year (Mainstream programme)										
1	Y	DST 101S	Design Studies 1	C	DSN10SX	5B	27	0.225	C	Y
1	Y	DET 100S	Design Technology 1	C	DET10SX	5B	27	0.225	C	Y
1	Y	DRA 101S	Drawing for Design 1	C	DRD10SX	5B	18	0.150	C	Y
1	Y	HIA 100S	History of Art & Design 1	C	HIA10SX	5B	9	0.075	C	Y
1	Y	PDP 100S	Professional Design Practice 1	C	PDP10SX	5B	9	0.075	C	Y
Second year (Mainstream programme)										
2	Y	DET 200S	Design Technology 2	C	DET 100S	5	27	0.225	C	Y
2	Y	DEY 200S	Design Theory 2	C	HIA 100S	5	9	0.075	C	Y
2	Y	ITD 200S	Interior Design 2	C	DST 101S	5	18	0.150	C	Y
2	Y	PSM 200S	Presentation Methods 2	C	DRA 101S	5	27	0.225	C	Y
2	Y	PDP 200S	Professional Design Practice 2	C	PDP 100S	5	9	0.075	C	Y
Third year (Mainstream programme)										
3	Y	DET 300S	Design Technology 3	C	DET 200S	6	21.6	0.180	C	Y
3	Y	DEY 300S	Design Theory 3	C	DEY 200S	6	8.64	0.072	C	Y

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
3	Y	ITD 300S	Interior Design 3	C	ITD 200S	6	21.6	0.180	C	Y
3	Y	IDP 300S	Interior Design Practice 3	C		6	12	0.100	C	Y
3	Y	PSM 300S	Presentation Methods 3	C	PSM 200S	6	17.52	0.146	C	Y
3	Y	PDP 300S	Professional Design Practice 3	C	PDP 200S	6	8.64	0.072	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 18

Academic Exclusion Rules and Appeal Procedure

The academic exclusion rules and appeal procedure are the same as that applicable to the mainstream National Diploma programme.

B TECH: INTERIOR DESIGN

Duration: Full-time – one year
Part-tine – two years
Venue: Cape Town Campus

Course Aim
This course offers the opportunity to specialise in areas in the field of interior design.

Career Opportunities
The following employment opportunities are available:
- Interior design firms offering a professional consultancy service to clients offer the opportunity to work towards a partnership or, with experience, to establish a practice.
- Shop-fitting firms providing a design and supply service for the installation of shop and office interiors.
- Retail groups planning their own interiors and employing shop-fitters on a contract basis for installation.
- Furniture manufacturers offering a contract or design and supply service.
- Interior design shops and suppliers of office furniture offering a design service.
- Architectural practices also employ interior design specialists in their design teams.

Admission Requirements
A National Diploma in Interior Design or a recognised equivalent qualification, with an average of 60% in the final year of the National Diploma, or with two years' appropriate industry-related experience.

Portfolio and written proposal
Applicants must submit a portfolio of appropriate interior design solutions for the corporate, retail and hospitality sectors, including technological work related to these projects. A written dissertation proposal highlighting areas of design interest and the necessity for the proposed research is also required. The proposal must be a minimum of 8 pages. Further details about the proposal requirements will be supplied on request.

Programme Structure
This is a research-based course in which the student is placed under the guidance of a supervisor who will assist in both the practical and theoretical or written research components of the course.

Assessment
At the end of the period of study, the student must have completed a written report and a body of work that will be exhibited on campus. A panel of staff, assisted by external moderators, will assess the exhibition. Students must satisfy the external moderators that they have fulfilled the requirements towards the degree.

B TECH: INTERIOR DESIGN

Qualification Code: BTINTD

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
4	Y	DET 400S	Design Technology 4	C	None	7	36	0.300	C	Y
4	Y	DEY 400S	Design Theory 4	C	None	7	18	0.150	C	Y
4	Y	ITD 400S	Interior Design 4	C	None	7	36	0.300	C	Y
4	Y	PSM 400S	Presentation Methods 4	C	None	7	12	0.100	C	Y
4	Y	PDP 400S	Professional Design Practice 4	C	None	7	18	0.150	C	Y

Total number of subjects to be passed in order to obtain the B Tech degree: 5

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
A student will be excluded if the qualification is not completed within the University's prescribed period of four registered years from the date of first registration.

Appeal procedure
A student will be excluded if the qualification is not completed within the University's prescribed period of four registered years from the date of first registration.

M TECH DESIGN: INTERIOR DESIGN

Duration: A minimum of one calendar year full-time or two consecutive calendar years part-time and a maximum of five years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in interior design and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

The Faculty offers reputable post-graduate design qualifications at Masters and Doctoral level. The Master of Technology (M Tech) and Doctor of Technology (D Tech) in the Design Programmes place emphasis on applied research that addresses challenges facing society in a diverse development milieu. By building on undergraduate foundations in Communication/Graphic Design, Industrial/Product Design, Interior Design, Fashion Design, Surface Design, Jewellery Design and Photography, candidates in the Masters programme often select topics that grapple with complex design problems. The socially conscious ethos encourages research in fields such as Design for Development, Design for Sustainability, Interaction Design, Participatory Design, Universal Design and User-Experience Design.

The Masters degree can be obtained through a full (100%) thesis or a mini-dissertation/part practical output (50–50) qualification, while a full (100%) thesis is required for the Doctoral programmes.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
A B Tech: Interior Design or a recognised equivalent qualification.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

M TECH: INTERIOR DESIGN

Qualification Code: MTINTD

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
5	Y	R5INT1R	Thesis	C	None	8	340	40.8	C	n/a

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

D TECH DESIGN: INTERIOR DESIGN

Duration: A minimum of two calendar year full-time or two consecutive calendar years part-time and a maximum of six years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in interior design and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

The Faculty offers reputable post-graduate design qualifications at Masters and Doctoral level. The Master of Technology (M Tech) and Doctor of Technology (D Tech) in the Design Programmes place emphasis on applied research that addresses challenges facing society in a diverse development milieu. By building on undergraduate foundations in Communication/Graphic Design, Industrial/Product Design, Interior Design, Fashion Design, Surface Design, Jewellery Design and Photography, candidates in the Masters programme often select topics that grapple with complex design problems. The socially conscious ethos encourages research in fields such as Design for Development, Design for Sustainability, Interaction Design, Participatory Design, Universal Design and User-Experience Design.

The Masters degree can be obtained through a full (100%) thesis or a mini-dissertation/part practical output (50–50) qualification, while a full (100%) thesis is required for the Doctoral programmes.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
An M Tech: Interior Design or a recognised equivalent qualification.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

D TECH DESIGN: INTERIOR DESIGN

Qualification Code: DTDESR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
6	Y	R6IS01R	Thesis	C	None	8	120	1.000	C	n/a

Total number of subjects to be passed in order to obtain the D Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

CORE SYLLABI FOR THE NATIONAL DIPLOMA: INTERIOR DESIGN

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Design Studies 1

Pre-requisites: None

Course Outline: This subject represents one of the programme majors and introduces the design student to creative and functionally ergonomic layouts that are planned to meet particular needs and occupancy.

Assessment: All assessments are compulsory.

Design Technology 1

Pre-requisites: None

Course Outline: This subject comprises three areas of study and represents a major subject in the programme that continues from the first until the third year. The three areas are Construction Technology, Materials & Finishes and Building Services. Students are made aware of the effect building services has on the interiors of buildings. Elements like lighting and ventilation, ergonomics and anthropometrics are discussed in terms of technical conventions and design projects.

Assessment: All assessments are compulsory.

Design Technology 2

Pre-requisites: Design Technology 1

Course Outline: This subject comprises three areas of study and represents a major subject in the programme that continues from the first until the third year. The three areas are Construction Technology, Materials & Finishes and Building Services. It introduces students to the relevant physical and visual properties of a wide range of building materials, the use terminology and explains their selections in their designs, encourages an active understanding of the specification of materials and finishes that exceed their specification for merely aesthetic purposes.

Assessment: All assessments are compulsory.

Design Technology 3

Pre-requisites: Design Technology 2

Course Outline: This course comprises three components, namely Construction Drawings, Materials & Finishes and Building Services. A portion is also generated from the design project where a student should pay attention to the various building components, services and materials specified.

Assessment: All assessments are compulsory.

Design Theory 2

Pre-requisites: History of Art & Design 1

Course Outline: This subject investigates movements and periods that are influential in the twentieth century, including Avant Garde, Art Deco, Bauhaus, Modernism and design from 1950 – 1980 within the economic and political context. The social, political and financial influences for each movement are analysed and discussed in terms of their influences on the design of the times. There is a focus on the emergence of interior design as a professional discipline. To assist design development and critical thinking, students are also introduced to a variety of theoretical frameworks that can be applied to interior design.

Assessment: All assessments are compulsory.

Design Theory 3

Pre-requisites: Design Theory 2

Course Outline: At this level of the programme, the theory focuses on various theoretical frameworks that can be applied to interior design. The programme does not focus on historical texts, but rather challenges students to research and interpret current philosophical and social theories to understand how these can be incorporated into successful designs.

Assessment: All assessments are compulsory.

Drawing For Design 1

Pre-requisites: None

Course Outline: This subject comprises three modules that introduce the different drawing and rendering techniques, viz Colour, Perspective Drawing and Technical Drawing.

Assessment: All assessments are compulsory.

History Of Art & Design 1

Pre-requisites: None

Course Outline: Good design is always grounded in a good, critical understanding of design precedent – that which came before. The history course looks at the development of architectural and interior design from the earliest times to the present. The relevance of the underlying principles to contemporary design problems is assessed.

Assessment: All assessments are compulsory.

Interior Design 2

Pre-requisites: Design Studies 1

Course Outline: Students explore the conceptualisation planning and execution of various interior spaces, identify a strong branding/corporate identity and develop functional, aesthetic and hazard-free interior spaces that fulfil the needs of their occupants, and resolve their concepts into practical solutions by investigating available construction methods, materials and finishes and building services

Assessment: All assessments are compulsory.

Interior Design 3

Pre-requisites: Interior Design 2

Course Outline: The course focuses on creative and practical solutions of interior spaces from initial conceptualisation to planning and zoning, three-dimensional design development and integrated technical and construction knowledge. Students demonstrate an understanding of branding/corporate identity and develop functional, aesthetic and hazard-free interior spaces, and resolve their concepts into practical and sustainable solutions by incorporating recognised/available construction methods, materials, finishes and building services.

Assessment: All assessments are compulsory.

Interior Design Practice 3

Pre-requisites: None

Course Outline: Students in their third year of study are expected to do six weeks of experiential training (internship). The process starts early in the year. Students must submit a CV and a covering letter to the experiential training officer. If they wish to work for a particular company, the officer will assist them in making the initial contact. Since this is most students' last year of study, it is important to invest time and effort in making a good impression with the company. The outcome is monitored through a report compiled during the internship period that students must submit upon their return after the six weeks.

Assessment: All assessments are compulsory.

Presentation Methods 2

Pre-requisites: Drawing for Design 1

Course Outline: Students explore and demonstrate competency in various CAD graphic techniques. Computer programmes such as AutoCAD, Artlantis, SketchUp and Photoshop are taught in the computer lab. Students develop and render interior plans, sections and elevations and perspective views using various media, overall page layouts and typography. They are encouraged to include all thumbnail/developmental sketches in their presentations.

Assessment: All assessments are compulsory.

Presentation Methods 3

Pre-requisites: Presentation Methods 2

Course Outline: Students explore and demonstrate competency in various CAD graphic techniques. Computer programmes such as AutoCAD, Artlantis, and Photoshop are taught in the computer lab. The successful communication of proposals includes succinctly developed and rendered interior plans, sections and elevations and perspective views using various media. Overall page layouts and typography also need to be considered. Students are encouraged to include developmental sketches and graphics in their presentations. Details of all designed components are encouraged.

Assessment: All assessments are compulsory.

Professional Design Practice 1

Pre-requisites: None

Course Outline: This course is designed to help students improve their verbal (written and spoken) as well as non-verbal communication and to understand the conventions of the world of work. Students need to develop confidence and determination to communicate in effective ways in interaction with others.

Assessment: All assessments are compulsory.

Professional Design Practice 2

Pre-requisites: Professional Practice 1

Course Outline: Professional Practice 2 looks into ethics and codes of conduct consistent with the design field. It elaborates on entrepreneurship and the various alternatives available to entrepreneurs in the field of work.

Assessment: All assessments are compulsory.

Professional Design Practice 3

Pre-requisites: Professional Practice 2

Course Outline: Professional Practice 3 looks specifically into the professional practice of interior designers. The subject is framed around the recommended contracting procedures and schedule programming pertaining to various contracting types that define the interior designer's scope of service. It also defines the ethics and codes of conduct consistent with professional practice and as set out by the South African Institute for the Interior Design professions.

Assessment: All assessments are compulsory.

DEPARTMENTAL STAFF

Name	Position	Telephone	Fax	E-mail
Prof BM Alexander	Head of Department	021 460 3780	021 460 3576	Alexanderb@cput.ac.za
Ms N Allie	Secretary	021 460 3010	021 460 3576	allien@cput.ac.za

ACADEMIC STAFF (PERMANENT)

Name	Qualifications
Head of Department	
Prof BM Alexander	BSc Elec. Eng., MSc HRD Tech, D Tech: Inform.Tech
Associate Professor	
Dr R de la Harpe	B.Sc. (Comp. Science), B.Sc. (Hons) (cum laude), M.Sc. (Informatics), D Tech: Inform Tech.
Senior Lecturers	
Dr L Coleman	BA, HDE, AdDip (Adults), MPhil (Adult Educat) Mphil, MRES, Phd
Mr ER Francke	Dip in Educat. ND: Hum. Res. Mngmt., B Tech: Bus. Admin., Masters in Inform. Mngmt. & Systems
Mr MF Gasant	(HED, BSc.)
Ms DD Lakay	ND: Elect. Data Proces., NHD: Comp. Data Proces., M Tech: Inform. Tech, HDHET
Mr GSF Lawrence	Dip Datametrics, NHD: PSE, B Comm(Hons), MCSSA
Dr NBW Mlitwa	BSoc SC, TRPM, MA, MPhil, PhD
Dr E Ruhode	MBA: Masters in Business Administration, D Tech: Inform. Tech
Lecturers	
Ms F Allie	ND: Comp. Data Proces., NHD: Comp. Data Proces., M Tech: Inform. Tech
Mr J Barnes	B Com (Hons), M Tech: Inform. Tech
Ms S Geyer	ND: Inform. Tech., MBA, HDHET
Dr B Kabaso	B Eng, MSc, D Tech: Inform. Tech, D Tech: Information Tech

Name	Qualifications
Ms G Khan	NC: Com. Prog., ND: Elect. Data Proces., NHD Comp. Data Proces., M Tech: Inform. Tech
Mr W Koopman	ND: Elec. Eng., B Tech: Elec. Eng
Mr T Makhurane	BSc(Hons), M Sc
Mr DJM Makola	Snr Teach Dip., B.Sc. Comp. Science, B Tech: Inform. Tech., M Tech: Inform. Tech
Mr M Mandioma	IT Proj. Mngt, HDET, BSc (Hons), MSc (Comp. Science)
Mr NE Masalov	BSc (Elec. Eng), MSc (Elec)
Mr A Mukherjee	MEngIT
Mr K Naidoo	BSc Applied Maths & Comp Science, M Tech: Inform.Tech
Mr W M Ngindana	ND: Inform. Tech., B Tech: Inform. Tech., MTech: Inform. Tech
Mr W Olivier	ND: Inform. Tech., B Tech: Inform. Tech
Mr X Piyose	M Tech: IT
Mr WC Rothman	TD, HTD, AE, BSc (Comp Science), NHD (DP), M Tech: Inform. Tech
Mr L Small	BSc (Mathematics & Computer Science)
Ms KS Swart	BSc (Comp Science)
Mr SJS Williams	ND: Elec. Eng., NHD: Elec. Eng., M Tech: Elec. Eng.
Ms E Zietsman	BSc, BSc (Hons) Comp. Science, MBL
Junior Lecturers	
Mr A Abrahams	ND: Inform. Tech., B Tech: Inform. Tech, HDHET
Mr RW Burger	BCom
Ms T Ncubukezi	ND: Inform. Tech., B Tech: Inform.Tech, M Tech: Inform Tech

QUALIFICATIONS OFFERED

Undergrad / Postgrad	Qualification Type	Qual Code	Qualification Name	Campus Offered	Minimum Duration (Years)	Work-Integrated Learning
Undergraduate	Higher Certificate	HCINCT	Higher Certificate in Information & Communication Technology	Cape Town	1 year	n/a
Undergraduate	Diploma	DPICTA	Diploma in Information & Communication Technology in Applications Development	Cape Town	3 years	n/a
Undergraduate	Diploma	DPICTC	Diploma in Information & Communication Technology in Communication Networks	Cape Town	3 years	n/a
Undergraduate	Diploma	DPICTM	Diploma in Information & Communication Technology in Multimedia Applications	Cape Town	3 years	n/a
Undergraduate	B Tech Degree	BTINSD	B Tech: Information Technology (Software Development)	Cape Town	1 year	n/a
Undergraduate	B Tech Degree	BTINTM	B Tech: Information Technology (Business Analysis)	Cape Town	1 year	n/a
Undergraduate	B Tech Degree	BTINCN	B Tech: Information Technology (Communication Networks)	Cape Town	1 year	n/a
Post-graduate	M Tech Degree	MTINFR	M Tech: Information Technology	Cape Town	1 year	n/a
Post-graduate	M Tech Degree	MTBISR	M Tech: Business Information Systems	Cape Town	1 year	n/a
Post-graduate	D Tech Degree	DTINFR	D Tech: Information Technology	Cape Town	2 years	n/a
Post-graduate	D Tech Degree	DTINMR	D Tech: Informatics	Cape Town	2 years	n/a

HIGHER CERTIFICATE IN INFORMATION & COMMUNICATION TECHNOLOGY

Duration: Full-time – one year
Venue: Cape Town Campus

Course Aim
The course prepares students for a career in IT Service Management.

Career Opportunities
There is an ongoing need for a wide range of highly skilled information technology personnel in South Africa. As the field is subject to rapid technological change, it requires professionals who are well trained in IT Service Management. Graduates can progress from an IT Service Desk Trainee to an IT Service Manager.

Admission Requirements

Required Senior Certificate subjects:
Home Language 4 (50% – 59%)*
First Additional Language 3 (40% – 49%)*
One of these languages shall be English or Afrikaans*
Mathematics 3 (40% – 49%)
Maths Literacy 5 (60% – 69%)
Recommended Senior Certificate subjects:
Information Technology

Personal characteristics
The following personal characteristics will be an advantage:
• A combination of mathematics and creative ability.
• The ability to analyse problems logically.
• An interest in computers.
• The ability to adapt to changing circumstances.
• The ability to cope with pressure and deadlines.
• Perseverance.

HIGHER CERTIFICATE IN INFORMATION & COMMUNICATION TECHNOLOGY

QUALIFICATION CODE: HCINCT

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1	S	SSP100S	Information Technology Services Practice 1	C	None	5	20.04	0.167	C	Y
1	S	SST100S	Information Technology Services Theory 1	C	None	5	20.04	0.167	C	Y
1	S	SPR100S	Information Technology Services Project 1	C	None	5	9.90	0.083	C	Y
1	S	CPN100S	Computer Networks 1	C	None	5	9.90	0.083	C	Y
1	S	CHW100S	Computer Hardware 1	C	None	5	15	0.125	C	Y
1	S	CSW100S	Computer Software 1	C	None	5	9.90	0.083	C	Y
1	S	CAP100S	Computer Applications 1	C	None	5	5.04	0.042	C	Y
1	S	SCM100S	Strategic Communication 1	C	None	5	5	0.042	C	Y
1	S	PCO100S	Personal Communication 1	C	None	5	5	0.042	C	Y
1	Y	QNT100S	Quantitative Techniques	C	None	5	9.96	0.083	C	Y
1	Y	BSP100S	Business Practice 1	C	None	5	9.96	0.083	C	Y

Total number of subjects to be passed in order to obtain the Higher Certificate: 11

Promotion Criteria

A student will only be allowed to register for the Diploma in Information Communication Technology if he/she has passed the Higher Certificate: ICT with an average of 65%.

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
- A student will be excluded from the Department if he/she fails any subject in two consecutive registrations of that subject or module.
- A student who has been excluded will not be allowed to register for any subject in the Department for one academic year.
- A student who wants to be re-admitted after exclusion must apply in writing to the Head of the Department. The student must show that issues relating to the exclusion have been addressed.
- A student registered for the Higher Certificate will be excluded if the qualification is not completed within the University's prescribed period of three registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

DIPLOMA IN INFORMATION & COMMUNICATION TECHNOLOGY: APPLICATIONS DEVELOPMENT

Duration: Full-time – three years
Part-time – four years

Venue: Cape Town Campus

Course Aim
The course prepares students for professional careers or advanced studies in Information Technology and promotes the discovery, dissemination and application of knowledge involving Information Technology (IT). This diploma deals with the design and production of software products and systems to meet specified needs and to ensure that the production and maintenance are cost effective.

Career Opportunities
There is an ongoing need for a wide range of highly skilled information technology personnel in South Africa. As the field is subject to rapid technological change, it requires professionals who are well trained, who keep up to date with the latest developments and who can engage future trends and developments. Graduates are prepared for careers in computer programming, systems analysis and design and database administration.

Admission Requirements
Home Language 4 (50% – 59%)
First Additional Language 3 (40% – 49%) (Afrikaans or English)
Mathematics 3 (40% – 49%) or Mathematical Literacy 5 (60% – 69%).
Due to the vast number of applications that are received, meeting the minimum admission requirements cannot guarantee the applicant a place on the course. Applicants are ranked according to their Grade 12 academic performance.

Admission Requirements
The following personal characteristics will be an advantage:
• A combination of mathematics and creative ability.
• The ability to analyse problems logically.
• An interest in computers.
• The ability to adapt to changing circumstances.
• The ability to cope with pressure and deadlines.
• Perseverance.

DIPLOMA IN INFORMATION & COMMUNICATION TECHNOLOGY: APPLICATIONS DEVELOPMENT

QUALIFICATION CODE: DPICTA

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Code	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1st YEAR - ALL SUBJECTS ARE COMPULSORY										
1	Year	ADF152S	Applications Development Foundations 1	C		5	20.04	0.167	Continuous	Yes
1	Year	BPR152S	Business Practice 1	C		5	9.96	0.083	Continuous	Yes
1	Year	CNF152S	Communications Networks Foundations 1	C		5	20.04	0.167	Continuous	Yes
1	Year	ICF152S	ICT Fundamentals 1	C		5	15	0.125	Continuous	Yes
1	Year	MUF152S	Multimedia Foundations 1	C		5	20.04	0.167	Continuous	Yes
1	Year	PRC152S	Professional Communications 1	C		5	9.96	0.083	Continuous	Yes
1	Year	PRG152S	Programming 1	C		5	15	0.125	Continuous	Yes
1	Year	PRT152S	Project 1	C		5	9.96	0.083	Continuous	Yes
2	Year	ADF262S	Applications Development Fundamentals 2	C	ICF152S	5	9.96	0.083	Continuous	Yes
2	Year	ADP262S	Applications Development Pract. 2	C	ADF152S	5	20.04	0.167	Continuous	Yes
2	Year	ADT262S	Applications Development Theory 2	C	ADF152S	5	9.96	0.083	Continuous	Yes
2	Year	CNF262S	Communications Networks Fundamentals 2	C	ICF152S	5	9.96	0.083	Continuous	Yes
2	Sem	ICE262S	ICT Electives 2	C		5	9.96	0.083	Continuous	Yes
2	Year	INM262S	Information Management 2	C		5	15	0.125	Continuous	Yes
2	Year	ITS262S	Information Systems 2	C	ADF152S	5	9.96	0.083	Continuous	Yes

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Code	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
2	Year	MAF262S	Multimedia Applications Fundamentals 2	C	ICF152S	5	9.96	0.083	Continuous	Yes
2	Year	PRC262S	Professional Communications 2	C	PRC152S	5	9.96	0.083	Continuous	Yes
2	Year	PRT262S	Project 2	C	PRT152S	5	15	0.125	Continuous	Yes

3rd YEAR - ALL SUBJECT ARE COMPULSORY

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Code	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
3	Year	ADP372S	Applications Development Pract. 3	C	ADT262S, APD262S, ITS262S	6	20.04	0.167	Continuous	Yes
3	Year	ADT372S	Applications Development Theory 3	C	ADT262S, APD262S, ITS262S	6	20.04	0.167	Continuous	Yes
3	Sem	ICE362S	ICT Electives 3	C	ADT262S, APD262S, ITS262S	6	9.96	0.083	Continuous	Yes
3	Year	ITS362S	Information Systems 3	C	ADT262S, APD262S, ITS262S	6	20.04	0.167	Continuous	Yes
3	Year	PFP362S	Professional Practice 3	C	PRC262S	6	9.96	0.083	Continuous	Yes
3	Year	PRT362S	Project 3	C	PRT262S	6	20.04	0.167	Continuous	Yes
3	Year	PRM372S	Project Management 3	C	INM262S	7	15	0.125	Continuous	Yes
3	Sem	PRP372S	Project Presentation 3	C	PRT362S	7	5.04	0.042	Continuous	Yes

Total number of subjects to be passed in order to obtain the National Diploma: 26

Promotion Criteria

- A student will only be allowed to register for Majors in a succeeding programme level if he/she has passed all Majors of the preceding programme level.
- A student will only be allowed to register for subjects and/or modules that present no timetable clashes.
- A student will not be allowed to register for any subject and/or module more than twice.

Exclusion Rules and Appeal Procedure

Exclusion rules
- A student will be excluded from the Department if he/she fails the Majors in an academic year.
- A student will be excluded from the Department if he/she fails four or more subjects and/or modules in an academic year.
- A student will be excluded from the Department if he/she fails any subject or module in two consecutive registrations of that subject or module.
- A student who has been excluded will not be allowed to register for any subject in the Department for one academic year.
- A student who wants to be re-admitted after exclusion must apply in writing to the head of the Department.
- The student must show that issues relating to the exclusion have been addressed.
- A student registered for the Diploma will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

DIPLOMA IN INFORMATION & COMMUNICATION TECHNOLOGY: COMMUNICATION NETWORKS

Duration: Full-time – three years
Part-time – four years

Venue: Cape Town Campus

Course Aim
The course prepares students for professional careers or advanced studies in Information Technology and promotes the discovery, dissemination and application of knowledge involving Information Technology (IT). This diploma deals with the design, development, implementation and management of networks by integrating knowledge of modern network topologies and protocols to create an appropriate environment for communication and information sharing.

Career Opportunities
There is an ongoing need for a wide range of highly skilled information technology personnel in South Africa. As the field is subject to rapid technological change, it requires professionals who are well trained, who keep up to date with the latest developments and who can engage future trends and developments. Graduates are prepared for careers in network development and administration and systems administration.

Admission Requirements
Home Language 4 (50% – 59%)
First Additional Language 3 (40% – 49%) (Afrikaans or English)
Mathematics 3 (40% – 49%) or Mathematical Literacy 5 (60% – 69%).
Due to the vast number of applications that are received, meeting the minimum admission requirements cannot guarantee the applicant a place on the course. Applicants are ranked according to their Grade 12 academic performance.

Admission Requirements
The following personal characteristics will be an advantage:
• A combination of mathematics and creative ability.
• The ability to analyse problems logically.
• An interest in computers.
• The ability to adapt to changing circumstances.
• The ability to cope with pressure and deadlines.
• Perseverance.

DIPLOMA IN INFORMATION & COMMUNICATION TECHNOLOGY: COMMUNICATION NETWORKS

QUALIFICATION CODE: NDPRM

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Code	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
First year – All subjects are compulsory										
1	Y	ADF151S	Applications Development Foundations 1	C		5	20.04	0.167	C	Y
1	Y	BPR151S	Business Practice 1	C		5	9.96	0.083	C	Y
1	Y	CNF151S	Communications Networks Foundations 1	C		5	20.04	0.167	C	Y
1	Y	ICF151S	ICT Fundamentals 1	C		5	15	0.125	C	Y
1	Y	MUF151S	Multimedia Foundations 1	C		5	20.04	0.167	C	Y
1	Y	PRC151S	Professional Communications 1	C		5	9.96	0.083	C	Y
1	Y	PRG151S	Programming 1	C		5	15	0.125	C	Y
Second year – All subjects are compulsory										
2	Y	ADF261S	Applications Development Fundamentals 2	C	ICF151S	5	9.96	0.083	C	Y
2	Y	CND261S	Communications Networks Des. 2	C	CNF151S	5	9.96	0.083	C	Y
2	Y	CNF261S	Communications Networks Fundamentals 2	C	ICF151S	5	9.96	0.083	C	Y
2	Y	CNP261S	Communications Networks Pract. 2	C	CNF151S	5	20.04	0.167	C	Y
2	Y	CMT261S	Communication Networks Theory 2	C	CNF151S	5	9.96	0.083	C	Y
2	Y	ICE261S	ICT Electives 2	C		5	9.96	0.083	C	Y
2	Y	INM261S	Information Management 2	C		5	15	0.125		
2	Y	MAF261S	Multimedia Applications Fundamentals 2	C	ICF151S	5	9.96	0.083	C	Y
2	Y	PRC261S	Professional Communications 2	C	PRC151S	5	9.96	0.083	C	Y
2	Y	PRT261S	Project 2	C	PRT151S	5	15	0.125	C	Y

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Code	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Third year – All subjects are compulsory										
3	Y	CND371S	Communications Networks Des. 3	C	CMT261S, CNP261S, CND261S	7	20.04	0.167	C	Y
3	Y	CNP371S	Communication Networks Prac. 3	C	CMT261S, CNP261S, CND261S	7	20.04	0.167	C	Y
3	Y	CMT371S	Communication Networks Theory 3	C	CMT261S, CNP261S, CND261S	7	20.04	0.167	C	Y
3	S	ICE361S	ICT Electives 3	C		6	9.96	0.083	C	Y
3	Y	PFP361S	Professional Practice 3	C	PRC261S	6	9.96	0.083	C	Y
3	Y	PRT361S	Project 3	C	PRT261S	6	20.04	0.167	C	Y
3	Y	PRM371S	Project Management 3	C	INM261S	7	15	0.125	C	Y
3	S	PRP371S	Project Presentation 3	C	PRT361	7	5.04	0.042	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 26

Promotion Policy

- A student will only be allowed to register for Majors in a succeeding programme level if he/she has passed all Majors of the preceding programme level.
- A student will only be allowed to register for subjects and/or modules that present no timetable clashes.
- A student will not be allowed to register for any subject and/or module more than twice.

Exclusion Rules and Appeal Procedure

Exclusion rules
- A student will be excluded from the Department if he/she fails the Majors in an academic year.
- A student will be excluded from the Department if he/she fails four or more subjects and/or modules in an academic year.
- A student will be excluded from the Department if he/she fails any subject or module in two consecutive registrations of that subject or module.
- A student who has been excluded will not be allowed to register for any subject in the Department for one academic year.
- A student who wants to be re-admitted after exclusion must apply in writing to the head of the Department.
- The student must show that issues relating to the exclusion have been addressed.
- A student registered for the Diploma will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

DIPLOMA IN INFORMATION & COMMUNICATION TECHNOLOGY: MULTIMEDIA APPLICATIONS

Duration: Full-time – three years
Part-time – four years

Venue: Cape Town Campus

Course Aim
The course prepares students for professional careers or advanced studies in Information Technology and promotes the discovery, dissemination and application of knowledge involving Information Technology (IT). This qualification is intended to develop the necessary professional practices for those wanting to become multimedia technologists.

Career Opportunities
There is an ongoing need for a wide range of highly skilled information technology personnel in South Africa. As the field is subject to rapid technological change, it requires professionals who are well trained, who keep up to date with the latest developments and who can engage future trends and developments.

Multimedia technology is a career-focused ICT specialisation course that enables students who achieve the qualification to, with some supervision and as part of a general team and individually, engage in a process where a static, dynamic and interactive multimedia presentation (either web-based, dedicated console application, media-specific such as CDROM or DVD or portable technology, audio or video) will be conceptualised, designed, planned, developed and published or produced.

Admission Requirements
Home Language 4 (50% – 59%)
First Additional Language 3 (40% – 49%) (Afrikaans or English)
Mathematics 3 (40% – 49%) or Mathematical Literacy 5 (60% – 69%).
Due to the vast number of applications that are received, meeting the minimum admission requirements cannot guarantee the applicant a place on the course. Applicants are ranked according to their Grade 12 academic performance.

Personal characteristics
The following personal characteristics will be an advantage:
• A combination of mathematics and creative ability.
• The ability to analyse problems logically.
• An interest in computers.
• The ability to adapt to changing circumstances.
• The ability to cope with pressure and deadlines.
• Perseverance.

DIPLOMA IN INFORMATION & COMMUNICATION TECHNOLOGY: MULTIMEDIA APPLICATIONS

QUALIFICATION CODE: DPICTM

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective		NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
First year – All subjects are compulsory										
1	Y	ADF150S	Applications Development Foundations 1	C		5	20.04	0.167	C	Y
1	Y	BPR150S	Business Practice 1	C		5	9.96	0.083	C	Y
1	Y	CNF150S	Communication Networks Foundations 1	C		5	20.04	0.47	C	Y
1	Y	ICF150S	ICT Fundamentals 1	C		5	15	0.125	C	Y
1	Y	MUF150S	Multimedia Foundations 1	C		5	20.04	0.167	C	Y
1	Y	PRC150S	Professional Communications 1	C		5	9.96	0.083	C	Y
1	Y	PRG150S	Programming 1	C		5	15	0.125	C	Y
1	Y	PRT150S	Project 1	C		5	9.96	0.083	C	Y
Second year – All subjects are compulsory										
2	Y	ADF260S	Applications Development Fundamentals 2	C	ICF150S	5	9.96	0.083	C	Y
2	Y	CNF260S	Communication Networks Fundamentals 2	C	ICF150S	5	9.96	0.083	C	Y
2	Y	ICE260S	ICT Electives 2	C		5	9.96	0.083	C	Y
2	Y	INM260S	Information Management 2	C		5	15	0.125	C	Y
2	Y	MAF260S	Multimedia Applications Fundamentals 2	C	ICF150S	5	9.96	0.083	C	Y
2	Y	MUD260S	Multimedia Design 2	C	MUF150S	5	9.96	0.083	C	Y
2	Y	MUP260S	Multimedia Practice 2	C	MUF150S	5	20.04	0.167	C	Y
2	Y	MUT260S	Multimedia Technology 2	C	MUF150S	5	9.96	0.083	C	Y
2	Y	PRC260S	Professional Communications 2	C	PRC150	5	9.96	0.083	C	Y
2	Y	PRT260S	Project 2		PRT150S	5	15	0.125	C	7

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective		NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Third year – All subjects are compulsory										
3	Y	ICE360S	ICT Electives 3	C	ICE260S	6	9.96	0.083	C	Y
3	Y	MUD360S	Multimedia Design 3	C	MUT260S, MUP260S, MUD260S	6	20.04	0.167	C	Y
3	Y	MUP370S	Multimedia Practice 3	C	MUT260S, MUP260S, MUD260S	7	20.04	0.167	C	Y
3	Y	MUT370S	Multimedia Technology 3	C	MUT260S, MUP260S, MUD260S	7	20.04	0.167	C	Y
3	Y	PFP360S	Professional Practice 3	C	PRC260S	6	9.96	0.083	C	Y
3	Y	PRT360S	Project 3	C	PRT260S	6	20.04	0.167	C	Y
3	Y	PRM370S	Project Management 3	C	INM260S	7	15	0.125	C	Y
3	Y	PRP370S	Project Presentation 3	C	PRT360S	7	5.04	0.042	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 26

Promotion Policy

- A student will only be allowed to register for Majors in a succeeding programme level if he/she has passed all Majors of the preceding programme leveL.
- A student will only be allowed to register for subjects and/or modules that present no timetable clashes.
- A student will not be allowed to register for any subject and/or module more than twice.

Exclusion Rules and Appeal Procedure

Exclusion rules

- A student will be excluded from the Department if he/she fails the Majors in an academic year.
- A student will be excluded from the Department if he/she fails four or more subjects and/or modules in an academic year.
- A student will be excluded from the Department if he/she fails any subject or module in two consecutive registrations of that subject or module.
- A student who has been excluded will not be allowed to register for any subject in the Department for one academic year.
- A student who wants to be re-admitted after exclusion must apply in writing to the head of the Department.
- The student must show that issues relating to the exclusion have been addressed.
- A student registered for the Diploma will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure

Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

B TECH: INFORMATION TECHNOLOGY – SPECIALISATION OPTIONS

- **Software Development**
- **Communication Networks**
- **Information & Technology Management**

Duration: Full-time – three years
Part-time – four years

Venue: Cape Town Campus

Course Aim

The B Tech IT degree is a fourth year career-focused ICT qualification offered by the Department of Information Technology. The course is designed to enable a student to not only apply the concepts and skills of the specialisation sufficiently for a smooth transition into the workplace, but also to operate on a higher level in order to solve complex problems adapting to the requirements of the organisation's environment.

A B Tech IT graduate is expected to acquire and develop sufficient knowledge to solve complex problems in an ethical and professional manner by obtaining, processing, evaluating, managing and communicating related information using a range of suitable methods within the area of study, as indicated by the different specialisation purpose statements. Students must also have the ability to interpret and discuss new knowledge, to critically evaluate facts, to apply this in practice and to solve problem situations in practice. In addition to acquiring more advanced skills, emphasis is also placed on developing a person who is skilful, with a good understanding of his/her role in society. Therefore, the three core components of knowing, doing and being are developed for meaningful engagement in the IT discipline and practice on the appropriate level.

The B Tech degree is awarded when a student has obtained 10 credits, where each subject equals 1 credit, except Project 4 that equals 2 credits.

Specialisation Options

The following specialisation options are available:

Software Development

Designing and producing software products and systems to meet specified needs so that they work reliably and their production and maintenance are cost effective.

Communication Networks

This specialisation option deals with the design, development, implementation and management of networks by integrating knowledge of modern network topologies and protocols to create an appropriate and adequate environment of communication and information sharing.

Information & Technology Management

Management of people and technology to create, modify and sustain organisational information systems.

Career Opportunities

The widespread use of computers has resulted in an ongoing need for a wide range of highly skilled information technology personnel. As the field is subject to rapid technological change, it requires professionals who are well trained, who keep up to date with the latest development and who can engage future trends and developments in the field.

Software Development

Software Development graduates are prepared for careers in computer programming, systems analysis and design and database administration.

Communication Networks

Communication Networks graduates are prepared for careers in network development and administration and systems administration.

Information & Technology Management

Information & Technology Management graduates can be appointed as a Manager responsible for creating, modifying and sustaining organisational information systems.

B TECH: INFORMATION TECHNOLOGY: SOFTWARE DEVELOPMENT

QUALIFICATION CODE: BTINSD

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Compulsory subjects										
4	Y	PRW 400S	Project 4	C		7	24	0.200	C	Y
4	Y	PNT 400S	Project Management 4	C		7	12	0.100	C	Y
4	Y	NMT 103S	Research Methodology	C		7	12	0.100	C	Y
4	Y	DOS 400S	Development Software 4	C		7	12	0.100	C	Y
4	Y	ADS 400S	Advanced Development Software 4	C		7	12	0.100	C	Y
4	Y	BUF400S	Business Fundamentals 4	C		7	12	0.100	C	Y
Elective subjects (Please select three of the following Electives)										
1	S	SWD 400S	Software Engineering & Design 4	E		7	12	0.100	C	Y
1	S	CPZ 400S	Computer Security 4	E		7	12	0.100	C	Y
1	S	DBS 400S	Database Systems 4	E		7	12	0.100	C	Y
1	S	HIF400S	Health Informatics Fundamentals 4	E		7	12	0.100	C	Y

NOTE: Students must pass Development Software 4 before they can continue with Advanced Development Software 4.

B TECH: INFORMATION TECHNOLOGY: INFORMATION & TECHNOLOGY MANAGEMENT

QUALIFICATION CODE: BTINTM

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Compulsory subjects										
4	Y	PRW 400S	Project 4	C		7	24	0.200	C	Y
4	Y	PNT 400S	Project Management 4	C		7	12	0.100	C	Y
4	S	NMT 103S	Research Methodology	C		7	12	0.100	C	Y
4	S	ITN 400S	Information & Technology Management 4	C		7	12	0.100	C	Y
4	S	ATM 400S	Advanced Information & Technology Management 4	C		7	12	0.100	C	Y
4	S	SIY 400S	Strategic Information Systems 4	C		7	12	0.100	C	Y
4	S	BUF 400S	Business Fundamentals 4	C		7	12	0.100	C	Y
Elective subjects (Please select three of the following Electives)										
1	S	CPZ 400S	Computer Security 4	E		7	12	0.100	C	Y
1	S	DBA 400S	Data Administration 4	E		7	12	0.100	C	Y
1	S	HIF400S	Health Informatics Fundamentals 4	E		7	12	0.100	C	Y

NOTE: Students must pass Information & Technology Management 4 before they can continue with Advanced Information & Technology Management 4.

B TECH: INFORMATION TECHNOLOGY: COMMUNICATION NETWORKS

QUALIFICATION CODE: BTINCN

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
Compulsory subjects										
4	Y	PRW 400S	Project 4	C		7	24	0.200	C	Y
4	Y	PNT 400S	Project Management 4	C		7	12	0.100	C	Y
4	S	NMT 103S	Research Methodology	C		7	12	0.100	C	Y
4	S	CNW 400S	Communication Networks 4	C		7	12	0.100	C	Y
4	S	ACN 400S	Advanced Communication Networks 4	C		7	12	0.100	C	Y
4	S	NWK400S	Networks 4	C		7	12	0.100	C	Y
4		BUF400S	Business Fundamentals 4			7	12	0.100	C	Y
Elective subjects (Please select three of the following Electives)										
4	S	SWD 400S	Software Engineering & Design 4	E		7	12	0.100	C	Y
4	S	CPZ 400S	Computer Security 4	E		7	12	0.100	C	Y
4	S	HIF400S	Health Informatics Fundamentals 4	E		7	12	0.100	C	Y
4	S	INF400S	Information and Technology Management	E		7	12	0.100	C	Y

NOTE: Students must pass Development Software 4 before they can continue with Advanced Development Software 4.

Exclusion Rules and Appeal Procedure

Exclusion rules
A student will be excluded if the qualification is not completed within the University's prescribed period of four registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Faculty Board requesting an extension of their registration.

M TECH: INFORMATION TECHNOLOGY

Duration: A minimum of one calendar year full-time or two consecutive calendar years part-time and a maximum of five years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in graphic design and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

Course Structure
This programme consists of a comprehensive full research project culminating in a thesis. For the duration of the course the student is placed under the guidance of an approved supervisor(s) who will assist and guide the candidate throughout his/her studies.

In their thesis, Masters' candidates must prove that they understand a particular problem in the industry in which they have done their research, are able to analyse and set it out logically, are able to arrive at logical conclusions or a diagnosis of the problem and are then able to make proposals for the improvement/elimination of the problem. The research problem, its justification, process and outcome are reported in a thesis. The thesis must comply with the normal general technical requirements and rules with regard to scope, quality and layout.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
A B Tech: Information Technology or an equivalent four-year qualification in an appropriate discipline.

English proficiency
In addition to the criteria for admission, international students from countries where English is not the official language must demonstrate proof of English proficiency.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

M TECH: INFORMATION TECHNOLOGY

Qualification Code: MTINFR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
5	Y	R5IT01R	Thesis	C	None	8	120	1.000	C	n/a

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

Interruption of Studies
Students who wish to interrupt their studies must apply to the Senate. The interruption of studies form (HDC 1.9) is available on the Centre for Post-graduate Studies website. Interruption of studies may not be applied for, and will not be granted, retrospectively.

M TECH: BUSINESS INFORMATION SYSTEMS

Duration: A minimum of one calendar year full-time or two consecutive calendar years part-time and a maximum of five years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in Information Technologyand to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

Course Structure
This programme consists of a comprehensive full research project culminating in a thesis. For the duration of the course the student is placed under the guidance of an approved supervisor(s) who will assist and guide the candidate throughout his/her studies.

In their thesis, Masters' candidates must prove that they understand a particular problem in the industry in which they have done their research, are able to analyse and set it out logically, are able to arrive at logical conclusions or a diagnosis of the problem and are then able to make proposals for the improvement/elimination of the problem. The research problem, its justification, process and outcome are reported in a thesis. The thesis must comply with the normal general technical requirements and rules with regard to scope, quality and layout.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
A B Tech: Information Technology or an equivalent four-year qualification in an appropriate discipline.

English proficiency
In addition to the criteria for admission, international students from countries where English is not the official language must demonstrate proof of English proficiency.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

M TECH: BUSINESS INFORMATION SYSTEMS

Qualification Code: MTBISR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
5	Y	R5BI01R	Thesis	C	None	8	120	.333	C	n/a

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

Interruption of Studies

Students who wish to interrupt their studies must apply to the Senate. The interruption of studies form (HDC 1.9) is available on the Centre for Post-graduate Studies website. Interruption of studies may not be applied for, and will not be granted, retrospectively.

D TECH: INFORMATION TECHNOLOGY

Duration: A minimum of two consecutive calendar years and a maximum of six years, after which the candidate will not be allowed to re-register or continue with his/her studies.

Venue: Cape Town Campus

Course Aim
The purpose of this programme is to develop the competence to conduct independent research under minimal guidance in the field ofInformation Technology.

Course Structure
This is a research-based course in which the student is placed under the guidance of a supervisor/s who will assist with both the practical and theoretical or written research components of the course. It comprises an advanced research project culminating in a dissertation.

In dissertations, students must provide proof of original and creative thinking and problem-solving and must make a real contribution to the solving of a particular problem in the industry to which their research applies. The dissertations must comply with the normal technical requirements and rules with regard to scope, quality and layout.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
An M Tech: Information Technology or equivalent Masters' qualification in an appropriate discipline.

English proficiency
In addition to the criteria for admission, international students from countries where English is not the official language must demonstrate proof of English proficiency.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

D TECH: INFORMATION TECHNOLOGY

Qualification Code: DTINFR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
6	Y	R6IT01R	Thesis	C	None	8	120	1.000	C	n/a

Total number of subjects to be passed in order to obtain the D Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

Interruption of Studies
Students who wish to interrupt their studies must apply to the Senate. The interruption of studies form (HDC 1.9) is available on the Centre for Post-graduate Studies website. Interruption of studies may not be applied for, and will not be granted, retrospectively.

D TECH: INFORMATICS

Duration: A minimum of two consecutive calendar years and a maximum of six years, after which the candidate will not be allowed to re-register or continue with his/her studies.

Venue: Cape Town Campus

Course Aim
The purpose of this programme is to develop the competence to conduct independent research under minimal guidance in the field ofI nformation Technology.

Course Structure
This is a research-based course in which the student is placed under the guidance of a supervisor/s who will assist with both the practical and theoretical or written research components of the course. It comprises an advanced research project culminating in a dissertation.

In dissertations, students must provide proof of original and creative thinking and problem-solving and must make a real contribution to the solving of a particular problem in the industry to which their research applies. The dissertations must comply with the normal technical requirements and rules with regard to scope, quality and layout.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
An M Tech: Information Technology or equivalent Masters' qualification in an appropriate discipline.

English proficiency
In addition to the criteria for admission, international students from countries where English is not the official language must demonstrate proof of English proficiency.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

D TECH: INFORMATICS

Qualification Code: DTINMR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
6	Y	R6IN01R	Thesis	C	None	8	120	1.000	C	n/a

Total number of subjects to be passed in order to obtain the D Tech degree: 1

Academic Exclusion Rules

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

Interruption of Studies
Students who wish to interrupt their studies must apply to the Senate. The interruption of studies form (HDC 1.9) is available on the Centre for Post-graduate Studies website. Interruption of studies may not be applied for, and will not be granted, retrospectively.

CORE SYLLABI FOR THE HIGHER CERTIFICATE IN INFORMATION & COMMUNICATION TECHNOLOGY

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Business Practice 1

Pre-requisites: None

Course Outline: Introduction to business and economics, Ethics and social responsibility, Business in a global economy, Choosing a form of business ownership, Small business, entrepreneurship and franchises, Understanding information and e-business, Using accounting information, Mastering financial management, Entrepreneurship and innovation, Entrepreneur & managing creativity, Building capabilities for MTI success

Assessment: All assessments are compulsory.

Computer Applications 1

Pre-requisites: None

Course Outline: Exposure to the functioning of a set of standard computer applications. The development of computer applications by demonstrating the mechanics of these applications. A pragmatic black box approach to expose the workings of programming code. The development of logic diagrams to explain the functioning of computer applications. Explain the principles of functional design logic of computer software applications. Explain the functional design logic of a suite of standard computer software routines and/or applications.

Assessment: All assessments are compulsory.

Computer Hardware 1

Pre-requisites: None

Course Outline: Computer hardware (computer parts and tools), Introduction to virtual PC assembling, Working inside the computer, All about motherboards, Supporting processors, Upgrading memory, Supporting hard drives, Supporting I/O and storage devices, Installing windows operating systems, Maintaining windows, Optimising windows, Supporting printers, Security strategies.

Assessment: All assessments are compulsory.

Computer Networks 1

Pre-requisites: None

Course Outline: Networking components and types of networks, Networking medium and topologies, Describe different network topologies, Describe the difference between the logical and physical topologies, Explain the purpose and properties of APIPA and DHCP, Compare and contrast different wireless technologies, Describe different types of networking devices, Compare the layers of the OSI and TCP/IP models, Classify how application, devices and protocols relate to the OSI model layers, Explain the purpose and properties of IP addressing, Identify common TCP and UDP default ports, Explain the function of the common networking protocols, Use of packet tracer to design the network, Planning the addressing structure, IP addressing, Introduction to networking with windows, Connecting to and setting up a network.

Assessment: All assessments are compulsory.

Computer Software 1

Pre-requisites: None

Course Outline: This is not a typical structured software development offering, but is intended to provide students with practical hands-on exposure to the workings of computer programmes. How to systematically deconstruct a suite of example software programmes and then modify them. The workings of selected Excel VBA routines, JAVA desktop and web code and mobile applications. The programme designs logic at a basic functional level. Introduction to the concepts of software architecture, and object orientation and sequential programming approaches. Opening these applications and making minor modifications to the code for various outcomes. How to restructure the software as required.

Assessment: All assessments are compulsory.

Information Technology Services Practice 1

Pre-requisites: None

Course Outline: User support management and product evaluation, Needs analysis and assessment, Installing and managing computers, Training computer users, End user documentation.

Assessment: All assessments are compulsory.

Information Technology Services Project 1

Pre-requisites: None

Course Outline: Service desk, IT services project, Activities logbook, Project outputs and outcomes, Project presentation, Two weeks internship.

Project I is focused on constructing a portfolio of evidence (paper-based or electronic), which will not only reflect work done at this level but also serve as a device for recording professional exposure. It is imperative for students to engage and shape the project towards achieving the required exposure and implementation to achieve the desired outcomes.

Assessment: All assessments are compulsory.

Information Technology Services Theory 1

Pre-requisites: None

Course Outline: Introduction to computer user support, customer service skills, Troubleshooting skills for computer problems, Common support problems, Defining a help desk (incident management).

Assessment: All assessments are compulsory.

Personal Communication 1

Pre-requisites: None

Course Outline: Communication theory, Communicating non-verbally, Barriers to communication, Self-image and awareness, Intercultural communication, Communicating in groups, Problem solving in groups.

Assessment: All assessments are compulsory.

Quantitative Techniques

Pre-requisites: None

Course Outline: Basic computer mathematics, Functions and equations, Trigonometry and Geometry, Quantitative techniques.

Assessment: All assessments are compulsory.

Strategic Communications 1

Pre-requisites: None

Course Outline: Business Procedures, Team dynamics, Oral reports and presentations, Mass media, Social media and media literacy.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE DIPLOMA IN INFORMATION & COMMUNICATION TECHNOLOGY IN APPLICATIONS DEVELOPMENT, COMMUNICATION NETWORKS & MULTIMEDIA APPLICATIONS

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Applications Development Foundations 1

Pre-requisites: None

Course Outline: The basic building blocks for a novice software developer are developed. This content includes exposure to software application tools and software design techniques and methodologies utilising modern computer and network equipment.

On completion, the student will be able to develop basic software applications, which include using the appropriate programming concepts and design tools, including file manipulation, arrays, databases, and OO methodologies, and provide support services.

Assessment: All assessments are compulsory.

Applications Development Fundamentals 2

Pre-requisites: ICT Fundamentals 1

Course Outline: This subject covers courses over three qualifications, namely Application Development, Communication Networks and Multimedia Applications.

The subject provides students with an appreciation for the fundamental building blocks applied in the creation and maintenance of software artefacts (i.e. business application software).

Assessment: All assessments are compulsory.

Applications Development Practice 2

Pre-requisites: Application Development Foundations 1

Course Outline: In this course the practical implementation of theoretical concepts is pursued. The course is largely practical and consists of computer lab work. The software tools are the industry standard C and C++ in a Windows and Linux environment.

Assessment: All assessments are compulsory.

Applications Development Practice 3

Pre-requisites: Application Development Theory & Practice 2, Information Systems 2

Course Outline: In this course the practical implementation of theoretical concepts is pursued. The course is largely practical and consists of computer lab work. The software tools are the industry standard Java and C++, Oracle tools in a Windows and Linux environment.

Assessment: All assessments are compulsory.

Applications Development Theory 2

Pre-requisites: Application Development Foundations 1

Course Outline: The aim of the subject is to teach students to be able to design, implement and maintain software products and systems to meet specified needs so that they function reliably and their production and maintenance are cost effective. On completion of this unit students will be able to develop more complex applications that can include different frameworks, using different methods and also on different platforms. Students will also be able to maintain, document, integrate and enhance existing software systems, communicate effectively in a team, effectively test and debug programs and apply effective security measures.

Assessment: All assessments are compulsory.

Applications Development Theory 3

Pre-requisites: Application Development Theory & Practice 2, Information Systems 2

Course Outline: This is the terminal offering in the Application Development domain. On completion of this unit students will be able to develop software artefacts for different environments, including databases, the internet and mobile applications. Students will be able to use appropriate analysis and design tools, produce effective, economical and maintainable software solutions and manage and participate as team members in software projects.

Applications Development Theory 3

Assessment: All assessments are compulsory.

Business Practice 1

Pre-requisites: None

Course Outline: This course provides students with exposure to the basic principles of business practice. The course forms part of a Higher Certificate in ICT programme, focusing on IT Services. It is also an Elective course within the Diploma in ICT programme that currently supports specialisation in Applications Development, Communication Networks and Multimedia Applications. Topics covered are Information technology support services, Economics, politics and social philosophies, Business practice and Business accounting practice.

Assessment: All assessments are compulsory.

Communication Networks Design 2

Pre-requisites: Communication Networks Foundations 1

Course Outline: In this subject students are introduced to the design process that they will use to design a medium-sized network. They will use various design software packages to draw physical and logical network diagrams of their solution.

Assessment: All assessments are compulsory.

Communication Networks Design 3

Pre-requisites: Communication Networks Theory 2, Practice 2 and Design 2

Course Outline: This subject enables the student to develop the skills to design a solution based on effectively analysing the needs of the user, determining the best solution and reflecting on the design process.

Assessment: All assessments are compulsory.

Communication Networks Foundations 1

Pre-requisites: None

Course Outline: In this subject students are introduced to the networking world, its terminology, protocols, standards and standards bodies, network topologies and architectures.

Assessment: All assessments are compulsory.

Communication Networks Fundamentals 2

Pre-requisites: ICT Fundamentals 1

Course Outline: This subject covers courses over three qualifications, namely Application Development, Communication Networks and Multimedia Applications.

In this subject students are introduced to the internet, its development, its uses and its social impact. Students are expected to show competence in effectively using the internet to enhance their learning experience and avoid the pitfalls when using the internet to gather information.

Assessment: All assessments are compulsory.

Communication Networks Practice 2

Pre-requisites: Communication Networks Foundations 1

Course Outline: In this subject students learn to configure routers for DHCP, NAT/PAT, static and dynamic routes and STP on switches. The CCNA modules on routing and switching are used. Competencies in this subject will be assessed through hands-on skills assessment in the networking laboratory.

Assessment: All assessments are compulsory.

Communication Networks Practice 3

Pre-requisites: Communication Networks Theory 2, Practice 2 and Design 2

Course Outline: Students will implement and deploy a secure network in a lab environment, ensuring that networking standards are maintained. This process will lead the student through the design phase to the testing and implementation phase. Students are expected to display competency in installing software and configuring devices with capabilities to enhance the experience of the user.

Assessment: All assessments are compulsory.

Communication Networks Theory 2

Pre-requisites: Communication Networks Foundations 1

Course Outline: In this subject students are exposed to IPv4 addressing, routers and routing. The development of the switched network is also covered.

Assessment: All assessments are compulsory.

Communication Networks Theory 3

Pre-requisites: Communication Networks Theory 2, Practice 2 and Design 2

Course Outline: The emphasis is for students to develop an appreciation of modern technologies and the requirement to integrate these technologies into existing and new communication networks. Students must know the effect these technologies will have on the overall performance of the network.

Assessment: All assessments are compulsory.

ICT Fundamentals 1

Pre-requisites: None

Course Outline: The course comprises two subjects, Computer Networks 1 and Computer Hardware.

Computer Networks 1

This subject introduces students to computer networking, its terminology, components, protocols, standards and standard bodies. The Network Fundamentals module of the Cisco Academy programme is used for the theory and practical component of this course.

Computer Hardware 1

This subject introduces students to the computer, types of computer devices, its components and its connection to the network and internet. Students will work in groups to build and maintain computer-related equipment and install patches and software. IT Essentials 1 of the Cisco Academy programme is used for the theoretical and practical component of this subject.

Assessment: All assessments are compulsory.

ICT Electives 2

Pre-requisites: None

Course Outline: This course provides students with an opportunity for enriched exposure to a diverse and open-ended range of ICT-related and other topics. Topics address topical issues relating to cutting-edge ICT technologies, but also feature topics of general interest and of a trans-disciplinary nature.

Assessment: All assessments are compulsory.

ICT Electives 3

Pre-requisites: ICT Electives 2

Course Outline: This course provides students with an opportunity for enriched exposure to a diverse and open-ended range of ICT-related and other topics. Topics address topical issues relating to cutting-edge ICT technologies, but also feature topics of general interest and of a trans-disciplinary nature. The two courses are both at an NQF level 6, but some topics may be more suitable for second year students while others may be more suitable for final year students.

Assessment: All assessments are compulsory.

Information Management 2

Pre-requisites: None

Course Outline: This course is designed to expose multi-disciplinary students to the tools, techniques and processes that enable the collection and management of information from one or more sources and the distribution of that information to one or more audiences. The coverage includes a study from the perspective of those who have a stake in, or a right to that information. Management means the organisation of and control over the structure, processing and delivery of information.

Assessment: All assessments are compulsory.

Information Systems 2

Pre-requisites: Application Development Foundations 1

Course Outline: This module covers the systems development life cycle and deals with the work of a Systems Analyst/ Designer, Systems Architect or Database Administrator. The different development approaches are covered, as well as database design using the Oracle relational database. Through partnerships with Oracle Corporation, IBM, Microsoft and other major software manufacturers, CPUT is able to provide a modern, well-equipped environment for the study of software production.

Assessment: All assessments are compulsory.

Information Systems 3

Pre-requisites: Application Development Theory & Practice 2, Information Systems 2

Course Outline: This subject covers the implementation and management of the software development effort. The introductory level work would have been mastered at level 2. The terminal level thus focuses on system integration, modelling and the advanced aspects of managing the software life cycle.

Assessment: All assessments are compulsory.

Multimedia Foundations 1

Pre-requisites: None

Course Outline: Multimedia Foundations 1 deals with the fundamentals and history of multimedia. By using the web page as a platform, the constituent elements of the platform, as well as integrating media that can be produced, sourced and edited, are discussed with respect to performance and size considerations. Media elements are either acquired or produced within the subject. Layout and design aspects are introduced to produce the website that ultimately demonstrates synthesis of the topics.

Assessment: All assessments are compulsory.

Multimedia Applications Fundamentals 2

Pre-requisites: ICT Fundamentals 1

Course Outline: This subject covers courses over three qualifications, namely Application Development, Communication Networks and Multimedia Applications.

The course provides students with a critical and reflective exploration of the evolution of and relationship between media and technology, and how each has influenced the other.

Assessment: All assessments are compulsory.

Multimedia Design 2

Pre-requisites: Multimedia Foundations 1

Course Outline: Communication is the underlying purpose behind multimedia applications and systems. The subject intends to introduce students to and develop their skills in the communication and design aspects of the multimedia industry. Fundamental skills are developed to equip students with an understanding of what is involved in communication through, and design for, various media platforms. Students employ this understanding to design media presentations while applying underlying, learnt principles. Aspects relating to design, techniques, aesthetics, purpose, usability and application are investigated in this subject.

Assessment: All assessments are compulsory.

Multimedia Design 3

Pre-requisites: Multimedia Technology 2, Practice 2 and Design 2

Course Outline: Multimedia Design 3 advances the understanding and concepts of Multimedia Design II by observing, analysing and reflecting on, and subsequently implementing, new approaches to design and implementation within the multimedia environment. Students explore design against audience needs, consider the purpose of the treatment and arrive at a unique communication strategy after critical evaluation of varied approaches. Students explore personal self-reflection, leverage previous understandings of and abilities in multimedia design, and adapt where necessary to new situations, such as the design of unique multimedia artefacts.

Assessment: All assessments are compulsory.

Multimedia Practice 2

Pre-requisites: Multimedia Foundations 1

Course Outline: In order to communicate effectively in an electronic and visual medium, students are required to be competent in employing various tools to develop the message from concept to presentation. This subject aims at exposing students to typical, industry-related tools so that they may achieve intermediate competence in the employment of these, while producing real media artefacts and presentations.

Assessment: All assessments are compulsory.

Multimedia Practice 3

Pre-requisites: Multimedia Technology 2, Practice 2 and Design 2

Course Outline: In order to communicate effectively in an electronic and visual medium, students are required to be competent in employing various tools to develop the message from concept to presentation. This subject aims at exposing students to typical, industry-related tools so that they may achieve intermediate competence in the employment of these, while producing real media artefacts and presentations.

Assessment: All assessments are compulsory.

Multimedia Technology 2

Pre-requisites: Multimedia Foundations 1

Course Outline: Multimedia Technology 2 provides students with the necessary skills to be able to design standardised interactive websites using scripting and database techniques. Emphasis is placed on the students' ability to interpret technologies to produce multimedia elements.

Assessment: All assessments are compulsory.

Multimedia Technology 3

Pre-requisites: Multimedia Technology 2, Practice 2 and Design 2

Course Outline: Multimedia Technology 3 provides students with the necessary skills to be able to design an interactive website using advanced server-side scripting and database development techniques. Emphasis is placed on students' ability to inter-connect and integrate different technologies and web frameworks as well as to apply industry best practices for a web-enabled enterprise level application.

Assessment: All assessments are compulsory.

Professional Communications 1

Pre-requisites: None

Course Outline: This subject equips students with critical academic and professional skills intended to enhance their performance in the academic and workplace environments. It aims to achieve this by focusing on three learning areas, namely personal communication, strategic communication and academic literacies. The area of academic literacies covers literacy, basic research skills, critical thinking and problem-solving skills, academic writing and report writing skills.

Assessment: All assessments are compulsory.

Professional Communications 2

Pre-requisites: Professional Communications 1

Course Outline: This course provides students with a wide range of personal and professional skills that can enhance their success in an ICT diploma programme and/or in the workplace. The course covers the following themes: self-awareness, worldview, self-actualisation and globalisation. It also covers technology in corporate communication, team management and media and ICT in Africa, as well as business and technical communication skills. In addition, the course also focuses on intensive reading and critical analysis of texts, research methods, application and academic writing skills.

Assessment: All assessments are compulsory.

Professional Practice 3

Pre-requisites: Professional Practice 2

Course Outline: This subject provides students with professional business acumen and a wide range of other related concepts that allow for a smooth transition into the world of work. The subject focuses on professional practice, entrepreneurial skills and academic research. Professional practice and entrepreneurial skills are important in assisting students to effectively cope in the ICT industry. It can also serve as a means to minimise students' risk of failure when placed in the industry. Academic literacy and research in particular provides a foundation for students who want to further their studies (post-graduate).

Assessment: All assessments are compulsory.

Programming 1

Pre-requisites: None

Course Outline: This course comprises two subject areas, Computer Software 1 and Computer Applications 1.

Computer Software I

This is not a typical, structured software development offering, but is intended to provide students with practical hands-on exposure to the workings of computer programmes. The course demonstrates the workings of selected Excel VBA routines, JAVA desktop and web code, and mobile applications. Students are exposed to the programme design logic at a basic, functional level. They are introduced to the concepts of software architecture, object orientation and sequential programming approaches.

Computer Applications I

This course provides students with exposure to the functioning of a set of standard computer applications. The intention is to create excitement about the development of computer applications by demonstrating the mechanics of these applications. A pragmatic black box approach is used to expose the workings of programming code. The development of logic diagrams to explain the functioning of computer applications is promoted in this course.

Assessment: All assessments are compulsory.

PROJECT 1

Pre-requisites: None

Course Outline: This course provides students with an opportunity to integrate learning across the first year curriculum and deliver an integrated project that reflects the appropriate academic standard for the level.

Project I is focused on constructing a portfolio of evidence (paper-based or electronic), which will not only reflect work done at this level but also serve as a device for recording professional exposure. Students are exposed to Microsoft Project as a tool for generating the Project Management Plan. Topics covered are Portfolio evidence, Academic projects, Activities logbook, Project outputs and outcomes, and Project presentation.

Assessment: All assessments are compulsory.

Project 2

Pre-requisites: Project 1

Course Outline: This course provides students with an opportunity to integrate learning across the second year curriculum and deliver an integrated project consistent with industry practice within a particular specialisation. Aspects of the project will be delivered through individual effort while other aspects may be achieved through teamwork and collaboration. Project 2 is focused on the world of work or industry exposure and it is imperative that students engage and shape the project to achieve the required exposure and implementation to achieve the desired outcomes.

Assessment: All assessments are compulsory.

Project 3

Pre-requisites: Project 2

Course Outline: This course provides students with an opportunity to integrate learning across the third year curriculum and deliver an integrated project consistent with industry practice within a particular specialisation. Aspects of the project will be delivered through individual effort while other aspects may be achieved through teamwork and collaboration. Project 3 is focused on professional practice and it is imperative that students engage and shape the project to achieve the required exposure and implementation to achieve the desired outcomes.

Assessment: All assessments are compulsory.

Project Management 3

Pre-requisites: Project Management 2

Course Outline: This course provides students with exposure to the basic principles of project management. The course is a compulsory course within the Diploma in ICT programme that currently supports specialisation in Applications Development, Communication Networks and Multimedia Applications. Although project management has been an established field for many years, managing information technology requires ideas and information that go beyond standard project management. By weaving together theory and practice, this course presents an understandable, integrated view of the many concepts, skills, tools and techniques involved in project management.

Assessment: All assessments are compulsory.

Project Presentation 3

Pre-requisites: None

Course Outline: This course provides students with an opportunity to showcase their Portfolios of Evidence as a culminating demonstration to the broad disciplinary exposure that they have experienced over the course of the Diploma curriculum and particularly their final year of study. It is also an opportunity for students to market themselves to the industry and/or venture capitalists to secure industry placement, or to launch their own entrepreneurial ventures.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE B TECH: INFORMATION TECHNOLOGY
- **Software Development**
- **Communications Network**
- **Information & Technology Management**

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Advanced Communication Networks 4

Pre-requisites: Communication Networks 4

Course Outline: The subject scope covers optical data networks on introductory level such as   advantages of optical data networks over traditional wired data networks, concepts, principles, major network devices structure and functionality, typical architectures, future trends and perspectives.

Assessment: All assessments are compulsory.

Advanced Development Software 4

Pre-requisites: Development Software 4

Course Outline: This subject is a follow-up to Development Software 4, with a strong emphasis on service-oriented architecture, design patterns and principles of algorithm formulation. Critical reasoning with respect to the rationale for design choices is emphasised.

Assessment: All assessments are compulsory.

Advanced Information Technology Management 4

Pre-requisites: Advanced Information Technology Management

Course Outline: This subject comprises the following topics, namely the role of strategic information within an organisation, the use of strategic tools within a specified business context, strategic planning with a specific focus on an organisation's information systems, and the integration of IT and IS plans within an organisation's strategic business plan.

Assessment: All assessments are compulsory.

Business Fundamentals 4

Pre-requisites: None

Course Outline: The aim of this subject is to make the essentially technically-oriented students more aware of the world of business and management. Business Fundamentals is divided into two sections. Section one deals with the world of business and includes talks on basic economics, law, politics, Porter's value chain, the business environment and the PESTEL analysis model. Section 2 focuses on business from an internal perspective by looking at the key generic functions as identified by Porter, such as finance, marketing, etc. An overview of management practices within the South African context is also given.

Assessment: All assessments are compulsory.

Computer Security 4

Pre-requisites: None

Course Outline: Computer Security is an Elective subject and is thus designed to meet the needs of all of the B Tech IT streams. It considers information and computer security from both technical and management perspectives and covers issues such as risk assessment and mitigation, firewalls, encryption and the Public Key Infrastructure, malware, physical and logical security, biometrics, security policies and the role of the security specialist.

Assessment: All assessments are compulsory.

Data Administration 4

Pre-requisites: None

Course Outline: This subject provides students with sufficient skills to be able to understand and apply the issue of data administration within an organisation. It enables students to work in teams as well as individually while considering the latest trends in data handling to make the organisation more competitive. Data Administration is a combination of activities, standard methods, human resources and technology for the central planning, documentation and management of data from the perspective of their meaning and value to the organisation as a whole. It also deals with the control, acquisition, analysis, storage, retrieval, distribution and communication of data. The responsibility or organisation is done effectively and efficiently in automated information systems.

Assessment: All assessments are compulsory.

Database Systems 4

Pre-requisites: None

Course Outline: The aim of this subject is to provide students with sufficient skills to be able to effectively design database structures to support IT business systems, apply modern analysis techniques and methodologies and design and implement internet solutions in a client-server environment.

Assessment: All assessments are compulsory.

Development Software 4

Pre-requisites: None

Course Outline: Development Software 4 is intended to provide participants with high-level theoretical skills and to combine theory with practice in a way that allows participants to make effective use of theoretical concepts in practical situations. Focus is placed on specification and design of large software systems using object-oriented design principles.

Assessment: All assessments are compulsory.

Health Informatics Fundamentals 4

Pre-requisites: None

Course Outline: At the end of this subject the student should have the basic knowledge and skills in ICT as required and used in medicine and healthcare to be prepared for a career in Health Informatics in academic, healthcare, government or industrial settings.

The following topics are covered in this subject, namely Basic terms and concepts in Health Informatics, Legal and ethical issues, Health care systems using information for healthcare professionals, Using health information for patients and communities, Information systems in healthcare, Using information technologies in healthcare, Socio-technical issues in healthcare, Integration of service, work and information flows in practice, Principles of project management (integrated with other topics) and information recording in healthcare.

Health Informatics Fundamentals 4

Assessment: All assessments are compulsory.

Information & Technology Management 4

Pre-requisites: None

Course Outline: The subject comprises the following topics, namely How information systems/IT are integrated into an organisation's business processes, The basic strategic elements of IS information systems, Business tools that are used to determine the strategic IS plans for an organisation, Management requirements to develop an IS system, How information systems are used to communicate within an organisation, Issues around outsourcing, in-sourcing, buying or building IS systems, and Recommendations regarding the selection and acquisition of IS and IT software and hardware.

Assessment: All assessments are compulsory.

Networks 4

Pre-requisites: None

Course Outline: Networks 4 provides students with sufficient skills to be able to understand and apply the issues of networking, including CCNP training for advanced skills in building enterprise level, switched networks and applications, integrate advanced technologies such as VoiP and Wireless, and troubleshooting skills. It enables students to work in teams as well as individually while considering the latest trends in data communication to make the organisation more competitive. The course is presented as a semester course and the work is covered over a period of six months.

Assessment: All assessments are compulsory.

Project 4

Pre-requisites: None

Course Outline: The aim of Project 4 is to provide students with sufficient skills to identify an appropriate and attainable research problem, conduct a literature study that identifies all of the main issues of the research study, generate appropriate research questions to guide the research, identify and describe the main components of the research, present the research study using visual communication, conduct the research within the constraints identified and present it in a written format, present the research study to a panel of academics and compile a portfolio with all of the research deliverables.

Assessment: All assessments are compulsory.

Project Management 4

Pre-requisites: None

Project Management 4

Course Outline: Project Management 4 provides students with the ability to work on projects in an information technology setting. While many examples are discussed of project management in a software setting and a networking setting, for the most part the principles of project management are presented in a fashion that allows for their use in a number of other settings. This is achieved by an emphasis on the fundamental concepts underlying project management and the issues and techniques that often arise in praxis.

Assessment: All assessments are compulsory.

Research Methodology

Pre-requisites: None

Course Outline: The aim of Research Methodology is to provide students with sufficient skills to explain the aim of research and the types of knowledge and the difference between types of research and research paradigms as well as research methods, to identify and describe the research process, research topic, title and research problem, to explain how to conduct the study, collect, analyse and present the data, conduct a literature study and present a review of a specific research topic, apply appropriate statistical techniques to sets of data and to explain concepts such as data, information, knowledge, variables, validity, reliability, deductive and inductive reasoning, and to conceptualise and operationalise the research process.

Assessment: All assessments are compulsory.

Software Engineering & Design 4

Pre-requisites: None

Course Outline: Software Engineering & Design 4 involves the specification, design, construction and verification of large software systems. This course is aimed at extending students' knowledge of the entire software development process. The purpose of software engineering is to adapt engineering practices to software development, in order to design better software that is characterised by maintainability, correctness, re-usability, portability and efficiency.

Assessment: All assessments are compulsory.

Strategic Information Systems 4

Pre-requisites: None

Course Outline: The aim of Strategic Information Systems 4 is to provide students with sufficient knowledge to define strategic information systems and indicate how it can be applied, describe the major features of an Enterprise Information System (EIS), evaluate the differences between different types of EIS, evaluate and apply various business models to the information of a specified enterprise, describe an ERP system, describe and model different business processes and their importance to an organisation, identify and describe appropriate tools to re-organise a business based on its business processes and to describe the appropriate quality metrics and quality initiatives and their associated tools.

Assessment: All assessments are compulsory.

DEPARTMENTAL STAFF

Name	Position	Telephone	Fax	E-mail
Prof N Bechan	Head of Department	021 469 1050	021 469 1002	bechann@cput.ac.za
Journalism, Photography & Public Relations Management				
Ms N Rice	Secretary	021 469 1042	021 460 1042	ricen@cput.ac.za
Film and Video Technology				
Ms C Fairley	Administrative Assistant	021 460 3198	021 460 3198	fairleyc@cput.ac.za

ACADEMIC STAFF (PERMANENT)

Name	Qualifications
Head of Department	
Prof N Bechan	HED, BA, BA Hons, MA, PhD (Media & Com)
Senior Lecturers	
Mr IAC Meyer	NC: Photog., ND: Photog, NHD: Photog, M Tech: Graph. Des
Mr J Mathurine	ND: Journ, B Tech (Journ), Masters Degree in Journ & Media Studies
Ms ME Pike	B.Journ, MBL, HDHET, APR (Prisa)
Ms D A Porthen	ND: PRM, BTech: PRM, M Tech: PRM
Dr N Theo	
Lecturers	
Ms R Abrahams	ND: PRM, B. Tech: PRM, M Tech: PRM
Mr C Adonis	Second. Teachers' Dip. ND: Photog., B Tech: Photog, B.Sc
Mr J Borkum	BA (Hons), M Degree in Broadcast & Elect. Comm Arts
Dr A Jamal	BA Hons, MA, PhD
Mr C King	MA Journ & Media Studies
Dr B Makwambeni	BA General Degree, BA Special Hons Degree, Post-grad Dip. Media & Comm., MSc Media & Soc. Studies, PhD
Ms T Nondzube	ND: PRM, BTech: PRM, M Tech: PRM

Name	Qualifications
Ms A Toyer	ND: PRM, BTech: PRM, M Tech: PRM
Ms Z Vallie	ND: Photog., NHD: Photog

QUALIFICATIONS OFFERED

Film & Video Technology

Undergrad / Postgrad	Qualification Type	Qual Code	Qualification Name	Campus Offered	Minimum Duration (Years)	Work-Integrated Learning
Undergraduate	National Diploma	NDFVTC	ND: Film & Video Technology	Cape Town	3 years	1 year

Journalism

Undergrad / Postgrad	Qualification Type	Qual Code	Qualification Name	Campus Offered	Minimum Duration (Years)	Work-Integrated Learning
Undergraduate	National Diploma	NDJURN	ND: Journalism	Cape Town	3 years	6 months
Undergraduate	B Tech Degree	BTJOUN	B Tech: Journalism	Cape Town	1 year	n/a

Photography

Undergrad / Postgrad	Qualification Type	Qual Code	Qualification Name	Campus Offered	Minimum Duration (Years)	Work-Integrated Learning
Undergraduate	National Diploma	NDPHGY	ND: Photography	Cape Town	3 years	3 years
Undergraduate	B Tech Degree	BTPHGY	B Tech: Photography	Cape Town	1 year	1 year
Post-graduate	M Tech Degree	MTDESR	M Tech Design: Photography	Cape Town	1 year	1 year
Post-graduate	D Tech Degree	DTDESR	D Tech Design: Photography	Cape Town	2 years	2 years

Public Relations Management

Undergrad / Postgrad	Qualification Type	Qual Code	Qualification Name	Campus Offered	Minimum Duration (Years)	Work-Integrated Learning
Undergraduate	National Diploma	NDPRMT	ND: Public Relations Management	Cape Town	3 years	1 year
Undergraduate	B Tech Degree	BTPRMT	B Tech: Public Relations Management	Cape Town	1 year	n/a
Post-graduate	M Tech Degree	MTPRMC	M Tech: Public Relations Management (course-driven degree)	Cape Town	1 year	n/a
Post-graduate	M Tech Degree	MTPRMR	M Tech: Public Relations Management (research-based degree)	Cape Town	1 year	n/a

ND: FILM & VIDEO TECHNOLOGY

Duration: Full-time – three years (including a period of Work Integrated Learning in the third year of the course)

Venue: Cape Town Campus

Course Aim
The programme cultivates a supportive environment to maximise growth and to foster a professional work ethic. The aim of the course is to shape students for the real world of film and television production and to stimulate industry conditions as closely as possible.

High quality learning opportunities are offered for students to gain valuable experience and reach their full potential. Classes are small, with practical hands-on sessions supported by appropriate theory.

During the three-year programme, the student will be involved in producing, writing, filming, editing, recording and mixing sound and lighting for one or all of the following: documentary, music video, public service announcement and short fiction films.

Career Opportunities
Students are prepared for careers in the feature film, commercial, video, television and sound industries.

Admission Requirements
- Candidates currently completing their matric (National Senior Certificate) can only be provisionally accepted, whereas candidates who have already completed matric can be formally accepted if they meet the criteria below.
- Candidates' matric results will be assessed according to a points score counted by adding the rating of the best five subjects, as per the achievement levels detailed in the National Senior Certificate. Candidates must achieve a minimum of 20 points for matric (or for their mock matric exams) in order to qualify for consideration. Candidates must perform well in English, with a minimum of the equivalent of achievement level 4 for matric.
- All candidates must submit a letter of motivation with their application.
- Candidates with scores of 20 points and above will be considered and short-listed on the basis of a letter of motivation that demonstrates adequate proficiency in English and compelling passion to become a film-maker.

- The short-listed candidates are interviewed by lecturers, who gauge the candidate's ability to deal with the complexity of the theory component of the course, the candidate's drive and interest in film-making, and the candidate's ability to work in a team environment. More particularly, candidates must demonstrate the following personal characteristics:
    - o   Creative ability.
    - o   The ability to analyse problems logically.
    - o   An interest in media production and love of films.
    - o   The ability to adapt to changing circumstances.
    - o   The ability to cope with pressure and meet deadlines.
    - o   Perseverance and determination.
    - o   Candidates are allocated a score of between 1 and 5, with 1 being the lowest and 5 being the most likely to make it successfully through the course.

ND: FILM & VIDEO TECHNOLOGY

QUALIFICATION CODE: NDFVTC

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1	Y	COM111S	Communication Science 1	C		5	20.04	0.167	C	Y
1	Y	DPP100S	Directing & Pre-Production Practice 1	C		5	12	0.100	C	Y
1	Y	FAD100S	Film Appreciation & Development 1	C		5	20.04	0.167	C	Y
1	Y	FPR100S	Production Practice 1	C		5	12	0.100	C	Y
1	Y	FVP100S	Video Production 1	C		5	12	0.100	C	Y
1	Y	ITV100S	Introduction to Video 1	C		5	12	0.100	C	Y
1	Y	PPP100S	Post-Production Practice 1	C		5	12	0.100	C	Y
1	Y	PRA100S	Practical Productions 1	C		5	12	0.100	C	Y
2	Y	COM200S	Communication Science 2	C	COM111S	5	20.04	0.167	C	Y
2	Y	DPP200S	Directing & Pre-Production Practice 2	C	DPP100S	5	12	0.100	C	Y
2	Y	FAD200S	Film Appreciation & Development 2	C	FAD100S	5	20.04	0.167	C	Y
2	Y	FPR200S	Production Practice 2	C	FPR100S	5	12	0.100	C	Y
2	Y	FSC100S	Film Science 1	C		5	12	0.100	C	Y
2	Y	PPP200S	Post-Production Practice 2	C	PPP100S	5	12	0.100	C	Y
2	Y	PRA200S	Practical Productions 2	C	PRA100S	5	20.04	0.167	C	Y
3	Y	DPP300S	Directing & Pre-Production Practice 3	C	DPP200S	6	20.04	0.167	C	Y
3	Y	FPR300S	Production Practice 3	C	FPR200S	6	20.04	0.167	C	Y
3	Y	FVI300S	Film & Video In-Service Training	C		6	60	0.500	C	Y
3	Y	PPP300S	Post-Production Practice 3	C	PPP200S	6	20.04	0.167	C	Y
3	Y	PRA300S	Practical Productions 3	C	PRA200S	6	20.04	0.167	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 20

Promotion Criteria

Students will be promoted to the following year of study, provided that all subjects at the lower level have been passed. All subjects must be passed with a 50% minimum for promotion. All the practical work at the lower level must have been performed to the prescribed standard.

Re-admission

A student who fails a year may be re-admitted to a level, provided that 50% of the subjects at that level have been passed.

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
• Students who fail 50% or more of their subjects in any given year, or who fail any subject on the same level twice, will not be re-admitted to the course.
• A student will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/ strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

CORE SYLLABI FOR THE NATIONAL DIPLOMA: FILM & VIDEO TECHNOLOGY

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Communication Science 1

Pre-requisites: None

Course Outline: The course deals with information gathering and basic research concepts, together with an introduction to communication theory.

Assessment: All assessments are compulsory.

Communication Science 2

Pre-requisites: Communication Science 1

Course Outline: Following a revision of mass communication theory, students are introduced to how the SA media industry functions and how the audience can be manipulated by the media. Issues surrounding censorship, media ownership, representation and media literacy are also analysed and discussed.

Assessment: All assessments are compulsory.

Directing & Pre-Production Practice 1

Pre-requisites: None

Course Outline: The course deals with film language and grammar and narratology. Students are introduced to the role of the producer, director, screenwriter and other crew, as well as terminology used by the director and rules of film grammar that the director must apply.

Assessment: All assessments are compulsory.

Directing & Pre-Production Practice 2

Pre-requisites: Directing & Pre-Production Practice 1

Course Outline: This courses deals with all aspects of producing a PSA and short film. Students explore the role of the screenwriter and are introduced to the demanding concepts of story-telling, structure, characterisation and dialogue and apply these in their own screenplays. The role of the director is explored in more detail, together with terminology used by the director and rules of film grammar that the director must apply. More advanced writing and directing skills are practised with an emphasis on how to successfully work with actors.

Directing & Pre-Production Practice 2

Assessment: All assessments are compulsory.

Directing & Pre-Production Practice 3

Pre-requisites: Directing & Pre-Production Practice 2

Course Outline: The course deals with the ability of the students to develop a story and write the script for the story, plan and produce the film and prepare a professional prospectus for the product. Three film scripts will be chosen and developed into a professional product ready for distribution. Weekly tutorial sessions deal with discussions around media theory and pre-production work needed to make a film.

Assessment: All assessments are compulsory.

Film Appreciation & Development 1

Pre-requisites: None

Course Outline: The course deals with the anatomy that constitutes films and the language needed to analyse all films. The course discusses how various parts of a film – story, plot, characterisation, theme, tone, style and film – combine to create a whole.

Assessment: All assessments are compulsory.

Film Appreciation & Development 2

Pre-requisites: Film Appreciation & Development 1

Course Outline: In this course students are introduced to the influential periods of film history and to international film cultures. Various film cultures are examined in order to view their contribution to modern day film production. The course then deals with an analysis of the South African feature film industry. This is followed by scriptwriting and character development discussions.

Assessment: All assessments are compulsory.

Film Science 1

Pre-requisites: None

Course Outline: The course covers the aspects of technology related to the principles of HD digital video production, namely exposure, lighting, grips and sound. It also deals directly with film aesthetics and production design/art department practice.

Assessment: All assessments are compulsory.

Film & Video In-Service Training

Pre-requisites: All first and second year subjects

Course Outline: Level 3 of the Film and Video Programme is the final year of the diploma and is designed to facilitate a smooth transition between tertiary education and the work environment. The coverage of this subject extends to various aspects of theoretical and practical film-making required to support mastery of student learning at an emerging professional level. This includes input on entrepreneurship theory and practice, work-search skills and workplace-based learning. The in-service training gives students an introduction into the real world dynamics of film-making in South Africa.

Assessment: All assessments are compulsory.

Introduction To Video 1

Pre-requisites: None

Course Outline: The course covers the aspects of technology related to the principles of digital video production, namely exposure, lighting, grips and sound.

Assessment: All assessments are compulsory.

Practical Productions 1

Pre-requisites: None

Course Outline: The course deals with film language, grammar and narratology. Students are introduced to the role of the producer, director, screenwriter and other crew, as well as terminology used by the director and rules of film grammar that the director must apply.

Assessment: All assessments are compulsory.

Practical Productions 2

Pre-requisites: Practical Productions 1

Course Outline: The course covers the aspects of technology related to the principles of HD digital video production, namely exposure, lighting, grips and sound. It also deals directly with film aesthetics and production design/art department practice.

Assessment: All assessments are compulsory.

Practical Productions 3

Pre-requisites: Practical Productions 2

Practical Productions 3

Pre-requisites: Practical Productions 2

Course Outline: The course deals with niche and developed aspects of the use of film medium, notably camera, sound and lighting practice. All three areas are taught by industry professionals.

Assessment: All assessments are compulsory.

Production Practice 1

Pre-requisites: None

Course Outline: The course deals with film language, grammar and narratology. Students are introduced to the role of the producer, director, screenwriter and other crew, as well as terminology used by the director and rules of film grammar that the director must apply.

Assessment: All assessments are compulsory.

Production Practice 2

Pre-requisites: Production Practice 1

Course Outline: This courses deals with all aspects of producing a PSA and short film. Students explore the role of the screenwriter and are introduced to the demanding concepts of story-telling, structure, characterisation and dialogue and apply these in their own screenplays. The role of the director is explored in more detail, together with terminology used by the director and rules of film grammar that the director must apply. More advanced writing and directing skills are practised with an emphasis on how to successfully work with actors.

Assessment: All assessments are compulsory.

Production Practice 3

Pre-requisites: Production Practice 2

Course Outline: The course deals with the ability of the students to develop a story and write the script for the story, plan and produce the film and prepare a professional prospectus for the product. Three film scripts will be chosen and developed into a professional product ready for distribution. Weekly tutorial sessions deal with discussions around media theory and pre-production work needed to make a film.

Assessment: All assessments are compulsory.

Post-Production Practice 1

Pre-requisites: None

Course Outline: The course deals with the theory and practice of editing motion pictures and sound. Students are first taught the basics of editing theory and editing conventions and then advance to hands-on work on non-linear video editing software.

Assessment: All assessments are compulsory.

Post-Production Practice 2

Pre-requisites: Post-Production Practice 1

Course Outline: The course deals with the theory and practice of editing motion pictures and sound. Students build on their skills acquired in the first year and are introduced to advanced editing theory and editing conventions specifically related to AVID HD. A strong emphasis is also placed on post-production work flows, sound and basic visual effects.

Assessment: All assessments are compulsory.

Post-Production Practice 3

Pre-requisites: Post-Production Practice 2

Course Outline: The course deals with the theory and practice of editing motion pictures and sound. Students are first taught the basics of editing theory and editing conventions and then advance to hands-on work on non-linear video editing software.

Assessment: All assessments are compulsory.

Video Production 1

Pre-requisites: None

Course Outline: The course covers the aspects of technology related to the principles of digital video production, namely exposure, lighting, grips and sound.

Assessment: All assessments are compulsory.

ND: JOURNALISM

Duration: Full-time – three years (including a period of Work Integrated Learning in the second semester of the third year of the course)

Venue: Cape Town Campus

Course Aim
Students are educated to be sensitive to diversity and transformation. They are expected to undertake research-driven journalism, including the use of technology in a creative and responsible manner to serve the profession and society. As an important resource for local and national media organisations, students are required to complete a period of staff-supervised Work Integrated Learning.

Career Opportunities
A wide variety of possible employment opportunities are available to graduates in the media and related industries such as : broadcast journalist, sports journalist, newspaper reporter, freelance writer, copywriter for adverts etc.

Admission Requirements
- An excellent command of English.
- At least a C symbol or 5 points (60%-69%) in English.
- At least a D symbol or 4 points (50%-59%) in the first additional language.
- A keen interest in local, national and international affairs will be an advantage.
- Applicants who meet the first three requirements will be invited to participate in a selection test comprising mainly English (knowledge of language and writing) and general knowledge.
- Candidates who pass the test will be invited to an interview.

ND: JOURNALISM

QUALIFICATION CODE: NDJURN

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1	Y	JNR100S	News Reporting 1	C	Code	5	47.4	0.395	C	Y
1	Y	MCM100S	Media Communication 1	C	Code	5	27.96	0.233	C	Y
1	Y	MIM100S	Media Information Management 1	C	Code	5	15.84	0.132	C	Y
1	Y	MPR100S	Media Production 1	C	Code	5	28.8	0.240	C	Y
2	Y	ARG200S	Advanced Reporting 2	C	Code	5	42	0.350	C	Y
2	Y	MCM200S	Media Communication 2	C	MCM100S	5	24	0.200	C	Y
2	Y	MPR200S	Media Production 2	C	MPR100S	5	54	0.450	C	Y
3	Y	ARG300S	Advanced Reporting 3	C	ARG200S	6	30	0.250	C	Y
3	Y	MPR300S	Media Production 3	C	MPR200S	6	30	0.250	C	Y
3	Y	JPR300S	Media Practice 3	C	JPR200S	6	60	0.500	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 10

Promotion Criteria

- Students will not be allowed to do a second course in a particular subject until they have passed the first course.
- First year students will not be admitted to the second year unless they pass all of the prescribed subjects in the first year.
- Third year students will not be permitted to start in-service training without having passed all of the first and second year subjects.

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
- No student is allowed re-admission with a pass of less than 50% of the subjects.
- A student will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

B TECH: JOURNALISM

Duration: Full-time – one year

Venue: Cape Town Campus

Course Aim
Students are taught how to develop their writing skills. They are also given an introduction to media management, including the inner workings of newspapers and broadcast houses, and are taught the basics of research methodology. Classes are usually scheduled to take place after hours and over weekends.

Career Opportunities
Graduates find employment in a variety of media and related industries. A B Tech in Journalism provides a good stepping stone to a career in media management.

Admission Requirements
- A National Diploma in Journalism or an equivalent qualification with a pass aggregate of 60%.
- At least one year experience in journalism.
- Applicants who meet the previous two requirements will be invited to an interview.

B TECH: JOURNALISM

Qualification Code: BTJOUN

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
4	Y	BRS400S	Basic Research Project 4	C	None	7	36	0.300	C	Y
4	Y	EMN400S	Editorial Management 4	C	None	7	12	0.100	C	Y
4	Y	SPR400S	Specialist Reporting 4	C	None	7	72	0.600	C	Y

Total number of subjects to be passed in order to obtain the B Tech degree: 3

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
A student will be excluded if the qualification is not completed within the University's prescribed period of four registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Faculty Board requesting an extension of their registration.

CORE SYLLABI FOR THE NATIONAL DIPLOMA: JOURNALISM

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

ADVANCED REPORTING 2

Pre-requisites: None

Course Outline: Developing students' ability to tell stories that matter. Investigative Reporting: How to find information that someone doesn't want found. Online Media: Updates traditional journalistic methods to accommodate shifts in the fast-evolving world of New Media.

Assessment: All assessments are compulsory.

ADVANCED REPORTING 3

Pre-requisites: Advanced Reporting 2

Course Outline: Political Economy: Refines students' understanding of the underlying currents in media by examining the impact of profit in publishing. TV Production: Develops and extends students' ability to produce material for television or the internet while placing their work in a wider theoretical framework.

Assessment: All assessments are compulsory.

MEDIA COMMUNICATION 1

Pre-requisites: None

Course Outline: The course expands students' knowledge of the modern world and how it was made. Media Law: A basic overview of South Africa's media laws, including case studies, which are then placed in a global context. Politics: Basic political theory that is then grounded in current events. Students write and explore the theoretical context and background of their political articles. Mass Communication and Ethics: Covers the role, power and hence responsibilities of the fourth Estate in theoretical and practical terms. News Awareness: Students bring short accounts of unfolding events to class debates that establish the significance of stories in a wider news context.

Assessment: All assessments are compulsory.

MEDIA COMMUNICATION 2

Pre-requisites: Media Communication 1

Course Outline: Deepens students' understanding of the theory and history behind their stories. Politics: Focuses political theory on contemporary events in order to enable students to insightfully read and write political copy. Mass Communication and Ethics: Places practical analysis of newsroom practice in a wider context by examining the opportunities and dangers posed by the media. Business Reporting: Enables students to read and produce analysis of the world of finance and economics. English 2: Refines students' ability to use English with grace and precision.

Assessment: All assessments are compulsory.

MEDIA INFORMATION MANAGEMENT 1

Pre-requisites: None

Course Outline: Control of languages and their role in the media. End User Computing: Basic computing for the modern newsroom, from efficient word processing to Web Design. English: Mainly grammar and writing with a sprinkling of theory. Afrikaans/iXhosa: Students choose a language to refine, particularly in terms of journalistic jargon.

Assessment: All assessments are compulsory.

MEDIA PRACTICE 3

Pre-requisites: All first year and second year subjects

Course Outline: Students do in-service training (Work Integrated Learning) during the last six months of the third year of study. Third year students will not be permitted to start in-service training without having passed all of the first and second year subjects.

Assessment: All assessments are compulsory.

MEDIA PRODUCTION 1

Pre-requisites: None

Course Outline: Explores the role of multimedia in telling stories.   Radio: The history, theory and practice of radio journalism, with particular focus on how it differs from print. Editing & Sound: How to produce and refine audio clips both in technical terms and in the context of the modern radio station. Photojournalism: How to take good pictures and integrate them into articles effectively, with a particular focus on developing visual literacy.

Assessment: All assessments are compulsory.

MEDIA PRODUCTION 2

Pre-requisites: Media Production 1

Course Outline: Expands students' skills as they explore various platforms. Feature & Review: Teaches students how to write articles that use sources to express opinions effectively. Editing & Design: A practical course that develops design skills with a focus on specific software packages. Broadcast: The theory and practice of producing clips for television or the internet.

Assessment: All assessments are compulsory.

MEDIA PRODUCTION 3

Pre-requisites: Media Production 2

Course Outline: Refines students' ability to produce work of the highest quality across platforms. Editing & Design: Polishing students' aesthetic and technological grip on design. Feature & Review: A multi-genre analysis of how to optimally integrate fact and opinion writing.

Assessment: All assessments are compulsory.

NEWS REPORTING 1

Pre-requisites: None

Course Outline: Covers traditional journalism in terms of beat reporting while incorporating the massive changes caused by the arrival of the internet and the rise of New Media. News Writing: The basics of acquiring information for the writing of articles. Teaches students how to interact with sources in order to provide the 'five Ws and one H'. Online Media: The role of social media and online publishing in acquiring and distributing information. Database: How to manage information resources, from effective filing to basic research methods.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE B TECH: JOURNALISM

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

BASIC RESEARCH PROJECT 4

Pre-requisites: None

Course Outline: Research project: How to write a research proposal and a fifty-page thesis on a media-related topic.

Assessment: All assessments are compulsory.

EDITORIAL MANAGEMENT 4

Pre-requisites: None

Course Outline: How to manage a modern media organisation in both practical and theoretical terms – from handling diversity to providing useful content editing.

Assessment: All assessments are compulsory.

SPECIALIST REPORTING 4

Pre-requisites: None

Course Outline: Specialist reporting: How to optimally pursue one's specialisation in terms of form, content and function.

Assessment: All assessments are compulsory.

NATIONAL DIPLOMA: PHOTOGRAPHY

Duration: Full time – three years

Venue: Cape Town Campus

Course Aim
The course equips students with the skills, knowledge and discipline essential for a successful career in photography.

Graduates are competent, self-motivated and creative, producing work with a strong emphasis on conceptual content and technical skills as appropriate to a particular professional context.

Career Opportunities
Employment opportunities are available in commercial, advertising, fashion, publishing houses, printers and freelance fields. Employment opportunities also exist in state-supported institutions such as museums, library services and medical institutions.

Admission Requirements
- A matric certificate (or, for foreign applicants, an approved equivalent) with a Bachelor's pass.
- A D symbol average matric pass.
- A minimum score of 4 (50%-59%) in the Home Language and First Additional Language (one of which must be English).
- Mathematics and/or Science and/or Art are considered plus points in an application, and will definitely stand the student in good stead.
- A strong (written) motivation for wanting to study photography (part of the Questionnaire to be filled out in the application process).
- A duly signed note of approval from the applicant's sponsor(s)/parent(s)/guardian(s) of his/her choice of study field, and confirmation of availability of the requisite finances.
- Suitable candidates will be requested to attend an interview with lecturing staff and present a personal portfolio of 12 photographs taken by them. In addition, they must present a written and illustrated document on their own selection of 'good' photographs selected from magazines.

ND: PHOTOGRAPHY

QUALIFICATION CODE: NDPHGY

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1	Y	APP100S	Applied Photography 1	C	None	5	78	0.650	C	Y
1	Y	PRR100S	Professional Practice1	C	None	5	12	0.100	C	Y
1	Y	THP100S	Theory of Photography 1	C	None	5	18	0.150	C	Y
1	Y	VIC100S	Visual Communication 1	C	None	5	12	0.100	C	Y
2	Y	APP200S	Applied Photography 2	C	APP100S	5	78	0.650	C	Y
2	Y	PRR200S	Professional Practice 2	C	PRR100S	5	12	0.100	C	Y
2	Y	THP200S	Theory of Photography 2	C	THP100S	5	18	0.150	C	Y
2	Y	VIC200S	Visual Communication 2	C	VIC100S	5	12	0.100	C	Y
3	Y	APP300S	Applied Photography 3	C	APP200S	6	78	0.650	C	Y
3	Y	PRR300S	Professional Practice 3	C	PRR200S	6	12	0.100	C	Y
3	Y	THP300S	Theory of Photography 3	C	THP200S	6	18	0.150	C	Y
3	Y	VIC300S	Visual Communication 3	C	VIC200S	6	12	0.100	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 12

Promotion Criteria

- A student shall only be promoted to the next level of study if he/she has passed all of the prescribed subjects for the current level of study.
- Automatic re-admission if the candidate has passed at least 50% of the prescribed subjects, for the particular level of study.
- Candidates will be placed on a waiting list, subject to available place in the course, if they have passed at least 50% of the prescribed subjects for the particular level of study.

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
A student will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/ strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

B TECH: PHOTOGRAPHY

Duration: Full-time – three years

Venue: Cape Town Campus

Course Aim
To equip students to make a contribution through research to the application and evaluation of existing knowledge within a specialised area of photography.

Career Opportunities
Employment opportunities are available in commercial, advertising, fashion, publishing houses, printers and freelance fields. Employment opportunities also exist in state-supported institutions such as museums, library services and medical institutions.

Admission Requirements
A Diploma in Photography (or recognised equivalent qualification), with at least 60% in the final year subjects.

Programme Structure
This is a research-based course in which the student is placed under the guidance of a supervisor who will assist in both the practical and theoretical or written research components of the course.

Assessment
At the end of the period of study, the student must have completed a written report and a body of work that will be exhibited on campus. A panel of staff, assisted by external moderators, will assess the exhibition. Students must satisfy the external moderators that they have fulfilled the requirements towards the degree.

B TECH: PHOTOGRAPHY

Qualification Code: BTPHGY

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
4	Y	APP400S	Applied Photography 4	C	None	7	78	0.650	C	Y
4	Y	RMT101S	Research Methods & Techniques	C	None	7	12	0.100	C	Y
4	Y	THP400S	Theory of Photography 4	C	None	7	30	0.250	C	Y

Total number of subjects to be passed in order to obtain the B Tech degree: 3

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
A student will be excluded if the qualification is not completed within the University's prescribed period of four registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Faculty Board requesting an extension of their registration.

M TECH DESIGN: PHOTOGRAPHY

Duration: A minimum of one calendar year full-time or two consecutive calendar years part-time and a maximum of five years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in Photography and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

Course Structure
This programme consists of a comprehensive full research project culminating in a thesis. For the duration of the course the student is placed under the guidance of an approved supervisor(s) who will assist and guide the candidate throughout his/her studies.

In their thesis, Masters' candidates must prove that they understand a particular problem in the industry in which they have done their research, are able to analyse and set it out logically, are able to arrive at logical conclusions or a diagnosis of the problem and are then able to make proposals for the improvement/elimination of the problem. The research problem, its justification, process and outcome are reported in a thesis. The thesis must comply with the normal general technical requirements and rules with regard to scope, quality and layout.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
A B Tech: Photography or an equivalent four-year qualification in an appropriate discipline.

English proficiency
In addition to the criteria for admission, international students from countries where English is not the official language must demonstrate proof of English proficiency.

Approval by Higher Degrees Committee

The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

M TECH DESIGN: PHOTOGRAPHY

QUALIFICATION CODE: MTDESR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
5	Y	R5PH01R	Thesis	C	None	9	120	1.000	C	N/A

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules and Appeal Procedure

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

Interruption of Studies

Students who wish to interrupt their studies must apply to the Senate. The interruption of studies form (HDC 1.9) is available on the Centre for Post-graduate Studies website. Interruption of studies may not be applied for, and will not be granted, retrospectively.

D TECH: PHOTOGRAPHY

Duration: A minimum of two consecutive calendar years and a maximum of six years, after which the candidate will not be allowed to re-register or continue with his/her studies.

Venue: Cape Town Campus

Course Aim
The purpose of this programme is to help students to develop the competence to conduct independent research under minimal guidance in the field ofPhotography.

Course Structure
This is a research-based course in which the student is placed under the guidance of a supervisor/s who will assist with both the practical and theoretical or written research components of the course. It comprises an advanced research project culminating in a dissertation.

In dissertations, students must provide proof of original and creative thinking and problem-solving and must make a real contribution to the solving of a particular problem in the industry to which their research applies. The dissertations must comply with the normal technical requirements and rules with regard to scope, quality and layout.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
An M Tech Design: Photography or an equivalent Master's qualification in an appropriate discipline.

English proficiency
In addition to the criteria for admission, international students from countries where English is not the official language must demonstrate proof of English proficiency.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

DTECH DESIGN: PHOTOGRAPHY

QUALIFICATION CODE: DTDESR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
6	Y	R6PH01R	Thesis	C	None	9	120	1.000	C	N/A

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules and Appeal Procedure

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

Interruption of Studies

Students who wish to interrupt their studies must apply to the Senate. The interruption of studies form (HDC 1.9) is available on the Centre for Post-graduate Studies website. Interruption of studies may not be applied for, and will not be granted, retrospectively.

CORE SYLLABI FOR THE NATIONAL DIPLOMA: PHOTOGRAPHY

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Applied Photography 1

Pre-requisites: None

Course Outline: Topics covered are Principles of film-based photography, pinhole cameras, contact printing, darkroom processing, Principles of digital SLR cameras, functions, exposure systems, lenses, Introduction to imaging software Lightroom, Introductory projects in elementary studio lighting, available lighting and reflectors.

Assessment: All assessments are compulsory.

Applied Photography 2

Pre-requisites: Applied Photography 1

Course Outline: Topics covered are Advanced DSLR camera application, Studio lighting for portrait and product, Exploration of genres towards a portfolio, Image preparation to a high level for print, Adobe Photoshop application.

Assessment: All assessments are compulsory.

Applied Photography 3

Pre-requisites: Applied Photography 2

Course Outline: Image production to an industry entry-level standard in genres, including portraiture, the large exterior environment, buildings, corporate publications, people, sport, fashion, documentary and food photography. In addition a specialised portfolio of 12 images in an approved direction is produced. Images are prepared to the highest level for print.

Assessment: All assessments are compulsory.

Professional Practice 1

Pre-requisites: None

Course Outline: Topics covered are Photographic education and career possibilities, Professionalism, Code of ethics/conduct for the professional photographer, The photographer as entrepreneur, Forms of business, The photographer's assistant, Employing professional services, Choices in setting up a business, The location of a photographic business.

Professional Practice 1

Assessment: All assessments are compulsory.

Professional Practice 2

Pre-requisites: Professional Practice 1

Course Outline: Topics covered are Business opportunities, Market research, Competitive advantage, Marketing and promotion, Selling, Business decisions & the economics of one unit, Financial statements, Financial ratios & break-even analysis, Financing your business.

Assessment: All assessments are compulsory.

Professional Practice 3

Pre-requisites: Professional Practice 2

Course Outline: Topics covered are Protecting your business: Insurance & legal issues, Taxes & government regulations, Managing expenses, credit, & cash flow, Managing production, distribution, & operations, Managing purchasing & inventory, How to value a business.

Assessment: All assessments are compulsory.

Theory Of Photography 1

Pre-requisites: None

Course Outline: Topics covered are Principles of film-based photography, pinhole cameras, contact printing, darkroom processing, Basics of lenses and ray tracing, light, exposure, shutter systems, aperture and depth of field.

Assessment: All assessments are compulsory.

Theory Of Photography 2

Pre-requisites: Theory of Photography 1

Course Outline: Topics covered are Sensitometry, Translation of digital data into graph form, Lens types and design principles, Depth of field, hyperfocal distance, aperture, circle of confusion, Optical formulae, lens calculations, Additive and subtractive colour models, Image scanning and correction, File formats and their applications, Properties of electromagnetic energy, Adobe Photoshop, Introduction to report writing and referencing, MS Word features and application.

Assessment: All assessments are compulsory.

Theory Of Photography 3

Pre-requisites: Theory of Photography 2

Course Outline: Topics covered are Colour calibration and colour systems, Digital archiving principles and theory, Intermediate report writing with referencing, Large-format digital camera theory and practice, Advanced lens theory and practice, Principles of web design for self-promotion, Advanced digital imaging theory and practice, Photo-mechanical reproduction, HDR imaging, Panoramic photography and application, Advance Adobe Photoshop and Acrobat.

Assessment: All assessments are compulsory.

Visual Communication 1

Pre-requisites: None

Course Outline: Topics covered are Career choice, Raise your profile, Literacy skills, Writing to communicate, Referencing guide, Plagiarism, Presentation skills, Diversity awareness, Visual inspiration & appreciation: people, places, & objects, Visual literacy, Physiology of vision, Visual perception, Psychology of colour, Visual interpretation: principles of design & conceptualisation.

Assessment: All assessments are compulsory.

Visual Communication 2

Pre-requisites: Visual Communication 1

Course Outline: Topics covered are Critique and evaluation, Photographic seeing, Perception, The physiology of vision, Gestalt theory, Information theory, Emotion thesis, Psychology of colour, Pre-visualisation, Image management pathway, Primary visual elements, Secondary visual elements, Principles of image composition, Movements in photography, Film analysis, Social impact of still photography, Aesthetics in commercial photography.

Assessment: All assessments are compulsory.

Visual Communication 3

Pre-requisites: Visual Communication 2

Course Outline: Topics covered are Life skills, Writing skills, Harvard reference guide, Plagiarism, Criticising photographs, Personal photographs and popular photography, Heritage: past, present & future, Freedom of mass media: newspapers, tabloids, magazines, television, internet, Photography in the age of electronic imaging, Social networks, Censorship & social responsibility, Media ethics, Photo agencies, Stock photography.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE B TECH: PHOTOGRAPHY

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Applied Photograpy 4

Pre-requisites: None

Course Outline: Production of an advanced level photographic portfolio in an approved specialised direction, displaying consistency and mastery to an industry level. The images are produced to support an evolved research question and problem.

Assessment: All assessments are compulsory.

Research Methods & Techniques

Pre-requisites: None

Course Outline: The writing of a research proposal in an approved format. Identifying a research problem, developing a research question and sub-question, supported by a literature overview and a proposed methodology within a manageable time-frame.

Assessment: All assessments are compulsory.

Theory Of Photography 4

Pre-requisites: None

Course Outline: Topics covered are Principles of film-based photography, pinhole cameras, contact printing, darkroom processing, Basics of lenses and ray tracing, light, exposure, shutter systems, aperture and depth of field.

Assessment: All assessments are compulsory.

ND: PUBLIC RELATIONS MANAGEMENT

Duration: Full-time – three years (including a period of Work Integrated Learning in the third year of the course)
Part-time – four years (including a period of Work Integrated Learning)

Venue: Cape Town Campus

Course Aim

Public Relations is a distinctive communication function which aims to establish sustainable relationships between an organisation and its various stakeholders, with the focus to enhance the perception these stakeholders may have of the organisation.

The purpose of the course is to equip the aspiring professional with the necessary skills and competence to plan and execute public relations and communication activities to meet these and other organisational objectives.

This qualification provides students with a broad understanding of all the fundamental aspects of public relations practice. The qualification has both a theoretical and practical component and will enable students to create carefully planned public relations activities that are strategically aligned with organisational objectives and relate to the needs of the business world. A qualifying student will be able to assess, measure and critically evaluate an organisation's current situation with regard to its relationships with key stakeholder groups. Students will also be able to compile a fully integrated public relations campaign that will enable the organisation and its stakeholder groups to adapt successfully to one another. Qualifying students will be able to manage the planning, implementation and evaluation of such public relations campaigns.

Career Opportunities

Students will be equipped with skills to manage the relationships and perceptions of an organisation by creating and implementing planned programmes of action that will benefit its various stakeholders. These public relations activities include special events, media liaison and strategy, audio-visual preparation, crisis and reputation management, Corporate Social Investment (CSI) and various communication research activities. Employment can be in-house within the organisation's public relations department or at a consultancy with diverse clients ranging from celebrities, corporate and consumer organisation to non-profit organisations and government departments.

Admission Requirements

Required Senior Certificate subjects:
Home Language 5 (60% – 69%)*
First Additional Language 3 (40% – 49%)*
One of these languages shall be English or Afrikaans*
Mathematics 2 (30% – 39%)
Maths Literacy 4 (50% – 59%)
An achievement rating of at least 4 (50% – 59%) or better in four NSC 20-credit subjects from the designated subject list.

Submission of a prescribed portfolio
In addition to the above-mentioned admission requirements, applicants should be creative and have plenty of enthusiasm. Applicants are also required to submit a portfolio of written work.

ND: PUBLIC RELATIONS MANAGEMENT

QUALIFICATION CODE: NDPRMT

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1	Y	AUP 100S	Accounting for Public Relations	C	None	5	12	0.100	C	Y
1	Y		Business Studies: Public Relations 1	C	None	5	12	0.100	C	Y
1	Y	DS 101S	Communication Science 1	C	None	5	24	0.200	C	Y
1	Y	ENL 100S	End-User Computing 1	C	None	5	12	0.100	C	Y
1	Y	MSU 100S	English1	C	None	5	24	0.200	C	Y
1	Y	PUR 100S	Media Studies 1	C	None	5	24	0.200	C	Y
2	Y	COS 201S	Public Relations 1	C	COS101S	5	24	0.200	C	Y
2	Y	LAR 100S	Communication Science 2	C	None	5	12	0.100	C	Y
2	Y	MAU 100S	Law: Public Relations 1	C	None	5	12	0.100	C	Y
2	Y	MSU 200S	Marketing & Advertising: Public Relations 1	C	MSU100S	5		0.200	C	Y
2	Y	PUR 200S	Media Studies 2	C	PUR100S	5	24	0.200	C	Y
2	Y	SOP 200S	Public Relations 2	C	None	5	24	0.100	C	Y
2	Y	VID 100S	Social Psychology	C	None	6	12	0.100	C	Y
2	Y	COS 301S	Videology 1	C	COS201S	6	12	0.250	C	Y
3	Y	PUR 300S	Communication Science 3	C	PUR200S	6	30	0.250	C	Y
3	Y	PLP 300S	Public Relations 3	C	None	6	30	0.500	C	Y
3	Y	PLP 300S	Public Relations Practice 3	C	None	6	60	0.500	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 17

Promotion Criteria

- All subjects must be passed with a 50% minimum for promotion.
- If a student passes 6 out of 7 subjects, he/she will automatically be re-admitted for the course.
- Students who are repeating subjects may only attend class for the repeating subject in the part-time programme. The full-time class complement is for students studying at that subject programme level for the first time.
- Subject to the approval of the HOD, students will only be allowed to register for a major in a succeeding programme level if they have passed all three majors of the preceding programme level.
- Students will only be eligible to enter the third year programme level if they have passed all three Majors (second year level) as well as all subjects prescribed for the first year, namely: Accounting for Public Relations Practitioners, Business Studies, English and End-User Computing. This means that students must have passed 10 out of 14 subjects (including all majors) before entering industry.
- Students will only be eligible for industry placement if they have passed all three majors (second year level) as well as all subjects prescribed for the first year, namely: Accounting for Public Relations Practitioners, Business Studies, English and End-User Computing. This means that students must have passed 10 out of 14 subjects (including all majors) before entering the industry.

Academic Exclusion Rules and Appeal Procedure

Exclusion rules

- Students who fail 50% or more of their subjects in any given year will not be re-admitted to the course. Therefore students must pass a minimum of four subjects, of which three must be the major subjects.
- Students who fail all major subjects registered for in any given year twice will not be re-admitted to the course.
- A student will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure

Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

B TECH: PUBLIC RELATIONS MANAGEMENT

Duration: Full-time – one year
Part-time – two years

Venue: Cape Town Campus

Course Aim
The course develops the student's competence to administer and perform strategic public relations functions in a global environment.

Career Opportunities
Managing advanced communication and planning strategic public relations in any corporate environment or in a consultant capacity.

Admission Requirements
A National Diploma in Public Relations Management or a recognised equivalent is required, with an average of 60% in all the subjects prescribed for the final year.

B TECH: PUBLIC RELATIONS MANAGEMENT

QUALIFICATION CODE: BTPRMT

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
4	Y	COS 401S	Communication Science 4	C	None	7	30	0.250	C	Y
4	Y	BPR 400S	Management Practice 4	C	None	7	18	0.150	C	Y
4	Y	MSU 300S	Media Studies 3	C	None	7	24	0.200	C	Y
4	Y	PUR 400S	Public Relations 4	C	None	7	30	0.250	C	Y
4	Y	RMY 103S	Research Methodology	C	None	7	18	0.150	C	Y

Total number of subjects to be passed in order to obtain the B Tech degree: 5

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
A student will be excluded if the qualification is not completed within the University's prescribed period of four registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Faculty Board requesting an extension of their registration.

M TECH: PUBLIC RELATIONS MANAGEMENT

Duration: A minimum of one calendar year full-time or two consecutive calendar years part-time and a maximum of five years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in Public Reations and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

Course Structure
This programme consists of a comprehensive full research project culminating in a thesis. For the duration of the course the student is placed under the guidance of an approved supervisor(s) who will assist and guide the candidate throughout his/her studies.

In their thesis, Masters' candidates must prove that they understand a particular problem in the industry in which they have done their research, are able to analyse and set it out logically, are able to arrive at logical conclusions or a diagnosis of the problem and are then able to make proposals for the improvement/elimination of the problem. The research problem, its justification, process and outcome are reported in a thesis. The thesis must comply with the normal general technical requirements and rules with regard to scope, quality and layout.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
A B Tech: Public Relations Management or an equivalent four-year qualification in an appropriate discipline.

English proficiency
In addition to the criteria for admission, international students from countries where English is not the official language must demonstrate proof of English proficiency.

Approval by Higher Degrees Committee

The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

M TECH: PUBLIC RELATIONS MANAGEMENT (RESEARCH-BASED DEGREE)

QUALIFICATION CODE: MTPRMR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
5	Y	R5PR01R	Thesis	C	None	8	120	1.000	C	N/A

Total number of subjects to be passed in order to obtain the M Tech degree: 1

Academic Exclusion Rules and Appeal Procedure

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

Interruption of Studies

Students who wish to interrupt their studies must apply to the Senate. The interruption of studies form (HDC 1.9) is available on the Centre for Post-graduate Studies website. Interruption of studies may not be applied for, and will not be granted, retrospectively.

M TECH: PUBLIC RELATIONS MANAGEMENT (COURSE-DRIVEN DEGREE)

Duration: Course-driven M Tech – minimum two years
Maximum - 5 years

Venue: Cape Town Campus

Course Aim
Graduates develop the knowledge and skills required to conduct independent research in public relations management and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

Career Opportunities
Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements
A B Tech: Public Relations Management or an equivalent four-year qualification in an appropriate discipline. Students who enter the programme via another discipline may, in addition to the minimum admission requirements, be required to do the module Foundations for Public Relations in addition to the other modules.

English proficiency
In addition to the criteria for admission, international students from countries where English is not the official language must demonstrate proof of English proficiency.

Course Structure – Course-driven Degree
The course-based option is a combination of theoretical study (subjects) and a short research project culminating in a mini-thesis which, taken together, must be at least the equivalent of the comprehensive full research option. With this option, the mini thesis component must constitute a minimum of 50% of the instructional programme.

This is an innovative personal and professional development course in strategic communication for professionals who want to acquire advanced knowledge and skills.

The course combines an e-learning environment and residential weeks. Each module is offered over

a ten-week period. The first four weeks consist of e-learning contact and interaction, followed by a residential week and concluded with another five-week e-learning contact, during which period final assessments take place.

A minimum of three residential weeks are scheduled. During each residential week, two modules may be covered. In addition, a residential week for Foundations of Public Relations is scheduled to accommodate students from other disciplines who may be required to complete this module.

Short research project (in addition to the subjects)
Students conduct independent research, under appropriate supervision, in a specialised area of public relations management or communication, and contribute to knowledge production in this field. For the duration of the course, the student is placed under the guidance of an approved supervisor(s), who will assist and guide the candidate throughout his/her studies.

Approval by Higher Degrees Committee
The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

M TECH: PUBLIC RELATIONS MANAGEMENT (COURSE-DRIVEN DEGREE)

QUALIFICATION CODE: MTPRMC

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
FIRST YEAR										
5	Y	MOS500S	Managing Communication Strategy 5	C	None	8	15	0.125	C	Y
5	Y	PKC500S	Planning Stakeholder Communication 5	C	None	8	15	0.125	C	Y
5	Y	PLR500S	Positioning Organisational Relationships 5	C	None	8	15	0.125	C	Y
5	Y	RMY105S	Research Methodology	C	None	8	0	0.000	C	Y
5	Y	TCS500S	Technology, Communication & Stakeholders 5	C	None	8	15	0.125	C	Y
SUBJECTS FOR NON-PUBLIC RELATIONS CANDIDATES:										
5	Y	FCR400S	Foundation of Public Relations 4		None	7	0	0.000	C	Y
SECOND YEAR										
5	Y	R5PR01C	Thesis	C	None	8	60	0.500	C	N/A

Total number of subjects to be passed in order to obtain the M Tech degree: 5 plus a mini thesis.

Academic Exclusion Rules and Appeal Procedure

DDuring the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

Interruption of Studies

Students who wish to interrupt their studies must apply to the Senate. The interruption of studies form (HDC 1.9) is available on the Centre for Post-graduate Studies website. Interruption of studies may not be applied for, and will not be granted, retrospectively.

CORE SYLLABI FOR THE NATIONAL DIPLOMA: PUBLIC RELATIONS MANAGEMENT

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Accounting For Public Relations Practitioners 1

Pre-requisites: None

Course Outline: The subject encompasses the fundamentals of accounting, including the double entry system and accounting equation with an emphasis on where this fits in an economy. The general ledger, journals, income statement and balance sheet are introduced, as well as concepts on budgeting and costing. Emphasis is placed on the cash book, petty cash book and the concept of debit and credit. Interpretation of financial statements is mentioned but not emphasised.

Assessment: All assessments are compulsory.

Business Studies: Public Relations 1

Pre-requisites: None

Course Outline: The subject aims to provide the student with a theoretical and practical background of business operations and the role of business as a manifestation of economic activity. Specific functions within business organisations are analysed and discussed. Focal areas are the establishment, location, setting of objectives and general management of an enterprise. Factors that can influence the success of an enterprise are explored.

Assessment: All assessments are compulsory.

Communication Science 1

Pre-requisites: None

Course Outline: The subject content explores the history and origin of human communication, language and codes, communication campaigns, cultural influences in communication, the contexts of communication (small group, organisational, public and mass communication) and digital communication.

Assessment: All assessments are compulsory.

Communication Science 2

Pre-requisites: None

Pre-requisites: Communication Science 1

Course outline: The subkect content explores the history and origin of human communication, language and codes, communication campaign, cultural influences in communication, the contexts of communication - small group, organisational, public and mass communication and digital communication.

Assessment: All assessments are compulsory.

Communication Science 3

Pre-requisites: Communication Science 2

Course Outline: The subject provides students with deep insight into organisations, organisational behaviour and organisational communication. It seeks to improve students' understanding of organisational life and provide them with an awareness of important communication skills. The subject introduces and discusses the following theories, concepts and perspectives: organisational theories, organisational behaviour, organisational culture, organisational ethics, leadership theories, motivation theories, organisational communication in the information age and strategic public relations.

Assessment: All assessments are compulsory.

End-User Computing 1

Pre-requisites: None

Course Outline: This subject aims to provide the aspiring public relations practitioner with a basic theoretical and practical introduction to information technology and the different software programmes used in business. The subject End-User Computing I follows the ICDL syllabus:

ICDL is a new qualification that measures competency in computer skills. The ICDL syllabus is designed to cover the key concepts of computing, its practical applications and use in the workplace and society in general. ICDL is currently recognised in more than 55 countries worldwide. The programmes taught are Microsoft Word, MS PowerPoint, MS Excel, MS Access, and MS Publisher, and also cover File management, Internet explorer and Introduction to Computers.

Assessment: All assessments are compulsory.

English 1

Pre-requisites: None

Course Outline: English for Public Relations is a subject that introduces students to information literacy and research. The key concepts and practices that underpin the course include Information literacy (how to access, analyse, evaluate, synthesise and apply information in an academic environment) and research (formal and informal research, an introduction to qualitative and quantitative techniques, research ethics and research etiquette). The course also introduces students to academic writing (using the Harvard referencing style, defining and plagiarism, etc) and oral presentation skills, listening skills and effective business correspondence.

Assessment: All assessments are compulsory.

Law: Public Relations 1

Pre-requisites: None

Course Outline: The subject content addresses Concepts of law, right and justice, Sources of South African law, Classification of South African law, The South African Judiciary, A basic overview of the Law of Contract, common law and statutory limitations on the freedom of expression: defamation, invasion of privacy, copyright and the Films & Publications Act, General statutory limitations on the freedom of expression.

Assessment: All assessments are compulsory.

Marketing & Advertising: Public Relations 1

Pre-requisites: None

Course Outline: This subject aims to provide the aspiring public relations practitioner with a basic theoretical and practical introduction to the planning and execution of marketing and advertising in relation to public relations. Focal areas for exploration include market research and information services, macro and micro marketing environments, consumer behaviour, market measurement, forecasting, segmentation, targeting and positioning and finally marketing services and marketing ethics – all areas which need monitoring and communication excellence.

Assessment: All assessments are compulsory.

Media Studies 1

Pre-requisites: None

Course Outline: The subject aims to develop knowledge of the history of the media and its expansion, understanding of the role of the mass media, the nature of news, the generation of publicity, how to work with the mass media, as well as strengthening awareness, knowledge and understanding of the impact of current affairs. It also develops critical thinking and writing ability in the necessary media formats.

Media Studies 1

Assessment: All assessments are compulsory.

Media Studies 2

Pre-requisites: Media Studies 1

Course Outline: The subject aims to develop knowledge of corporate media, including publications, for internal and external audiences, the importance of branding during this process as well as the importance of being able to understand finances sufficiently to put together an annual report and interim results. The application of writing and editing continues as a pivotal function of the public relations professional.

Assessment: All assessments are compulsory.

Public Relations 1

Pre-requisites: None

Course Outline: The objective of this subject is to provide the aspiring public relations practitioner with a basic theoretical and practical introduction to the planning and executing of public relations. This subject concentrates on how to maintain and extend mutual understanding between an organisation and everyone it needs in order to succeed in its mission. This level of learning serves as an introduction to this career and theory is combined with practical application, such a planning and executing events and obtaining sponsorships.

Assessment: All assessments are compulsory.

Public Relations 2

Pre-requisites: Public Relations 1

Course Outline: This subject provides the aspiring public relations practitioner with a deeper insight into the public relations process, especially to emphasise the research methodology of public relations as a social science. The course is also aimed at broadening students' insight into, knowledge of and exposure to public relations practice as well as the role of the PR practitioner in the management of an organisation. It aims to equip students for the world of work through various practical and in-service learning projects. Students present a portfolio of evidence of the work done during their period of volunteering at an organisation.

Assessment: All assessments are compulsory.

Public Relations 3

Pre-requisites: Public Relations 2

Course Outline: The subject aims to provide the aspiring public relations Practitioner with a deeper insight into the public relations process, while the student is engaged in experiential training. Current and emerging issues and trends that affect the functions public relations are explored. In-depth tracking of advanced and changing PR techniques and tools, internal and external communication management and the management of PR in both corporate and consultancy environments are applied. Aspects of Integrated Communication (IC), corporate positioning, environmental scanning, corporate governance, ethics in strategic management and applicable research techniques are analysed.

Assessment: All assessments are compulsory.

Public Relations Practice 3

Pre-requisites: None

Course Outline: This subject is the applied Work Integrated Learning practice that takes place during the final year of study. Whilst in the second year, students undertake a Work Preparedness Programme and are introduced to the industry as preparation for this subject. Students need to pass all their major subjects on second year level as well as English to be eligible for placement in the industry. During their final year of study, students work from Monday to Thursday and attend classes on Friday for a period of six to eight months. They have 23 Learning Areas and need to cover at least eight of these during the course of the year. There are three portfolio submission dates and each submission is followed by an oral evaluation with three external evaluators.

Assessment: All assessments are compulsory.

Social Psychology

Pre-requisites: None

Course Outline: The subject presents a conceptual framework to Social Psychology. It explores concepts such as social cognition, social perception, the Self, attitudes, stereotyping, prejudice, and discrimination, interpersonal attraction and close relationships, social influence, pro-social behaviour, aggression, groups and individuals, and applying principles of Social Psychology to law, health and business.

Assessment: All assessments are compulsory.

Videology 1

Pre-requisites: None

Course Outline: This practical subject prepares the student for basic video camera operations. Aspects include camerawork, lighting for video, producing video for web and new media distribution, corporate video production, use of video in public relations campaigns, editing, composition, sound for video, history of film and video, and the South African film and broadcasting industry.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE B TECH: PUBLIC RELATIONS MANAGEMENT

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Communication Science 4

Pre-requisites: None

Course Outline: The subject content explores Development communication (modernisation, dependency and participatory development), gender studies (feminism, language, work/home roles, PR and gender and culture), international communication (high/low context cultures, urbanisation, diversity in public relations practice, language management and culture and propaganda) and communication strategy (strategy and planning, stakeholders and strategic models).

Assessment: All assessments are compulsory.

Management Practice 4

Pre-requisites: None

Course Outline: This is an integrated subject in several respects. First, it takes a broad view of the environment, including buyers, competitors, technology, the economy, capital markets, unions, government and the community. Second, it takes the perspective of the organisation as a whole and examines how decisions in each functional area form a coherent business strategy. Third, it is concerned with the way these decisions are translated into organisational actions through individuals. It, therefore, draws on the disciplines of marketing, finance, economics, operations and organisational behaviour.

Assessment: All assessments are compulsory.

Media Studies 3

Pre-requisites: None

Course Outline: The subject aims to develop knowledge about management, particularly project managing communication projects. The subject introduces the student to critical thinking aimed at honing writing, editing and research skills. It generates awareness of message reception, based on media theories, develops project management skills and implements them in the corporate publication process and stretches them through interaction with the electronic media. It investigates the value as a social networker, the role of the website and its development from design to technical. Also included are the phenomena of blogging, facebook groups and web pull technology.

Assessment: All assessments are compulsory.

Public Relations 4

Pre-requisites: None

Course Outline: The subject provides students with in-depth knowledge of the strategic management of an organisation's corporate communication, as well as the strategic role to be played by senior communication executives. Activities are applied to broaden the students' perspective and challenge their thinking processes and traditional ideas of the subject area. Student are able to think independently, conduct strategic research in the field, and know how to strategically manage communication within the broad milieu of the entire organisation in order to contribute to its goal achievement, adaptation and survival in the turbulent world of the 21st century.

Assessment: All assessments are compulsory.

Research Methodology

Pre-requisites: None

Course Outline: The subject aims to introduce qualitative and quantitative social science research methods commonly used in public relations to identify and solve problems. A skills set to measure objectives, to conduct evaluations in public relations and to aid business decision-making by way of research activities is applied.

Assessment: All assessments are compulsory.

DEPARTMENTAL STAFF

Name	Position	Telephone	Fax	E-mail
Mr CV Botha	Head of Department	021 460 3448	021 469 1002	bothacv@cput.ac.za
Mrs H Mackenzie	Secretary	021 460 3447	021 460 3198	mackenzieh@cput.ac.za

ACADEMIC STAFF (PERMANENT)

Name	Qualifications
Head of Department	
Mr CV Botha	BCom (Marketing), MBA
Senior Lecturers	
Assoc Prof M M'Rithaa	B Des (Hons), MTech Design, HDHET, D Tech: Design
Dr AV Chisin	ND: Fine Art, NHD: Fine Art, M Ed, D Tech: Design
Lecturers	
Mr JM Coetzee	ND: Art & Des., NHD: Art & Des
Ms A Dahl	BA FA, HDE (Post-grad), MEd
Ms V du Preez	ND: Graph. Des, B Tech Graph. Des; Higher Diploma in Higher Education and Training, M Design
Mr W Hewett	ND: Prod. Man
Ms J Ruijsch van Dugteren	BAFA, History of Art (Hons)

DEPARTMENTAL STAFF

Name	Position	Telephone	Fax	E-mail
Town & Regional Planning				
Mr N Tapela	Head of Department	021 440 2252	021 440 2259	tapelan@cput.ac.za
Ms Z Fatyela	Secretary	021 440 2204	021 440 2259	fatyelaz@cput.ac.za

ACADEMIC STAFF (PERMANENT)

Name	Qualifications
Head of Department	
Mr N Tapela	BSc Hons (Geog & Reg. Plan.), Masters in Urban Plan, Pr. Pin
Senior Lecturers	
Ms B Verster	ND: TRP., B Tech: TRP, M Tech: TRP, Pr. Pin
Dr CV Madell	BA (Hons), MCRP, MSc LED, PhD, Pr. Pin
Lecturers	
Mr M Mokhele	BA URP, MCRP, Pr. Pin
Mr KJR Newman	BA Hons, Masters in Town & Reg. Plan, Pr Pin
Mr NRB Pinfold	B Tech: Surveying., Masters in Urban & Reg. Plan
Technician	
Mr R Moodley	ND: TRP, B Tech: TRP, Pr. Pin

QUALIFICATIONS OFFERED

Undergrad / Postgrad	Qualification Type	Qual Code	Qualification Name	Campus Offered	Minimum Duration (Years)	Work-Integrated Learning
Undergraduate	National Diploma	NDTNRP	ND: Town & Regional Planning	Cape Town	3 Years	1 year
Undergraduate	B Tech Degree	BTTNRP	B Tech: Town & Regional Planning	Cape Town	1 Year	n/a
Post-graduate	M Tech Degree	MTTNRR	M Tech: Town & Regional Planning	Cape Town	1 Year	n/a

ND: TOWN & REGIONAL PLANNING

Duration: Full-time – three years (including one year Work Integrated Learning in the second year of the course)

Venue: Cape Town Campus

Course Aim

The course equips students with the skills and knowledge required to fulfil the tasks of a planning technician, such as land appraisal, planning surveys, the analysis and presentation of data by means of maps, graphs, diagrams and sketches as well as all work, including legal procedures connected with planning processes in general.

Career Opportunities

The work of a town and regional planning technician is of diverse nature and embraces the making of informed decisions about the management, development and growth of cities, towns and regions, the improvement and regeneration of urban environments, the sustainable provision of basic services infrastructure, transport networks, housing, commercial centres, industrial areas, community facilities and leisure services, while being careful to protect the natural environment and agricultural land.

Town and regional planners and technicians are often employed by private planning firms, local and provincial authorities, state departments and non-governmental organisations.

Professional Registration

Professional registration with the South African Council for Town and Regional Planners is standard procedure in the interest of future employment.

Admission Requirements

Required Senior Certificate subjects:
Home Language 4 (50% – 59%)*
First Additional Language 4 (50% – 59%)*
One of these languages shall be English or Afrikaans*
Mathematics 4 (50%-59%)
Maths Literacy 5 (60% – 69%)

Recommended Senior Certificate subjects:
Geography 4 (50% – 59%)
Business Economics 4 (50% - 59%)
Economics 4 (50% – 59%)
Tourism 4 (50% – 59%)

ND: TOWN AND REGIONAL PLANNING

QUALIFICATION CODE: NDTNRP

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
1	Y	PLG 100M	Planning 1 (Mother)	C		5	0	0.000	C	Y
1	Y	PLG 100A	Urbanisation 1 (Module A)	C		5	14.04	0.117	C	Y
1	Y	PLG 100B	Settlement Planning (Module B)	C		5	14.04	0.117	C	Y
1	Y	CPS 100M	Computer Skills 1 (Mother)	C		5	0	0.000	C	Y
1	Y	CPS 100A	Computer Skills 1 (Module A)	C		5	5.04	0.042	C	Y
1	Y	CPS 100B	Computer Skills 1 (Module B)	C		5	4.92	0.041	C	Y
1	Y	COM 112S	Communication Skills 1	C		5	9.96	0.083	C	Y
1	Y	EMS 100S	Environmental Studies 1	C		5	12	0.100	C	Y
1	Y	ISP 100S	Infrastructure & Service Planning 1	C		5	12	0.100	C	Y
1	Y	PLD 200S	Planning Design Studio 2	C		5	12	0.100	C	Y
1	Y	PLS 100S	Planning & Society 1	C		5	12	0.100	C	Y
1	Y	PRA 101S	Planning Research & Analysis 1	C		5	12	0.100	C	Y
1	Y	PGS 100S	Planning Graphics 1	C		5	12	0.100	C	Y
2	Y	PPW200S	Planning Practice & Project Work 2	C		5	120	1.000	C	Y
3	Y	DPL300M	Development Planning 3 (Mother)	C		6	0	0.000	C	Y
3	Y	DPL300A	Real Estate Development 3 (Module A)	C		6	12	0.100	C	Y
3	Y	DPL300B	Housing Development & Policy Studies 3 (Module B)	C		6	12	0.100	C	Y
3	Y	ACA 300S	Advanced CAD 3	C		6	12	0.100	C	Y
3	Y	ENP300S	Environmental Planning 3	C		6	12	0.100	C	Y

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
3	Y	GIS 300S	Geographic Information Systems 3	C		6	12	0.100	C	Y
3	Y	ITP 300S	Infrastructure & Transport Planning 3	C		6	12	0.100	C	Y
3	Y	LEP 200S	Legal Principles 2	C		6	12	0.100	C	Y
3		PDS 300S	Planning Design Studio 3	C		6	24	0.200	C	Y
3		PLL200S	Planning Law 2	C		6	12	0.100	C	Y

Total number of subjects to be passed in order to obtain the National Diploma: 18

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
- Students who fail 50% or more of their subjects in any given year, or who fail any subject on the same level twice, will not be re-admitted to the course.
- A student registered for the National Diploma will be excluded if the qualification is not completed within the University's prescribed period of six registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Departmental Exclusion Panel acting on behalf of the Dean of the Faculty. Unresolved cases will be dealt with by the Faculty Panel, consisting of the Dean and Departmental HODs. The letter must give detailed reasons for the lack of progress, e.g.extenuating circumstances such as a death in the family, illness, etc and it must state what plans/strategies will be put in place to ensure success in the course. A copy of the death certificate must be attached if this is stated as the reason for the lack of progress.

In the event of a successful appeal, the student will be required to sign a performance contract and certain conditions are usually attached. If the student is re-admitted and continues to neglect to display academic progress to the satisfaction of the Department, the student will not be admitted for a further year of study at the University.

B TECH: TOWN & REGIONAL PLANNING

Duration: Full-time – one year
Part-time – two years

Venue: Cape Town Campus

Course Aim
The aim of the course is to prepare graduates to operate with greater independence than National Diploma graduates and to approach planning problems in a holistic manner, having regard for the nature of the profession which addresses land use, socio-economic, legal, environmental and managerial issues.

Career Opportunities
Town and regional planners are employed in both the private and public sectors, locally and abroad. The nature of the work varies from diverse and generalist tasks to specialised projects.

Generalisation or specialisation in the field is a matter of personal preference as the graduate develops in his/her career.

Professional Registration
Professional registration with the South African Council for Town and Regional Planners is standard procedure in the interest of future employment.

Admission Requirements
A National Diploma in Town & Regional Planning or a recognised equivalent qualification with an average of 60% in the third year of the course. In addition, two years' appropriate industry-related experience will be a recommendation.

B TECH: TOWN AND REGIONAL PLANNING

QUALIFICATION CODE: BTTNRP

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
4	Y	SSB 400S	City & Regional Planning 4	C	None	7	24	0.200	C	Y
4	S	CMS 400S	Community Studies 4	C	None	7	12	0.100	C	Y
4	Y	EMS 400S	Environmental Studies 4	C	None	7	24	0.200	C	Y
4	S	GIS 402S	Geographic Information Systems 4	C	None	7	12	0.100	C	Y
4	Y	MAN101M	Management (Mother)	C	None	7	0	0.000	C	Y
4	S	MAN 101A	Project Management (Module A)	C	None	7	12	0.100	C	Y
4	Y	MAN 101B	Urban Dev. Management (Module B)	C	None	7	12	0.100	C	Y
4	S	PLD 400S	Planning Design 4	C	None	7	24	0.200	C	Y

Total number of subjects to be passed in order to obtain the B Tech degree: 6

Academic Exclusion Rules and Appeal Procedure

Exclusion rules
A student will be excluded if the qualification is not completed within the University's prescribed period of four registered years from the date of first registration.

Appeal procedure
Students who are excluded may submit a letter of appeal to the Faculty Board requesting an extension of their registration.

M TECH: TOWN & REGIONAL PLANNING

Duration: A minimum of one calendar year full-time or two consecutive calendar years part-time and a maximum of five years, after which time the candidate will not be allowed to re-register or continue with his/her studies. Students who wish to interrupt their studies must apply to the Senate on the prescribed application form that is available on the University's website.

Venue: Cape Town Campus

Course Aim

Graduates develop the knowledge and skills required to conduct independent research in Town + Regional planning and to contribute significantly to knowledge production through the understanding, application and evaluation of existing and new knowledge.

Course Structure

This programme consists of a comprehensive full research project culminating in a thesis. For the duration of the course the student is placed under the guidance of an approved supervisor(s) who will assist and guide the candidate throughout his/her studies.

In their thesis, Masters' candidates must prove that they understand a particular problem in the industry in which they have done their research, are able to analyse and set it out logically, are able to arrive at logical conclusions or a diagnosis of the problem and are then able to make proposals for the improvement/elimination of the problem. The research problem, its justification, process and outcome are reported in a thesis. The thesis must comply with the normal general technical requirements and rules with regard to scope, quality and layout.

Career Opportunities

Graduates can follow a career in research and development in the industry, or be employed at research institutes. They are also employed in teaching and research positions in higher education institutions.

Admission Requirements

A B Tech: Town & Regional Planning or an equivalent four-year qualification in an appropriate discipline.

English proficiency

In addition to the criteria for admission, international students from countries where English is not the official language must demonstrate proof of English proficiency.

Approval by Higher Degrees Committee

The title of the dissertation/thesis, as well as the names and qualifications of the appointed supervisors, must be approved by the Higher Degrees Committee before a student can commence with his/her studies.

M TECH: TOWN AND REGIONAL PLANNING

QUALIFICATION CODE: MTTNRR

Period of Study	Year/Sem Subject	Subject Code	Subject Name	Compulsory or Elective	Pre-requisite Subject Codes	NQF Level	SAQA Exit Credit	HEMIS Credit	Assessment Type	Summative Assessment
5	Y	R5TP01R	Thesis	C	None	8	120	1.000	C	N/A

Total number of subjects to be passed in order to obtain the M Tech Degree: 1

Academic Exclusion Rules and Appeal Procedure

During the first and every subsequent year of study, the student must demonstrate academic activity to the satisfaction of the University. All supervisors of Masters and Doctoral students are required to submit progress reports for each student at the end of each year to the Faculty's Research Committee. A student shall be excluded from and refused re-registration for the course if, in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain progress in his/her studies or research project.

Interruption of Studies

Students who wish to interrupt their studies must apply to the Senate. The interruption of studies form (HDC 1.9) is available on the Centre for Post-graduate Studies website. Interruption of studies may not be applied for, and will not be granted, retrospectively.

CORE SYLLABI FOR THE NATIONAL DIPLOMA: TOWN & REGIONAL PLANNING

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

Advanced Cad 3

Pre-requisites:

Course Outline: Introduction to advanced CAD. Assessing different CAD systems useful to planners. Three-dimensional space in CAD: defining a user coordinate system, working with multiple viewports in 3D, working with views in 3D, interactive viewing in 3D and viewing in 3D. Preparing town plans with various CAD systems: use of digital maps, digitalising paper-based maps, scanning, vectorising, processing digital maps with various CAD systems and generating thematic maps. CAD and the internet: publishing 2- and 3-dimensional town plans on the internet.

Assessment: All assessments are compulsory.

Communication Skills 1

Pre-requisites:

Course Outline: Competent reading: read effectively, critically, purposefully and with understanding. Writing competently: write clearly, concisely, correctly and logically. Speaking competently: speak confidently, fluently, clearly and correctly; Effective listening: listen actively and with concentration. Effective business communications: how to write letters, faxes, business reports, memorandums and emails. Meetings and decision-making: giving notice and taking minutes. Career readiness training: compiling curriculum vitae, preparing for job interviews and interview etiquette.

Assessment: All assessments are compulsory.

Computer Skills 1 (Module A)

Pre-requisites:

Course Outline: Introduction to the use of computers and basic terminology. Using the internet as an academic support tool: internet terminology and tasks, search engines, websites, blogs, internet social tools, internet security and ethical issues. Use of commercial business software packages: word processing, spreadsheets, presentations and slide shows, database applications. Introduction to other useful software packages for planners: computer-aided design, geographical information systems, project management and graphic design software.

Assessment: All assessments are compulsory.

Computer Skills 1 (Module B)

Pre-requisites:

Course Outline: The advantages of using CAD as a design tool in planning. Getting to know the different CAD packages. Tasks in CAD: using basic commands and menus, controlling text in a drawing, coordinate systems, creating objects, editing methods, dimensioning, hatching, calculations, setting up print. Use of CAD in town planning: drawing site plans and large-scale layouts in a small township.

Assessment: All assessments are compulsory.

Environmetal Studies 1

Pre-requisites:

Course Outline: Introduction: area analysis, spatial analysis, physical and human systems and describing the earth. Geomorphology: plate tectonics, earthquakes and volcanoes, weathering and slopes, drainage basins and rivers, coasts, and rock types and landforms. Weather and climate: energy and weather, atmospheric moisture and precipitation, circulation patterns and climate. Biochemical cycles and the biosphere: biochemical cycles, soils, ecology and ecosystems.

Assessment: All assessments are compulsory.

Geographic Information Systems 3

Pre-requisites: None

Course Outline: Fundamentals of GIS: understanding the nature of GIS and getting to know the GIS community, historical development of GIS, the different components of a GIS, functions, benefits, costs and disadvantages of GIS. Spatial concepts: fundamental geographic concepts and cartographic elements. Spatial data: types of data in GIS, raster data & vector data, points, lines and polygons, geographic data models in ArcView and data & spatial relationships. GIS Hardware & software: fundamentals of data storage, hardware and GIS software features. Data input, analysis and output. Practical applications of GIS.

Assessment: All assessments are compulsory.

Housing Development & Policy Studies 3

Pre-requisites:

Course Outline: Establishing a theoretical framework for the study of housing policy and strategy formulation. The need for government intervention in the housing delivery process: the equity and political motive, market failure and housing as a macroeconomic policy instrument. A contextual analysis of housing policy in South Africa. Sustainable housing delivery systems: the informal settlement, self-help housing and incremental upgrade, private and public rental housing and inner-city renewal. Role players: government, housing financing institutions, housing institutions and the societal dimension of housing development. Management: the housing development process, housing construction and technology, managing housing development projects. Strategy analysis and choice: assessing the impact of housing policy and strategy.

Assessment: All assessments are compulsory.

Infrastructure & Services Planning 1

Pre-requisites:

Course Outline: Introduction to infrastructure planning. The surveying of land: the South African co-ordinate system and calculations, cadastral information, topographical plans and maps, cadastral documentation. Infrastructure and urban service provision: urban water supply, road design and storm-water management, sewerage and the management of solid waste. Road and other transport infrastructure: movement networks and the roads hierarchy, airports and harbours.

Assessment: All assessments are compulsory.

Infrastructure & Transport Planning 3

Pre-requisites: None

Course Outline: Existing Transport conditions in the Developing World: case study overviews, integrated and sustainable transport for urban environments. Urban non-motorised transport (NMT): policies and planning mechanisms. Public transport: importance of public transport. Performance measures, modal choice/split, end-user groups – commuters, passengers, special needs passengers, bus rapid transit. Public transport infrastructure: public transport interchanges, public transport ranks, shelters, park & ride facilities. Alternative/latest technology for public transport to be finalised.

Assessment: All assessments are compulsory.

Legal Principles 2

Pre-requisites:

Course Outline: Introduction to the general principles of law and government. The law of property: ownership, co-ownership and limitations on ownership, acquisition of ownership, protection and termination of ownership, possession and holdership, limited real rights including servitudes, restrictive conditions and real securities. Statutory land use: sectional titles, shareblocks, time-sharing and housing development for retired persons. Constitutional property law: constitutional property law and Section 25 property rights. Contracts related to property: general principles of contract, sale and the lease of immovable property. The town planning enterprise and the law: forms of business enterprises and aspects of labour law. Professional services: the law of agency, procurement and dispute resolution. Professional registration: professional conduct, ethics and registration issues for planners.

Assessment: All assessments are compulsory.

Planning & Society 1

Pre-requisites:

Course Outline: The aim of this course is to create awareness and encourage debate amongst students around urban economic, political and social issues. Introduction to planning and society. Economic theory: economic terms and concepts, economic systems, the development of economic thought, micro-economic principles, supply and demand and production. Social issues: urban culture.

Assessment: All assessments are compulsory.

Planning Design Studio 2

Pre-requisites:

Course Outline: To introduce students to a range of site assessment techniques and elementary design skills through its practical application in residential developments. Introduction to the planning design studio. Focus areas of design in planning: site development plans, layout plans and spatial development frameworks. Site analysis: assessing the impact of site configuration, circulation patterns, local climate, shape, slope, and geo-technical conditions on development. Concept formation and programme formulation. Plan formation: concept plans, local area concept plans, site concept plans, layout plans, local area layout plans and site layout plans. Application of plan formation principles in residential developments: layouts for residential townships and single site developments. Design within the public realm.

Assessment: All assessments are compulsory.

Planning Design Studio 3

Pre-requisites:

Course Outline: The planning design studio and practical applications. The layout planning process: site assessment, concept formation, plan formation, determining layout plan requirements and community standards, and the site layout plan guidelines. Application of layout planning principles in residential, industrial and commercial township developments. Site development plans: site assessment including an evaluation of physical, legal and locational factors on site plan making. Application of site planning principles in the development of shopping centres, commercial developments and industrial parks. Spatial development frameworks: strategic planning framework; the place of spatial development frameworks in the spatial development hierarchy, and urban and spatial development principles. Application of spatial development principles in the development of a neighbourhood area spatial development plan and sites with mixed use potential. Low-cost housing and in-situ upgrading.

Assessment: All assessments are compulsory.

Planning Graphics 1

Pre-requisites: None

Course Outline: The aim of this course is to expose students to a number of practical exercises in order to develop and improve students' general drawing and design skills.

Course Outline: Students need to complete the following exercises satisfactorily: Lines and lettering, scale drawings, plans and elevations, freehand sketching, colouring, and projections and sections.

Assessment: All assessments are compulsory.

Planning Law 2

Pre-requisites:

Course Outline: Planning law concerns. Planning law and administration in South Africa: planning and the legal system, planning law history, administrative institutions, and the role of public participation in planning. Principles of planning law: land use, land development, planning frameworks, and removal of restrictive title conditions. Planning law and sustainable urban development: environmental and bio-regional planning and the promotion of sustainable local government, shelter provision, economic development, public transport and land reform.

Assessment: All assessments are compulsory.

Planning Practice & Project Work 2

Pre-requisites:

Course Outline: The Town and Regional Department integrates its student internship programme during year two of their three-year diploma. The Department has a thick network of non-formalised partnerships in industry, NGOs and other universities, both national and international. The nature of partnerships are focused on placement of student interns for WIL, promotion and facilitation of planning research and collaborations in teaching, sourcing of guest and part-time lecturing, providing research, community outreach and service learning opportunities and joint conception and implementing of structured student studio project sites and facilitation. The duration of the experential training period of WIL is approximately 42 weeks (1year) beggining in Jan/Feb

Assessment: All assessments are compulsory.

Planning Research & Analysis 1

Pre-requisites:

Course Outline: The role of research in planning. Research problems, design and processes. Map and airphoto interpretation. Map reading, cartography, photogrammetry and photo interpretation. Introduction to basic statistical techniques for planners: frequency distribution, correlation, probability distributions and sampling. Surveys relevant to planning: land use, transport, housing, urban heritage, population and socio-economic surveys. Environmental analysis: physiography and landforms, climate, water, soil, rock, flora, fauna, and ecological footprints and indicators. Socio-economic analysis: demography, migration, gender and age composition, dependants and dependency ratios, income and employment, poverty and use of indicators.

Assessment: All assessments are compulsory.

Real Estate Development 3

Pre-requisites:

Course Outline: Introduction to land investment and development, principles of feasibility and market analysis and principles of financial feasibility. Analysis of performance characteristics of a subject property: institutional, physical and locational attributes. Analysis of the market to be served: urban structure and land markets, economic base analysis, property market dynamics and estimating property demand and supply. Quantifying project productivity: real estate mathematics, investment appraisal techniques, land valuation and real estate software and spreadsheet applications. Applications: analysis of proposed residential, retail, office, industrial and mixed use developments. Additional topics: property development vehicles, financing, marketing and feasibility report writing.

Assessment: All assessments are compulsory.

Settlement Planning

Pre-requisites:

Course Outline: A historical overview of urban planning and policy, and new towns. Planning principles: land use and development control, land development and principles of layout planning, and growth management and strategic planning frameworks. Planning responses to contemporary urban problems: urban reconstruction, local economic development, sustainable housing provision and informal settlement upgrade, sustainable urban transport provision, environmental impact assessment and sustainable urban development. Planning and the urban community: urban power relations and conflict management.

Assessment: All assessments are compulsory.

Urbanisation 1

Pre-requisites:

Course Outline: Introduction to town and regional planning theory. An overview of urbanisation: origin and evolution of settlements systems, Third World urbanisation, migration and urbanisation, and urban land use. Urban development processes: the impact of globalisation on the development of commercial, industrial, residential and recreational spaces. The impacts of globalisation on local areas: urban decay, unemployment, traffic, transport, poverty, health, liveability, housing and environmental problems. Urban management issues: urban governance and politics.

Assessment: All assessments are compulsory.

CORE SYLLABI FOR THE B TECH: TOWN & REGIONAL PLANNING

Please note that the details below are a summarised version of the syllabus. Please refer to the individual subject guides for more detail.

City & Regional Planning 4

Pre-requisites: None

Course Outline: History of planning: introduction, Greek and Roman, Medieval Europe and Renaissance, early industrial cities and responses to them. Modern planning: planning professionalised and critiques of modern planning. Planning theories: rational comprehensive planning, advocacy planning, permissive planning, mediation as planning, strategic planning, systems planning, systemic planning and an introduction to contemporary writings. Presentations and articles for new planning principles: advanced/contemporary planning theory, professionalism and planning, and ethics and planning.

Assessment: All assessments are compulsory.

Community Studies 4

Pre-requisites: None

Course Outline: Planning and community development. Theoretical, conceptual and institutional issues. Modes of production, social formations and varieties of community organisation. The basis of community development (globalisation) in a globalising world. The repertoire of governance strategies: communities, the state and markets. Community participation in planning: coalitions and partnerships. Sustainable livelihoods: rural-urban and the Straddle factor. Local economic development: theory and practice. LED strategies, policies and initiatives: international, regional and local. Case studies. Research and development issues in LED. Institutional and governance Issues: constitutional and local governance contexts. Role of the state, NGOs and CBOs. Conflict resolution and mediation and case studies. Urban and rural restructuring: local responses.

Assessment: All assessments are compulsory.

Environmental Studies 4

Pre-requisites: None

Course Outline: Environmental pressures on planet Earth: introduction. Living beyond our means and resource economics. Ecosystems: ecosystems and how they work, impacts on and changes in ecosystems, food chains and food webs, mountain systems and management, freshwater systems and management, coastal systems and management, and biomes. Guidelines and strategies for the management of the environment: strategic environmental assessments, integrated environmental management, environmental impact assessments, environmental legislation and policies, and public participation and conflict resolution. Case studies of development in sensitive areas.

Assessment: All assessments are compulsory.

Geographic Information Systems 4

Pre-requisites: None

Course Outline: Define and study an urban planning problem using GIS. Implement effective, efficient and responsive GIS project management skills. Utilise advanced geospatial analysis skills. Developing a geodatabase. Model building. Developing a GIS portfolio piece.

Assessment: All assessments are compulsory.

Planning Design 4

Pre-requisites: None

Course Outline: Planning theory: planning principles, components of a city (natural versus urban), design with nature, new planning principles and conflict resolution. Development management and the planning hierarchy (package of plans): introduction, overview and theory of plan making, high level planning, intermediate/mid-level planning, environmental impact management, regulatory framework, detail level/site-specific planning, case studies and presentations.

Assessment: All assessments are compulsory.

Project Management

Pre-requisites: None

Course Outline: The role of project management in planning & development. The project framework and the project environment. Project management and the project manager. Project organisations. Skills management. Project implementation planning. Procurement, contracting and the use of professional services. Project finance and financial management. Project management systems. Managing people in project organisations. Contemporary issues in development management.

Assessment: All assessments are compulsory.

Urban Development Management

Pre-requisites: None

Course Outline: The context and foundations for urban development: development management and the urban development cycle, development law and management, political and institutional framework of development management, community participation, empowerment and leadership, project management and design. Institutional dimensions of urban development: structuring of delivery, urban development partnerships, problem-solving techniques, advanced problem-solving techniques, project finance and the role of external funding in urban development management, approaches to outsourcing and procurement. Electives: various dimensions of urban development: poverty and sustainable livelihoods, public health challenges and HIV/AIDS, gender and urban development, community safety and public security, area-based local economic development, housing and in-situ upgrading, and land reform.

Assessment: All assessments are compulsory.

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