

## STUDENT NOTICE

### ASSESSMENTS

1. You will write at least three assessments and one formal examination.
2. If you are absent for a test or do not submit an assessment, you will be given a score of 6 (six). You will only be reassessed if (and only if) you produce a doctor's note within 5 working days of the assessment date. No other excuses will be tolerated.
3. A re-assessment or a late submission or a special examination will not be awarded a score of more than 50%.
4. You will fail (or be dismissed) if you are absent for more than 20% of lectures. Lecturers will require you to sign a register at random intervals. This is University policy.
5. You will be suspended from studies for two years if you are found guilty of copying.
6. Your final results are issued by the examination section. Although our lecturers are not compelled to divulge marks, they may publicise a comprehensive mark sheet. We are not allowed to supply individual marks in writing.

### REGISTRATION

- It is the student's responsibility to ensure that she/he is correctly registered. Please resolve all registration issues within two weeks of the start of a semester. Students are not allowed to attend lectures if they are not registered for a module.

### SUPPLEMENTARY EXAMINATIONS

- Supplementary examinations will be written soon after examination scripts are marked. Students are requested to remain on campus to check the status of their results.
- Problems will not be attended to in the new semester or the New Year. Resolve your problems before leaving.
- Supplementary examination dates will be posted timeously on our notice boards. Failure to comply with these dates will not be tolerated.
- If a student wishes to continue with his/her studies after graduation, he/she must follow the normal application procedure.

ISSUED BY HOD: Prof Vijay Rugbeer