

**CENTRE FOR AFRICA STUDIES  
POLICY AND PROCEDURES FOR POSTGRADUATE ADMISSIONS,  
TEACHING AND RESEARCH**

**ADMISSION TO BACHELOR HONOURS DEGREE**

**1. What do we expect from Honours applicants?**

As the initial postgraduate specialisation qualification, the Bachelor Honours Degree prepares students for research based postgraduate study. The qualification serves to consolidate and deepen the student's expertise in a particular discipline, and to develop research capacity in the methodology and techniques of that discipline. The qualification demands a high level of theoretical engagement and intellectual independence and includes conducting and reporting research under supervision (NQF Level 8).

The following level descriptors apply to Honours study:

**Scope of knowledge:**

- knowledge of and engagement in an area at the forefront of a field, discipline or practice;
- an understanding of the theories, research methodologies, methods and techniques relevant to the field, discipline or practice; and an understanding of how to apply this knowledge in a particular context.

**Knowledge literacy:**

- an ability to interrogate multiple sources of knowledge in an area of specialisation, and to evaluate knowledge and processes of knowledge production.

**Method and Procedure:**

- an understanding of the complexities and uncertainties of selecting, applying or transferring appropriate standard procedures, processes or techniques to unfamiliar problems in a specialised field, discipline or practice.

**Problem solving:**

- an ability to use a range of specialised skills to identify, analyse and address complex and/or abstract problems drawing systematically on the body of knowledge and methods appropriate to a field, discipline or practice.

**Ethics and professional practice:**

- an ability to identify and address ethical issues based on critical reflection on the suitability of different ethical value systems to specific contexts.

**Accessing, processing and managing information:**

- an ability to critically review information gathering, evaluation and management processes in specialised contexts in order to develop creative responses to problems and issues.

**Producing and communicating information:**

- an ability to present and communicate academic, professional or occupational ideas and texts effectively to a range of audiences, offering creative insights, rigorous interpretations and solutions to problems and issues appropriate to the context.

**Context and systems:**

- an ability to operate effectively within a system, or manage the system based on an understanding of the roles and relationships between elements within the system.

**Management of learning:**

- an ability to apply in a self-critical manner learning strategies which effectively address own and others' professional and ongoing learning needs.

**Accountability:**

- an ability to take full responsibility for own work, decision making and use of resources, and full accountability for the decisions and actions of others where appropriate.

## **2. Admission requirements**

- An appropriate Bachelor's Degree or four year Diploma with relevant majors in disciplines related to Africa Studies.
- Minimum of 60% in each of the major subject(s) related to Africa Studies in the final year of the undergraduate degree.
- Motivation (in student's own words) why he/she wishes to enroll for this programme.
- Admission is subject to approval by the Programme Directorate.

## **3. Procedures for application**

Applications should be sent to the programme officer (Ms Kamo Dipico, dipicokk.@ufs.ac.za).

The following documentation must be completed:

- University application form
- Form DV3 (registration form) (if student was registered at the UFS in previous year)
- Centre application form
- Deposit slip of application fees (in the case of new students)
- 2 ID/passport photos
- ID document / passport (certified)
- CV
- Certified copies of certificates
- Academic record (certified)
- Motivation for applying

Students are notified of acceptance and a timetable of seminars is circulated. Registration takes place. Students attend class four times per year in block sessions and will be required to participate in research seminars, presentations, and discussion during those times. Honours modules are year modules assessed at the end of each year. **Attendance**

**of contact sessions is compulsory. Study material will be obtained during the contact sessions.**

#### **4. Student support and academic development**

Students undergo language testing when they come for the first contact session. Special sessions during the contact time may be scheduled to assist students in sharpening their writing and research skills. The Centre's Honours and Master's courses on methodology are aimed specifically at promoting students' skills in respect of proposal and report writing. Research proposals are presented to a panel of experts in May/July of each year. Structured guidance is provided until then as a means of improving throughput rates. Seminars may also be scheduled periodically on specific topics to facilitate student progress, e.g. developing argumentation skills. Some statistical training at the appropriate level may also be provided, where necessary.

#### **5. Assessment**

Assignments are graded according to standardised Centre guidelines (see orientation portfolio). Mini-dissertations are also assessed according to standardised criteria (see portfolio). All assignments are internally moderated and all exam papers are externally moderated. The mini-dissertation is assessed by one internal and one external assessor.