

UNIVERSITY OF THE
FREE STATE
UNIVERSITEIT VAN DIE
VRYSTAAT
YUNIVESITHI YA
FREISTATA



UFS
THE HUMANITIES

FACULTY OF THE HUMANITIES

Department of Psychology



GUIDE FOR PSYCHOLOGY STUDENTS

2020

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Welcome

Welcome to the Department of Psychology!

The Department of Psychology is one of the largest departments at the University of the Free State (UFS), with students from the Faculties of the Humanities, Economic and Management Sciences, Health Sciences, Natural Sciences, Education, Law, and Theology.

The Department aims at enhancing Psychology as an academic discipline and profession, and offers high-quality teaching that prepares students for the demands of the South African society. Furthermore, the Department does relevant research that contributes to enhancing Psychology as science. Lastly, the Department is involved in various community initiatives in the form of service and learning in and with the community.

Admission requirements

Students who comply with the general admission requirements of the UFS can enrol for undergraduate modules in Psychology. No particular Grade 12 subjects are required for studying Psychology.

Students who are interested in furthering their studies in Psychology can enrol for any undergraduate programme (e.g. B.Soc.Sc., B.A., B.Ed., B.Sc.), with Psychology as a major. Students majoring in Psychology are advised to compile their learning programme in such a way (with additional majors and electives) that they can gain entry into other professions and opportunities such as Industrial Psychology, Communication Science, Education, and Biological Sciences.

How do I become a psychologist?

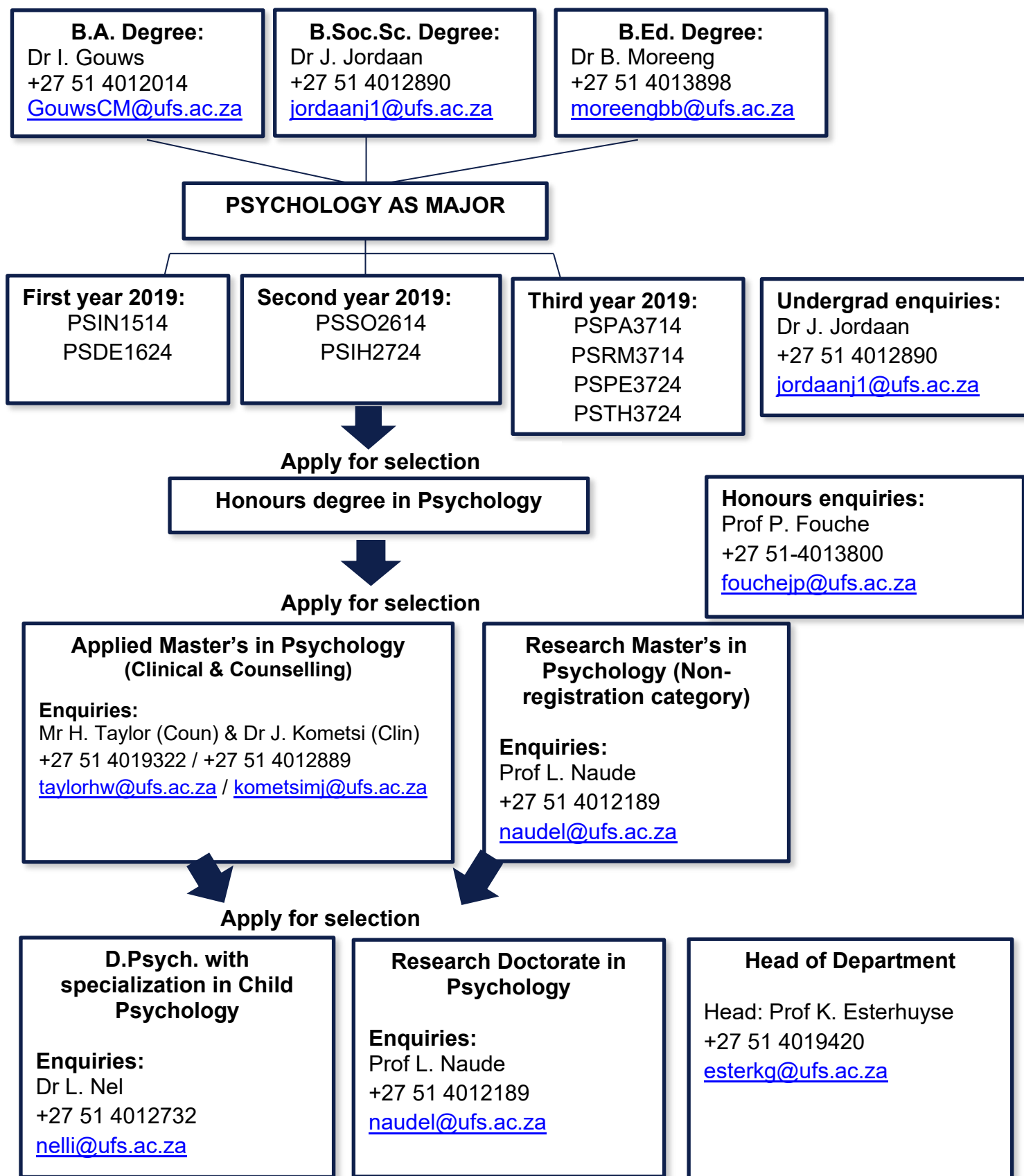
Psychology is a field chosen by students with differing interests and personalities. Some psychologists are reflective introverts who can listen very well; others are warm extroverts who are genuinely interested in their clients. So, whether you are curious, intellectual, empathetic, serving, analytical, or playful, you may be suited for this career. Of course, a crucial first step is to complete a career assessment with a registered psychologist to ensure that you are a good match to the profession. An important factor to take into account in choosing Psychology as a career is that it takes **at least seven years** of studying before you can register as a psychologist.

Psychology is not offered as an independent degree. Most students study either a B.Soc.Sc. or a B.A. degree and combine Psychology with various other subjects. The degree that you enroll for would depend on your specific interests. After completing your undergraduate degree (which ideally takes three years), you can apply for an Honours in Psychology. **Since you need to be selected for this degree, you will have to work hard and perform well in your undergraduate studies.** The Honours degree takes one year for full-time students and two years for part-time students.

After completing the Honours degree, you can apply for the Applied Master's Programme (clinical or counselling psychology). **You also need to be selected for this course.** Selection for the applied master's degree is quite strict and depends on a number of factors, such as academic performance, emotional stability, maturity and empathy. Usually the selection process involves various activities, including panel interviews. The Applied Master's degree consists of course work, a research (mini-) dissertation, and an internship year. After completing the internship, students in the **clinical** category will have to complete a community service year. Only students who successfully complete the master's degree can write the Board examination (offered by the Health Professions Council of South Africa) to register as psychologists.

However, there are alternative routes available to students in Psychology. For example, you can enroll for a research master's in Psychology to complete a full dissertation, instead of doing an applied master's degree.

It would be best to consult with the Department of Psychology to obtain more information on alternative career choices.



Undergraduate modules 2020

EXIT-LEVEL OUTCOMES – UNDERGRADUATE PROGRAMME IN PSYCHOLOGY

On the successful completion of this programme, students should be able to:

- Communicate effectively by applying the theoretical discourse of psychology as science;
- Contribute to the full personal development and psychological wellbeing of others by applying the theoretical foundation of positive psychology and understandings of human resilience;
- Explain the nature and basic functioning of various physiological systems of the human body and describe the influence of these systems on human behaviour;
- Identify and analyse the nature, description, and classification of psychopathology as field of study;
- Distinguish between the different paradigms and theories on personality development and behaviour that have contributed to existing Western as well as African and Eastern corpora of knowledge on psychology;
- Discuss the study of normal human development from conception to old age with specific reference to physical, cognitive, personality and social development;
- Describe the principles underlying psychological counselling and utilise critical and creative thought in applying a therapeutical model and therapeutic techniques to a particular therapeutic scenario;
- Demonstrate an understanding of the world as a series of related systems by applying basic socio-psychological notions on interpersonal interactions and relationships within the South-African context and by discussing how certain psychosocial characteristics play a role in the development and maintenance of healthy personal relationships; and
- Gather, analyse, organise and critically evaluate information by using the basic concepts of research methodology as applied to social and behavioural sciences.

All of the abovementioned outcomes have been established in professional ethics (as approved by psychologists all over the world) and contextualised for a multicultural South African context.

Various modules are presented on undergraduate level. **Students taking Psychology as major have to take all modules.**

First year

CODE	NAME OF MODULE	NQF level	Credits
PSIN 1514 First semester	Introduction to Psychology: This module aims at exposing students to a basic introduction to psychology as science. <ul style="list-style-type: none"> Module coordinator: Mrs I. Kruger, SG 106, Tel: +27 51 401 3264, krugeris@ufs.ac.za 	5	16
PSDE 1624 Second semester	Developmental Psychology: The aim of this module is to introduce students to the study of normal human development, from conception to old age. The various domains of development (physical, cognitive, personality and social) are covered, as well as important theories and controversies related to these. The module concludes with a study of the factors concerning risk and resilience in children. Students will be required to apply their knowledge to case studies. <ul style="list-style-type: none"> Module coordinator: Mrs P.O. Tonono, SG 102, Tel: +27 51 401 2514, mogatleop@ufs.ac.za 	6	16

Second year

CODE	NAME OF MODULE	NQF level	Credits
PSSO 2614 First semester	Social Psychology: The aim of this module is to provide students with an understanding of the importance of personal relationships for overall functioning and well-being. An additional aim is to provide an understanding of how certain psychosocial features play a role in the development and maintenance of healthy personal relationships. Particular attention is paid to the application of basic social psychological concepts to interpersonal interactions and relationships within the South African context. <ul style="list-style-type: none"> Module coordinator: Mrs P.O. Tonono, SG 102, Tel: +27 51 401 2514, mogatleop@ufs.ac.za 	6	16

PSIH 2724 Second semester	Introduction to Health Psychology: The overall aim of this module is to provide learners with a basic knowledge concerning the nature of various biological systems and functions, as well as how these influence human behaviour. <ul style="list-style-type: none"> Module coordinator: Mr H. Taylor, SG 204, Tel: +27 51 401 9322, taylorhw@ufs.ac.za 	7	16
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Third year

CODE	NAME OF MODULE	NQF level	Credits
PSPA 3714 First semester	Psychopathology: The aim of this module is to introduce students to the basic theoretical knowledge of the nature, description and classification of conditions within the study of abnormal psychology. <ul style="list-style-type: none"> Module coordinator: Dr M.J. Kometsi, SG 203, Tel: +27 51 401 2889, kometsimj@ufs.ac.za 	7	16
PSRM 3714 First semester	Research Methodology: The aim of this module is to provide a general introduction to research methodology in social and behavioural sciences. One can identify three main components in the execution of any research project in these sciences, i.e.: <ul style="list-style-type: none"> planning or designing a project where information is gathered for investigating particular research problems, gathering this information according to the design, and analysing the information that was gathered. <ul style="list-style-type: none"> Module coordinator: Dr J. Jordaan, SG 4, Tel: +27 51 401 2890, jordaanj1@ufs.ac.za 	7	16
PSPE 3724 Second semester	Personology: The aim of the module is to introduce students to the different paradigms and theories concerning personality development and behaviour that have contributed to the existing Western as well as African and Eastern corpus of knowledge on psychology. <ul style="list-style-type: none"> Module coordinator: Dr N.T. Pule, SG 105, Tel: +27 51 401 2689, pulent@ufs.ac.za 	7	16

PSTH 3724 Second semester	<p>Introduction to Psychotherapy and Ethics: The aim of this module is to equip students with the skills for effectively helping clients by:</p> <ul style="list-style-type: none"> ○ know and apply the key aspects and techniques surrounding therapeutic intervention, ○ explain a basic therapeutic process and apply relevant theory on a case, ○ facilitate a therapeutic dialogue, ○ contextualise the therapeutic self as well as the therapeutic relationship, ○ apply a variety of psychotherapeutic approaches to a case-study and ○ demonstrate ethical sensitivity <ul style="list-style-type: none"> • Module coordinator: Dr L. Nel, SG 209A Tel: +27 51 401 2732, nelli@ufs.ac.za 	7	16
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Honours Programme 2020

The Honours Programme at the Department of Psychology offers students in-depth theoretical understanding of Psychology as a discipline, the opportunity to conduct a research project, as well as practical exposure to community engagement and service-learning activities.

After completion of the Honours Programme, students can apply for admission (subject to selection) to postgraduate training in professional psychology (Master's in Applied Psychology) or academic psychology (Master's in Research).

The duration of the programme is one academic year for full-time students or two academic years for part-time students. Students who want to complete the programme in more than two years will have to apply for special permission.

Certain modules are offered during the day and others during the evening. Day and evening modules rotate annually. Full-time students are expected to attend both the day and evening classes. Part-time students are accommodated in the late afternoons or early evenings. Classes mostly commence at 16:00 in the late afternoons. All students are expected to attend contact sessions on a weekly basis (**the programme is not presented via distance learning**).

Most modules involve one three-hour contact session per week. For certain modules, practical opportunities and service-learning activities will be scheduled as well. At the commencement of each module, the lecturer will provide an outline of the module.

The contact sessions for this programme will only be in English. All learning guides and assessment activities will be available in English and Afrikaans.

SELECTION PROCESS FOR THE HONOURS PROGRAMME IN PSYCHOLOGY

Prospective students are subjected to a selection process. Information regarding the selection process is available on the Department's website (www.ufs.ac.za/psy) or from the following people:

- Programme Coordinator:
Prof P. Fouche, SG 108, Tel: +27 51 401 3800, fouchejp@ufs.ac.za
- Administrative officer:
Mrs A. Denobili, SG 109B, Tel: +27 51 401 9314, denobilia@ufs.ac.za

EXIT-LEVEL OUTCOMES – HONOURS PROGRAMME IN PSYCHOLOGY

On completion of this qualification, students will be able to:

- Apply quantitative and qualitative research principles, methodological tools and practical skills to competently plan, create, conduct and report on a research project of limited scope in the field of psychological research;
- Plan, conduct and evaluate a psychosocial intervention regarding specific contemporary psychosocial issues in a community setting;
- Apply in-depth theoretical learning of normal human development throughout the lifespan to real-life situations;
- Use critical and creative thinking to discuss, apply and critically evaluate various approaches to psychotherapy;
- Portray an ethical sensitivity toward a variety of therapeutic situations;
- Demonstrate understanding, knowledge and skill in the psychological assessment process of administering, scoring and interpreting of selected psychological measuring instruments in an ethical and professional way; and
- Portray an integrative understanding of and theoretical approaches to psychopathology during childhood, adolescence and adulthood.

The Honours programme consists of seven modules. Enrolled students should complete **ALL** of the modules.

Year modules

CODE	NAME OF MODULE	NQF level	Credits
PSHA 6804 Year module	Advanced Psychological Assessment: The aim of this module is to equip the student with advance knowledge of and skills in the ethical and professional conducting, value allocation, and limited interpretation of selected psychological measuring instruments. The following assessment domains are covered: visual-motor integration, intelligence, interest, aptitude, and personality. <ul style="list-style-type: none"> Module coordinator: Dr N.T. Pule, SG 105, Tel: +27 51 401 2689, pulent@ufs.ac.za 	8	16
PSHC 6804 Year module	Community and Social Psychology: The aim of this module is to equip students with the theoretical underpinnings and analytic skills relating to community psychology in order to plan, conduct and evaluate a psychosocial intervention regarding specific contemporary psychosocial issues. <ul style="list-style-type: none"> Module coordinator: Prof P. Fouche, SG 108, Tel: +27 51 401 3800, fouchejp@ufs.ac.za 	8	16
PSHM 6804 Year module	Advanced Research Methodology: This module aims to provide students with advanced knowledge regarding research methodology and methods in the social and behavioural sciences. Quantitative and qualitative approaches within the main umbrella paradigms and philosophical underpinnings that guide research will be addressed. Students will have to be able to select an appropriate paradigm and research design and coherently apply different advanced methodologies/techniques in the field of psychological research. <ul style="list-style-type: none"> Module coordinator: Dr P. Naidoo, SG 104, Tel: +27 51 401 2340, naidoo@ufs.ac.za 	8	16
PSHR 6808 Year module	Applied Research Methodology: The aim of this module is to provide students with knowledge to understand the underlying principles of research. Furthermore, students will be equipped with the practical skills and methodological tools to competently plan, conduct and report on the research process. <ul style="list-style-type: none"> Module coordinator: Dr P. Naidoo, SG 104, Tel: +27 51 401 2340, naidoo@ufs.ac.za 	8	32

First semester modules

CODE	NAME OF MODULE	NQF level	Credits
PSHD 6814 First semester	<p>Advanced Developmental Psychology: The aim of this module is to equip students with in-depth understanding of normal human development throughout the life span. This includes knowledge of the issues and theories of development, in-depth knowledge of the different areas in development, as well as knowledge of the life stages and development tasks from conception to death. Students are also expected to develop the skill to integrate and apply the above-mentioned to case studies.</p> <ul style="list-style-type: none"> Module coordinator: Dr F. Tadi, SG 6, Tel: +27 51 401 9313, tadinf@ufs.ac.za 	8	16
PSHT 6814 First semester	<p>Advanced Psychotherapy and Ethics: The aim of this module is to equip students with advanced knowledge of various psychotherapeutic approaches, and the ability to critically evaluate the suitability of these approaches in various contexts. In addition to this, students are expected to demonstrate the competence to approach complex dilemmas that might arise during a psychotherapeutic process with the needed ethical sensitivity and responsible practice. Students are also encouraged to reflect on their own professional development as future therapists.</p> <ul style="list-style-type: none"> Module coordinator: Prof L. Naudé, SG 111, Tel: +27 51 401 2189, naudel@ufs.ac.za 	8	16

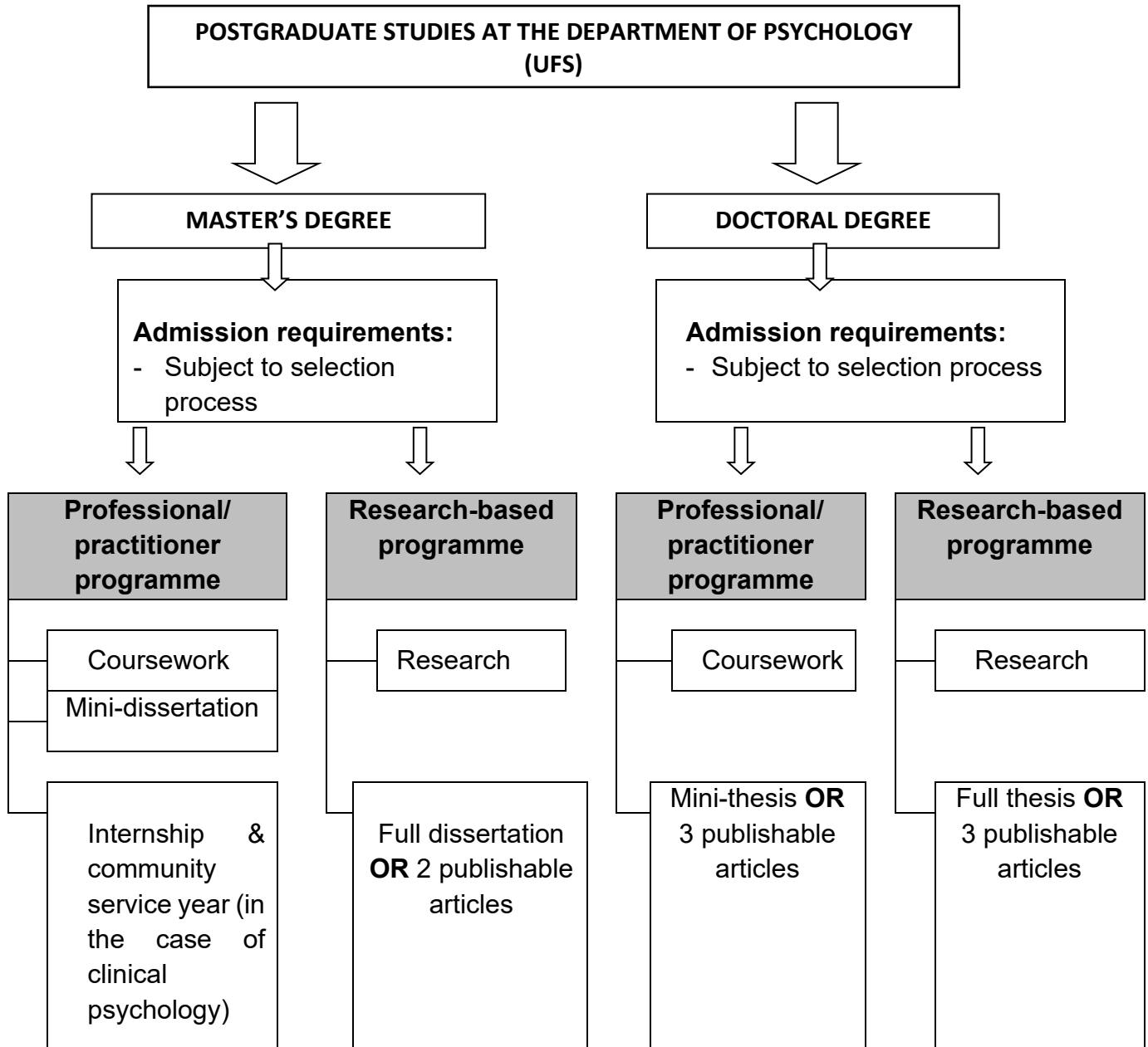
Second semester module

CODE	NAME OF MODULE	NQF level	Credits
PSHP 6824 Second semester	<p>Advanced Psychopathology: The aim of this module is to sensitise and train students on both theoretical and applied levels concerning the biological, psychological and social mechanisms and interactions involved in the development, clinical description, cause and treatment of various psychological disorders during childhood (including adolescence) and adulthood.</p> <ul style="list-style-type: none"> Module coordinator: Mr H. Taylor, SG 204, Tel: +27 51 401 9322, taylorhw@ufs.ac.za 	8	16

Master's and doctoral studies 2020

ADMISSION REQUIREMENTS FOR POSTGRADUATE STUDIES IN PSYCHOLOGY

A brief outline as to the categories and admission requirements for each degree is represented in the following flowchart:



Applied Master's Programme 2020

This programme entails a professional qualification leading to registration as a psychologist (clinical or counselling) with the Professional Board for Psychology (HPCSA). It takes at least three years for a Clinical psychologist (first year theory; one year internship and one year community service) and at least two years for a Counselling psychologist (first year theory and one year internship) as well as the submission of a mini-dissertation OR one publishable article and the successful completion of the Board Exam before someone can register as a Psychologist.

The theoretical training in the first year of study entails a wide spectrum of therapeutic, assessment, diagnostic and community-intervention strategies and knowledge. Students offer therapeutic services to the public in different practices specialising in the assessment, intervention and development of children, adolescents and adults respectively. The second year entails an internship for which students must apply at various internship organisations.

SELECTION PROCESS FOR THE APPLIED MASTER'S IN PSYCHOLOGY

Because of the limited number of internships available, prospective students are subjected to a selection process. Information regarding the selection process is available from the following people:

- Programme Coordinators:
 - Mr H. Taylor (Counselling), SG 204, +27 51 401 9322, taylorhw@ufs.ac.za
 - Dr M.J. Kometsi (Clinical), SG 103, +27 51 401 2889, kometsimj@ufs.ac.za
- Administrative officer:
 - Mrs E. du Plessis, SG 202, +27 51 401 9420, duplesse@ufs.ac.za

EXIT-LEVEL OUTCOMES – MASTER'S PROGRAMME IN APPLIED PSYCHOLOGY

On successful completion of this programme, students should be able to:

- Demonstrate skills in interview assessment and psychometric assessment by completing diagnostic interviews and assessment batteries accurately;
- Use efficient individual, group and community interventions based on empirical principles, as well as to demonstrate the ability to document the run of their interventions in clear process notes;
- Implement referrals and interventions for a wide range of patient populations under the supervision of a senior psychologist in a competent and independent manner;

- Submit written examples of assignments (portfolios) in which the formulation of a treatment case and a treatment plan is proposed, indicating an empirically based and interdisciplinary, culturally competent approach to treatment;
- Demonstrate skill in an empirical approach to clinical practice as represented in the presentation of cases; this will entail the demonstration of knowledge concerning the pertinent research literature, the assessment of critical ideographic and cultural data, and the integration of data in a workable treatment plan;
- Demonstrate awareness of the ethical issues and relevant ethical behaviour in their clinical activities; and
- Complete one research study consisting of a written product.

Year modules

Enrolled students should complete all of the following modules.

CODE	NAME OF MODULE	NQF level	Credits
CLIN 7900 / COUN 7900	Theoretical division: The aim of this module is to 1) equip students with theoretical and practical skills in psychopathology; 2) equip students with theoretical knowledge and skills in a wide array of psychology-related fields, such as ethics and practice management, developmental psychology and programme development; 3) equip students with the biological, psychological and social mechanisms and interactions involved in the development, causes and clinical description of psychological disorders; 4) equip students with theoretical knowledge and skills regarding psychometric assessment across a variety of domains. Neuropsychology, forensic psychology and pharmacology also form part of this division.	9	60
CLIN 7900 / COUN 7900	Practical division: The aim of this module is the acquisition of thorough theoretical knowledge as well as practical skills concerning interventions for children, adolescents and adults through supervised practical work.	9	60
CLIR 7900 / COUR 7900	Extended Mini-dissertation/Publishable Article: The aim of this module is to equip postgraduate students with applied research skills.	9	120

Research-based Master's and PhD studies

Students interested in furthering their studies in research can complete a master's dissertation or a doctoral thesis in Psychology.

More information regarding these qualifications as well as admission/selection processes is available on the Department's website (www.ufs.ac.za/psy) or from the following people:

- Programme Coordinator:
Prof L. Naude, Psychology Building Room 111, +27 51 401 2189, naudel@ufs.ac.za
- Administrative Officer:
Mrs E. du Plessis, Psychology Building Room 202, +27 51 401 9420, duplesse@ufs.ac.za

MASTER OF PSYCHOLOGY

Qualification	MASTER OF PSYCHOLOGY				
Abbreviation	MPsych				
Min. study period	Programme Code	Degree Code	Academic Plan Code	NQF Level	Total Credits
1 Year	B1848	18480	BC180248	9	180

1. INFORMATION

A dissertation (**PSMD8900**) OR two interrelated, publishable manuscripts or published articles in accredited journals (**PSMA8900**) should be completed successfully.

2. ADMISSION REQUIREMENTS

In addition to the requirements as presented in 1.4 under General Information in the UFS Rule Book, the following requirements apply:

- Prospective candidates should have at least an Exit Level 8 qualification in Psychology (Honours or a BPsych equivalent).
- Admission to the degree is subject to departmental approval and is granted based on a combination of criteria. A pass mark of at least 60% in the Exit Level 8 qualification in Psychology is a prerequisite. Information regarding specific admission and selection requirements are available from the Department of Psychology.
- UFS students who have not interrupted their studies must apply for admission to the academic head or research coordinator of the relevant department.
- Students who interrupted their studies and students from other universities must apply for admission to the academic head or research coordinator of the relevant department, as well as to the Student Academic Services division.

3. CURRICULUM

Select **ONE** of the following:

CODE	NAME OF MODULE	CREDITS	NQF Level	SEMESTER
PSMD8900	Dissertation option: Psychology (Research) OR	180	9	1 and 2
PSMA8900	Article option Psychology (Research): Two interrelated, publishable manuscripts / published articles	180	9	1 and 2

4. ASSESSMENT

A degree will be awarded after successful completion and assessment of the dissertation/ two interrelated, publishable manuscripts or published articles by a panel of assessors.

DOCTOR OF PHILOSOPHY IN PSYCHOLOGY

Qualification	DOCTOR OF PHILOSOPHY IN PSYCHOLOGY				
Abbreviation	PhD(Psychology)				
Min. study period	Programme Code	Degree Code	Academic Plan Code	NQF Level	Total Credits
2 years	B1990	19481	BC190648	10	360

1. INFORMATION

A thesis (PSDT9100) ORr at least three interrelated publishable manuscripts or published articles in accredited journals (PSDA9100) should be completed successfully.

2. ADMISSION REQUIREMENTS

In addition to the requirements as presented in 1.4 under General Information in the UFS Rule Book, the following requirements apply:

- Prospective candidates should have at least a Master's degree in Psychology at Exit Level 9.
- Admission to the degree is subject to departmental approval and is granted based on a combination of criteria. A pass mark of at least 65% in the Master's degree in Psychology is a prerequisite. Information regarding specific admission and selection requirements are available from the Department of Psychology.

- (iii) UFS students who have not interrupted their studies must apply for admission to the academic head or research coordinator of the relevant department.
- (iv) Students who interrupted their studies and students from other universities must apply for admission to the academic head or research coordinator of the relevant department, as well as to the Student Academic Services division.

3. CURRICULUM

Select **one** of the following:

CODE	NAME OF MODULE	CREDITS	NQF Level	SEMESTER
PSDT9100	Thesis option: Psychology (PhD)	360	10	1 and 2
PSDA9100	Article option Psychology: Three interrelated, publishable manuscripts or published articles in accredited journals	360	10	1 and 2

4. ASSESSMENT

A degree will be awarded after successful completion and assessment of the thesis OR three interrelated, publishable manuscripts or published articles in accredited journals by a panel of assessors.

D.Psych. in Child Psychology 2020

This qualification offers registered psychologists the opportunity for deepening their theoretical expertise. Students are **selected** into this programme and **the next selection date is 2021 (for 2022 intake)**. The D.Psych. in Child Psychology entails three contact sessions of one week each, across the three years of the programme (thus nine contact sessions), as well as assignments and seminars. The students must also complete a mini-thesis.

- Programme coordinators: Dr, L. Nel
SG 209B
Tel: +27 51 401 2732
nelli@ufs.ac.za
- Administrative officer: Mrs, A. Denobili
SG 109B
Tel: +27 51 401 9314
denobilia@ufs.ac.za

Qualification	DOCTOR OF PHILOSOPHY IN PSYCHOLOGY				
Abbreviation	PhD(Psychology)				
Min. study period	Programme Code	Degree Code	Academic Plan Code	NQF Level	Total Credits
3 years	B1948	19490	BC194801	10	360

Year modules

Enrolled students should complete **ALL** of the following modules.

CODE	NAME OF MODULE	NQF level	Credits
PSCF9100 PSCC9100 PSCR9100	D.Psych. (Child Psychology): The Doctorate in Child Psychology entails a number of modules over a period of three years, as well as a mini-thesis or three publishable articles. The overarching goal is the enhancement of knowledge and expertise in Child Psychology as discipline. The particular goals are to: <ul style="list-style-type: none"> • Gain advanced scientific and theoretical knowledge in the various disciplines in child psychology; and • Make a contribution to the corpus of knowledge in a particular area of child psychology in the form of a dissertation or three publishable articles. 	10	48x3
PSDC9100 PSAC9100	Mini-thesis/Three Articles: The Doctorate in Child Psychology entails a number of modules over a period of three years. A research module has been incorporated into this course and consists of a thesis or two publishable articles. The aims of this research module are to: <ul style="list-style-type: none"> • Gain advanced expert knowledge and applied research skills; and • Contribute to the corpus of knowledge in a particular area of Child Psychology. 	10	216

The assessment for PSCT9100, PSCH9100 and PSCP9100 consists of a continuous evaluation of papers and oral presentations. In addition, the candidate must complete a thesis of limited scope or two interrelated, publishable manuscripts or published articles at the completion of the study. The final pass mark for the degree is based on the successful completion of the three modules and the thesis/articles.

General policy and procedures

GENERAL REGULATIONS OF THE UNIVERSITY OF THE FREE STATE

The General Regulations of the UFS is available at the website at www.ufs.ac.za. Other important information regarding assessment procedures and general rules concerning study at the UFS is available at http://studentportal.uovs.ac.za/documents/13/2012/2012_Prospectus_Afr.pdf.

CLASS ATTENDANCE

- Research indicated a significant relationship between class attendance and academic performance. Thus, a 100% class attendance is expected. Class attendance also applies to other contact sessions such as tutorials, practicals, academic facilitation sessions or group work.
- Practical arrangements, for example, adjustments of test dates or assignments, may often be discussed during lecture times. Students who fail to make sure of information disseminated during class time risk being unaware of important information. Students will not be excused from any activities or requirements because of ignorance due to not attending classes. No exceptions will be made for students who do not take responsibility for obtaining the correct information.
- Timetable clashes will not be accepted as a valid reason for non-attendance. It is the students' responsibility to ensure, at registration, that no timetable clashes will occur.
- Class tests, oral assessments, writing short reports, etc., may take place during class times without prior notice. Students who are absent from these classes without valid reasons will forfeit the marks related to those particular assessments.

ASSESSMENT POLICY OF THE DEPARTMENT OF PSYCHOLOGY

Important general information:

- Students are expected to comply with all the requirements for a particular module (as provided in the study guide). If students, therefore, miss an assessment opportunity (e.g. a class test) because they have been absent, the lecturer is under no obligation to repeat the assessment opportunity, and the students will forfeit those marks. If students do not comply with predicate/module mark requirements, they may be refused admission to the examination.
- There is no promotion in any of the Psychology modules.

- Thorough preparation for tests is of great importance because the Department allows no additional tests.
- Students writing tests when they are not feeling well do so at their own risk and may not request an additional test.
- Other tests scheduled for the same day will not constitute an excuse for a lack of preparation time.
- Students who do not take part in all of the assessment opportunities (tests, assignments, and the examination) will receive an 'incomplete' for the module. This means that the student will have to repeat the entire module.
- No enquiries concerning results will be dealt with telephonically. All information will appear on the notice boards.
- Students should take note that plagiarism will not be tolerated in the Department of Psychology and that acts of plagiarism will have serious consequences. For more information on plagiarism please refer to the following document:
http://humanities.ufs.ac.za/dl/userfiles/Documents/00000/385_eng.pdf
- If students choose to complete their examination paper/computer sheet in pencil and/or make use of correction fluid, **NO** corrections/queries will be accepted after the paper has been given back to the students.

Tests – undergraduate modules: For each module, **THREE** assessment opportunities are scheduled. To obtain a semester mark, students are required to take part in at least **TWO** of these opportunities. Students are welcome to take part in all three assessment opportunities in which case the best TWO marks will count for the final semester mark. Students are strongly advised to make use of all three opportunities in preparation for the examination. No medical certificates are required.

Assignments: Assignments have to be submitted on the due date indicated in the module guide. Marks will be deducted for late submission (5% per day – only up to five days). Assignments submitted after five days (inclusive of working days and weekends) will not be accepted.

Reassessment of answer sheets: As part of the Department's quality assurance mechanisms, the assessment of tests is controlled rigorously. However, students remain responsible for ensuring that answer sheets have been assessed correctly and that marks have been added correctly. An application for reassessment of **examination** papers can be made by completing the designated departmental form within five days after the marks have been made available. The coordinator processes the applications once a day for the five-day period. The designated administrative person informs the students per email of any changes if applicable.

TAKE NOTE OF GENERAL RULE A9.11: A student does not have recourse to the right of exception if she/he has erred in respect of the examination timetable and/or the scheduled test timetable or as regards submission of assignments.

GRIEVANCE PROCEDURES

We invite all students who experience problems with any aspect of their learning to discuss the matter with us. If you do experience problems, please follow the procedure:

- Step 1: Student/s approach class representative.
- Step 2: Class representative approaches lecturer via e-mail and lecturer responds within 3 working days.
- Step 3: Lecturer arranges one-on-one meeting with student/s (class representative may also be present). Decisions are recorded.
- Step 4: Class representative is informed that issue has been resolved.
- Step 5: If the issue was not resolved, class representative and lecturer approach HOD.
- Step 6: HOD appoints senior member of staff as a referee and informs Student Executive of challenge within 2 working days.
- Step 7: Referee and one member of Student Executive meets with all stakeholders to assess why challenge was not resolved within 10 days.
- Step 8: Referee and member of Student Executive make recommendations to HOD as to how challenge may be resolved within 10 days.
- Step 9: HOD facilitates the resolution using the recommendations made by meeting of stakeholders.
- Step 10: If still not resolved the HOD refers to the Dean and the Student Executive informs SRC of challenge. Dean and SRC negotiate further resolution process.

RECOGNITION OF CREDITS: 5 YEAR RULE:

A Faculty decision was taken in 2016 that the faculty will not acknowledge modules after a period of 5 years. This policy will be implemented from 2017, and will only be applicable to the following cases:

- a) Students who interrupted their studies with a year or more, and who want to continue in 2017.
- b) Students who transfer from other universities or from another faculty within the UFS.
- c) Students who, from 2017, transfer from one degree in the Faculty of the Humanities to another degree in the faculty.

Students who transferred from other universities or faculties within the UFS, or between qualifications in the Faculty of the Humanities in 2016 and before, will be excluded from this policy.

Frequently asked questions

Can I enrol for an undergraduate degree in Psychology?

NO. Psychology is NOT offered as an independent degree on undergraduate level. Psychology can only be taken as a module (subject) as part of the degree that you are enrolled for.

What degree should I enrol for with Psychology as my major?

The degree that you enrol for will depend on your specific interests. It is advisable to obtain Career Counselling from a registered Psychologist that will be able to advise you on possible career paths and degrees.

Are there any subject requirements in order to study Psychology?

There are NO subject requirements to study Psychology. Matric subjects that may, however, assist you in your studies in Psychology are Biology and Mathematics. It is also important that you familiarise yourself with the subject requirements of the degree you wish to enrol for.

What AP score is required for studies in Psychology?

This will to a large extent, depend on the degree you enrol for. An AP score of 30 or more is generally required for main stream programmes and an AP score ranging between 25 and 29 are sufficient for the extended programmes.

What is the extended programme?

The extended programme was created to assist students that struggle academically and these students are allowed to complete their undergraduate studies over four years instead of three years.

How long does it take to complete my studies in Psychology?

It takes A MINIMUM OF SEVEN (7) YEARS of studying before you can register as a psychologist. Your undergraduate studies generally takes three years to complete, while an Honours degree in Psychology is one year full-time or two years part-time. An Applied Master's in Psychology (to become a clinical or counselling psychologist) is another three or two years respectively and only thereafter will you be able to register as a psychologist.

Are there any selection processes involved when it comes to studying Psychology?

YES. On undergraduate level there is no selection processes involved, but when you apply for an Honours in Psychology, your application will be subject to selection. The selection will be based on excellent academic performance in all your undergraduate Psychology modules. After completing the Honours degree, you can apply for the Applied Master's Programme (clinical or counselling psychology), which is also subject to selection. This selection process is quite strict and depends on a number of factors, such as academic

performance, emotional stability, maturity and empathy. The selection process also involves various activities, including panel interviews.

What are my options when I do not immediately obtain selection for the Applied Masters' programme in Psychology?

Students are usually advised to select a second undergraduate major that they can utilise in order to obtain work while waiting to reapply for the Applied Masters' programme. This second major will, however, depend on your own interests. Some students also choose to continue with research in Psychology.

What are the different registration categories offered at the Department of Psychology?

Clinical and Counselling Psychology forms part of the Applied Master's Programme. Educational Psychology is NOT offered at the Department of Psychology and forms part of the Faculty of Education. The same applies to Industrial Psychology that is part of the Faculty of Economic and Management Sciences.

What are the current registration categories for Psychology in South Africa?

Clinical, Counselling, Educational, Research and Industrial

Are there any registration categories for Sport, Forensic or Child Psychology in South Africa?

NO. Currently, there are no registration categories for these fields of Psychology in South Africa. You may, however, specialise in these fields by completing a PhD which specifically focus on these different fields of Psychology.

Does the UFS offer a programme for students to be trained as registered counsellors or psychometrists?

NO. You can visit the HPCSA website to enquire which universities still provide such programmes.

Are there any bursaries available at the Department of Psychology?

NO. Information regarding bursaries are available from www.ufs.ac.za or alternatively you can visit the Administration Department of the UFS.

Conclusion

This document provided the basic information on studying Psychology at the University of the Free State. However, do not hesitate to contact the Information officer, Mrs B Nel (+2751 401 2187), should you have more questions. We hope that pursuing your studies at our Department will be a rewarding and enriching experience.