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UNIVERSITY OF THE FREE STATE

GATEWAY PROGRAMME

ORIENTATION - FIRST-YEARS

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



UFS
STUDENT AFFAIRS
STUDENTESAKE
DITABA TSA BATHUTI



The University of the Free State (UFS) creates opportunities and growth through leading learning and teaching, focused research, and impactful engagement with society. Situated in the heart of South Africa, our character of caring and diversity translates into an outstanding university experience.

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What is Gateway Orientation?



The Gateway Orientation programme is a programme that is purposefully designed to orientate new students effectively to the university environment and in this way assist their transition to higher education.

Why is orientation important?

The Gateway Orientation programme introduces you to important services, programmes, and resources that will be of vital importance to becoming a successful student.



Is orientation compulsory?

Yes. It is packed with information that will be helpful for your success at university.



Is orientation only for students living in university residences?

No. Orientation is for ALL first-year students.



Who should attend orientation?

All first-year students at the University of the Free State.



What can you expect when you attend orientation?

You will receive information, tools, and resources on how to navigate campus and university life. You will be connected to a community and make new friends.



When is orientation taking place?

8-12 March 2021



Where is orientation taking place?

On Blackboard



What will be covered in Gateway Orientation 2021?

The programme will cover topics that include the following:

- Faculty orientation
- Academic support
- Health and wellness
- Psychological well-being
- Safety and security
- Student life
- A Student Life production with Dr Jerry Mofokeng wa Makhetha and Lerato Mofokeng



Welcome message

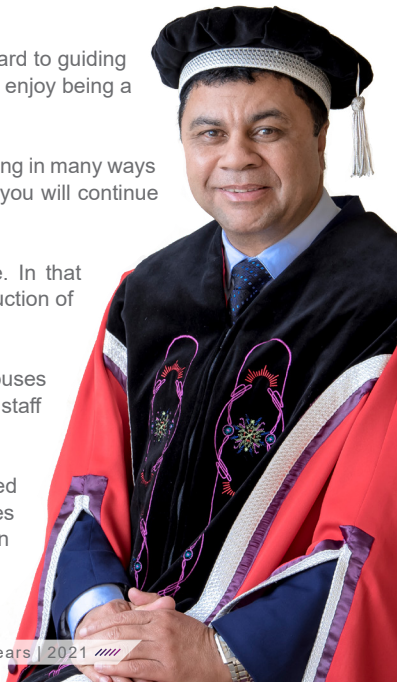
Welcome to the University of the Free State (UFS). We look forward to guiding our first-year students through our tertiary education – may you enjoy being a Kovsie as much as we do.

I know that your journey to becoming a student might have been challenging in many ways – but here you are! If you continue to make the best of every situation, you will continue to reap the rewards.

As a university, we will always offer you the best possible experience. In that sense, we are doing many things differently in 2021, including the introduction of an online registration process.

I would have enjoyed meeting you face to face on one of our three campuses for our annual welcoming ceremony, but your safety and the safety of our staff is a priority.

During the first semester of this year, we will also continue with our blended learning approach. This means that there will be some face-to-face classes on campus, and some online classes. You will receive all the information and support to ensure that you know exactly what is expected of you.



The COVID-19 pandemic has resulted in a global shift towards the integration of technology into learning and teaching. The ability to learn and work with a laptop is essential to your studies. In an effort to best prepare for the 2021 academic year, you are encouraged to ensure that you have access to a laptop.

I encourage you to participate in the Gateway Orientation Programme, as it is purposefully designed to orientate our new students effectively to the university environment, and in this way, assist you in your transition to higher education and university life.

Proper communication is more important than ever before. While we will always do our best to reach out, it is also your responsibility to remain informed. That is why you must ensure that you familiarise yourself with the various communication platforms on which we communicate with our students.

Let us not forget the lessons that we have learnt, but let us also not dwell on the hardships. Let us remain resilient and innovative – together, we can make the future a thriving space.

Thank you for investing in your future, and congratulations on getting accepted to our university, and for committing to succeed.

Remember, whatever you do, stay safe.

Welcome and thank you for choosing Kovies!

Prof Francis W Petersen
Rector and Vice-Chancellor,
University of the Free State

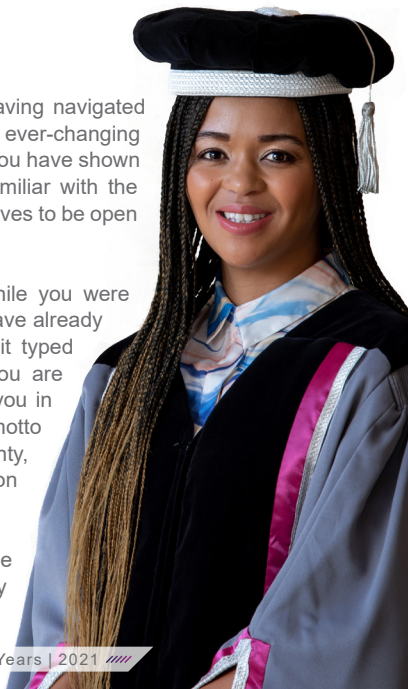
Welcome message

I welcome you with pride and admiration to the University of the Free State.

Pride and admiration, because you have made it this far after having navigated one of the most challenging years of all our lives. Navigating the ever-changing terrain of Grade 12 in 2020 was no easy feat, and yet you did it. You have shown resilience and, most importantly, the ability to adapt. You may be familiar with the phrase 'the only constant in life is change' - and you have shown yourselves to be open to that constant called change.

Your ability to adapt to the changes that the pandemic imposed while you were doing Grade 12 has given you a head start, a rapid one at that. You have already been required to manage your own time, work independently, submit typed assignments on prescribed deadlines; so, I have little doubt that you are equipped to adapt to the further changes that university will foist on you in order for you to grow and reach your full potential. You personify our motto in the Department of Student Affairs 'to be certain about uncertainty, comfortable with discomfort'. And we look forward to engaging you on your growth path.

I assure you that you have made the right choice in choosing the University of the Free State. We pride ourselves on being a university for all, where students from different backgrounds are welcome and



converge to form a true South African identity, for our strength as a people will always lie in our diversity. You have enrolled to study in different fields and will walk away from here, ready to contribute to society in different sectors, having been given the best that higher education has to offer. I urge you to use your time here productively, the facilities are there for your benefit, use them. As agents of change, you can choose to function at either a low or high capacity; I urge you to choose to function at a high capacity in all respects. It is only high-capacity performance that will enhance your growth, so set yourself the intention from the outset to excel in all that you do academically and socially. In everything you do, ask yourself the question, 'at what capacity-utilisation rate am I operating as a person right now?'

I must also emphasise that, as students, you are an integral part of the university community; and so, I urge you to get involved and engage fellow students, lecturers, and staff as part of building a strong and diversified community. Let us engage each other by asking the difficult questions and by critically

evaluating responses, all the while respecting our differences.

Once again, welcome; may your time here be fruitful, remember to nurture the soil, and find a balance. Take your cue from a tree, namely:

1. "Stand tall and proud,
2. Go out on a limb,
3. Remember your roots,
4. Drink plenty of water,
5. Be content with your natural beauty; and
6. Enjoy the view"- Ilan Shamir

Ms Nicole Morris
Acting Dean: Student Affairs

University Leadership



Prof (FW) Francis Petersen
Rector and Vice-Chancellor



Prof (RC) Corli Witthuhn
Vice-Rector: Research, Innovation
and Internationalisation



Dr (EL) Engela van Staden
Vice-Rector: Academic



Mr (N) Nikile Ntsababa
Registrar



Prof (P) Prakash Naidoo
Vice-Rector: Operations

Welcome message

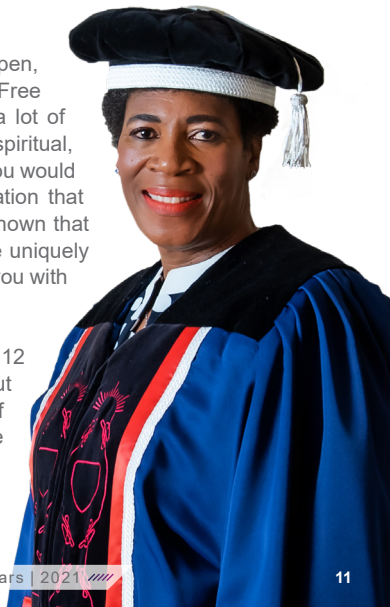
Dr Marinkie Madiope (Campus Principal: South Campus)

“Education is the most powerful weapon which you can use to change the world.”

- Nelson Mandela

It gives me immense pleasure to welcome you to the best home for open, distance, and e-learning in South Africa – the University of the Free State South Campus. The global COVID-19 pandemic came with a lot of challenges, and I am sure that your health, whether mental, physical, or spiritual, suffered during this period. When the nation wondered whether or not you would push through with your studies in this pandemic, you showed the nation that COVID-19 would not deter you. You have risen to the occasion and shown that your bravery outshines any doubts you had about yourselves. You are uniquely set up to handle every curveball that the global pandemic can throw at you with creativity, resilience, and grace.

So, allow me to start by congratulating you on passing your Grade 12 exams and becoming eligible to enter the university; but it is not about eligibility alone, it is also about being selected. Today, thousands of those who are eligible are not selected. It is therefore largely a privilege to join the university. This is a great opportunity that nobody should take for granted. Our selection process allows only the best people to



emerge, and we believe you are one of them. We hope that you will be able to sustain this image of an excellent student.

You came to tertiary education at a very turbulent time. You start your university journey at a time when the university is being forced to change from its normal way of doing things. Under normal circumstances, we would have thrown you a huge welcome party full of goodies and fun. But the new normal now calls for you to celebrate this momentous occasion via digital platform.

You will also soon realise that this will be the new normal for some, if not all your classes. But please do not worry, the UFS is here to support you all the way. We will help you adjust to this new normal. We will walk together. The first year is an imperative time for all the students. It signifies a unique phase of learning, where you have been given control over the choice of what and where to study. We feel proud to provide quality education to students through well-qualified faculty and staff, excellent infrastructural facilities, a digital library, and well-equipped laboratories. It is an opportunity for our faculty and staff to provide quality

education to learners to compete in the real world, and to succeed in their chosen career path. Your safety and well-being are a priority on campus.

Now that you have joined the university, you have obligations to yourself, to your parents/guardians/friends, and to the entire country. To yourself, you need to go out with a good degree from the institution. You should not demean yourself through poor performance and irresponsibility. To your parents, you have an obligation not to embarrass them, and to the nation, you have an obligation to make that small contribution to transform society; but it all depends on whether you blow this opportunity or not. You will be able to achieve this through hard work, paying attention to your studies, and forming study teams to aid your study success. Life at university is different – nobody wakes you up, and nobody urges you to do anything. You must take responsibility for your actions, life, and studies. Our role is to contribute to the human-resource bank of the nation, and we cannot do it without your acceptance.

We hope that you will accept becoming a national asset and allow us to train you and create in you an

important resource for the country. Always remember to social distance, sanitise, and look after your health during these trying times. Be a responsible citizen to your country.

We wish you the best for the years ahead and hope that you will set your goals and realise your dreams.

Your journey to unlocking your wildest dreams has indeed commenced!

It is exhilarating to know that you hold the power to unlock opportunities to realise your dreams and carve out an absolutely awesome future for yourselves! This is, of course, also an enormous responsibility. Yes, university study comes with a great deal of responsibility, and at times, even sacrifice. On your journey, you may experience peaks and valleys. When the road becomes winding and you start to become weary, do not fret! Help is available ... all you need to do is ask!

As I conclude:

“Courage is the most important of all the virtues, because without courage, you can't practise any other virtue consistently.”

“The best way to not feel hopeless is to get up and do something.”

Welcome to the University of the Free State South Campus.

Dr Marinkie (Maria) Madiopo
Principal: South Campus

T: +27 51 505 1350
[https://www.ufs.ac.za/southcampus/
office-of-the-principal](https://www.ufs.ac.za/southcampus/office-of-the-principal)

Welcome address to first-year students - 2021

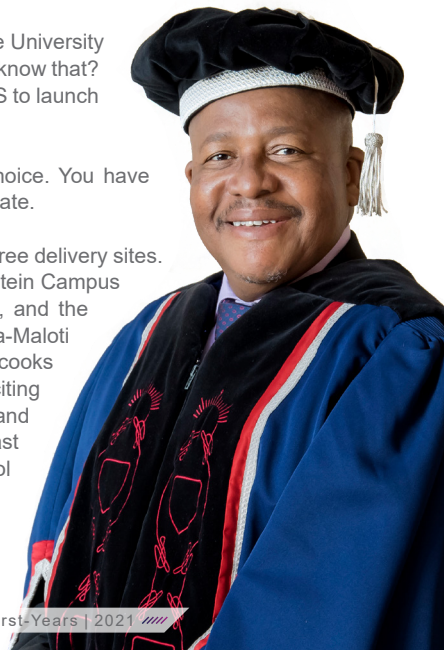
Dr Martin Mandew

Greetings to you all from the beautiful Qwaqwa Campus of the University of the Free State. Oh my, how beautiful you all are. How do I know that? Well, in my experience, only beautiful people choose the UFS to launch them into successful futures.

Secondly, I would like to congratulate you on a very intelligent choice. You have wisely chosen the Qwaqwa Campus of the University of the Free State.

As you may or may not know, the University of the Free State has three delivery sites. The South Campus is located south of Bloemfontein. The Bloemfontein Campus is located within the commercial area of the city of Bloemfontein, and the Qwaqwa Campus is located at the foot of the majestic Ukhahlamba-Maloti Mountains. Like a three-legged pot, the University of the Free State cooks up a storm of access and open distance eLearning programmes, exciting undergraduate and post-graduate offerings, cutting-edge research, and leading innovation initiatives. Not many other institutions can boast such a uniquely comprehensive and highly integrated post-school education package.

Welcome to the University of the Free State!



The Qwaqwa Campus is a very rich campus - in terms of its diversity. We have a diverse student body that comes from various parts of the country and from different corners of the African continent. Our students speak a variety of languages. We strongly encourage you to learn a new language during the time you will be spending in Qwaqwa. You will be pleased to know that the university's Language Policy strongly supports and promotes multilingualism and has established an Academy for Multilingualism. Language is a carrier of culture. Learning a new language is a process of rebirth. When you learn a new language, you are born again into a new culture, a new way of viewing, understanding, and experiencing the world. As a person who speaks numerous languages, including studying classical languages, I can strongly attest to this.

Learning a new language will not only enrich your cultural consciousness and linguistic competency but will enhance your curriculum vitae and give you an edge over your competitors in the job market. Use your time on the Qwaqwa Campus to open yourself up to new linguistic and cultural experiences. Make friends with students from other parts of the country and the continent, and not just those from your home

area or home-language group. Often, friendships forged at university last for life.

The campus also has a diverse staff body that comes from the various parts of the country as well as from other parts of the continent and from abroad. It is truly an international staff body that is both suitably and excellently qualified. Believe me, they are very good at what they do. You can look forward to an exciting and richly textured learning experience. They will stretch your mind in challenging and interesting ways. Brace yourself for a very interesting time. I urge you to take full advantage of this while you are at the UFS, for you may never have another opportunity to do so.

Just because you have enrolled for a Bachelor of Science qualification does not mean you should not read Zakes Mda or explore the works of Wole Soyinka. It does not mean that you should not have an interest in History, including the very History of Science, or in the thinking of Karl Marx. Just because you have enrolled for a Bachelor of Commerce or a Bachelor of Administration degree does not mean that you should not be familiar with the work of Frantz Fanon, of Steve Biko, or of Ngugi wa Thiong'o. Being

a Commerce student does not mean you should not have an affinity for poetry. Just because you have enrolled for a Bachelor of Arts degree does not mean you should not read up on artificial intelligence or coding. Spend some time reading Tshilidzi Marwala's *Closing the Gap: The Fourth Industrial Revolution in Africa*.

You do not have to read the whole book in one go. You can select certain chapters that interest you. You can read it over a period of two to three years. It is also a very good reference source. Spend a bit of time outside the boundaries of your chosen qualification, outside your prescribed curriculum. Sharpen your intellect. Explore, explore, explore. We strongly encourage this.

I am proud to say that the campus has a fantastic academic and student residential infrastructure and facilities. You will be very happy to know that the campus has Wi-Fi and computer labs, and a 24/7 quiet study centre. Make sure you have a device, whether it is a laptop or a tablet. The device is a very important and indispensable tool in your personal learning infrastructure. Look well after your device, as they don't come cheap.

We also have very strong and able student support services, such as a clinic with well-qualified staff, psychological and counselling services, finance and financial aid services, student housing and residence services, universal access and disability services, sports and culture services, protection services. All these services are there to support you. There is also a wide range of student organisations and societies to participate in.

The university cares deeply about each and every one of you, without exception, and strongly urges you to look after yourself - to take care of yourself. Yes, the university will do its best to make sure that you are safe and protected, and it has put lots of measures in place to protect your health and safety and to safeguard your general well-being. But, as one of our founding fathers, Nelson Mandela, put it, "it is in your hands" also. You have to take care of yourself. The word that our Vice-Chancellor, Prof Petersen, uses to emphasise this point is 'agency'. You have to exercise agency in order to survive and succeed in your academic endeavours. Your health and safety will not take care of itself.

Agency means that you accept responsibility for your health and safety. It means accepting that there is something you can do to safeguard your health and safety. Agency means that you make a deliberate effort and take conscious steps to safeguard your health and safety. Agency means that you make a special effort to inform yourself, to arm and equip yourself with the necessary knowledge and tools that will assist you in safeguarding your health and safety. It is not just about the coronavirus and COVID-19. There are also HIV/AIDS and countless other infectious diseases that can put your health and life in danger. Agency means designing and adopting good and effective strategies to safeguard yourself. Agency means knowing which type of behaviour will protect you and which behaviour and habits will not protect you. You need to make the right decisions and choices in this regard.

Had it not been for COVID-19 and the lockdown, we would be seeing each other face to face. But not to worry, COVID-19 will not have the last word and we will see each other in the flesh. Until then, the university is using remote emergency teaching and a multi-modal approach to deliver the academic programme. Some call it 'online' learning. In delivering the academic

programme in this manner, the university has gone to great lengths to ensure that no student is left behind. Use opportunity that the university will give you to learn in this manner. Look out for the Learn-On opportunities that will be publicised and make sure you don't miss a single one.

It is my absolute pleasure and honour to welcome you to the Qwaqwa Campus of the University of the Free State. I look forward to seeing you on campus as soon as conditions allow. You will have a great time on our campus.

Remember, wear a mask whenever you are in public. Wash your hands or sanitise them frequently. Keep a physical distance. Avoid large crowds and crowded places.

Thank you.

Dr Martin Mandew
Principal: Qwaqwa Campus

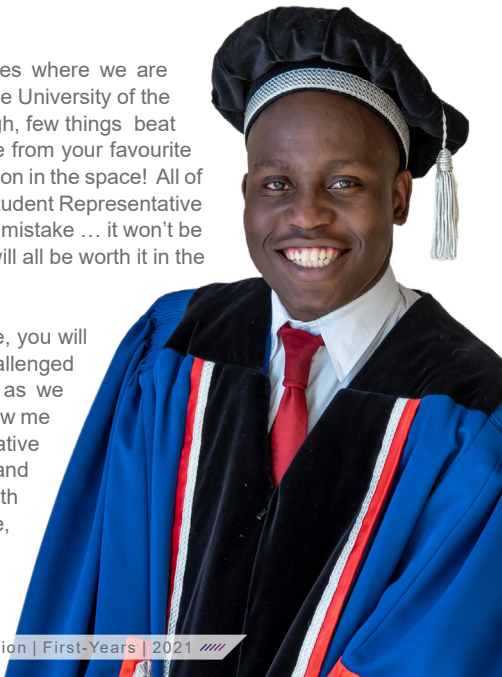
T: +27 58 718 5087
<https://www.ufs.ac.za/qwaqwa/home/general/leadership>

ISRC welcome letter

Dear UFS 2021 Student

We meet once again under unpleasant circumstances where we are faced with an immense task of starting our time at the University of the Free State during the COVID-19 pandemic. Although, few things beat that indescribable feeling of reading your letter of acceptance from your favourite university. The pandemic has forced us to reimagine our position in the space! All of you are starting a great journey of discovery. I know that the Student Representative Council will be there with you every step of the way. Make no mistake ... it won't be a stroll. You will find the going tough from time to time! But it will all be worth it in the end and we will conquer.

As always, an incomparable experience is awaiting you. Here, you will have the opportunity to sharpen your mind. Here, you will be challenged to aim higher than ever before. Grasp these opportunities as we continue striving for the best with online learning upon us! Allow me to welcome you officially on behalf of the Student Representative Council to the home that bred Varsity Netball champions and renowned academics who have spread all over the world. With all that motivation and some great news not mentioned here, I have no doubt that a platform has already been created for you to shine and realise that life is a precious gift.



importantly, by that time, each of you – and us – will be different persons, changed and enriched by our experiences as university students. Enjoy the journey. It promises to be the very best years of your life!

In conclusion, the Student Representative Council – as the highest decision-making structure of student governance – represents all students at the University of the Free State, as well as their overall interest and social well-being, in university committees. It is highly involved in policy-making and co-operative decision-making on campus. It exists to serve students to the best of its ability and to be there for students as they strive towards academic success. It is a body from the students for the students and it seeks to work in unison with all students, regardless of background, creed, or circumstance.

The SRC has different platforms that the student body can use to get involved. These platforms encompass all facets of student life including academics, sport, culture, socials, and community engagement. The

SRC has many sub-structures and councils that assist in facilitating student life. We are therefore inviting all of you Powerpuff girls and Teenage Ninja turtles to lead with us.

Kea leboha - Thank you – Enjoy your time at the University of the Free State. May it be one filled with successes and good stories to tell the upcoming generation. May the bad times teach you to be firm and stand your ground like boys from House Tswelopele. Parents and family members, your children are in safe hands.

Stay blessed.

Katleho Lechoo
SRC President

Always have your **emergency numbers** on speed dial

Your safety
is important
to us

EMERGENCY NUMBER
10111

#SafetyIsEveryonesBusiness

#UFSBeSafe

Bloemfontein Campus
080 020 4682 (toll free) / 051 401 2634 / 051 401 2911
Qwaqwa Campus 058 718 5460 / 058 718 5175
South Campus 051 505 1217 / 051 505 1478

B|SAFE
TAKE ACTION



Your health, safety, and well-being are our priority.

DO NOT LET your guard down.

- Observe social distancing
- Wash your hands regularly with soap and water or sanitiser
- Limit the number of people you have contact with
- Restrict your movement
- Residence students must adhere to curfew hours and other protocols as required

Play your part to combat the spread of COVID-19.

Get screening and other COVID-19 information on www.ufs.ac.za/coronavirus



www.ufs.ac.za

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Inspiring excellence. Transforming lives.

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FREE STATE
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Contact Persons

Student Finance

Accounts/amounts payable

Undergraduate/Postgraduate Certificates and Diplomas and Honours degrees:

T: +27 51 401 2806 or +27 51 401 3003

F: +27 51 401 3579 | E: tuitionfees@ufs.ac.za

Staff and Council Bursaries:

T: +27 51 401 2817

Student Card (Meals and Books):

T: +27 51 401 2799/3337

Collections:

T: +27 51 401 3448

Financial Aid

NSFAS enquiries:

Bloemfontein and South Campuses:

T: +27 51 401 3955 / 7125 / 2218 /
9894 / 7731 / 7175

E: FinAidEnquiriesBfn@ufs.ac.za /
FinAidEnquiriesSouth@ufs.ac.za

For other bursaries, please contact:

Mr David Macheu

T: +27 401 2207

E: Maheutd@ufs.ac.za

Student Support Services

Centre for Universal Access and Disability Support (CUADS):

Bloemfontein Campus:

T: +27 51 401 9980

Qwaqwa Campus:

T: +27 58 718 5189

South Campus:

T: +27 51 505 1355 | E: cuads@ufs.ac.za

Career Counselling at Student Counselling and Development (SCD):

Student Counselling and Development offers registered and prospective students the opportunity to explore their 'best fit' career by undergoing the career counselling process. The process includes a complete psychometric evaluation of interests, aptitude, and personality, as well as an intensive decision-making process with a professional personnel member. Career counselling is offered to prospective students at a fee.

Bloemfontein Campus:

T: +27 51 401 2853 | E: SCD@ufs.ac.za

South Campus:

T: +27 51 505 1298 | E: SCDSouth@ufs.ac.za

Qwaqwa Campus:

T: +27 58 718 5032 | E: SCDQQ@ufs.ac.za

Student Service Centre and Registrations

Call Centre:

T: +27 51 401 9666 | E: StudentAdmin@ufs.ac.za

FACULTIES

Faculty of Economic and Management Sciences

Mrs L Pretorius

T: +27 51 401 2173 | E: LPretorius@ufs.ac.za

Ms Sibongile Mlotya

T: +27 51 401 3825 | E: MlotyaS@ufs.ac.za

Ms Reabetswe Parkies

T: +27 51 401 3819 | E: ParkiesRG@ufs.ac.za

Faculty of Education

Education undergraduate:

Ms T Buso

T: +27 51 401 9264 | E: BusoNH@ufs.ac.za

Foundation Phase:

Mr T Malefane

T: +27 51 401 9963 | E: MalefaneTE@ufs.ac.za

Further Education and Training Phase:

Ms P Letloenyane

T: +27 51 401 7884 | E: Letloenyane@ufs.ac.za

Funza Lushaka Bursaries:

Ms N Butler

T: +27 51 401 2025 | E: ButlerNM@ufs.ac.za

Faculty of the Humanities

Ms K Mabulana

T: +27 51 401 2459 | E: MabulanaK@ufs.ac.za

Ms JK Hlongwane

T: +27 51 401 3269 | E: HlongwaneJK@ufs.ac.za

Mrs N Ravhuhali

T: +27 51 401 3519 | E: RavhuhaliNF@ufs.ac.za

Faculty of Health Sciences

Undergraduate programmes:

Mrs L du Toit

T: +27 51 401 7513 | E: DutoitL@ufs.ac.za

School of Nursing:

Undergraduate programmes

Mrs J Kloppe

T: +27 51 401 2361 | E: Kloppe1@ufs.ac.za

Faculty of Law

Mr W Awusi

T: +27 51 401 2735 | E: AwusiWK@ufs.ac.za

Mrs H Grobler

T: +27 51 401 9777 | E: Groblerh1@ufs.ac.za

E-Learning students:

LLB: Mrs C Nel

T: +27 51 401 2433 | E: NelC1@ufs.ac.za

Faculty of Natural and Agricultural Sciences

Ms E Oosthuizen

T: +27 51 401 2934 | E: Oosthuizenem@ufs.ac.za

Ms E Lotter

T: +27 51 401 2531 | E: LotterE@ufs.ac.za

Ms T Isaacs

T: +27 51 401 9423 | E: IsaacsTL@ufs.ac.za

**Quantity Surveying and Construction
Management Block Learning**

Ms T Bremer

T: +27 51 401 2996 | E: BremerT@ufs.ac.za

Faculty of Theology and Religion

Ms FGD Ntamo

T: +27 51 401 2786 | E: theology@ufs.ac.za

Internationalisation

Ms J Niemann

T: +27 51 401 3219 | E: niemannaja@ufs.ac.za

Qwaqwa Campus Contact Persons

Registration Call Centre

T: +27 58 718 5200

Faculties

**Ms TM Mosea (Foundation and Intermediate
Phases and Funza Lushaka Bursaries)**

T: +27 58 718 5004 | E: EduQQ@ufs.ac.za

**Ms TP Mkhonza (Senior and FET Phases and
PGCE)**

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Faculty of Economic and Management Sciences

Ms JN Zim

T: +27 58 718 5289 | E: EMSQQC@ufs.ac.za

Faculty of the Humanities

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Faculty of Natural and Agricultural Sciences

Mrs DM Mohono

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Support Services

Blackboard

Ms MLC Mthembu

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Centre for Universal Access and Disability Support (CUADS)

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Financial Aid

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Mr VJ van Rooi (student surnames O–Z)

T: +27 58 718 5038 | E: FinAidQwa@ufs.ac.za

General Academic Advising

Ms KC Bhiyo

T: +27 58 718 5484 | E: advisingqq@ufs.ac.za

Ms SR Marumo

T: +27 58 718 5341 | E: advisingqq@ufs.ac.za

Housing and Residence Affairs

Mrs SC Tsoanya

T: +27 58 718 5030 | E: res_infoqc@ufs.ac.za

Internationalisation

Mr KE Mokgosi

T: +27 58 718 5115 | E: mokgosike@ufs.ac.za

Student Academic Services

Applications and Admissions Undergraduate applications

Mrs NJ Mokoena

T: +27 58 718 5022

E: ApplicationsQwaqwa@ufs.ac.za

Student Records

Faculties of EMS and HUM

Mr S Mkhwanazi

T: +27 58 718 5025 | E: sasqc@ufs.ac.za

Student Records

Faculties of EDU and NAS

Mr QG Mokhantso

T: +27 58 718 5396 | E: sasqc@ufs.ac.za

Tuition Fees

Mrs NM Moeng

T: +27 58 718 5024 | E: moengnm@ufs.ac.za

Ms PM Mofube

T: +27 58 718 5062 | E: mofubePM@ufs.ac.za

Ms A Zulu

T: +27 58 718 5295 | E: zulua@ufs.ac.za

UFSS

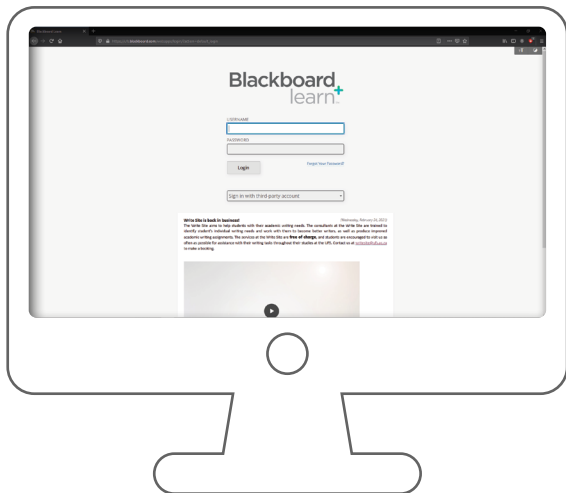
Bloemfontein Campus:

E: ufs101@ufs.ac.za

Qwaqwa Campus:

E: ufs101qq@ufs.ac.za

What is Blackboard



Blackboard is an online learning management system where you will find study material, activities, and assessments related to the modules for which you are registered at the university.

To access Blackboard, visit the following website:

URL address: <https://learn.ufs.ac.za>

YOUR ONE STOP SHOP!

FOR ALL YOUR:

- Textbooks
- E-textbooks
- Stationery
- Devices
- Dorm accessories
- Medical instruments

Courier deliveries as little as **R50 per 30kg** within the same town/city.

STUDY FROM HOME?

Contact your nearest store below:

BLOEMFONTEIN

University of the Free State,
Shop 19, Student Centre

Tel: (051) 444-3048

Email: vsbrand@vanschaik.com



UFS FINANCIAL AID

NSFAS INFORMATION FOR PROSPECTIVE STUDENTS



1 STEP ONE

Log in on your myNSFAS account to check your funding status.

2 STEP TWO

If you are funded by NSFAS, you will have to wait for an SMS from Financial Aid to inform you that the system is open for you to register.

3 STEP THREE

If you have been funded for two weeks and have not received the SMS message from Financial Aid, please contact the Financial Aid office for assistance.

6 STEP SIX

Your first allowance will be paid into your bank account once NSFAS has made upfront payment to the UFS.

5 STEP FIVE

Once you are registered, you can apply for your NSFAS private accommodation allowance or NSFAS transport allowance on the Student Self-service.

4 STEP FOUR

You may register for a NSFAS-funded course without pre-payment. Please register for all your modules in the beginning of the year, if possible, to avoid increased costs during the second semester.

7 STEP SEVEN

You will receive a message from Fundi to upload your banking details for the allowances to be paid into your bank account. You only do this once.

Please note that it is very important for NSFAS students to

- check their ufs4life emails on a regular basis;
- ensure that your contact number is correct and updated on the UFS system;
- adhere to closing dates; and
- read through the frequently asked questions on the UFS website (www.ufs.ac.za).



8 STEP EIGHT

You will receive your monthly allowances in your bank account during the first week of each month for a period of 10 months (Feb–Nov) if you are registered for the full year.

9 STEP NINE

After the registration period has ended, your registration information will be submitted to NSFAS. Thereafter, submission of registration information for newly funded students will be submitted to NSFAS on a monthly basis. Once NSFAS has confirmed that the information has been processed, the payment will be made to your student class-fee account.

11 STEP ELEVEN

Your bursary amount will be finalised towards the end of the year, after which a final amount will be paid into your class-fee account.

10 STEP TEN

Students who have paid their own registration fee will have the opportunity to submit a refund request. Communication regarding the refund process will be sent to the students' ufs4life email address.



What is an academic adviser?

An academic adviser is a person who knows how to navigate the university and provides you with the advice and assistance you need to be successful in your studies. An academic adviser is someone who makes a student feel that someone is looking out for him/her. Advisers can connect you with the relevant support services, so that you get the most out of your studies.

Types of academic advisers at the UFS

Peer Advisers

(i.e., tutors, mentors, etc.)

Student Support Services

(i.e., SCD, SRS, Student Affairs, etc.)

Faculty

(i.e., faculty managers, advisers, programme directors, officers, etc.)

Central Academic

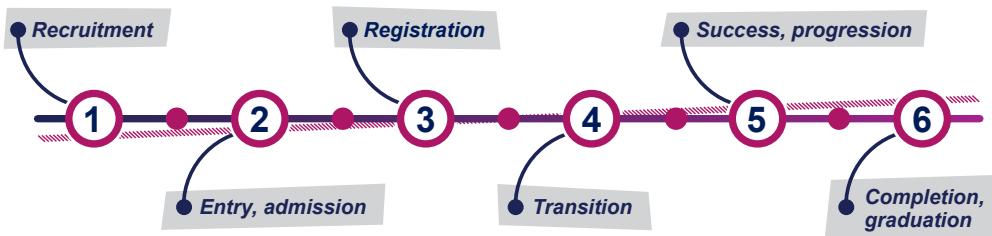
Advising Office (CTL)

What do academic advisers help with?

Registration of degrees and modules (curriculum advice) | Academic success skills | Career advice
Study/learning skills | Time management | Goal setting and educational planning

When do I need to get academic advice?

You will need to contact your academic adviser throughout your student journey – an academic adviser supports you towards success.



• Recruitment

The UFS representatives you engaged with during Open Day last year via Kovies2B Schools Recruitment events, were your first encounter with academic advising. Student recruiters help ensure that you apply for the degree that best aligns with your subjects and aspirations.

• Entry, admission

Student Academic Services (SAS), in collaboration with the faculty, facilitates your admission to the UFS. Faculty advisers then have conversations with you to help you register for the correct modules and plan your educational path. It is very important to meet with an academic adviser during registration, because this is where you get to learn more about the degree and understand the majors and minors aligned to your career aspirations.



● **Transition**

After you have registered at the UFS, your faculty advisers and Central advisers (CTL) will support you in your journey. If you are struggling with time management, planning, and revisions skills, the Central Advising team is ready to help. While your faculty adviser keeps an eye on your modules, your CTL adviser will assist in providing academic support. You will also encounter peer advisers in your tutorial classes, residence space, and mentorship programme.

● **Success and progression**

Rules and regulations play an integral role in educational planning. Your faculty and Central advisers are always available to help familiarise you with faculty rules, and to make sure that you keep within faculty regulations for progression. Our aim is to see you graduate in record time with a smile on your face!

● **Completion and graduation**

The UFS Careers Office assists students in getting ready for the world of work. As you move closer to graduation, you need to meet with a different kind of adviser to help you with CV writing, interview skills and job interview workshops. Make sure you research the career you are aspiring to move into. Your CTL adviser can also provide you with advice on how to plan for postgraduate studies.



How to get in touch with an academic adviser?

Simply contact your academic adviser directly or send an email to advising@ufs.ac.za (Bloemfontein Campus) | advisingqq@ufs.ac.za (Qwaqwa Campus) | advisingsc@ufs.ac.za (South Campus)

Like the Facebook page: UFS Academic Advising (<https://www.facebook.com/UFSAcademicAdvising>)

Housing and Residence Affairs



Residences play an important role in campus life, particularly at the UFS where the individual residences have a long, respected tradition. The main purpose of Housing and Residence Affairs (HRA) is to offer a variety of accommodation to students on campus, as well as to UFS visitors. In addition, we have established an office within HRA to assist with off-campus accommodation and the accreditation thereof, thus ensuring a safe and conducive environment for students in accredited off-campus accommodation.

The following is the basic information you need to know about HRA:

- To be accepted into a residence, the student must have an APS score of 30 points upwards.
- In total, we have 22 full-time residences and 6 day residences for students staying off campus.
- Must be able to participate and comply with the rules of the residences.
- A student does not choose a residence, the system automatically picks one for them.
- Staying in residence means that you should pass very well, as there is a placement policy each year.
- The basic things you will find in a residence are a bed, table, chair, bathrooms and toilets, washing machines, and kitchens.

Placement Policy

It simply entails that students must renew their intent to stay in the residence every year if they so wish. This policy is based on three criteria, namely academics, age, and finance. So, to continue staying in the residence, you must pass all your modules to qualify.

Junior Residences

Each residence constantly strives to maintain a sound balance between academic work and fun and games. An amount is divided annually among the residences that perform the best with regard to academics, sport, culture, and diversity.

A residence head is in charge of each residence (including city residences). The residence head is assisted by a prime and a residence committee (RC), which are separately and jointly responsible for the orderly and civilised management of the residence. They also ensure that residence rules are complied with and accept responsibility for everything that occurs in the residence.

Furthermore, the residence head fulfills the role of a substitute parent, serves as contact person for the parent, and looks after the interests and education of each individual first-year student in his/her residence.



Co-ed residences available for men and ladies

ConLaurês

Outeniqua

Health Sciences

About off-campus accommodation

The university realised that everyone cannot fit into the residences, and therefore saw the need to ensure that accredited off-campus accommodation should also be in good condition. So, the HRA manages the office for accredited off-campus accommodation.



The safety and living conditions of our students are of great importance. Student accommodation is a significant aspect of the success of the UFS; consequently, good-quality accommodation is important for each individual student to be successful in their studies. The accreditation process entails a list of primary requirements, drafted with the cognisance of the Mangaung Metropolitan Municipality, in terms of off-campus accommodation to which private providers must adhere in order to be accredited by the university. The requirements are in line with the Policy on the Minimum Norms and Standards for Student Housing at Public Universities.

Government Gazette 39238, dated 29 September 2015



Information

Contact details: Bloemfontein Campus 051 401 3737
South Campus 051 505 1564
Qwaqwa Campus 058 718 5030

Off-campus accommodation: Bloemfontein and South Campus OCAStudents@ufs.ac.za (for students) and OffCampusAccom@ufs.ac.za (for service providers)

UFS Orientation 2021

South Campus Housing and Residence Affairs Information

1



After closing of UFS applications and once all applications have been processed, prospective students who have indicated the need for on-campus accommodation may expect to hear from the South Campus Division of Housing and Residence Affairs.

Prospective students who have not heard from us, may contact us at SCresapplications@ufs.ac.za



2

3



Upon arrival in 2021, students are directed to the appropriate divisions for registration, upon which they will be placed in the residence if admitted.

All check-in procedures will be done at the residence where the students are placed.



4

The following is offered in the residences:

- All rooms are shared, with a bed, cupboard, table, and chair.
- Students are welcome to bring their own fridges (either bar fridge or 200L fridge).
- No microwaves allowed.
- Communal areas include bathrooms and kitchens; all kitchens have microwaves – no student is allowed to bring their own microwave under any circumstances.
- Study rooms and a gazelle are also available.



Information

For any South Campus accommodation enquiries, kindly contact us at SCresapplications@ufs.ac.za

or

Call: Hangwani Koko at 051 505 1564 or
Lerato Masapo-Changwara: 051 505 1205.

FOOD ENVIRONMENT OFFICE

The vision of the office is to promote a healthy food environment, with students and staff well informed and empowered to take appropriate action regarding their food and nutrition situation in order to promote student well-being and student success.



Summary of programmes and projects by the Food Environment Office

No Student Hungry programme



To address the problem of food insecurity, the 'No Student Hungry bursary programme' was started in 2011. The primary intervention offered an allowance to provide one balanced meal per day.

Food parcel programme



The secondary intervention provided a food parcel, containing a variety of non-perishable, nutritious staple food items. This joint venture between the Food Environment Office and Tiger Brands sets out to distribute non-perishables to students in need.

Community gardens



The Food Environment Office and Kopsie ACT, in collaboration with the Centre for Sustainable Agriculture, aim to contribute to food security on campus. The objective is to ensure that food-insecure students are adequately nourished, thereby increasing their chances of academic completion and success.

Offices

Steve Biko Building, Ground Floor; and Kopsie Lane, opposite Kopsie Health
E: Visagiea@ufs.ac.za



Student Affairs



At Student Affairs, we take care of you while you are a student on either our Bloemfontein, South, or Qwaqwa Campuses. We do this through our Student Life Communities, the Centre for Universal Access and Disability Support – or CUADS as it is better known – Student Counselling and Development, and Student Governance.

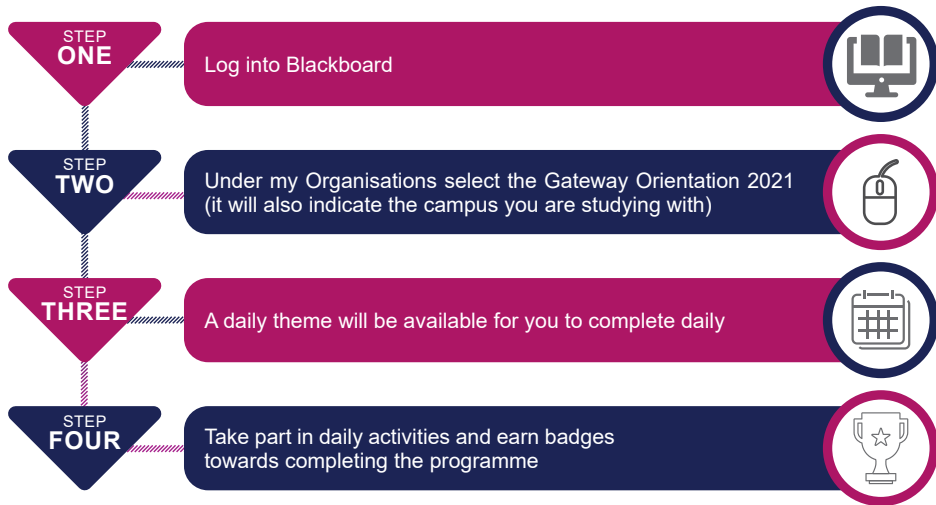
At the University of the Free State, we believe that every voice counts; therefore our student leaders are actively participating in university, faculty governance, and management structures.

Student Affairs on all three campuses echoes the spirit of the University of the Free State. Here you will find a home away from home and experience the care, protection, and support you deserve.

Visit our page on Blackboard to learn more about us and how you can be an engaged scholar.

Orientation on Blackboard

Join us for Orientation Week from Monday 8 to Friday 12 March 2021



Orientation week programme

Join us on Blackboard for our annual orientation week.

9 MARCH 2021

Health and wellness

Available all day	Video
Available all day	Discussion forums
Available all day	Student Life production
13:00-14:00	Live interaction with staff and students
18:00-19:00	Live interaction with staff and students

11 MARCH 2021

Safety and security

Available all day	Video
Available all day	Discussion forums
Available all day	Student Life production
13:00-14:00	Live interaction with staff and students
18:00-19:00	Live interaction with staff and students

8 MARCH 2021

Academic support

Available all day	Video
Available all day	Discussion forums
Available all day	Student Life production
13:00-14:00	Live interaction with staff and students
18:00-19:00	Live interaction with staff and students

10 MARCH 2021

Mental health matters

Available all day	Video
Available all day	Discussion forums
Available all day	Student Life production
13:00-14:00	Live interaction with staff and students
18:00-19:00	Live interaction with staff and students

12 MARCH 2021

Student life

Available all day	Video
Available all day	Discussion forums
Available all day	Student Life production
13:00-14:00	Live interaction with staff and students
18:00-19:00	Live interaction with staff and students

Tips and advice

● Asking for help is wise!

● Keep your UFS password safe and never share it with anyone.

● Always pay attention and be an engaged student.

● Ask if you are unsure or if you do not understand.

● Prepare for class. Study daily.

● Don't be late for classes, even if it's an online class.

● Manage your time wisely.

● Lead a healthy and balanced lifestyle. Eat. Drink water. Sleep. Study. Make friends. Reach out to others.

● Study the new words on the next page to make sure you understand university communication. If you hear a new word and you do not know what it means, 'ASK'!

gateway@ufs.ac.za | +27 51 401 9876 | **Enjoy your learning experience at university!**

Campus lingo

New words and abbreviations (glossary)

You will hear new words, and we have simplified a few for you so that you don't struggle in your adjustment to university 'lingo'.

AP score Admission point score allocated to your school subjects for admission to tertiary institutions.

Applying for admission The process by which a person's personal data is captured onto the university's database, but does not mean they have been accepted yet.

Registration A contractual agreement entered into annually by the university and an aspirant student, subject to procedures by virtue of which she or he is granted student status.

Orientation A period that gives first-entering students an opportunity to familiarise themselves with their university

Module A self-contained unit of learning that forms part of the course.

Compulsory module A necessary module that a student has to do.

Core module Compulsory learning required in situations contextually relevant to a particular qualification.

Elective module A selection of additional credits from which a choice may be made to ensure that the purpose of the qualification is achieved.

Fundamental or Core module A module of which the learning forms the basis or foundation for the education required to

obtain the qualification.

Credit The recognition obtained when a student passes examinations or tests to comply with conditions for completion of a qualification.

Semester A study period extending to half of the academic year.

Academic year A specified period given for the academic activities of a specific year, consisting of two semesters.

Distinction A final mark of 75% or more achieved in a module/course.

Exemption Students do not have to take examinations in a module, e.g. promoting a module.

International student A student who is not a South African citizen.

Syllabus The content of the module/course.

Predicate Total semester mark that determines whether or not a student can take an exam (as per faculty requirement).

Prerequisites The requirements for admission to a module, as stated in the general rules of the faculty.

Plagiarism When you use someone's words without acknowledging them.

Graduation The receiving or conferring of an academic degree or diploma.

Academic A teacher or scholar in a university or other institute of higher education.

Professor A university academic of the highest rank.

Lecturer A person that educates at an institution of higher learning.

Dean The head of a faculty.

Vice-Chancellor A person who is the principal of the university.

Deputy Vice-Chancellor Person who is second in charge under the Vice-Chancellor. You will hear people say 'DVC'.

HOD Head of Department.

MBA Master of Business Administration.

RPL Recognition of Prior Learning.

Registrar Responsible for student administration and institutional governance.

Senate The body that governs academic policies and procedures in respect of teaching, learning, research and academic functions.

SRC Student Representative Council.

NSFAS National Student Financial Aid Scheme, a bursary scheme enabling students to fund their studies.

Faculty A collection of departments focusing on similar divisions of knowledge.

Faculty Manager A manager of the faculty. The person you contact when you need to make any enquiries with regard to your studies.

Undergraduate When you are doing your diploma or degree. A university student who has not obtained any degree or diploma.

Postgraduate What you become after you complete your degree. Postgraduate is also used to refer to an honours, master's, PhD, or postdoctoral degree studied after obtaining an undergraduate degree, i.e. postgraduate degree.

Degree A qualification awarded to a student for successful completion of a course.

Academia The environment or community concerned with the pursuit of research, education, and scholarship, such as a university. Other words with the same meaning include 'educational, intellectual, scholarly, and scholastic'.

BA Bachelor of Arts degree.

BComm Bachelor of Commerce degree.

BSc Bachelor of Science degree.

Hons Honours degree. A degree that follows an undergraduate degree.

MB ChB Medical degree.

MA A degree that follows an honours degree.

PhD A PhD is a degree awarded to people who have done advanced research into a particular subject. PhD is an abbreviation for 'Doctor of Philosophy'.

Postdoc A postdoctoral or postdoc is a person professionally conducting research after the completion of their doctoral studies.



UNIVERSITY OF THE FREE STATE

GATEWAY PROGRAMME

ORIENTATION - FIRST-YEARS

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



UFS

STUDENT AFFAIRS
STUDENTESAKE
DITABA TSA BAITHUTI