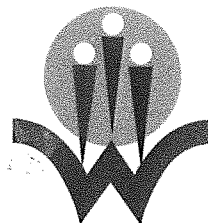




higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



WATERBERG
TVET COLLEGE

Together ensuring success

CENTRAL OFFICE

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ADDENDUM TO ADMISSION POLICY RE-ADMISSION

MEI 2021

1.1 GENERAL RULES

Exclusion is done for the following reasons:

- 1.1.1 Increase access: The Department of Higher Education and Training's (DHET) enrolment plan caps the number of funded full-time equivalent students enrolled at the public tertiary institutions. Poor performing students, therefore, deny space to new entrants, straining access to the College.
- 1.1.2 Financial viability: Poor performing students hamper throughput. A lower success rate has implicit reputational risks and diminishes earnings from teaching output units.
- 1.1.3 Academic reputation: If poor performing students are allowed to stay in the system, there will be a constant growth in student numbers, which:
 - (a) cannot be accommodated in workshops and Computer Labs and other facilities already overburdened;
 - (b) compromise the quality of the teaching and learning of all other students; and
- 1.1.4 Documented records of poor class and/or tutorial attendance may be used as evidence during an exclusion meeting.
- 1.1.5 The guiding principle is that a full-time student is allowed twice the minimum duration of a qualification. For example, a maximum of 4 years to complete NCV(N+1) and Report 191 a maximum of four trimesters or semesters to complete(N+1). Students with disabilities have five years to complete NCV and five trimesters/semesters to complete Report 191.
- 1.1.6 This policy enables the College to, where possible, identify and refer students for various interventions to

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BUSINESS STUDIES CENTRE

Tel: 015 – 483 2441/5
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IT AND COMPUTER SCIENCE CENTRE

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Fax: 015 – 483 0066
mokopane@waterbergcollege.co.za

improve their academic performance in order to avoid exclusion.

- 1.1.7 Students may submit an appeal on the prescribed appeal application form to the Campus Admission Committee, providing complete evidence of aspects to be considered for re-admission. The Campus Admission Committee will make a recommendation based on the portfolio of evidence available and this may include records of interventions attended at the SSS Unit.
- 1.1.8 The Campus Admission Committee will prepare a complete record of appeal applications and recommendations. This is to be recorded on the prescribed template provided by the DPA and submitted to the College Admission Committee for consideration.
- 1.1.10 The College Admission Committee will make a final decision and record it in the prescribed format and submit decisions to the SSS. These decisions are final and no further appeal, whether on departmental, faculty or institutional level, will be considered.
- 1.1.11 The DPA will officially communicate the outcome to the student and the academic department will provide written feedback to re-admitted students, clearly stipulating all conditions. Should the condition include referral to the SSS, it is the responsibility of the student to contact the SSS directorate to schedule an appointment in this regard, upon which the letter from the College accompany the student and be represented at the SSS.
- 1.1.12 Students who are excluded may only apply for readmission to the same qualification after a period of two years.
- 1.1.13 Applications for readmission of students received before the end of the two year exclusion period will only be considered by the Campus Admission Committee and College Admission Committee, if proof of academic success/development can be provided.
- 1.1.14 Application for readmission after a two-year period should go the normal route of admission before the closing date for admissions.
- 1.1.15 Closing dates for appeals, according to the academic core calendar, will be strictly applied. If a student has neglected to appeal in time, such an appeal will only be

considered during the appeal process of the next academic term.

- 1.1.16 A student, who has failed the same subject during two different study periods, will result in exclusion with the right to appeal.

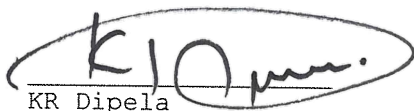
This Addendum should be read in conjunction with:

- 2.1 Policy on Class Attendance
- 2.2 Policy on Administration and Management of Student Admission Policy
- 2.3 Policy on Financial Aid (NSFAS Rules and Guidelines)
- 2.4 Assessment related policies
- 2.5 Government Gazette, 12 September 2007 No.30287
Chapter 2 Paragraph 7 Minimum Promotion Requirements
A National Certificate (Vocational) shall be issued to a candidate who has complied with the following promotion requirements:
 - 1. Obtained at least 40% in the required official Language
 - 2. Obtained at least 30% in Mathematics/Mathematical Literacy
 - 3. Obtained at least 40% in Life Orientation
 - 4. Obtained at least 50% in each of the four (4) vocational subjects

PROPOSAL:

That Academic Board endorses the proposal on exclusion. This will be implemented in 2022.

ENDORSEMENT FOR COUNCIL:


KR Dipela
Chairperson Academic Board

11/12/2021

Date