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**PROGRAMME FOR HIGHER EDUCATION STUDIES AND  
DEVELOPMENT**

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**REG. B121    ADVANCED DIPLOMA IN HIGHER EDUCATION  
(A.D.H.E.)**

**Study code: 7206**

**NQF LEVEL 7**

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Subject to national approval of the Postgraduate Diploma in Higher Education, it may happen that no new students are admitted to this qualification as from 2011.

This qualification is offered in the Faculty of Education. The diploma is offered on a part-time basis and is spread over two years in a resource-based learning mode with limited contact sessions per semester.

**1.    CAREER OPPORTUNITIES**

The Advanced Diploma in Higher Education provides lecturers/higher education practitioners with the opportunity to develop professionally within the higher education context. It is expected that, in the near future, all higher education practitioners will be required to possess such a professional qualification.

**2.    ADMISSION REQUIREMENTS**

The general regulations of the University in respect of admission to diploma studies are applicable to this diploma.

Students will be admitted to the programme if they meet with the following prescribed requirements:

- A Bachelor's degree; and
- appropriate working experience related to higher education.

If a candidate does not meet with all the above admission requirements, a special justification for admission, based on the recognition of prior learning, must be submitted.

**3.    DURATION OF STUDY**

This qualification is presented on a part-time basis over two years.

#### 4. CURRICULUM

##### First Academic Year\*

SEMESTER	CODE	DESCRIPTION	CREDITS
1	HOS518	Teaching/Facilitation	16
1	HOS519	Innovative student learning in context	16
2	HOS528	Module planning and development of study material	16
2	HOS529	The higher education environment	16

##### Second Academic Year\*

SEMESTER	CODE	DESCRIPTION	CREDITS
1	HOS512	Assessment	16
1	HOS513	Administration, management and leadership	16
2 or 2	HOS522 or HOS533	Elective: Choose <b>ONE</b> of the following modules: Community service or E-learning facilitation	16 or 16
2	HOS501	Professional development as researcher	16

**Total credits: 128**

\* The modules listed under the First Academic Year are presented during even years (e.g. 2012). The modules listed under the Second Academic Year are presented every alternate year or uneven year (e.g. 2011).

This qualification is offered in the Faculty of Education. The diploma is offered on a part-time basis and is spread over two years in a resource-based learning mode with limited contact sessions per semester.

**1.    CAREER OPPORTUNITIES**

The Advanced Diploma in Further education provides lecturers/further education practitioners with the opportunity to develop professionally within the further education context. It is expected that, in the near future, all further education practitioners will be required to possess such a professional qualification.

**2.    ADMISSION REQUIREMENTS**

The general regulations of the University in respect of admission to diploma studies are applicable to this diploma.

Students will be admitted to the programme if they meet with the following prescribed requirements:

- A three year diploma; and
- appropriate working experience related to further education and training.

If a candidate does not meet with all the above admission requirements, a special justification for admission, based on the recognition of prior learning, must be submitted.

**3.    DURATION OF STUDY**

This qualification is presented on a part-time basis over two years.

#### 4. CURRICULUM

##### First Academic Year\*

SEMESTER	CODE	DESCRIPTION	CREDITS
1	FES518	Teaching/Facilitation	16
1	FES519	Innovative student learning in context	16
2	FES528	Module planning and development of study material	16
2	FES539	The further education environment	16

##### Second Academic Year\*

SEMESTER	CODE	DESCRIPTION	CREDITS
1	FES512	Assessment	16
1	FES513	Administration, management and leadership	16
2 or 2	FES522 or FES533	Elective: Choose <b>ONE</b> of the following modules: Community service or E-learning facilitation	16 or 16
2	FES501	Professional development as researcher	16

**Total credits: 128**

\* The modules listed under the First Academic Year are presented during even years (e.g. 2012). The modules listed under the Second Academic Year are presented every alternate year or uneven year (e.g. 2011).

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<b>REG.</b>	<b>POSTGRADUATE DIPLOMA IN HIGHER EDUCATION: PG Dip (Higher Education) Study code: 7251</b>	<b>NEW NQF LEVEL 8</b>
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Subject to national approval, this qualification is offered in the Faculty of Education as from 2011.

The qualification is offered on a part-time basis and is spread over two years in a blended and resource-based learning mode with limited block contact sessions per semester.

### **1. CAREER OPPORTUNITIES**

The Postgraduate Diploma in Higher Education provides lecturers, support staff and managers in higher education and further education and training with the opportunity to develop professionally within the higher education context. It is expected that, in the near future, all higher education and further education and training practitioners will be required to possess such a professional qualification.

### **2. ADMISSION REQUIREMENTS**

The general regulations of the University in respect of admission to diploma studies are applicable to this postgraduate diploma.

Students will be admitted to the programme if they meet with the following prescribed requirements:

- An appropriate Bachelor's degree or an Advanced Diploma on NQF Exit Level 7 in any academic discipline; and
- appropriate working experience related to higher education or further education and training.

If a candidate does not meet with all the above admission requirements, a special justification for admission, based on the recognition of prior learning, must be submitted.

### **3. DURATION OF STUDY**

This qualification is presented on a part-time basis over two years.

#### 4. CURRICULUM

##### FIRST ACADEMIC YEAR\*

SEMESTER	CODE	DESCRIPTION	CREDITS
1	HOS611	Contemporary views on student learning	16
1	HOS612	Facilitating student learning	16
2	HOS621	Module development and learning design	16
2	HOS622	The higher education sector in perspective	16

##### SECOND ACADEMIC YEAR\*

SEMESTER	CODE	DESCRIPTION	CREDITS
1	HOS613	Assessment of student learning	16
1	HOS614	Research methodology and research proposal	16
2	HOS623	Administration and management in higher education	16
2	HOS624	<b>Elective:</b> Choose <b>ONE</b> of the following three elective modules: Serving the community in higher education or Information communication technology (ICT) in teaching, learning and assessment or Short research report**	16
or	or		or
2	HOS625		16
or	or		or
2	HOS691**	Short research report**	16

**Total credits: 128**

\* Depending on the number of students enrolled, it may happen that only the modules listed under the First Academic Year are presented during uneven years (2011, 2013, 2015). Similarly, it may happen that only the modules listed under the Second Academic Year are presented every alternate year or even year (2012, 2014, 2016).

\*\* For future admission to the M.A. (H.E.S.) this module is compulsory.

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**REG. B123    MAGISTER ARTIUM IN HIGHER EDUCATION STUDIES**  
**M.A. (H.E.S.)**  
**Study codes: 7831 / 7832 / 7833**  
**OLD NQF LEVEL 8/NEW NQF LEVEL 9**

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The qualification is offered in the Faculty of Education. The structured formats of the degree (study code 7832 or 7833 – as applicable in the old and new formats of the qualification; see 4.1 and 4.2) are offered on a part-time basis and are spread over two years in a resource-based and blended learning mode with limited block contact sessions per semester. The structured formats conclude with a comprehensive mini-dissertation. The unstructured format of the degree (study code 7831) requires a dissertation.

**1. CAREER OPPORTUNITIES**

Due to various internal and external influences, the higher education and further education and training sectors throughout the world are undergoing rapid change. In order to enable academics, support staff and managers at higher education and further education and training institutions to cope with these changes, this Master's degree provides them with the opportunity to develop professionally and to manage effectively at different institutional levels within a dynamic higher education and further education and training environment.

**2. ADMISSION REQUIREMENTS**

The general regulations of the University in respect of admission to a Masters' degree are applicable to this degree.

A student will be admitted to the programme if he/she meets with the following prescribed requirements:

- A Bachelor's degree, a Bachelor Honours degree or an Advanced Diploma on NQF Exit Level 7 (only valid until the admission requirements for Master's degrees as stipulated by the new NQF are finally phased in according to the guidelines provided by the Department of Higher Education and Training);  
or
- a Bachelor's degree, a Bachelor Honours degree or an appropriate Postgraduate Diploma on NQF Exit level 8;  
and

- appropriate working experience related to higher education or further education and training.

If a candidate does not meet with all the above admission requirements, a special justification for admission, based on the recognition of prior learning, must be submitted.

### **3. DURATION OF STUDY**

This is a two-year part-time qualification.

## **4. CURRICULUM**

### **4.1 OLD FORMAT OF THE QUALIFICATION:**

The old format of the qualification will be phased out as from 2011 and replaced by a new format which is adapted according to the guidelines of the new NQF (see 4.2). No new students will therefore be admitted to this format as from 2011. The curriculum of the old format of the qualification is as follows:



**Magister Artium (Higher Education Studies): Higher Education:  
Structured**

**Study code: 7832**

**OLD NQF LEVEL 8**

<b>Year One - Semester One</b>	<b>Credits</b>
<b>Two</b> compulsory modules:	
HOS710: Higher education systems, transformation and policy analysis	24
HOS715: Leadership and management in higher education	24
<b>Year One - Semester Two</b>	
Electives (At least THREE electives must be completed over the entire study period):	
HOS722*: Learning facilitation and assessment/evaluation*	24
HOS723: Student learning and development	24
HOS717: Community service learning	24
HOS719: The design, implementation and management of an E-learning environment	24
<b>Year Two - Semester One</b>	
Electives (At least THREE electives must be completed over the entire study period):	
HOS718: Postgraduate supervision	24
HOS716: Quality assurance	24
HOS711: Programme planning and development/Design of study material	24
HOS736: Mentoring in higher education	24
<b>Year Two – Compulsory year module</b>	
HOS791: Research methodology and comprehensive mini-dissertation/one (1) publishable article**	120
<b>Total credits:</b>	<b>240</b>

\* HOS722 is recommended for lecturing staff

\*\* Only students with proven prior research experience will be allowed to enrol for this option. The article will have to be presented according to a prescribed format, which bears similarity to that of the master's degree comprehensive mini-dissertation.

**Magister Artium (Higher Education Studies): Further  
Education: Structured**  
Study code: 7833

**OLD NQF LEVEL 8**

<b>Year One - Semester One</b>	<b>Credits</b>
<b>Two</b> compulsory modules:	
FES710: Further education systems, transformation and policy analysis	24
FES715: Leadership and management in further education	24
<b>Year One - Semester Two</b>	
Electives (At least THREE electives must be completed over the entire study period):	
FES722*: Learning facilitation and assessment/evaluation*	24
FES723: Student learning and development	24
FES717: Community service learning	24
FES719: The design, implementation and management of an E-learning environment	24
<b>Year Two - Semester One</b>	
Electives (At least THREE electives must be completed over the entire study period):	
FES718: Postgraduate supervision	24
FES716: Quality assurance	24
FES711: Programme planning and development/Design of study material	24
FES736: Mentoring in further education	24
<b>Year Two – Compulsory year module</b>	
FES791: Research methodology and comprehensive mini-dissertation/one (1) publishable article**	120
<b>Total credits:</b>	<b>240</b>

\* FES722 is recommended for lecturing staff

\*\* Only students with proven prior research experience will be allowed to enrol for this option. The article will have to be presented according to a prescribed format, which bears similarity to that of the master's degree comprehensive mini-dissertation.

**Magister Artium (Higher Education Studies): Dissertation****Study code: 7831****OLD NQF LEVEL 8**

For both the following options students are expected to attend a structured research methodology and group supervision programme:

<b>CODE</b>	<b>NAME OF MODULE</b>	<b>CREDITS</b>
HOS700 or *HOS702	Dissertation: Higher Education Studies or *Two (2) related, publishable articles: Higher Education Studies	240 or 240

- \* Only students with proven prior research experience will be allowed to enrol for this option. The articles will have to be presented according to a prescribed format, which bears similarity to that of the master's degree dissertation.

**4.2 NEW FORMAT OF THE QUALIFICATION:**

This new format of the qualification represents an internal adaptation (according to the new NQF guidelines) of the M.A, (H.E.S.) degree as from a 240 credit-bearing qualification on old NQF level 8 to a 180 credit-bearing qualification on new NQF level 9. The old format of the qualification will be phased out as from 2011. First admissions to this internally adapted format of the qualification, on new NQF level 9, will be allowed in 2011. The curriculum for the new format of the qualification is as follows:

**Magister Artium (Higher Education Studies): Higher Education:  
Structured**

Study code: 7832

NEW NQF LEVEL 9

**FOUR COMPULSORY MODULES**

(one of which should be selected from a prescribed group):

<b>Year One - Semester One</b>		
<b>Code</b>	<b>Module name</b>	<b>Credits</b>
HES710	Higher Education Studies in context (compulsory)	20
HES715 or HES712 or HES723	Compulsory: Choose ONE from the following group*: Leadership and management or Programme development/Quality assurance or Student/adult learning and development	20 or 20 or 20

- \* Any of the modules in the group marked \* which is not selected here, may be selected as an elective in Year Two, Semester One. Students should note, however, that the three modules are presented simultaneously during the same block contact session. Thus a student may only select one of the three modules at a particular point in time.

<b>Year One - Semester Two (compulsory)</b>		
<b>Code</b>	<b>Module name</b>	<b>Credits</b>
HES790	Research in Higher Education Studies	20

<b>Year Two - Semesters One and Two (compulsory)</b>		
<b>Code</b>	<b>Module name</b>	<b>Credits</b>
HES791 or **HES701	Comprehensive mini-dissertation or **One (1) publishable article	60 or 60

**Total credits for compulsory modules: 120**

- \*\* Only students with proven prior research experience will be allowed to enrol for this option (marked \*\*). The article will have to be presented according to a prescribed format, which bears similarity to that of the master's degree comprehensive mini-dissertation.

### THREE ELECTIVES

Choose ANY THREE of the electives as outlined below:

Semester One (Year One or Year Two): Electives		
Code	Module name	Credits
	Only ONE of the electives in this group at a particular point in time (provided that the particular module selected here as an elective has not already been selected as one of the student's compulsory modules)***:	
HES715	Leadership and management	20
or	or	or
HES712	Programme development/Quality assurance	20
or	or	or
HES723	Student/adult learning and development	20
	Only ONE of the electives in this group at a particular point in time***:	
HES718	Postgraduate supervision	20
or	or	or
HES736	Mentoring	20

Semester Two (Year One or Year Two): Electives		
Code	Module name	Credits
	Only ONE of the electives in this group at a particular point in time***:	
HES717	Community service learning	20
or	or	or
HES719	The design, implementation and management of an E-learning environment	20
HES720	Learning design and learning facilitation	20
HES721	Assessment and moderation	20
****HES724	****Administration and support	****40

**Total credits for electives: 60**

\*\*\* In the case of the modules appearing in the same cell in any of the two tables above (marked \*\*\*), only ONE of the relevant modules may be selected as an elective at a particular point in time. The reason for this is that these modules are presented simultaneously during the same block contact session.

\*\*\*\* HES724 is a double module (40 credits) and therefore accounts for two of a student's three electives.

**Equivalents of modules in the new format to the modules in the old formats of the qualification:**

HES710 = HOS710 or FES710  
 HES712 = [HOS711 or FES711] + [HOS716 or FES716]  
 HES715 = HOS715 or FES715  
 HES717 = HOS717 or FES717  
 HES718 = HOS718 or FES718  
 HES719 = HOS719 or FES719  
 HES720 = [HOS711 or FES711 (Design of study material)] +  
 [HOS722 or FES722 (Learning facilitation and evaluation)]  
 HES721 = [HOS722 or FES722 (Assessment)]  
 + Moderation (new theme)  
 HES723 = HOS723 or FES723  
 HES736 = HOS736 or FES736  
 HES790 = [HOS791 or FES791] (Research methodology only)  
 HES791/701 = [HOS791 or FES791] (comprehensive mini-dissertation  
 only/one publishable article only, as applicable)  
 (i.e.HES790 + HES791/701 = HOS/FES791)

**Magister Artium (Higher Education Studies): Dissertation**  
**Study code: 7831** **NEW NQF LEVEL 9**

For both the following options students are expected to attend a structured research methodology and group supervision programme:

CODE	NAME OF MODULE	CREDITS
HES700 or *****HES702	Dissertation: Higher Education Studies or *****Two (2) related, publishable articles: Higher Education Studies	180 or 180

\*\*\*\*\*Only students with proven prior research experience will be allowed to enrol for this option. The articles will have to be presented according to a prescribed format, which bears similarity to that of the master's degree dissertation.

**Equivalents of modules in the new format to modules in the old format of the qualification:**

HES700 = HOS700  
 HES702 = HOS702

### **1. CAREER OPPORTUNITIES**

The Ph.D. degree is a qualification directed at continued and independent learning of higher education and further education and training practitioners to empower them to play a leading role in the higher education and the further education and training sectors. The qualification will enable students to integrate complex knowledge in a specific area of specialisation of this advanced Ph.D. degree awarded in the Faculty of Education.

### **2. ADMISSION REQUIREMENTS**

The institutional rules of the University in respect of admission to Doctoral degrees (general regulations) are applicable to this degree.

To be admitted to the Ph.D. study in Higher Education Studies the student must:

- possess a Master's and/or Doctoral degree in a scientific field applicable to the Ph.D. research theme;
- provide proof of appropriate working experience related to the higher education/further education and training sector; and
- submit a preliminary research proposal that focuses on a theme in higher education/further education and training and is approved by a panel of at least three lecturers, including the prospective promoter and the head of department/unit/division concerned.

### **3. DURATION OF STUDY AND EXIT LEVEL**

The duration of study for the Ph.D. degree is at least two years and may be extended with the approval of the head of department/unit/division concerned, taking into consideration General Regulation A113(d).

### **4. ASSESSMENT**

The institutional rules of the University in respect of assessment are applicable to this degree. In addition, the following is required:

- The final research proposal must be defended successfully before a panel of at least three lecturers, including the promoter and the head of department/unit/division concerned. The title of the thesis may only be registered after the successful completion of the oral assessment.
- The thesis may only be submitted for assessment with the approval of the promoter and the head of department/unit/division concerned after a study period of at least two years.
- The final report may either be:
  - a thesis on an approved research topic in higher education/further education and training chosen by the candidate in consultation with the designated promoter(s).
  - or**
  - five related, publishable articles for (an) accredited journal(s) on an approved research topic in higher education/further education and training chosen by the candidate in consultation with the designated promoter(s).
- Quality assurance is facilitated through internal and external assessment of the thesis, with external assessors representing a majority on the assessment panel.

## 5. CURRICULUM

### 5.1 OLD FORMAT OF THE QUALIFICATION

As this format of the qualification will be phased out as from 2011, no new students will be admitted to this format as from 2011. This format of the qualification will be replaced by a new format which is adapted according to the guidelines of new NQF (see 5.2). The curriculum for the old format of the qualification is as follows:

**Philosophiae Doctor - Higher Education Studies                      Ph.D.**  
**Study code: 7910    OLD NQF LEVEL 8**

For both the following options students are expected to attend a structured research methodology and group supervision programme:

CODE	NAME OF MODULE	CREDITS
HOS900	Thesis: Higher Education Studies	240
or	or	or
*HOS905	*Five (5) related, publishable articles: Higher Education Studies	240



- \* Only students with proven prior research experience will be allowed to enrol for this option. The articles will have to be presented according to a prescribed format, which bears similarity to that of the doctoral thesis.

## 5.2 NEW FORMAT OF THE QUALIFICATION

This new format of the qualification represents an internal adaptation (according to new NQF guidelines) of the Ph.D. - Higher Education Studies degree from a 240 credit-bearing to a 360 credit-bearing qualification. The old format of the qualification on old NQF Level 8 will be phased out as from 2011. First admissions to this internally adapted format of the qualification on new NQF Exit Level 10 will be allowed in 2011. The curriculum for the new format of the qualification is as follows:

**Philosophiae Doctor - Higher Education Studies** **Ph.D.**  
**Study code: 7910** **NEW NQF LEVEL 10**

For both the following options students are expected to attend a structured research methodology and group supervision programme.

CODE	NAME OF MODULE	CREDITS
HES900 or *HES905	Thesis: Higher Education Studies or *Five (5) related, publishable articles: Higher Education Studies	360 or 360

- \* Only students with proven prior research experience will be allowed to enrol for this option. The articles will have to be presented according to a prescribed format, which bears similarity to that of the doctoral thesis.

### Equivalents of modules in the new format to the modules in the old format of the qualification:

HES900 = HOS900  
HES905 = HOS905