



NORTH-WEST UNIVERSITY
YUNIBESITI YA BOKONE-BOPHIRIMA
NOORDWES-UNIVERSITEIT

UNIT FOR DISTANCE LEARNING FACULTY OF THEOLOGY

**INFORMATION DOCUMENT FOR
DISTANCE STUDENTS OF THE UDL**

BTh, BDiv, B-Status and BTh Hons

First Semester 2024

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1. INTRODUCTION

The Unit for Distance Learning (UDL) was established in 2012 to present distance programmes of various NWU faculties and to assist with the administrative and logistical aspects of the endeavour.

Important general principles for Distance Learning in Theology:

- Students must submit their applications and registrations ONLINE before the due dates. Please note that **FROM 2024**, Theology will have **ONLY ONE INTAKE** at the beginning of the year and students must **REGISTER FOR 1ST AND 2ND SEMESTER MODULES AT THE BEGINNING OF THE YEAR**.
- Each programme has a minimum and maximum duration and the programme must be completed within this time frame.
- A prerequisite for Theology distance students is that they should have a computer and access to good internet (cf. <http://distance.nwu.ac.za/Theology> and look under Downloads, click on Laptop Specifications for Students 2021+). All modules are developed as online self-directed learning modules on the LMS of the NWU (eFundi). If all the study material is not provided on eFundi, it is the responsibility of students to buy the necessary textbooks mentioned on the eFundi sites of the various modules. Students work through the modules on eFundi according to the schedules provided by the lecturers and submit their assignments online.
- On the eFundi site of each module, the lecturer will indicate whether he/she makes use of **continuous assessment OR formative/summative assessment (a conventional sit-down exam written at a NWU exam centre)**. **PLEASE NOTE THAT THEOLOGY WILL HAVE IN 2024 ONLY CONTINUOUS ASSESSMENT FOR 1ST AND 2ND SEMESTER MODULES DUE TO THE IMPLEMENTATION OF A NEW STUDENT SYSTEM IN 2024/5. THE ONLY EXCEPTION WILL BE THAT STUDENTS WHO DID NOT PASS DOGM221, DOGM321, DOGM323, ETIE121, KDSG121, KDSG321, OPON321, OTES222, OTES323, PAST121, PAST122 AND SEMT122 IN NOVEMBER 2023, WILL WRITE THE 2ND EXAM OPPORTUNITIES IN JUNE 2024 AT NWU EXAM CENTRES. THE 2ND EXAM OPPORTUNITIES FOR ALDE122 AND GRKS221 WILL BE WRITTEN ONLINE.**
 - In the case of continuous assessment, there will be no conventional sit-down exam at an examination centre as all assessments will be done online. Please note that there are no second exam opportunities with continuous assessment.
 - In the case of formative/summative assessment, students build up a participation mark during the semester by submitting assessments online and write a conventional sit-down exam at examination centres, distributed nationally, at the end of the semester. Please note that a student will not be allowed to write exam if he/she has not obtained the minimum participation mark required in the module (40% or 45%, cf. p 41-44 in FTHE Calendar 2024). **NOT APPLICABLE IN 2024**
- In the case of formative/summative assessment, students have a second examination opportunity, but not directly after the first examination. If they fail the first examination or did not manage to write the first opportunity, they have a second opportunity to write the module during the next examination opportunity (six months later). It is important that a module is completed within one academic year. A valid participation mark gives the student access to two examination opportunities, where after a student must generate a new participation mark by re-registering for the module. **NOT APPLICABLE IN 2024**
- Students are administratively supported by the administrative staff at the UDL, and academically through eFundi and contact with the lecturers.

2. APPLICATION AND APPLICATION DATES

IMPORTANT:

- No application fees are applicable to distance students.
- Returning students who have not been registered for a year, must apply again.

APPLICATION DATES:

Due to the new student system that is being implemented by the NWU, there will be **from 2024 only one intake per year, namely 1st semester 2024**. There will thus be no applications for the 2nd semester.

Applications for 2025: 1 April 2024 until 30 August 2024.

3. B-STATUS

The admission requirement for the BTh Hons at the NWU is a BTh degree or an equivalent qualification in Theology. B-Status, however, gives a student who has completed a non-theology B-degree and who is interested to register for BTh Hons degree at the NWU, the opportunity to do so without the obligation to first complete a BTh degree. One can thus think of the B-Status as a bridging activity. The duration is two years, but a student can complete it in one year. If a student has successfully completed the B-Status modules by passing **each** of the modules with a **minimum of 60%**, the student may apply for the BTh Hons at the NWU.

Please note that students who are busy with B-Status and who want to start with BTh Hons studies the following year, must apply online for BTh Hons before 30 August.

Also note that the B-Status is not a stand-alone qualification and no certificate will be received after completing these modules. B-Status is thus not valid as an entrance requirement at another South African university.

It is important that a student needs to ask him/herself the following question: "What do I want to do with my theological qualification?" If a student wants to become involved in ministry, then BTh is a better qualification to pursue as the student will be better equipped to minister in a church/congregation. If the student is not necessarily interested in ministry and wants to enroll for a Masters or PhD degree in Theology, then B-Status is a good option, as the route to a Masters or a PhD will be one or two years shorter.

The B-Status consists out of 120 credits of theological subjects:

1st semester:

NTES112 (12) – 1st year
OTES112 (12) – 1st year
NTES212 (8) – 2nd year
OTES212 (8) – 2nd year
DOGM211 (16) – 2nd year

2nd semester:

NTES123 (12) – 1st year
OTES122 (12) – 1st year
NTES222 (8) – 2nd year
OTES222 (8) – 2nd year

And **three** of the following:

MISS211 (8) – 1st sem 2nd year
TEOL111 (8) – 1st sem 1st year
ETIE121 (8) – 2nd sem 1st year
PAST121 (8) – 2nd sem 1st year

Requirements for B-Status:

- Applicants must have passed their 3rd year of the B-degree with a minimum of 60% (average) and they must provide their academic record of their B-degree when applying for B-Status.
- Applicants should have a computer and access to good internet (<http://distance.nwu.ac.za/Theology> and look under Downloads).
- Applicants are responsible to find the necessary prescribed textbooks as communicated on the eFundi sites of the respective modules.

- If an applicant is interested to focus in his/her honours research module and/or possible further studies on MTh level or PhD level on Old or New Testament, there is an **additional requirement** that the student should have satisfactory knowledge of Biblical Greek (GRKS172 for New Testament) or Biblical Hebrew (SEMT272 for Old Testament). Please note that GRKS172 and SEMT272 are year modules, starting in the 1st semester of each year.

For any further information on B-Status, please contact Sylvia Selebatso at UODL-Theology@nwu.ac.za or phone her on 018 299 2153. From outside of SA it is +27 18 299 2153.

4. ONLINE SELF-REGISTRATION (BTH IN CHRISTIAN MINISTRY, BDIV AND BTH HONS)

(Please note that the students who want to register for B-Status or other modules for non-degree purposes, must please contact Sylvia at UODL-Theology@nwu.ac.za or phone her on 018 299 2153 to assist them individually.)

4.1 First Time Entrants (including students who have interrupted their studies for more than a year)

After the approval of the application, the applicant will receive communication via SMS on the registration dates and procedure. **For first time entrants, the system opens 20 November 2023 until 10 February 2024.** Go to <https://distance.nwu.ac.za/unit-distance-learning/registration-portal> and follow the instructions. Make sure to read the Registration Notice, available at Step 2, carefully. At Step 3, there is a step-by-step guide to assist students in the process of self-registration. Students must register for 1st and 2nd semester modules. The amount that must be paid before registration is **R 11 810.00**.

4.2 Senior / Returning Students (students who were registered the previous year)

IMPORTANT: The new system that will be implemented for registration in 2025, will not allow students to register for 3rd year modules if they have 1st year modules outstanding. It is thus imperative that students should register and pass all outstanding 1st year modules in 2024.

Go to <https://distance.nwu.ac.za/unit-distance-learning/registration-portal> and follow the instructions in preparation for online self-registration. Read the Registration Notice, available at Step 2, carefully. Students must use their Academic Record, available at Step 1, to mark their completed modules on their Curriculum Form (available at Step 2). This process will help them to decide for which modules to register. **The system for online self-registration opens 29 January 2024 until 10 February 2024.** Please note that a student needs to pay the minimum payable amount **before** registration. The amount for 2024 is **R 11 810.00**. Everything will be done online, no documents must be send to the registration office. At Step 3, there is a step-by-step guide to assist students in the process of self-registration.

Please consult the exam timetable (cf. 28) during the process of module selection, keeping in mind that the 2nd exam opportunities are always 6 months later **(not applicable in 2024 as all modules will be continuous assessment)**.

NB: The registration process is only successfully completed once a student has received his/her Proof of Registration. If the necessary money has not been paid, the student will not get his/her Proof of Payment. Once the necessary payment has been done, the system will send a Proof of Payment. It is the student's responsibility to ensure that he/she is registered for the correct modules. If the student, for one or the other reason, does not receive his/her Proof of Registration, he/she can download it (cf. 10.1).

IMPORTANT: If a student does not have a Proof of Registration, he/she is not registered.

5. ADDS AND DROPS OF MODULES AND CANCELLATION OF STUDIES

If students want to *add a module*, they must complete a **student request form** and send it to Sylvia (UODL-Theology@nwu.ac.za). This may be done between **5 February 2024 and 1 March 2024** for the 1st semester 2024 and for the 2nd semester 2024 between **15 July 2024 and 9 August 2024**.

If students want to *drop modules* or *cancel their studies*, it must be done before **1 March 2024** for the 1st semester and **9 August 2024** for the 2nd semester, otherwise students will still be liable to pay for the modules. The registration fee is unfortunately not refundable, even if the studies were cancelled in time. All requests should be send to Sylvia (UODL-Theology@nwu.ac.za) on a **student request form**.

6. DATE OF COMMENCEMENT 1st SEMESTER 2024

Classes start on **12 February 2024**. Please go to the eFundi sites of the registered modules and watch the orientation videos. **Do not hesitate to contact the lecturer if anything is unclear.**

7. DATE OF COMMENCEMENT 2nd SEMESTER 2024

Classes start on **8 July 2024**.

8. STUDENT'S USERNAME, PASSWORD AND PIN

For students to be able to access eFundi (cf. 21) or personal information like a proof of registration or academic record or marks (cf. 10), they need certain login details.

- The student's **USERNAME** is always his/her NWU number.
- For SA citizens, the student's initial **PASSWORD** for eFundi is his/her ID number@Nwu (e.g. 8106010982082@Nwu).
- For non-SA citizens, the student's initial **PASSWORD** is his/her Passport number@Nwu (e.g. AB123456@Nwu).
- To retrieve certain information from the system, e.g. the proof of registration, a window will open and the student needs to login with a **PIN**. This is the PIN you created during the application process or during the registration process. To get assistance with your PIN, go to <http://distance.nwu.ac.za/help> and under Student Access, click on NWU Student Pin and follow the instructions.

9. VIEW PERSONAL INFORMATION ON SYSTEM

The Student 360 App enables students to view certain items related to the student's profile as it is on the system. For example, students must ensure that their contact details (cell phone number and email address) are correct, otherwise they will not get notifications and important communication from the university via SMS and email. They must also make sure that their names and surname are spelt correctly, otherwise their names on their Academic Record and their Graduation Certificate will be spelt wrongly.

The Student 360 App is available in the DIY Services Portal. Open your browser (Firefox or Google Chrome) and navigate to www.nwu.ac.za Click on the "DIY Services" link in the page footer and log in with your NWU number (Username) and your Password (cf. 8). Click on Student 360. To sign out later, click on the "Logout" button in the page header. Information available on Student 360:

9.1. Personal Information

- Address Details
- Personal Details
- Contact Details

9.2 Academic Information

- Application Information / Status
- Registration Information / Status (click on far right three blocks to see registered modules)
- Study and Exam Centres
- Remarks
- Official Decisions
- Results
- Graduation Information

10. STUDENT SELF-HELP INFORMATION AVAILABLE ON SYSTEM

Open your browser (Firefox or Google Chrome – check which one works the best on your computer. If something is not working, please switch your browser):

10.1 Proof of Registration (try Firefox first)

- <https://distance.nwu.ac.za/help> (Student Resources)
- Look under APPLICATIONS & REGISTRATIONS and click on Proof of Registration
- Click on Registration on the left
- Login with Student number and PIN
- Click on Registration on the left
- Click on Proof of Registration on the left
- Click on your Qualification in the drop down
- Click on Retrieve information (sometimes the pop-up is blocked – click allow pop-up on top right hand corner)

10.2 Financial Statement (student account) (try Firefox first)

- <https://distance.nwu.ac.za/help> (Student Resources)
- Look under APPLICATIONS & REGISTRATIONS and click on Financial Statements
- Login with Student number and PIN
- Click on Retrieve information

10.3 Update Personal Information

- <https://distance.nwu.ac.za/help> (Student Resources)
- Look under Student Access, click on Update Personal Information
- Login with Student number and PASSWORD
- Change the details and click on Submit

10.4 Participation Marks (not applicable in 2024 as all modules will use continuous assessment) (try Firefox first)

- <https://distance.nwu.ac.za/help> (Student Resources)
- Look under Assessment Information and click on Participation Marks
- Login with Student number and PIN
- Choose the Start date and the End date
- Click on Retrieve information

10.5 Personal Examination Timetable (only applicable to 2nd exam opportunities of ALDE122, DOGM221, DOGM321, DOGM323, ETIE121, GRKS221, KDSG121, KDSG321, OPON321, OTES222, OTES323, PAST121, PAST122 AND SEMT122 in June 2024)

- <https://distance.nwu.ac.za/help> (Student Resources)
- Look under Assessment Information and click on Personal Examination Timetable
- Login with Student number and PIN
- In the drop down at Opportunity month, choose either June (for 1st sem) or November (for 2nd sem)
- In the drop down at Opportunity, always choose 1st Opportunity
- Click on Retrieve information
- All the information necessary for the exam appears there, e.g. the modules, the date, the time and the address of the venue

10.6 Previous Exam Papers

- <https://distance.nwu.ac.za/help> (Student Resources)
- Look under Assessment Information and click on Past papers
- Type the module at Course code
- Choose Distance learning and click on Submit Query
- Click on Paper in right hand column

10.7 Examination Results (it will only be available once the exam commission has approved it)

- <https://distance.nwu.ac.za/help> (Student Resources)
- Look under Assessment Information and click on Exam Results
- Login with Student number and PIN
- Click on Retrieve information

10.8 Academic Record

- <https://distance.nwu.ac.za/help> (Student Resources)
- Look under Assessment Information and click on Academic Record
- Login with Student number and PASSWORD
- Click on Academic Record
- In drop down at Language of Report, choose your language
- Click on Submit
- Use your ID number as password

11. FINANCIAL PROCEDURES

11.1 Payment of class fees

- The minimum payable amount with registration is R 11 810.00. It includes the registration fee of R 2 320.00. Students will receive monthly accounts for the outstanding class fees. (International students must pay the full amount of his/her class fees with registration.)
- Class fees must be fully paid by 30 June.
- If the account is fully paid by 31 March, the student gets 2.5% discount on his/her class fees.
- Students whose accounts are not fully paid, will not be allowed to register the next year.

11.2 Banking details

NB: All payments must be done into one of the **NWU accounts**.

The account name is “**NWU STUDENT**”.

The **reference** of the payment is your **NWU student number**.

	BRANCH CODE	ACCOUNT NUMBER
ABSA	632 005	4070099350
FNB	240 438	62161907335
NEDBANK	171 338	1713378531
STANDARD BANK	052 838	330384465

12. COMMUNICATION CHANNELS

To ensure better communication, **always include your surname and your NWU student number in the subject line of the email**, e.g. Enquiry about exam marks Ngcobo (#12300124). It makes responding on queries much easier.

I have created an eFundi site for communication with our distance students. It is called **Comm Theology Distance**. The communication will be in the form of an announcement, e.g. a change in a lecturer or a specific date or a request to partake in an online questionnaire, etc. Please visit the eFundi site regularly to take note of announcements.

13. PREREQUISITES FOR MODULES

The prerequisite for each module follows in brackets. If you have not passed the module(s) in brackets, you may not register for the module. If you are already registered for a module and did not pass the prerequisite, it is your responsibility to deregister the module before the due date of add and drops, otherwise you will still be liable to pay for the module.

13.1 BTh in Christian Ministry

- ALDE122 (ALDE111)
- OTES122 (OTES112)
- PAST213 (PAST121 or PAST122)
- HERM311 (NTES112 & OTES112)
- MISS311 (MISS211)
- MISS321 (MISS211)

13.2 BDiv

- ALDE122 (ALDE111)
- LATN122 (LATN112)
- OTES213 (OTES112)
- GRKS122 (GRKS112)
- SEMT122 (SEMT112)
- DOGM312 (TEOL112)
- GRKS211 (GRKS122)
- HERM311 (NTES112 & OTES112)
- SEMT211 (SEMT122)
- DOGM322 (TEOL112)
- GRKS221 (GRKS211)
- HOML322 (HOML221)
- OPON321 (NTES212 & OTES212/3)
- SEMT221 (SEMT211)
- HERM411 (HERM311)
- HOML411 (HOML322)
- NTES412 (NTES212, GRKS221 & SEMT221)
- OTES412 (HERM311 & SEMT221)
- NTES422 (NTES412)
- OTES422 (OTES412)
- TNAV472 (65% in TNAV471)

13.3 BTh Hons

- TEOL671 (65% in TNAV611)
- NTES623 (NTES613)
- OTES624 (OTES613)
- TEOL671 in New Testament (GRKS172)
- TEOL671 in Old Testament (SEMT272)

14. PARADIGM SPECIFIC MODULES (SECTION A & SECTION B)

Most of the modules that are presented by the Faculty of Theology, are generic of nature, meaning students from a reformed background or a Pentecostal background can do the same content, e.g. ALDE111 & 122, NTES112, ETIE121 or MISS211. However, there are some modules of which the content is paradigm specific, namely TEOL111, DOGM211, DOGM221, HOML222, KDSG311, HERM311, LITK322, DOGM612, HOMV621 and LITK621. These modules have a Section A (Reformed) and a Section B (Pentecostal). In the 3rd year of the BTh in Christian Ministry, Pentecostal students select DOGM323 and students from a reformed background select DOGM321.

On the eFundi sites (cf. 21) of these modules, you must watch out for the Section A (Reformed) and the Section B (Pentecostal) study material, videos and assignments. In the exam paper of these paradigm specific modules, there will also be a Section A (Reformed) and a Section B (Pentecostal) **(not applicable in 2024 as all modules will be continuous assessment, except the 2nd exam opportunities in June 2024 cf. 10.5).**

15. BTH IN CHRISTIAN MINISTRY

Please remember that GRKS172 (1st year) and SEMT272 (2nd year) are year modules.

IMPORTANT: The new system that will be implemented for registration in 2025, will not allow students to register for 3rd year modules if they have 1st year modules outstanding. It is thus imperative that senior/returning students should register and pass all outstanding 1st year modules in 2024.

16. BDIV

The BDiv qualification is only presented from the reformed perspective and is aimed at students who want to become ministers in the reformed churches. One of the big focuses of this programme is the languages, namely Latin, Greek and Hebrew. Please note that TNAV471 will be completed by the middle of April and TNAV472 will start immediately and continue until the end of the year. You must thus register for TNAV472 at the beginning of the 1st semester. Please note that a percentage of 65% in TNAV471 is a prerequisite for TNAV472. It is also important to remember that 65% in the last year of BDiv is a prerequisite for admission to MDiv. If you want to become a minister in the RCSA (GKSA), please contact Mrs Lieze Coetzer at the Theological School of the RCSA (lieze.coetzer@nwu.ac.za or 018 299 1846).

IMPORTANT: The new system that will be implemented for registration in 2025, will not allow students to register for 3rd year modules if they have 1st year modules outstanding. It is thus imperative that senior/returning students should register and pass all outstanding 1st year modules in 2024.

17. BTH HONS

Please note that TNAV611 will be completed by the middle of April and TEOL671 will start immediately and continue until the end of the year. You must thus register for TEOL671 at the beginning of the 1st semester. Please note that a percentage of 65% in TNAV611 is a prerequisite for TEOL671.

18. MTH STUDIES

It is important to note that a percentage of 65% (average) in BTh Hons is necessary for admission to MTh. All enquiries regarding MTh studies should be addressed to Mrs Antoinett Moerdyk (Antoinett.Moerdyk@nwu.ac.za or 018 299 1847).

19. LANGUAGE OF TUITION AND ONLINE SELF-DIRECTED eFUNDI MODULES

All the BTh, BDiv, B-Status and BTh Hons modules will be presented as online self-directed eFundi modules. This means that students work on their own according to the programme provided by the lecturer. Students communicate with the lecturers via eFundi and submit their assignments on eFundi (**not** via emails to the lecturers). The eFundi sites are developed in both languages, but if the lecturer has recorded a short video to explain a concept, it will most probably be in English only. All the videos on eFundi are “downloadable”. The academic literacy modules, **ALDE111 & ALDE122**, and the **BTh Hons modules** will only be presented in **English** and no interpreting will occur. It is however important to note that assignments and examinations can be written in Afrikaans or English. The PowerPoint’s on the eFundi sites will be in both languages. You are invited to communicate with your lecturers in the language of your choice.

20. INTERNET / WI-FI ACCESS

As stated in the Introduction (cf. 1), it is imperative that you have access to a computer (<http://distance.nwu.ac.za/Theology> and look under Downloads, click on Laptop Specifications for Students 2021+) and good internet.

21. STUDY MATERIAL AND eFUNDI

21.1 Study guides on eFundi

The Faculty of Theology decided to replace all paper study guides with electronic study guides, available at <http://efundi.nwu.ac.za/portal/>

Login on eFundi using the NWU number as the USERNAME and the ID number (SA citizens) or Passport number (foreigners) as the PASSWORD. For SA citizens, the initial password is the ID number@Nwu (e.g. 8106010982082@Nwu). For non-SA citizen, it is the Passport number@Nwu (e.g. AB123456@Nwu). If you do not have access to eFundi, you must please contact the UDL Call Centre at 018 285 5900 or send an email to DistancePotch@nwu.ac.za If you still struggle, send an email to the academic manager (petria.theron@nwu.ac.za) with your NWU number.

With registration, all students should automatically have access to eFundi and should be linked to their modules. To know whether you are link to the eFundi site, go to “Home” on the left. Next to “Home”, at the top, there are different tabs. Those are the linked modules. If a specific module does not appear there, click on “Sites” at the top right, next to your name. Go to Year 2024 and the modules to which you are linked appear there. You can mark a module with a star, click on Preferences and the module will appear next to “Home” in the favourites bar.

Each e-guide will have an easily accessible orientation video on which the NWU lecturer will guide you on how to navigate in the eFundi site.

21.2 Email notifications from eFundi (NWU Microsoft Outlook)

A decision was taken at the beginning of 2023 that e-mail communication to students via eFundi will no longer go to students’ personal email addresses. You will thus no longer received eFundi notifications on your personal email addresses, for example pukkie61@gmail.com

Email notifications from eFundi go only to your NWU Microsoft Outlook email account, namely studentnr@mynwu.ac.za (for example 12345678@mynwu.ac.za)

For more information on how to access your NWU Microsoft Outlook email accounts, you can go to <https://services.nwu.ac.za/information-technology/student-email>

Alternatively, you can access you NWU Microsoft Outlook email in your browser. Here follows a step-by-step guide on how to access your emails online:

Accessing NWU MS Outlook email – Browser

For your duration of studies at the NWU you will have access to a NWU MS Outlook email address (studentnumber@mynwu.ac.za e.g., 12345678@mynwu.ac.za). There are two methods in which you can gain access to this email address:

1. Through the Outlook App
2. Through a web browser

In this guide you will be shown the second option: Access via Web Browser.

For more information about the MS Application and about this email address please consult the information given to you by IT, linked below:

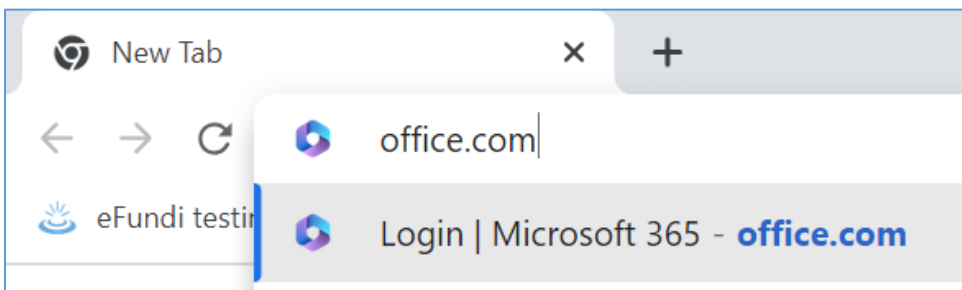
- [Student email](#)
- [Microsoft 365](#)

1 Steps to accessing MS Outlook: via Browser

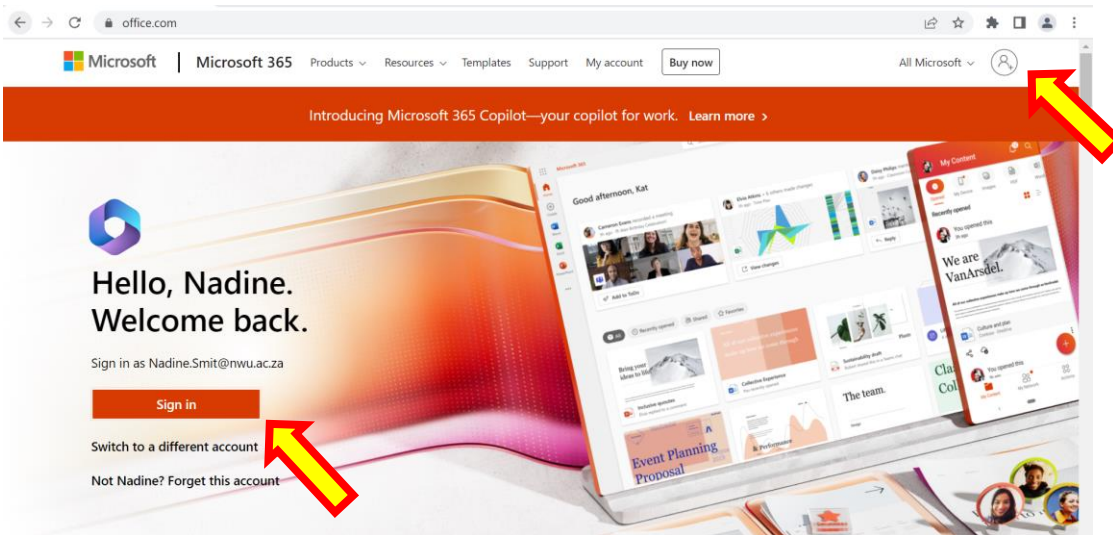
Step 1 – Access a Web Browser*

*In this tutorial we make use of Chrome, but any browser should work just as well.

Step 2 – In the search bar at the very top type in: Office.com

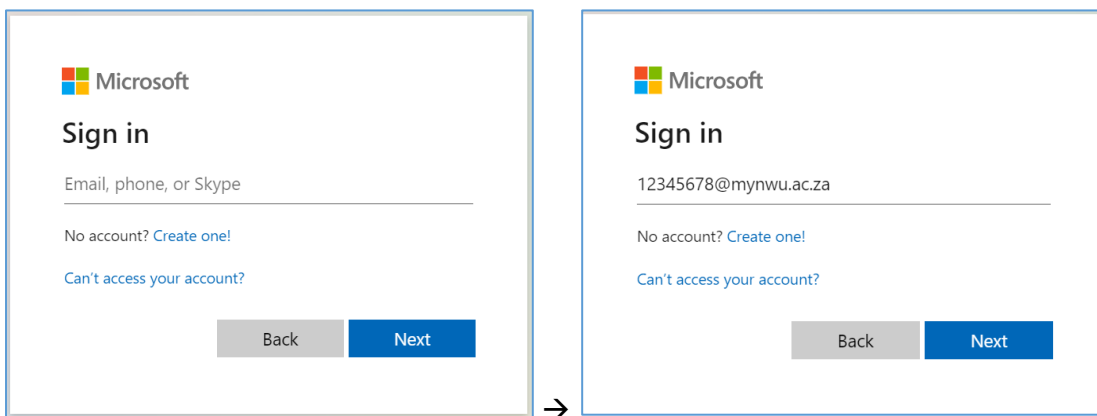


Step 3 – In the loaded page look for the Sign In button, and click to Sign In

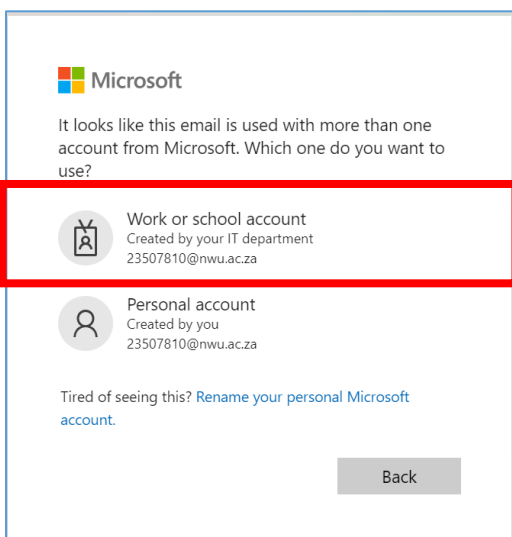


Step 4 – In the loaded page provide your email address:

Email: studentnumber@mynwu.ac.za e.g. 12345678@mynwu.ac.za



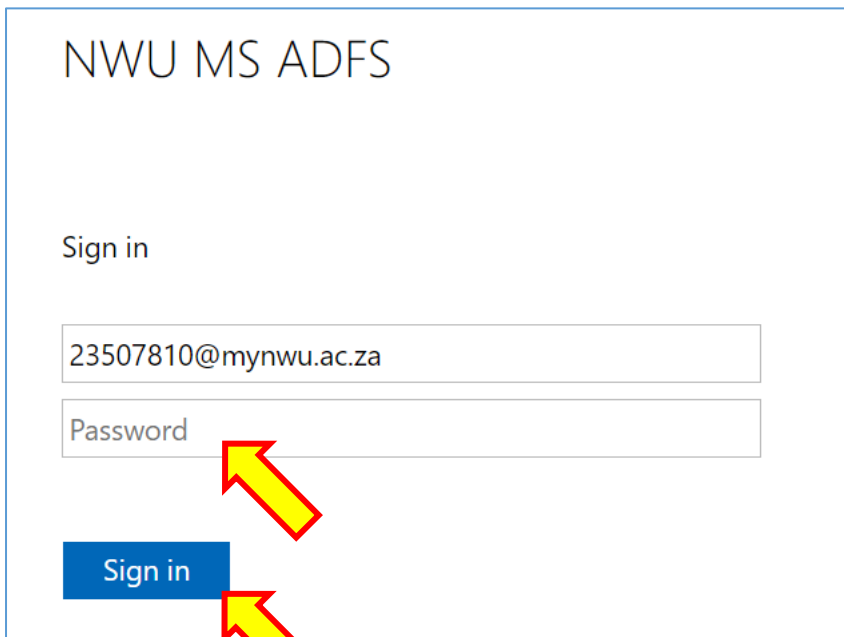
Step 5.1 – When asked between Work/School and Personal account, choose **Work/School account**



Step 5.2 – When asked between NWU Single Sign-on and Active directory, choose **Active directory**

Step 6 – Provide your password: The same as eFundi**

**If your eFundi password changes, so does this one.



NWU MS ADFS

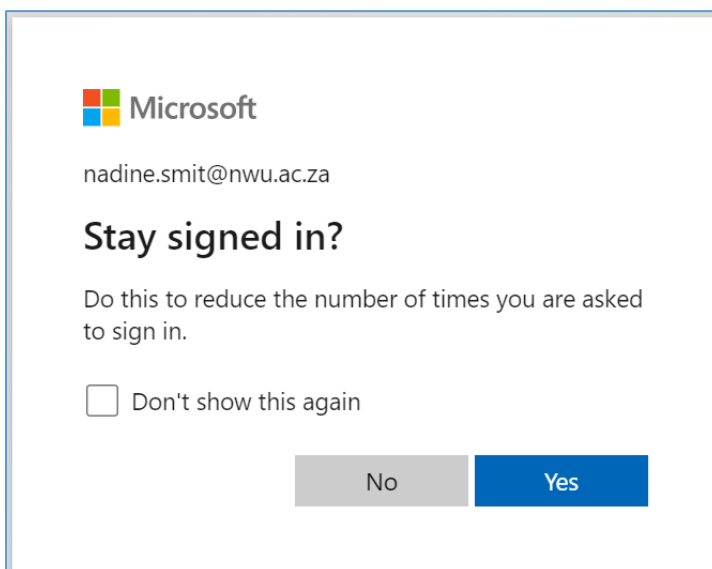
Sign in


23507810@mynwu.ac.za

Password

Sign in

Step 7 – Choose to stay signed in. This is up to you.



 Microsoft

nadine.smit@nwu.ac.za

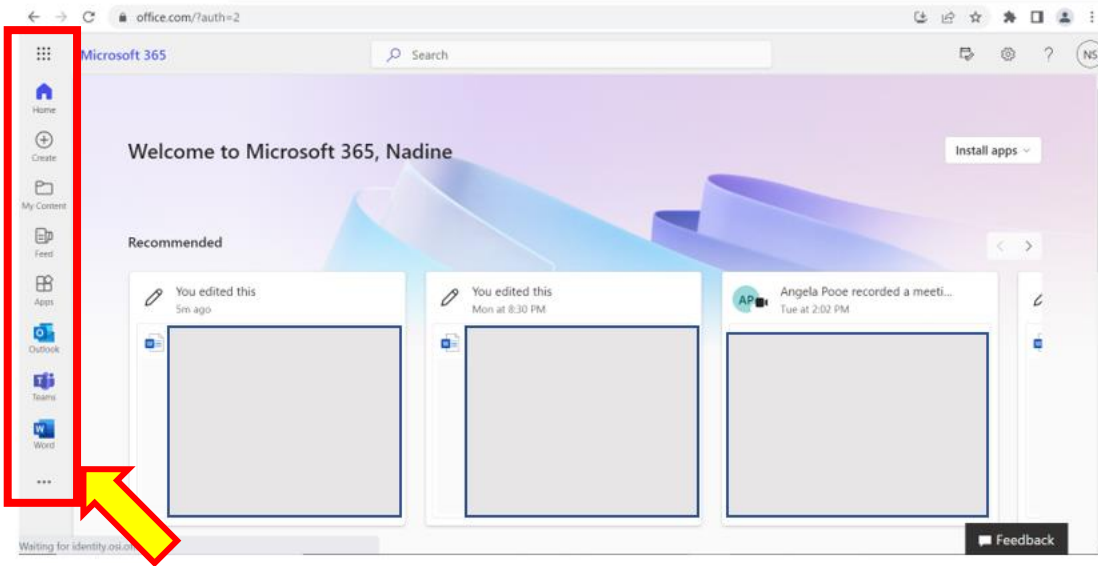
Stay signed in?

Do this to reduce the number of times you are asked to sign in.

Don't show this again

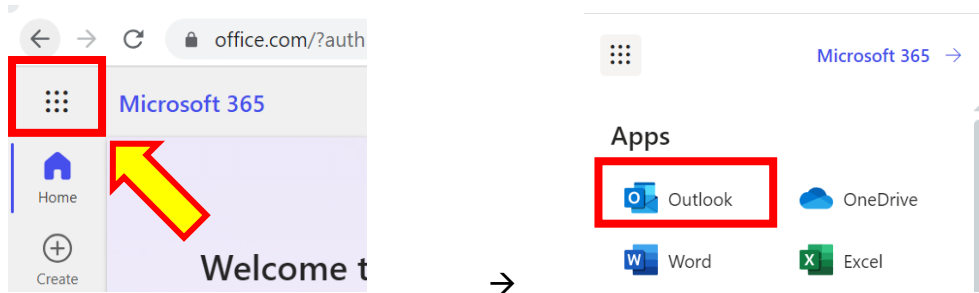
No Yes

Step 8 – Once the screen is loaded you have access to your NWU MS 365 account with access to all the relevant Apps e.g., Outlook; OneDrive; Word; Excel; etc.



To access Outlook:

Step 9 – Click on the icon at the top left corner with the nine dots. This should open a tray with all the relevant apps you have access to. Outlook is one of them.

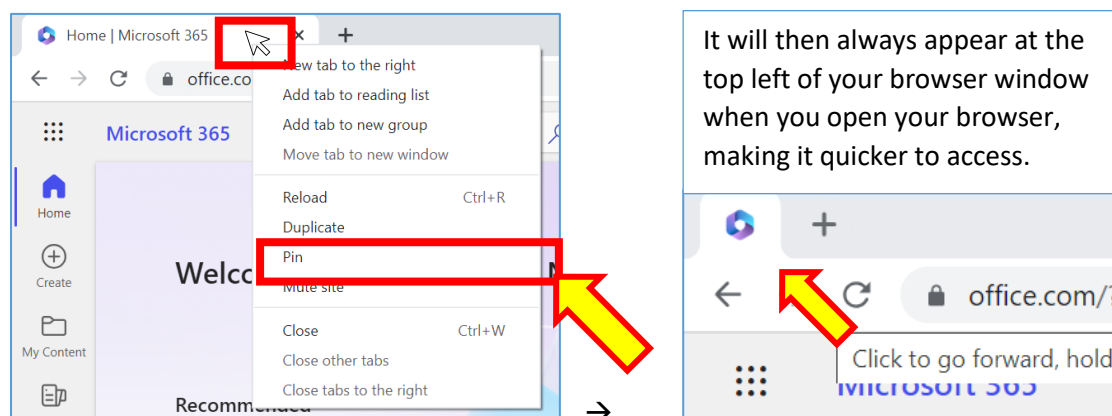


Tip: Once you have opened Outlook, bookmark or pin the tab to have ready and easy access whenever you open your browser. See below the steps to pin a tab:

Step 1 – With the tab open hover your mouse over the top banner

Step 2 – Right-click on the banner

Step 3 – Click on Pin tab / Pin



21.3 Textbooks 1st semester 2024

It is your responsibility to buy the necessary books. **What follows is a provisional list. The latest information on the necessary textbooks will be provided on the eFundi sites of the respective modules.** Some of the prescribed books (PTP books) can be purchased from the Administrative Bureau of the Reformed Churches in SA. The contact person is Mrs Petro Kroeze (bestellings@gksa.co.za or <http://ptpboeke.co.za/shop/> or 018 297 3986).

Other bookshops:

Good Neighbours (<https://www.goodneighbours.org.za/contact-us/> or 011 704 1857)

Protea (<https://proteabooks.com/index.php/locate-us/>)

Van Schaik (<https://www.vanschaik.com/page/contact-us/>)

TEXTBOOKS: BTH

MODULE	
ALDE111	No books necessary. All the material necessary is provided in the eFundi site.
DOGM211	Millard, J. Erickson. (Hustad, L.A. ed.). 1992 (or any later edition). Introducing Christian Doctrine. Grand Rapids, Michigan: Baker Book House Company. (ISBN: 978-0-8010-2250-0) (available as e-book in library website)
ETIE311	No books necessary. All the material necessary is provided in the eFundi site.
GRKS172	Mounce, W. 2013 or 2022. Greek for the rest of us. Grand Rapids: Zondervan (can be bought electronically at Amazon which is cheaper)
HERM311	Klein, W.W., Blomberg, C.L. & Hubbard, R.L. 2017. Introduction to Biblical Interpretation. 3rd ed. Grand Rapids, Michigan: Zondervan.
KATE213	No books necessary. All the material necessary is provided in the eFundi site.
KDSG311	Sec A Reformed Perspective: Roy K. 2017. The story of the Church in South Africa. Cumbria, UK: Langham Global Library. ISBN: 9781783682515 (<i>This book can be ordered online from Loot.co.za, Takealot.com, Amazon.com or regular book stores.</i>) Sec B Pentecostal Perspective: Burger, I & Nel, M. 2008. The fire falls in Africa: A history of the Apostolic Faith Mission of South Africa. Vereeniging: Christian Art Publishers. ISBN: 9781770006751 (<i>The book could also be bought from the AFM Head Office in Centurion. Enquiries can be made at 012 644 0490</i>)
MISS211	No books necessary. All the material necessary is provided in the eFundi site
MISS311	Meiring, P. 1996. A world of religions: a South African perspective. Kagiso. (ISBN 0798639342)
NTES112	Life Application Bible. (New International Version). 1991. Wheaton, Illinois: Tyndale House Publishers. Thompson. M.D. 2006. A clear and present word. The clarity of Scripture. New Studies in Biblical Theology 21. Illinois: Intervarsity Press. (Chapter 2). Van der Walt, T. 2007. The Messiah has come! A guide in the gospels for serious Bible Students. Potchefstroom: PTP (Available from the Administrative Bureau of the Reformed Churches in SA. Tel: 018 297 3986/7, web page: www.ptpboeke.co.za or e-mail: bestellings@gksa.co.za).
NTES212	No books necessary. All the material necessary is provided in the eFundi site
NTES313	Köstenberger, A; Kellum, S.; Quarles, C. L. 2016. The Cradle, the Cross and the Crown: An Introduction to the New Testament. 2nd. edition. Nashville: B&H Academic. (an electronic "Kindle" version can also be bought from Amazon.com which can then be loaded on a PC, Laptop or tablet). The rest of the material necessary is provided in the eFundi site.
OTES112	No books necessary. All the material necessary is provided in the eFundi site.
OTES212	Hill, A.E. & Walton, J.H. 2009. A survey of the Old Testament. Grand Rapids, MI: Zondervan.
OTES313	Hill, A.E. & Walton, J.H. 2009. A survey of the Old Testament. Grand Rapids: Zondervan. Dillard, R.B. & Longman III, T. 2006. An introduction to the Old Testament. 2 nd ed. Grand Rapids, Mich.: Zondervan.
PAST213	No books necessary. All the material necessary is provided in the eFundi site.
PAST311	No books necessary. All the material necessary is provided in the eFundi site.
SEMT272	No books necessary. All the material necessary is provided in the eFundi site.
TEOL111	No books necessary. All the material necessary is provided in the eFundi site.

TEXTBOOKS: BDIV

MODULE	
AFPR111	Faasen, N. 2018. Afrikaansgids. Kaapstad: NB-Uitgewers. The rest of study material is provided on the eFundi site.
ALDE111	No books necessary. All the material necessary is provided in the eFundi site.
APOL311	No books necessary. All the material necessary is provided in the eFundi site.
DOGM312	Van Genderen, J. & Velema, W.H. 1992. Beknopte Gereformeerde Dogmatiek. Kampen: Kok. Or in English: Van Genderen, J. & Velema, W.H. 2008. Concise Reformed Dogmatics. Phillipsburg, NJ: P&R.
ENLS112	Collins, UK. 2017. The Cobuild English Grammar. 4 th ed. Harper Collins UK ISBN: 9780008135812
GRKS112	Croy, N.C. A Primer of Biblical Greek. Grand Rapids: WM. B. Eerdmans
GRKS211	Croy, N.C. A Primer of Biblical Greek. Grand Rapids: WM. B. Eerdmans Publishing Co. (ISBN 802846289)
HERM311	Klein, W.W., Blomberg, C.L. & Hubbard, R.L. 2017. Introduction to Biblical Interpretation. 3rd ed. Grand Rapids, Michigan: Zondervan.
HERM411	Klein, W.W., Blomberg, C.L. & Hubbard, R.L. 2017. Introduction to Biblical Interpretation. 3rd ed. Grand Rapids, Michigan: Zondervan.
HOML411	No books necessary. All the material necessary is provided in the eFundi site.
KATE313	No books necessary. All the material necessary is provided in the eFundi site.
LATN112	Balme, M. & Morwood, J. Oxford Latin Course, Part 1 & Part 2. (available on takealot.com)
LITK411	No books necessary. All the material necessary is provided in the eFundi site.
NTES112	Life Application Bible. (New International Version). 1991. Wheaton, Illinois: Tyndale House Publishers. Thompson, M.D. 2006. A clear and present word. The clarity of Scripture. New Studies in Biblical Theology 21. Illinois: Intervarsity Press. (Chapter 2). Van der Walt, T. 2007. The Messiah has come! A guide in the gospels for serious Bible Students. Potchefstroom: PTP (Available from the Administrative Bureau of the Reformed Churches in SA. Tel: 018 297 3986/7, web page: www.ptpboeke.co.za or e-mail: bestellings@gksa.co.za).
NTES212	No books necessary. All the material necessary is provided in the eFundi site
NTES412	Stuart, G. 2020. Exegesis: A companion to Douglas Stuart's NT/ OT Exegesis. PTP (Editor Kruger, P.)
OTES112	No books necessary. All the material necessary is provided in the eFundi site
OTES213	Hill, A.E. & Walton, J.H. 2009. A survey of the Old Testament. 3 rd ed. Grand Rapids, MI: Zondervan. The rest is on eFundi.
OTES412	No books necessary. All the material necessary is provided in the eFundi site
PAST212	Nel, M. 2018. Youth Ministry: An Inclusive Missional Approach. Downlaod free of charge at https://books.aosis.co.za/index.php/ob/catalog/book/83 Strommen, M.P. & Hardel, R.A. 2008. Passing on the faith: a radical model for youth and family ministry. Winona: Saint Mary's Press. (place where book can be purchased will be communicated later)
SEMT112	No books necessary. All the material necessary is provided in the eFundi site.
SEMT211	Holladay, W.L. 1993. A concise Hebrew and Aramaic lexicon of the Old Testament. 13 th impression. Grand Rapids, Michigan: Eerdmans. 426 pp. (ISBN 0-8028-3413-2). Van der Merwe, CHJ, & Naudé, JA. 2017. A Biblical Hebrew Reference Grammar. 2nd Edition. London: Bloomsbury Publishing. (ISBN 9780567663337, also referred to as BHRG)
TEOL112	No books necessary. All the material necessary is provided in the eFundi site.
TNAV471	No books necessary. All the material necessary is provided in the eFundi site
WVLS316	No books necessary. All the material necessary is provided in the eFundi site

TEXTBOOKS: BTh HONS

MODULE	
DOGM612	<p>Berkhof, L. 1996. Systematic Theology. Grand Rapids: William B.Eerdmans Publishing Company. (ISBN: 978-0-8028-3820-9) (available as e-book in library website)</p> <p>or</p> <p>Erickson, M.J. 1998 (or any later edition). Christian Theology. Grand Rapids : Baker Academic. (ISBN: 978-0-8010-2182-4) (available as e-book in library website)</p>
ETIE611	<p>Vorster, J.M. 2017. Ethical perspectives on Human Rights. Potchefstroom: Potchefstroom Theological Publications.</p> <p>Universal Declaration on Bioethics and Human Rights (http://www.unesco.org/new/en/social-and-human-sciences/themes/bioethics/bioethics-and-human-rights/)</p> <p>Bioethics Core Curriculum, Section 1: Syllabus. Ethics Education Programme (http://www.unesco-chair-bioethics.org/?mbt_book=bioethics-core-curriculum)</p>
KDSG611	<p>Paas S. 2016. Christianity in Eurafrica: A history of the Church in Europe and Africa. Wellington, RSA: Christian Literature Fund. ISBN: 9781868043507. (<i>This book may be ordered from https://shop.clf.co.za/product-category/books/academic-theology/</i>)</p>
MISS611	<p>Bosch, DJ. 2011. Transforming mission. Paradigm shifts in Theology of Mission. Maryknoll, NY: Orbis</p> <p>Wright, C.H. 2010. The mission of God's people. A biblical theology of the church's mission. Grand Rapids, MI: Zondervan.</p>
NTES613	<p>Carson, D.A. 1996. <i>Exegetical fallacies</i>. Second Edition. Grand Rapids, Michigan: Baker Academic.</p> <p>Gundry, R.H. 2012. <i>A Survey of the New Testament. Fifth Edition</i>. Grand Rapids, Michigan: Zondervan.</p> <p>Virkler, H.A. & Ayayo, K.G. 2007. <i>Hermeneutics. Principles and Processes of Biblical interpretation</i>. Second Edition. Grand Rapids, Michigan: Baker Academic.</p>
OTES613	<p>Primary Sources:</p> <p>Hill, A.E. & Walton, J.H. 2009. A survey of the Old Testament. Grand Rapids, MI: Zondervan.</p> <p>Kaiser, Walter C. & Silva, Moisés. 2007. Introduction to Biblical Hermeneutics: The Search for Meaning. Grand Rapids, MI: Zondervan</p> <p>Stuart, DK. 2009. Old Testament Exegesis: A handbook for students and pastors. Louisville, KY: Westminster John Knox Press.</p> <p>Secondary Sources:</p> <p>Hays, JH & Holladay, CR. 2007. Biblical Exegesis: A beginner's handbook. 3rd Edition. Louisville: WJK Westminster, John Knox Press. Chapter 6</p> <p>Hays, JD & Duvall, JS. 2011. The Baker illustrated Bible handbook. Grand Rapids, Michigan: Bakersbook.</p> <p>Kein, WW, Blomberg CL, Hubbard, RL, Jr. 2017. Introduction To Biblical Interpretation. Grand Rapids, Michigan: Zondervan. (NB)</p> <p>Waltke, B.K. 2007. An Old Testament theology: an exegetical, canonical and thematic approach. Grand Rapids, MI: Baker.</p>
PAST612	No books necessary. All the material necessary is provided in the eFundi site.
TNAV611	No books necessary. All the material necessary is provided in the eFundi site

22. NWU LECTURERS

22.1 Contact details of the lecturers of BTh in Christian Ministry (1st semester)

BTH I	LECTURER	EMAIL ADDRESS	TELEPHONE
ALDE111	Dr Kristien Andrianatos	distance@nwulettere.co.za	018 299 4947
GRKS172	Prof Philip du Toit	Philip.DuToit@nwu.ac.za	018 389 2824
NTES112	Prof Risimati Hobyane	risimati.hobyane@nwu.ac.za	018 299 1531
OTES112	Dr Chris van der Walt	chris.vanderwalt@nwu.ac.za	018 299 1027
TEOL111	Prof Nico Vorster	Nico.Vorster@nwu.ac.za	018 299 1023
(AFM)	AFM: Dr Johan Serfontein	serfonteinjohan@gmail.com	073 522 0794

BTH II	LECTURER	EMAIL ADDRESS	TELEPHONE
DOGM211	Prof Manitza Kotze	Manitza.Kotze@nwu.ac.za	018 299 4081
(AFM)	AFM: Dr Kobus de Beer	kobus@prisma.org.za	084 500 4073
KATE213	Dr Hannelie Yates	Hannelie.Yates@nwu.ac.za	018 299 1026
MISS211	Dr Aaron Muswubi	muswubi@gmail.com	018 299 1909
NTES212	Dr Aldred Genade	Aldred.Genade@nwu.ac.za	018 299 1605
OTES212	Dr Lekgetho Moretsi	lekgetho.moretsi@nwu.ac.za	018 299 1843
PAST213	Dr Hannelie Yates	Hannelie.Yates@nwu.ac.za	018 299 1026
SEMT272	Ms Retha Kruger	mjrethakruger@gmail.com	082 708 1352

BTH III	LECTURER	EMAIL ADDRESS	TELEPHONE
ETIE311	Prof Manitza Kotze	Manitza.Kotze@nwu.ac.za	018 299 4081
HERM311	Prof Albert Coetsee	albert.coetsee@nwu.ac.za	018 299 1606
(AFM)	Prof Francois Viljoen	Viljoen.Francois@nwu.ac.za	018 299 1842
	AFM: Dr Johan Serfontein	serfonteinjohan@gmail.com	073 522 0794
KDSG311	Past Thabang Mofokeng	thabang.mofokeng@nwu.ac.za	018 299 2245
MISS311	Prof Rudy Denton	Rudy.Denton@nwu.ac.za	082 459 9710
NTES313	Prof Philip du Toit	Philip.DuToit@nwu.ac.za	018 389 2824
OTES313	Dr Zukile Ngqesa	37068008@nwu.ac.za	018 389 2698
PAST311	Prof Rudy Denton	Rudy.Denton@nwu.ac.za	082 459 9710

22.2 Contact details of the lecturers of BDiv (1st semester)

BDiv I	LECTURER	EMAIL ADDRESS	TELEPHONE
ALDE111	Dr Kristien Andrianatos	distance@nwulettere.co.za	018 299 4947
AFPR111 or ENLS112	Ms Nina Brink Ms Mercia Morris	nina.brink@nwu.ac.za Mercia.Morris@nwu.ac.za	018 299 1486 018 299 1490
LATN112	Dr Johan Steenkamp	22751556@nwu.ac.za	018 285 2374
NTES112	Prof Risimati Hobyane	risimati.hobyane@nwu.ac.za	018 299 1531
OTES112	Dr Chris van der Walt	chris.vanderwalt@nwu.ac.za	018 299 1027
TEOL112	Dr Sarel van der Walt	Sarel.VanDerWalt@nwu.ac.za	018 299 1601

BDiv II	LECTURER	EMAIL ADDRESS	TELEPHONE
GRKS112	Ms Carli Rautenbach	carli.rautenbach@nwu.ac.za	082 314 8889
NTES212	Dr Aldred Genade	Aldred.Genade@nwu.ac.za	018 299 1605
OTES213	Prof Albert Coetsee	Albert.Coetsee@nwu.ac.za	018 299 1606
PAST212	Prof Alfred Brunsdon	Alfred.Brunsdon@nwu.ac.za	082 583 7018
SEMT112	Dr Lekgetho Moretsi	lekgetho.moretsi@nwu.ac.za	018 299 1843

BDiv III	LECTURER	EMAIL ADDRESS	TELEPHONE
APOL311	Prof Henk Stoker	henk.stoker@nwu.ac.za	018 299 1596
DOGM312	Dr Sarel van der Walt	Sarel.VanDerWalt@nwu.ac.za	018 299 1601
GRKS211	Ms Carli Rautenbach	carli.rautenbach@nwu.ac.za	082 314 8889
HERM311	Prof Albert Coetsee Prof Francois Viljoen	albert.coetsee@nwu.ac.za Viljoen.Francois@nwu.ac.za	018 299 1606 018 299 1842
KATE313	Dr Hannelie Yates	Hannelie.Yates@nwu.ac.za	018 299 1026
SEMT211	Ms Lize Wepener	lizewepener97@gmail.com	076 055 6685
WVLS316	Dr Aldred Genade	Aldred.Genade@nwu.ac.za	018 299 1605

BDiv IV	LECTURER	EMAIL ADDRESS	TELEPHONE
HERM411	Prof Albert Coetsee Prof Francois Viljoen	Albert.Coetsee@nwu.ac.za Viljoen.Francois@nwu.ac.za	018 299 1606 018 299 1842
HOML411	Prof Ferdi Kruger	Ferdi.Kruger@nwu.ac.za	018 299 1592
LITK411	Prof Ferdi Kruger	Ferdi.Kruger@nwu.ac.za	018 299 1592
NTES412	Prof Risimati Hobyane	risimati.hobyane@nwu.ac.za	018 299 1531
OTES412	Dr Chris van der Walt	chris.vanderwalt@nwu.ac.za	018 299 1027
TNAV471	Prof Amanda du Plessis	Amanda.DuPlessis@nwu.ac.za	018 299 1600
TNAV472	Prof Nico Vorster	Nico.Vorster@nwu.ac.za	018 299 1023

22.3 Contact details of the lecturers of BTh Hons (1st semester)

BTH HONS	LECTURER	EMAIL ADDRESS	TELEPHONE
DOGM612 (AFM)	Prof Manitza Kotze	Manitza.Kotze@nwu.ac.za	018 299 4081
	AFM: Dr Kobus de Beer	kobus@prisma.org.za	084 500 4073
ETIE611	Prof Riaan Rheeder	Riaan.Rheeder@nwu.ac.za	018 299 1654
KDSG611	Past Thabang Mofokeng	thabang.mofokeng@nwu.ac.za	018 299 2245
MISS611	Dr Christopher Magezi	24794376@nwu.ac.za	079 837 0389
NTES613	Prof Elma Cornelius	Elma.Cornelius@nwu.ac.za	076 719 7374
OTES613	Dr Lekgetho Moretsi	Lekgetho.Moretsi@nwu.ac.za	018 299 1843
PAST612	Prof Alfred Brunsdon	Alfred.Brunsdon@nwu.ac.za	082 583 7018
TNAV611	Prof Amanda du Plessis	Amanda.DuPlessis@nwu.ac.za	018 299 1600
TEOL671	Prof Nico Vorster	Nico.Vorster@nwu.ac.za	018 299 1023

23. MODULES WITH FORMATIVE/SUMMATIVE ASSESSMENT (FOR 2024 ALL MODULES WILL USE CONTINUOUS ASSESSMENT)

The following modules make use of formative/summative assessment. That means that there will be an exam at the end of the semester:

	1 st semester	2 nd semester
BTh I	ALDE111	ALDE122
	OTES112	ETIE121
		KDSG121
		PAST121
BTh II	DOGM211	DOGM221
	MISS211	OTES222
BTh III	HERM311	DOGM321
		DOGM323
		KDSG321
		OTES323
BDiv I	ALDE111	ALDE122
	AFPR111	ETIE121
	ENLS112	KDSG121
	LATN112	LATN122
	OTES112	PAST122
BDiv II	GRKS112	GRKS122
	OTES213	
	SEMT112	SEMT122

BDiv III	APOL311	GRKS221 (2 papers)
	HERM311	OPON321
BDiv IV	HERM411	
BTh Hons	DOGM612	
	NTES613	

The rest of the modules make use of continuous assessment.

24. PARTICIPATION MARKS (NOT APPLICABLE IN 2024 AS ALL MODULES WILL BE CONTINUOUS ASSESSMENT)

You submit your assignments on eFundi on the module specific eFundi site and it is being marked electronically.

You can access your participation marks electronically (cf. 10.4).

On p 41-44 in FTHE Calendar 2024 of the Faculty of Theology, the subminimum of the participation mark and the examination mark of all the modules are given. You need to have a participation mark of 40 or 45% to write exam. If your participation mark is less than the required participation mark, you need to register the next year again for the module.

25. EXAMINATION CENTRES (ONLY APPLICABLE TO THE FEW MODULES OF WHICH THE 2ND EXAM OPPORTUNITY WILL BE WRITTEN IN JUNE 2024 cf. 10.5)

NWU students write their exams at NWU exam centres which are distributed nationally. If you want to change your exam centre, it needs to be done before **1 April** for the **1st semester** and before **1 September** for the **2nd semester**. All requests should be send to Sylvia (UODL-Theology@nwu.ac.za) on a student request form.

EASTERN CAPE: Bizana, Cradock, East London, Elliot, Graaff-Reinet, Grahamstown, Idutywa, Joubertina, King William's Town, Lusikisiki, Mount Frere, Mthatha, Port Elizabeth, Queenstown

FREE STATE: Bethlehem, Bloemfontein, Harrismith, Ladybrand, Welkom, Zastron

GAUTENG: Alberton, Brixton, Mabopane, Pretoria, Randfontein, Springs, Vanderbijlpark Campus

KWA-ZULU NATAL: Durban, Empangeni, Eshowe, Estcourt, Greytown, Ingwavuma, Jozini, Kokstad, Ladysmith, Matatiele. Mkuze, Newcastle, Pietermaritzburg, Pongola, Port Shepstone, Stanger, Ulundi, Vryheid

LIMPOPO: Giyani, Groblersdal, Jane Furse, Lephalale, Makhado, Modimole, Phalaborwa, Polokwane, Thabazimbi, Thohoyandou, Tzaneen

MPUMALANGA: Bushbuckridge, Elukwatini, eMkhondo (Piet Retief), Ermelo, Graskop, Groblersdal, Kamaqhekeza, Kamhushwa, Kinross, Lydenburg, Middelburg, Nelspruit

NORTH-WEST: Delareyville, Klerksdorp, Lichtenburg, Mahikeng Campus, Potchefstroom Campus, Rustenburg, Vryburg, Zeerust

NORTHERN CAPE: Calvinia, Colesberg, De Aar, Hopetown, Kathu, Kimberley, Kuruman, Springbok, Upington

WESTERN CAPE: George, Oudtshoorn, Parow, Vredenburg, Vredendal, Worcester

NAMIBIA: Gobabis, Keetmanshoop, Ondangwa, Ongwediva, Opuwo, Otjiwarongo, Rundu, Walvis Bay, Windhoek

26. WHAT TO BRING ALONG TO EXAM CENTRE (ONLY APPLICABLE TO THE FEW MODULES OF WHICH THE 2ND EXAM OPPORTUNITY WILL BE WRITTEN IN JUNE 2024 cf. 9.5)

You must download your personal exam timetable (cf. 10.5). You must bring it, together with your ID and whatever is necessary during the exam (cf. 27).

27. RESOURCES PERMISSIBLE DURING THE EXAMS (ONLY APPLICABLE TO THE FEW MODULES OF WHICH THE 2ND EXAM OPPORTUNITY WILL BE WRITTEN IN JUNE 2024 cf. 10.5)

At the top right-hand corner of the exam paper, the examiner will indicate which resources may be used during the exam, e.g. “a Bible without any notes or commentary”. That implies that a Bible like the Life Application Bible may not be used during the exam. The use of a laptop and cell phone will also be explained. If the NWU lecturer does not indicate this in the study guide or speak about it during the exam preparation session, you are welcome to ask the lecturer about it so that you can come prepared to the exam venue, e.g. Bibles, notes, books, study guides, laptops with charged batteries, extension cords, internet access, etc.

28. EXAM TIMETABLE (NOT APPLICABLE TO MODULES WITH CONTINUOUS ASSESSMENT)

2nd Exam Opportunities of ALDE122, DOGM221, DOGM321, DOGM323, ETIE121, GRKS221, KDGS121, KDGS321, OPON321, OTES222, OTES323, PAST121, PAST122 and SEMT122 in June 2024

28.1 BTh 2024 These dates are preliminary. Please wait for the official communication.

ALDE122	2024/05/28 – online
DOGM221	2024/05/30 at 14:00
DOGM321	2024/06/03 at 09:00
DOGM323	2024/06/03 at 09:00
ETIE121	2024/05/31 at 09:00
KDGS121	2024/06/06 at 09:00
KDGS321	2024/06/07 at 09:00
OTES222	2024/06/03 at 14:00
OTES323	2024/05/29 at 09:00
PAST121	2024/06/10 at 09:00

28.2 BDiv 2024 These dates are preliminary. Please wait for the official communication.

ALDE122	2024/05/28 – online
ETIE121	2024/05/31 at 09:00
GRKS221v1	2024/06/05 – online
GRKS221v2	2024/06/05 – online
KDGS121	2024/06/06 at 09:00
OPON321	2024/06/03 at 09:00
PAST122	2024/06/10 at 09:00
SEMT122	2024/06/11 at 09:00

29. WARNING AGAINST PLAGIARISM

Lecturers sometimes suspect academic irregularities. It happens when students do not do proper referencing. If a source is used, the source must be referenced. It may also happen when students are studying together, and their answers look very similar. Please take note of the official “**Warning against plagiarism**” of the NWU:

Copying of text from other learners or from other sources (for instance the study guide, prescribed material or directly from the internet) is not allowed – only brief quotations are allowed and then only if indicated as such. You should reformulate existing text and use your own words to explain what you have read. It is not acceptable to retype existing text and just acknowledge the source in a footnote – you should be able to relate the idea or concept, without repeating the original author to the letter.

The aim of the assignments is not the reproduction of existing material, but to ascertain whether you can integrate existing texts, add your own interpretation and/or critique of the texts and offer a creative solution to existing problems.

How to avoid being found guilty of plagiarism:

- Learn how to write in the style of your discipline. Your writing needs to be your writing.
- Learn to think critically and independently. The examiner is interested in your understanding of an idea. Writing is a valuable exercise that tests your ability to explain a topic. This is an important part of learning.
- Always give the necessary credit to references used. An ethical writer always acknowledges the contributions of others and the source of his/her ideas.
- Any verbatim text taken from another author must be enclosed in quotation marks and must be quoted accurately.
- Always acknowledge every source that you use in your writing; whether you paraphrase it, summarise it, or enclose it in quotation marks.
- When paraphrasing and/or summarising others’ work, reproduce the exact meaning of the other authors’ ideas or facts using your own words and sentence structure.
- Responsible writers have an ethical responsibility to the examiner and to the authors from whom they are borrowing, to respect others’ ideas and words, to credit those from whom they borrow, and whenever possible, to use their own words when paraphrasing.

30. EXAM RESULTS

The final assessment results will only be available once the Exam Commission approved the results. For the **1st semester** it will be **24 July 2024** and for the **2nd semester** it will be **11 December 2024**. You can access your results electronically (cf. 10.7).

The following table may help to better understand the exam results’ statement:

PART. MARK	EXAM MARK	MODULE MARK	REMARK - EXPLANATION
			No participation: Student registered, but did not submit assignments for PM
6			Did not qualify: Student has a participation mark less than 40 or 45%
70			2nd Op. granted: Student has a valid participation mark, but did not write the exam
70	30		2nd Op. granted: Student has a valid participation mark, but failed the exam
50			Did not write: Student has a valid participation mark, but did not write the exam.
40	45	43	Failed: Student must get at least 50% for the module in order to pass
81	38	60	Failed Ex. Sub. min.: Student must get at least 45% in the exam
70	65	68	Passed: Student passed with 50% - 74%
74	82	78	Distinction: Student passed with 75% or more

The implication of the results:

No participation: The student needs to register again for the module the next year.

Did not qualify: The student needs to register again for the module the next year.

2nd Op. granted: The student must write the 2nd opportunity during the next exam (6 months later)

Did not write: The student must write the 2nd opportunity during the next exam (6 months later)

Failed Ex. Sub. min.: The student must write the 2nd opportunity during the next exam (6 months later)

With **continuous assessment**, the same mark will appear as the participation mark, exam mark and module mark.

31. APPLICATION FOR RE-MARKING (NOT APPLICABLE TO CONTINUOUS ASSESSMENT)

All applications for a re-mark need to adhere to the following requirements:

- Application for re-marking must reach the NWU by **30 July 2024** for **June 2nd exam opportunities**
- Application and proof of payment must be sent to Dr Theron (Petria.Theron@nwu.ac.za)
- R 250.00 per answer script (see account details below)
- A student must have an **exam mark of at least 40%** and a **module mark of at least 45%**

Surname & Initials of student	
Student number	
Student E-mail address	
Module code	

Account details:

North-West University

Absa Bank

Branch code: 632005

Account number: [670642313](#)

Reference: UDL and student number

32. SECOND EXAM OPPORTUNITY (ONLY APPLICABLE TO FEW MODULES WHICH WILL BE WRITTEN IN JUNE 2024)

You need to pay R270.00 for each 2nd exam opportunity. It will automatically be added to your account. When you fail the 2nd exam opportunity, you must register the next year again for the module and earn a new participation mark.

33. THIRD EXAM OPPORTUNITY

When you need, after the final exam, only one module to graduate, you can apply for the 3rd exam opportunity. The cost is R280.00. If the module used formative/summative assessment, you had to have a participation mark of at least 40%. If the module used continuous assessment, you had to have a module mark of at least 40%. It is important to note that you need to come to Potchefstroom for the 3rd exam opportunity if the module made use of formative/summative assessment. If continuous assessment was used, the 3rd opportunity will be done online. You must complete the **appropriate application form** which will be sent to you by the academic manager. The date for the 3rd exam opportunity will be communicated clearly. If you cannot come to Potchefstroom to write the sit-down exam here, you may write the exam during the next exam opportunity 6 months later.

34. GRADUATION

You should personally (no 3rd person's intervention allowed) address all enquiries regarding graduation or graduation certificates to: NWU-Grad@nwu.ac.za or 018 299 2623

35. UNSATISFACTORY ACADEMIC PROGRESS AND TERMINATION OF STUDIES

According to Rule A.1.15.2 of the Academic Rules of the NWU, a student receives a warning if his/her academic performance is unsatisfactory.

According to Rule A.1.18.1.3, a student's studies may be terminated after a second warning or if the maximum time allowed for the completion of a degree has passed.

36. CONTACT PERSONS

The following staff members are responsible for the following sections at the UDL:

Section	Staff member	Telephone	Email address
CALL CENTRE		018 285 5900	DistancePotch@nwu.ac.za
Academic Manager	Dr Petria Theron	018 285 2036	petria.theron@nwu.ac.za
Application & Registration	Ms Sylvia Selebatso	018 299 2153	UODL-Theology@nwu.ac.za
Exam Centres & Examinations	Mrs Elize van der Merwe	018 299 1519	Elize.VanDerMerwe@nwu.ac.za