



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

UNIT FOR OPEN DISTANCE LEARNING FACULTY OF THEOLOGY

**INFORMATION DOCUMENT FOR
THEOLOGY LECTURERS INVOLVED WITH ODL**

BTh, BDiv, B-Status, Hons BA and BTh Hons

First Semester 2020

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1. INTRODUCTION

The Unit for Open Distance Learning (UODL) 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 Open Distance Learning in Theology:

- Students can apply any time of the year, but there are fixed times of registration for the two semesters.
- Each programme has a minimum and maximum duration and the programme must be completed within this time frame.
- A pre-requisite for distance students in Theology is that they have a computer and access to good internet. 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 text books. Students work through the modules on eFundi according to the schedules provided by the lecturers and submit their assignments online.
- Students write their examinations at examination centres nationally and internationally.
- Students do not have a second examination opportunity directly after the first examination. If they fail the first examination, they must write the failed 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.
- Students are supported by means of a Call Centre, eFundi and contact with lecturers and facilitators.

2. APPLICATION

NB: No application fees are applicable for distance students.

2.1 Online application

The applicant must go to the website of the NWU at <http://distance.nwu.ac.za/applyonline> and follow the instructions.

2.2 Application dates

Applications for the **1st Semester** should be submitted by **30 September** of the previous year.

Applications for the **2nd Semester** should be submitted by **24 April** of the current year.

2.3 UnivPrep

Applicants with a National Senior Certificate with admission to Diploma studies and an APS score of 20 or more or an M-score of 10 or more, can apply for UnivPrep. The following modules form part of the course: NTES171, OTES171, PAST121, ALDE111, READ111 (Strategic Reading), BACT121 (Basic Critical Thinking Skills). For any further information, please contact Mrs Annemarie Jacobs on 018 285 2039 or Annemarie.Jacobs@nwu.ac.za

2.4 B-Status

The admission requirement for the BTh Hons in Christian Ministry degree 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 in Christian Ministry 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. If a student has successfully completed the B-Status by passing **each** of the modules with a minimum of 60%, the student may apply for the BTh Hons in Christian Ministry at the NWU. B-Status is not valid as an entrance requirement at other South African universities.

However, it is important that a student needs to ask him/herself the following question: "What do I want to do?" If a student wants to become involved in ministry, then BTh is a better qualification to pursue as the

student will be better equipped for work in a church/congregation. If the student is not necessarily interested in ministry and wants to enroll for a Masters or PhD degree, 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
DOGM211 (16) – 2nd year
NTES212 (8) – 2nd year
OTES212 (8) – 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

Important 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.
- Applicants are responsible to find the necessary prescribed text books.

For any further information, please contact Keshni Scholtz at Keshni.Scholtz@nwu.ac.za or phone her on 018 299 4579.

3. REGISTRATION

Registration for the **1st semester** closes **17 January 2020** and registration for the **2nd semester** closes **31 July 2020**. After the registration process is completed, the academic manager provides class lists and lists of the facilitators to the NWU lecturers.

4. STUDENT'S USERNAME, PASSWORD AND PIN

For students to be able to access eFundi (cf. 10) or personal information like a proof of registration or academic record or marks (cf. 6), they need certain login details.

- The student's **USERNAME** is always his/her NWU number.
- For SA citizens, the student's initial **PASSWORD** is his/her ID number@Nwu (e.g. 8106010982082@Nwu).
- For non-SA citizen, 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**. Every student should create a PIN. Go to <http://distance.nwu.ac.za/help> and under Student Access, click on NWU Student Pin and follow the instructions.

5. VIEW PERSONAL INFORMATION ON SYSTEM

The Student 360 App enables students to view certain items related to the specified 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.

The Student 360 App is available in the DIY Services Portal. Open your browser (Firefox and 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. 4). To sign out later, click on the "Logout" button in the page header. Click on Student 360. Information available on Student 360:

5.1. Personal Information

- Address Details
- Personal Details
- Contact Details

5.2 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
- Graduation Information
- Results

6. STUDENT SELF-HELP INFORMATION AVAILABLE ON SYSTEM

Open your browser (Firefox or Google Chrome – check which one works the best on your computer):

6.1 Proof of Registration

- <http://distance.nwu.ac.za/help>
- Look under Administration 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)

6.2 Financial Statement (student account)

- <http://distance.nwu.ac.za/help>
- Look under Administration and click on Financial Statement
- Login with Student number and PIN
- Click on Retrieve information

6.3 Update Personal Information

- <http://distance.nwu.ac.za/help>
- Look under Student Access, click on Update Personal Information
- Login with Student number and PASSWORD

- Change the details and click on Submit

6.4 Participation Marks

- <http://distance.nwu.ac.za/help>
- Look under Assessment Information and click on Participation Marks
- Login with Student number and PIN
- Click on Retrieve information

6.5 Personal Examination Timetable

- <http://distance.nwu.ac.za/help>
- 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 time, the address of the venue and the name of the invigilator

6.6 Previous Exam Papers

- <http://distance.nwu.ac.za/help>
- Look under Useful links and click on Downloads
- In the blue bar, click on Past Papers
- Type the module at Course code and click on Submit Query
- Choose Distance learning and click on blue paper at right

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

- <http://distance.nwu.ac.za/help>
- Look under Assessment Information and click on Examination Results
- Login with Student number and PIN
- Click on General enquiries on the left
- Click on Examination Results
- Click on Retrieve information

6.8 Academic Record

- <http://distance.nwu.ac.za/help>
- Look under Assessment Information and click on Download 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

7. PRE-REQUISITES FOR MODULES

The Faculty Management Committee of Theology has decided to drop the majority of pre-requisites for Theology distance modules. However, a student needs to be made aware that he/she may find it difficult to pass a module in the 2nd semester, for example NTES123, if he/she did not successfully completed the 1st semester module, in this particular example NTES112.

In the **BTh qualification programme** and the **BDiv qualification programme** there is only one pre-requisite, namely the Academic Literacy modules (ALDE111&122). A student needs to pass ALDE111 before he/she can register for ALDE122.

In the current **Hons BA qualification programme** there is also one pre-requisite: a student needs to pass TNAV671 before he/she can register for TEOL671.

In the new **BTh Hons in Christian Ministry qualification programme** there are three pre-requisites:

- a student needs to pass TNAV671 before he/she can register for TEOL671
- a student needs GRKS221 & NTES613 if he/she wants to register for NTES623
- a student needs SEMT221 & OTES613 if he/she wants to register for OTES623

8. PARADIGM SPECIFIC MODULES (SEC A & SEC 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, DOGM321, DOGM672, HERM322, LITK221, LITK671 and PAST321. These modules have a Section A (Reformed) and a Section B (Pentecostal).

Lecturers must ensure that a clear distinction is made on the eFundi site between the Section A (Reformed) and Section B (Pentecostal) study material, videos and assignments and that the students are linked to the correct section for assessment.

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

All the BTh, BDiv, B-Status, Hons BA and BTh Hons modules will be presented as online self-directed eFundi modules. This means that there are no broadcasts of classes and that the students work on their own according to the programme provided by the lecturer. Students communicate with the lecturers via eFundi and submit their assignments online. The eFundi sites will be 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 will be “downloadable”.

The academic literacy modules, **ALDE111 & 122**, the **Hons BA modules** 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 done in Afrikaans or English. The PowerPoint's on the eFundi sites will be in both languages. Students are invited to communicate with their lecturers in the language of their choice.

10. STUDY MATERIAL AND eFUNDI

10.1 Study guides on eFundi

Students should get automatic access to eFundi once they are registered, but if they do not have access, they will contact the lecturer and asked to be link to the eFundi sites. Similarly, the lecturer needs to link the facilitators to the eFundi sites. Once registration is done, the academic manager will provide the lecturers with class lists and list of the facilitators – lecturers must please ensure that all the students and facilitators have access to eFundi.

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

10.2 Text books 1st sem 2020

It is the responsibility of the student to buy the necessary books. **What follows is a provisional list. Please consult the eFundi sites of the respective modules for the correct study material.** Some of the prescribed books (the 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 018 297 3986).

Other bookshops:

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

Protea (dbutow@proteaboekwinkel.com or 018 297 1583)

Van Schaik (vspotch@vanschaik.com or 018 294 8875)

Way forward (018 294 3639 or info@wayforwardshop.com)

Charl Yates (083 286 3291 or charl@mantisbooks.co.za)

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) |
| ETIE311 | Vorster, J.M. 2004. Ethical Perspectives on Human Rights. Potchefstroom: Potchefstroom Theological Publications. ISBN: 0-620-32363-9 Vorster, N. 2007. RESTORING HUMAN DIGNITY IN SOUTH AFRICA. Christian anthropology In a new dispensation. Potchefstroom Theological Publications. |
| GRKS172 | Mounce, W. 2013. Greek for the rest of us. Grand Rapids: Zondervan (can be bought electronically at Amazon which is cheaper) |
| KATE213 | No books necessary. All the material necessary is provided in the eFundi site. |
| KDSG311 | No books necessary. All the material necessary is provided in the eFundi site |
| 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 | Hays, J.D. & Duvall, J.S. 2012. The Baker Illustrated Bible Handbook. Available as e-book. ISBN 9781441240262 |
| 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. |

BDIV

| MODULE | |
|---------------|--|
| 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. |
| 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) |

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|---------|---|
| HERM311 | Klein, W.W., Blomberg, C.L. & Hubbard, R.L. 2017. Introduction to Biblical Interpretation. 3rd ed. Grand Rapids, Michigan: Zondervan. |
| 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) |
| 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 |
| OTES112 | Hays, J.D. & Duvall, J.S. 2012. The Baker Illustrated Bible Handbook. Available as e-book. ISBN 9781441240262 |
| OTES213 | Hill, A.E. & Walton, J.H. 2009. A survey of the Old Testament. 3rd ed. Grand Rapids, MI: Zondervan. The rest is on eFundi. |
| PAST212 | 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 | Van der Merwe, CHJ, & Naudé, JA. 2017. A Biblical Hebrew Reference Grammar. 2nd Edition. London: Bloomsbury Publishing. (ISBN 9780567663337, also referred to as BHRG) |
| SEMT211 | 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. |
| WVLS316 | Lycan, W.G. 2019. 3rd ed. Philosophy of Language: a Contemporary Introduction. New York: Routledge. (Available as e-book) Klein, W.W., Blomberg, C.L. & Hubbard, R.L. 2017. Introduction to Biblical Interpretation. 3rd ed. Grand Rapids, Michigan: Zondervan. |

Hons BA

| MODULE | |
|---------|---|
| DOGM672 | Berkhof, L. 1996. Systematic Theology. Grand Rapids: William B.Eerdmans Publishing Company. (ISBN: 978-0-8028-3820-9) or Erickson, M.J. 1998 (or any later edition). Christian Theology. Grand Rapids : Baker Academic. (ISBN: 978-0-8010-2182-4) |
| ETIE672 | Vorster, J.M. 2017. Ethical perspectives on Human Rights. Potchefstroom: Potchefstroom Theological Publications. Universal Declaration on Bioethics and Human Rights (http://www.unesco.org/new/en/social-and-human-sciences/themes/bioethics/bioethics-and-human-rights/) Bioethics Core Curriculum, Section 1: Syllabus. Ethics Education Programme (http://www.unesco-chair-bioethics.org/?mbt_book=bioethics-core-curriculum) |
| KDGE672 | Cairns, E.E. 1996. Christianity through the centuries. A History of the Christian Church.Zondervan: Grand Rapids. ISBN: 0-310-20812-2. Rest is provided in the eFundi site. |
| OTES674 | Greidanus, S. 1999. Preaching Christ from the Old Testament. Grand Rapids, MI Eerdmans. Hill, A.E. & Walton, J.H. 2000. A survey of the Old Testament. Grand Rapids, MI: Zondervan. Kaiser, Walter C. & Silva, Moisés. 2007. Introduction to Biblical Hermeneutics: The Search for Meaning. Grand Rapids, MI: Zondervan. Robertson, O.P. 1980. The Christ of the Covenants. Grand Rapids, MI: Baker. Waltke, B.K. 2007. An Old Testament theology: an exegetical, canonical and thematic approach. Grand Rapids, MI: Baker. Baker, DW & Arnold, BT. The face of Old Testament studies: A survey of contemporary approaches. Grand Rapids: Baker. |
| PAST671 | No books necessary. All the material necessary is provided in the eFundi site. |
| TNAV671 | Booth, W.C.; Colomb, G.G. & Williams, J.M. 2008. The craft of research. London: The University of Chicago Press. |

BTh Hons

| MODULE | |
|---------|--|
| DOGM612 | Berkhof, L. 1996. Systematic Theology. Grand Rapids: William B.Eerdmans Publishing Company. (ISBN: 978-0-8028-3820-9) or Erickson, M.J. 1998 (or any later edition). Christian Theology. Grand Rapids : Baker Academic. (ISBN: 978-0-8010-2182-4) |
| ETIE611 | Vorster, J.M. 2017. Ethical perspectives on Human Rights. Potchefstroom: Potchefstroom Theological Publications. Universal Declaration on Bioethics and Human Rights (http://www.unesco.org/new/en/social-and-human-sciences/themes/bioethics/bioethics-and-human-rights/) Bioethics Core Curriculum, Section 1: Syllabus. Ethics Education Programme (http://www.unesco-chair-bioethics.org/?mbt_book=bioethics-core-curriculum) |
| KDSG611 | Cairns, E.E. 1996. Christianity through the centuries. A History of the Christian Church.Zondervan: Grand Rapids. ISBN: 0-310-20812-2. Rest is provided in the eFundi site. |
| MISS611 | Bosch, DJ. 2011. Transforming mission. Paradigm shifts in Theology of Mission. Maryknoll, NY: Orbis Wright, C.H. 2010. The mission of God's people. A biblical theology of the church's mission. Grand Rapids, MI: Zondervan. |
| NTES613 | Carson, D.A. 1996. <i>Exegetical fallacies</i> . Second Edition. Grand Rapids, Michigan: Baker Academic. Gundry, R.H. 2012. <i>A Survey of the New Testament. Fifth Edition</i> . Grand Rapids, Michigan: Zondervan. Virkler, H.A. & Ayayo, K.G. 2007. <i>Hermeneutics. Principles and Processes of Biblical interpretation</i> . Second Edition. Grand Rapids, Michigan: Baker Academic. |
| OTES613 | Hays, JH & Holladay, CR. 2007. Biblical Exegesis: A beginner's handbook. 3rd Edition. Louisville: WJK Westminster, John Knox Press. Chapter 6 Hays, JD & Duvall, JS. 2011. The Baker illustrated Bible handbook. Grand Rapids, Michigan: Bakersbook Hill, A.E. & Walton, J.H. 2009. A survey of the Old Testament. Grand Rapids, MI: Zondervan. Kaiser, Walter C. & Silva, Moisés. 2007. Introduction to Biblical Hermeneutics: The Search for Meaning. Grand Rapids, MI: Zondervan. Kein, WW, Blomberg CL, Hubbard, RL, Jr. 2017. Introduction To Biblical Interpretation. Grand Rapids, Michigan: Zondervan. (NB) Stuart, DK. 2009. Old Testament Exegesis: A handbook for students and pastors. Louisville, KY: Westminster John Knox Press. Waltke, B.K. 2007. An Old Testament theology: an exegetical, canonical and thematic approach. Grand Rapids, MI: Baker. |
| PAST612 | No books necessary. All the material necessary is provided in the eFundi site. |
| TNAV611 | Booth, W.C.; Colomb, G.G. & Williams, J.M. 2008. The craft of research. London: The University of Chicago Press. |

11. NWU LECTURERS AND FACILITATORS

At the beginning of each semester, the academic manager provides a list of all the facilitators of each module at the different LSC's to the NWU lecturer in order to facilitate communication between the NWU lecturer and the facilitators. Facilitators are however encouraged to contact the NWU lecturers. It is important that there should be good communication between the NWU and the facilitators at the LSC's.

11.1 Role of NWU Lecturers

He/she is the module owner and responsible for the online self-directed learning eFundi site. On the eFundi sites, the NWU lecturers provide the necessary information that will enable facilitators to provide additional learning support to the NWU students at the LSC's. The NWU lecturers are responsible for the marking of the assignments (students submit their assignments electronically on eFundi). The NWU lecturer should provide memoranda for the assignments to the **Italian, Portuguese and Dumisani** facilitators as they will mark the assignments at their LSC's. The NWU lecturers are also responsible for the setting and marking of

the exam papers. Please remember that exam papers may not exceed 3 hours (cf. 17). The setting of the papers should be done in collaboration with the Italian facilitators and the Pentecostal colleagues. It is important that the NWU lecturers should inform the facilitators and the students about the format of the exam, whether it is an open book exam or not, which resources may be used, whether students may work on their laptops, whether they need to ensure that they have internet access, etc. Please keep in mind that the availability of plugs and internet may cause problems at the exam centres.

11.2 Role of Facilitators

Facilitators should ensure that they and the students at the LSC's have access to eFundi. Facilitators should also ensure that they have good contact with the NWU lecturers. All questions regarding academic issues should be addressed to the NWU lecturers. It is the responsibility of the facilitators to assist the students at the LSC's with navigation in the eFundi sites, to do online assessments and to submit their assignments on eFundi. The facilitators provide additional learning support as and when necessary.

11.3 Contact details of the lecturers of BTh (1st semester)

| BTH I | LECTURER | EMAIL ADDRESS | TELEPHONE |
|------------------|---|--|------------------------------|
| ALDE111 | Dr Kristien Andrianatos | distance@nwulettere.co.za | |
| GRKS172 | Dr Philip du Toit | Philip.DuToit@nwu.ac.za | 018 389 2824 |
| NTES112 | Mr Peet van der Westhuizen | peetvdwest@gmail.com | 078 580 4945 |
| OTES112 | Ms Lerato Mokoena | lerato.mokoena@nwu.ac.za | 079 417 6245 |
| TEOL111 (AFM) | Prof Nico Vorster AFM: Dr Johan Serfontein | Nico.Vorster@nwu.ac.za serfonteinjohan@gmail.com | 018 299 1023 073 522 0794 |

| BTH II | LECTURER | EMAIL ADDRESS | TELEPHONE |
|----------------------|---|--|------------------------------|
| DOGM211 (AFM) | Dr Manitza Kotze AFM: Dr Kobus de Beer | 29576350@nwu.ac.za kobus@deoprisma.co.za | 018 299 4081 084 500 4073 |
| KATE213 | Prof Hannes Knoetze | Hannes.Knoetze@nwu.ac.za | 018 389 2698 |
| MISS211 | Dr Naas Ferreira | Naas.Ferreira@nwu.ac.za | 018 299 1848 |
| NTES212 (no exam) | 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 | Dr Lekgetho Moretsi | lekgetho.moretsi@nwu.ac.za | 018 299 1843 |

| BTH III | LECTURER | EMAIL ADDRESS | TELEPHONE |
|---------|-----------------------|--|--------------|
| ETIE311 | Dr Manitza Kotze | 29576350@nwu.ac.za | 018 299 4081 |
| KDSG311 | Past Thabang Mofokeng | thabang.mofokeng@nwu.ac.za | 018 299 2245 |
| MISS311 | Prof Hannes Knoetze | Hannes.Knoetze@nwu.ac.za | 018 389 2698 |
| NTES313 | Dr Philip du Toit | Philip.DuToit@nwu.ac.za | 018 389 2824 |
| OTES313 | Ms Lerato Mokoena | lerato.mokoena@nwu.ac.za | 079 417 6245 |

| | | | |
|----------------|----------------------|--|--------------|
| PAST311 | Dr Amanda du Plessis | Amanda.DuPlessis@nwu.ac.za | 018 299 1600 |
|----------------|----------------------|--|--------------|

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

| BDiv I | LECTURER | EMAIL ADDRESS | TELEPHONE |
|----------------|----------------------------|--|------------------|
| ALDE111 | Dr Kristien Andrianatos | distance@nwulettere.co.za | |
| LATN112 | Dr Johan Steenkamp | 22751556@nwu.ac.za | 018 285 2374 |
| NTES112 | Mr Peet van der Westhuizen | peetvdwest@gmail.com | 078 580 4945 |
| OTES112 | Ms Lerato Mokoena | lerato.mokoena@nwu.ac.za | 079 417 6245 |
| TEOL112 | Dr Sarel van der Walt | Sarel.VanDerWalt@nwu.ac.za | 018 299 1601 |

| BDiv II | LECTURER | EMAIL ADDRESS | TELEPHONE |
|------------------------------|-----------------------|--|------------------|
| GRKS112 | Prof Pierre Jordaan | Pierre.Jordaan@nwu.ac.za | 018 299 1602 |
| NTES212 (no exam) | Dr Aldred Genade | Aldred.Genade@nwu.ac.za | 018 299 1605 |
| OTES213 | Dr Albert Coetsee | Albert.Coetsee@nwu.ac.za | 018 299 1606 |
| PAST212 | Prof Gert Breed | Gert.Breed@nwu.ac.za | 018 299 1029 |
| SEMT112 | Dr Godwin Mushayabasa | 13216686@nwu.ac.za | 072 844 6754 |

| BDiv III | LECTURER | EMAIL ADDRESS | TELEPHONE |
|-----------------|-----------------------|--|------------------|
| APOL311 | Prof Riaan Rheeder | Riaan.Rheeder@nwu.ac.za | 018 299 1654 |
| DOGM312 | Dr Sarel van der Walt | Sarel.VanDerWalt@nwu.ac.za | 018 299 1601 |
| GRKS211 | Dr Sanrie De Beer | debeersanrie@gmail.com | 083 226 1866 |
| HERM311 | Dr Albert Coetsee | albert.coetsee@nwu.ac.za | 018 299 1606 |
| KATE313 | Prof Gert Breed | Gert.Breed@nwu.ac.za | 018 299 1029 |
| SEMT211 | Dr Godwin Mushayabasa | 13216686@nwu.ac.za | 072 844 6754 |
| WVLS316 | Dr Hennie Goede | Hennie.Goede@nwu.ac.za | 018 285 2496 |

11.5 Contact details of the lecturers of Hons BA (1st semester) – only pipe-line students

| HONS BA | LECTURER | EMAIL ADDRESS | TELEPHONE |
|--------------------------|--|--|------------------------------|
| DOGM672 (AFM) | Dr Manitza Kotze AFM: Dr Kobus de Beer | 29576350@nwu.ac.za kobus@deoprisma.co.za | 018 299 4081 084 500 4073 |
| ETIE672 | Prof Riaan Rheeder | Riaan.Rheeder@nwu.ac.za | 018 299 1654 |
| KDGE672 | Past Thabang Mofokeng | thabang.mofokeng@nwu.ac.za | 018 299 2245 |

| | | | |
|----------------|---------------------------------|--|--------------|
| OTES674 | Sec A: Dr Lekgetho Moretsi | Lekgetho.Moretsi@nwu.ac.za | 018 299 1843 |
| | Sec B: Prof Hans van Deventer | Hans.VanDeventer@nwu.ac.za | 016 910 3463 |
| | Sec C: Prof Sarel van der Merwe | sarel.vandermerwe@nwutheology.co.za | 083 310 0372 |
| PAST671 | Prof Alfred Brunsdon | Alfred.Brunsdon@nwu.ac.za | 018 389 2666 |
| TNAV671 | Dr Amanda du Plessis | Amanda.DuPlessis@nwu.ac.za | 018 299 1600 |

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

| BTH HONS | LECTURER | EMAIL ADDRESS | TELEPHONE |
|----------------------|------------------------------|--|------------------|
| DOGM612 (AFM) | Dr Manitza Kotze | 29576350@nwu.ac.za | 018 299 4081 |
| | AFM: Dr Kobus de Beer | kobus@deoprisma.co.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 | Prof Hannes Knoetze | Hannes.Knoetze@nwu.ac.za | 018 389 2698 |
| NTES613 | Dr 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 | 018 389 2666 |
| TNAV611 | Dr Amanda du Plessis | Amanda.DuPlessis@nwu.ac.za | 018 299 1600 |

12. PANTHEOL 2020

The date for the meeting is, God willing, 12 & 13 March 2020. All facilitators and contact persons of the LSC's are invited to come to Potchefstroom. Lecturers must please use this opportunity for facilitator training.

13. DATE OF COMMENCEMENT 1st SEMESTER 2020

Classes start on the 3rd of February 2020. Lecturers must please ensure that their eFundi sites are up and running, with an orientation video that can serve as an introduction to the module and a guideline on how to navigate on the site.

14. PARTICIPATION MARKS

14.1 English or Afrikaans LSC's

The students submit their assignments on eFundi on the module specific eFundi site and it is being marked electronically by the module owner or the Pentecostal markers (see detail below). Please remind the students to submit their assignments with an extra blank page at the end in PDF on eFundi. Every assignment is marked out of 100. Markers have 2 weeks to mark an assignment and give feedback to the students. The NWU lecturers whose modules have a Section B, should organise the marking of the assignments with the Pentecostal markers:

| Modules | AFM marker | NWU nr | Email address | Telephone nr |
|---|-------------------|---------------|--|---------------------|
| DOGM211 DOGM672 DOGM612 DOGM221 DOGM321 | Dr Kobus de Beer | 21236178 | kobus@deoprisma.co.za | 084 500 4073 |

| | | | | |
|--|---------------------|----------|--|--------------|
| TEOL111 HERM322 LITK221 LITK322 | Dr Johan Serfontein | 24764272 | serfonteinjohan@gmail.com | 073 522 0794 |
| HOML221 PAST321 | Dr Thomas Swift | 28385896 | tj.swift@outlook.com | 072 298 9159 |

Module owners should submit the participation marks to Petria by **6 May**. It must be done on the EXCEL sheet that Petria will prepare for each module. As soon as she received the participation marks, she will communicate it to the students. The only exception is that the students enrolled with **Dumisani** submit their assignments to their facilitators and the facilitators provide the participation marks on EXCEL sheets to Petria. The manner in which the participation mark for each module should be calculated, is given in the study guide. The module owner should ensure that the information in the study guide is correct.

14.2 Portuguese and Italian LSC's

The facilitators are responsible to mark the assignments of their students. The NWU lecturers should ensure that the facilitators have the memorandums for the assignments. The manner in which the participation mark for each module should be calculated, should be given in the study guide. Facilitators are also free to contact the NWU lectures to speak about this. Facilitators submit the participation marks on the mark sheets provided to Petria. The due date for submission of the participation marks for the **1st semester is 6 May**.

15. EXAM TIMETABLE

15.1 BTh 2020

| | | | | |
|------------|---------|------------|---|------------|
| BTH | ALDE111 | 2020/05/27 | 1 | 2020/10/26 |
| BTH | ALDE122 | 2020/05/27 | 2 | 2020/10/26 |
| BTH | DOGM211 | 2020/06/09 | 2 | 2020/11/06 |
| BTH | DOGM221 | 2020/05/29 | 2 | 2020/10/28 |
| BTH | DOGM321 | 2020/06/08 | 1 | 2020/11/05 |
| BTH | ETIE121 | 2020/06/01 | 1 | 2020/10/29 |
| BTH | ETIE311 | 2020/05/27 | 1 | 2020/10/26 |
| BTH | GRKS172 | 2020/05/29 | 1 | 2020/10/28 |
| BTH | HERM322 | 2020/05/27 | 2 | 2020/10/26 |
| BTH | HOML221 | 2020/06/10 | 2 | 2020/11/09 |
| BTH | KATE213 | 2020/06/09 | 2 | 2020/11/06 |
| BTH | KDGE221 | 2020/06/08 | 2 | - |
| BTH | KDSG121 | 2020/06/15 | 1 | 2020/11/12 |
| BTH | KDSG311 | 2020/06/11 | 1 | 2020/11/10 |
| BTH | KDSG321 | - | 2 | 2020/11/05 |
| BTH | LITK221 | 2020/06/01 | 1 | - |
| BTH | LITK322 | - | 1 | 2020/10/29 |
| BTH | MISS211 | 2020/06/12 | 2 | 2020/11/11 |
| BTH | MISS221 | 2020/06/11 | 2 | 2020/11/10 |
| BTH | MISS311 | 2020/06/02 | 1 | 2020/10/30 |
| BTH | MISS321 | 2020/06/18 | 1 | 2020/11/16 |
| BTH | NTES112 | 2020/06/03 | 1 | 2020/11/02 |
| BTH | NTES123 | 2020/06/04 | 1 | 2020/11/03 |
| BTH | NTES212 | (no exam) | | (no exam) |

| | | | | |
|------------|---------|------------|---|------------|
| BTH | NTES222 | 2020/06/02 | 2 | 2020/10/30 |
| BTH | NTES313 | 2020/06/10 | 1 | 2020/11/09 |
| BTH | NTES321 | 2020/06/12 | 1 | - |
| BTH | NTES323 | - | 2 | 2020/11/10 |
| BTH | OTES112 | 2020/06/11 | 1 | 2020/11/10 |
| BTH | OTES122 | 2020/06/12 | 1 | 2020/11/11 |
| BTH | OTES212 | 2020/06/01 | 2 | 2020/10/29 |
| BTH | OTES222 | 2020/06/03 | 2 | 2020/11/02 |
| BTH | OTES313 | 2020/06/15 | 1 | 2020/11/12 |
| BTH | OTES321 | 2020/05/29 | 1 | - |
| BTH | OTES323 | - | 1 | 2020/10/27 |
| BTH | PAST121 | 2020/06/09 | 1 | 2020/11/06 |
| BTH | PAST213 | 2020/05/28 | 2 | 2020/10/27 |
| BTH | PAST311 | 2020/06/04 | 1 | 2020/11/03 |
| BTH | PAST321 | 2020/06/05 | 1 | 2020/11/04 |
| BTH | PAST323 | - | 1 | 2020/11/02 |
| BTH | SEMT272 | 2020/06/17 | 1 | 2020/11/13 |
| BTH | SEMT322 | 2020/06/04 | 2 | - |
| BTH | TEOL111 | 2020/06/05 | 1 | 2020/11/04 |
| BTH | WVCS222 | 2020/06/17 | 2 | - |
| BTH | WVWR221 | 2020/06/17 | 2 | 2020/11/13 |

15.2 BDiv 2020

| | | | | |
|-------------|---------|------------|---|------------|
| BDIV | ALDE111 | 2020/05/27 | 1 | 2020/10/26 |
| BDIV | ALDE122 | 2020/05/27 | 2 | 2020/10/26 |
| BDIV | APOL311 | 2020/06/18 | 1 | 2020/11/16 |
| BDIV | DOGM312 | 2020/06/09 | 1 | 2020/11/06 |
| BDIV | DOGM322 | - | 1 | 2020/11/09 |
| BDIV | ETIE121 | 2020/06/01 | 1 | 2020/10/29 |
| BDIV | GRKS112 | 2020/05/29 | 1 | 2020/10/28 |
| BDIV | GRKS122 | 2020/06/03 | 2 | 2020/11/02 |
| BDIV | GRKS211 | 2020/06/02 | 1 | 2020/10/30 |
| BDIV | GRKS221 | - | 1 | 2020/11/03 |
| BDIV | GRKS221 | - | 2 | 2020/11/03 |
| BDIV | HERM311 | 2020/05/27 | 2 | 2020/10/26 |
| BDIV | HOML221 | 2020/06/10 | 2 | 2020/11/09 |
| BDIV | KATE313 | 2020/06/22 | 1 | 2020/11/18 |
| BDIV | KDSG121 | 2020/06/15 | 1 | 2020/11/12 |
| BDIV | LATN112 | 2020/06/10 | 1 | 2020/11/09 |
| BDIV | LATN122 | 2020/05/29 | 2 | 2020/10/28 |
| BDIV | MISS222 | 2020/06/11 | 2 | 2020/11/10 |
| BDIV | NTES112 | 2020/06/03 | 1 | 2020/11/02 |
| BDIV | NTES212 | (no exam) | | (no exam) |
| BDIV | OPON321 | - | 1 | 2020/11/17 |
| BDIV | OTES112 | 2020/06/11 | 1 | 2020/11/10 |
| BDIV | OTES213 | 2020/06/01 | 2 | 2020/10/29 |

| | | | | |
|-------------|---------|------------|---|------------|
| BDIV | PAST122 | 2020/06/09 | 1 | 2020/11/06 |
| BDIV | PAST212 | 2020/05/28 | 2 | 2020/10/27 |
| BDIV | PAST323 | - | 1 | 2020/11/02 |
| BDIV | SEMT112 | 2020/06/08 | 1 | 2020/11/05 |
| BDIV | SEMT122 | 2020/06/12 | 1 | 2020/11/11 |
| BDIV | SEMT211 | 2020/06/11 | 2 | 2020/11/10 |
| BDIV | SEMT221 | - | 2 | 2020/11/05 |
| BDIV | TEOL112 | 2020/06/05 | 1 | 2020/11/04 |
| BDIV | WVCS222 | 2020/06/17 | 2 | - |
| BDIV | WVLS316 | 2020/06/22 | 2 | 2020/11/18 |
| BDIV | WVWR221 | 2020/06/17 | 2 | 2020/11/13 |

15.3 Hons BA 2020

| | | | | |
|----------------|------------|------------|---|------------|
| HONS BA | DOGM672 | 2020/05/29 | 1 | 2020/10/28 |
| HONS BA | ETIE672 | 2020/06/02 | 1 | 2020/10/30 |
| HONS BA | KDGE672 | 2020/06/04 | 1 | 2020/11/03 |
| HONS BA | OTES674v1 | 2020/05/27 | 1 | 2020/10/26 |
| HONS BA | OTES674v2 | 2020/06/08 | 1 | 2020/11/05 |
| HONS BA | OTES674v3 | 2020/06/10 | 1 | 2020/11/09 |
| HONS BA | PAST671 | 2020/06/11 | 1 | 2020/11/10 |
| HONS BA | TNAV671 | 2020/05/28 | 1 | 2020/10/27 |
| HONS BA | LITK671 | 2020/06/09 | 1 | 2020/11/06 |
| HONS BA | MISS672 | 2020/06/09 | 1 | 2020/11/06 |
| HONS BA | NTES673 v1 | 2020/06/01 | 1 | 2020/10/29 |
| HONS BA | NTES673 v2 | 2020/06/03 | 1 | 2020/11/02 |
| HONS BA | NTES673 v3 | 2020/06/05 | 1 | 2020/11/04 |

15.4 BTh Hons 2020

| | | | | |
|-----------------|---------|------------|---|------------|
| BTH HONS | CMIN621 | 2020/06/03 | 1 | 2020/11/02 |
| BTH HONS | DOGM612 | 2020/06/10 | 1 | 2020/11/09 |
| BTH HONS | ETIE611 | 2020/06/15 | 1 | 2020/11/12 |
| BTH HONS | HOMV621 | 2020/06/05 | 2 | 2020/11/04 |
| BTH HONS | KDSG611 | 2020/06/19 | 1 | 2020/11/17 |
| BTH HONS | KJGB621 | 2020/06/11 | 1 | 2020/11/10 |
| BTH HONS | LITK621 | 2020/06/12 | 2 | 2020/11/11 |
| BTH HONS | MISS611 | 2020/05/28 | 1 | 2020/10/27 |
| BTH HONS | NTES613 | 2020/05/29 | 2 | 2020/10/28 |
| BTH HONS | NTES623 | 2020/06/18 | 1 | 2020/11/16 |
| BTH HONS | OTES613 | 2020/06/01 | 2 | 2020/10/29 |
| BTH HONS | OTES624 | 2020/06/02 | 2 | 2020/10/30 |
| BTH HONS | PAST612 | 2020/06/22 | 2 | 2020/11/18 |
| BTH HONS | TNAV611 | 2020/06/04 | 1 | 2020/11/03 |

16. RESOURCES PERMISSIBLE DURING THE EXAMS

At the top right hand corner of the exam paper, the examiner indicates 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 must also be explained. The NWU lecturer should indicate this in the study guide or speak about it during the exam preparation session. Please ensure that the students know what they can expect in the exam venue and that they have everything they need, e.g. Bibles, notes, books, study guides, laptops with charged batteries, extension cords, internet access, etc.

17. DURATION OF EXAM PAPERS

Examiners must please limit the duration of exam papers to the maximum of 3 hours, as some invigilators and students travel with taxis and a 5 hour paper cannot be accommodated at the exam centres.

18. WARNING AGAINST PLAGIARISM

During the last few exam opportunities, some lecturers had cases where they suspected exam irregularities. It may happen when students do not do proper referencing. It also seems as if students are working together in the preparation for the exam, and their answers then look very similar. Students must be made aware that it is problematic when two or more students have answers that look the same. Students must understand that the aim of assignments is not the reproduction of existing material, but to ascertain whether they have the ability to integrate existing texts, add their own interpretation and/or critique the texts and offer a creative solution to existing problems. Lecturers may give the following guidelines to students in order to avoid the possibility of 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.

19. EXAM RESULTS

The results will be send to the students as soon as the Exam Committee approved the results. For the **1st** semester it will be by the **beginning of August** and for the **2nd semester** it will be by the **end of December**. Students can also access it electronically (cf. 6.7).

20. APPLICATION FOR RE-MARKING

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

- Application for re-marking must reach the NWU by **30 August** for **1st semester exam** and **15 January** for **2nd semester exam**
- Application and proof of payment must be send 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: UODL and student number

21. CONTACT PERSONS

The following staff members are responsible for the following sections:

| 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 | Mrs Keshni Scholtz | 018 299 4579 | Keshni.Scholtz@nwu.ac.za |
| Exam Centres & Examinations | Mrs Elize van der Merwe | 018 285 2050 | Elize.VanDerMerwe@nwu.ac.za |