

# Keep Safe

## e-Handbook

### Undergraduate

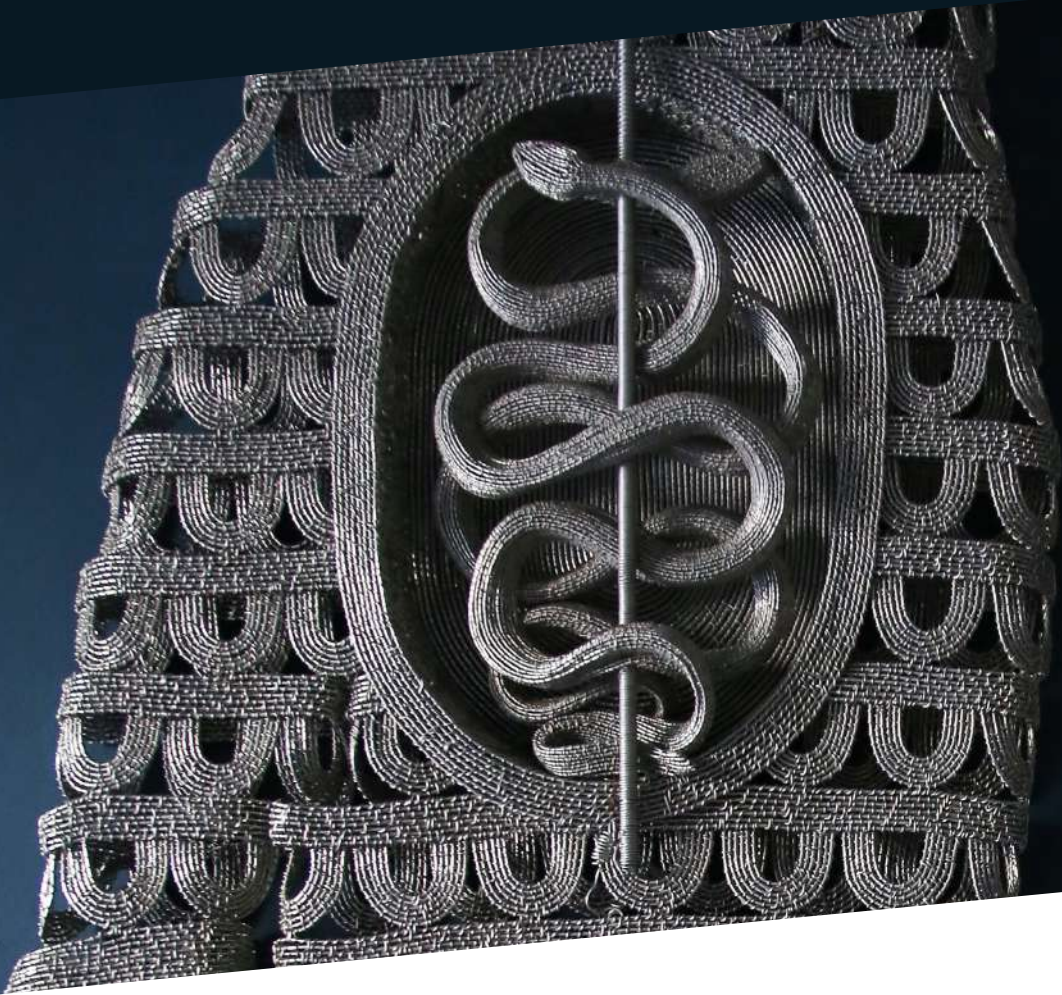


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UNIVERSITY OF CAPE TOWN  
IYUNIVESITHI YASEKAPA • UNIVERSITEIT VAN KAAPSTAD



FACULTY OF  
HEALTH SCIENCES



# A comprehensive student information resource with tips and where to find help and support when in need

This Handbook will be available online and on mobile devices. The contents of this Handbook plus some additional detail are available on Vula.

For comments on this Handbook and suggestions as to how it could be improved and made more useful, please click [here](#) and send us your feedback online, or contact the **Student Development & Support Office Team**:

*FHS Student Development & Support Manager: Nonkosi Malala*

SDS Undergraduate Unit

 Tel 021 406 6749  Email [nonkosi.malala@uct.ac.za](mailto:nonkosi.malala@uct.ac.za)

*FHS Student Liaison Officer: Sibulele Mkutshulwa*

SDS Undergraduate Unit

 Tel 021 650 5393  Email [sibulele.mkutshulwa@uct.ac.za](mailto:sibulele.mkutshulwa@uct.ac.za)

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# Welcome to the Health Sciences Faculty

Health equity is vital for an inclusive and just society. Competent and compassionate health practitioners and scientists are important agents for the achievement of this goal. Join our Faculty of Health Sciences for an education based on reflective relationships amongst students, staff and communities. All of these relationships help us to understand and address the social determinants of health and well-being amidst the complexities of the 21<sup>st</sup> century.

Associate Professor Lionel Green-Thompson  
Dean: Faculty of Health Sciences

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This section opens with welcomes from UCT's Vice-Chancellor and the FHS Dean; undergraduate study programmes offered; an overview of the the Faculty's Charters, an understanding of the Inclusivity and Transformation commitment of UCT and the FHS, as well as an update on COVID-19 protocols on campus.

## UCT Mission

We will work tirelessly to enhance our cutting-edge research, which speaks directly to the challenges of our country, region, continent and the world. We will grow and develop talented academics, other staff and students from South Africa, elsewhere on the continent and internationally.

Dr Precious Moloi-Motsepe  
UCT Chancellor

### Vision

UCT is an inclusive and engaged research-intensive African university that inspires creativity through outstanding achievements in learning, discovery and citizenship; enhancing the lives of its students and staff; advancing a more equitable and sustainable social order and influencing the global higher education landscape.

### Mission Statement

UCT is committed to engaging with the key issues of our natural and social worlds through outstanding teaching, research and scholarship. We seek to advance the status and distinctiveness of scholarship in Africa through building strategic partnerships across the continent, the global south and the rest of the world.

UCT provides a vibrant and supportive intellectual environment that attracts and connects people from all over the world.

We aim to produce graduates and future leaders who are influential locally and globally. Our qualifications are locally applicable and internationally acclaimed, underpinned by values of engaged citizenship and social justice. Our scholarship and research have a positive impact on our society and our environment.

We will actively advance the pace of transformation within our university and beyond, nurturing an inclusive institutional culture which embraces diversity.

## Forward

As Health Science students you learn and work in hospitals, community health centres, clinics, schools, NGOs and areas where communities of people reside. You will inevitably be exposed to situations that could affect your health and safety.

**The Faculty of Health Sciences is committed to partnering with you to safeguard your health and safety.**

Please follow the guidelines contained in this Handbook, refer as necessary to the 'Don't Panic Handbook' (available electronically in the Vula FYE website if you have lost your copy), and remember to always use your discretion, listen to your intuition/gut feel and do what feels right for you.



## Profile

**Professor Mamokgethi Phakeng** began her term of office as Vice-Chancellor of the University of Cape Town on 1 July 2018, where she had been serving as Deputy Vice-Chancellor for Research and Internationalisation since January 2017. Previous to this appointment she served as Vice Principal for Research and Innovation at the University of South Africa (Unisa) for five years, after serving three years as Executive Dean of the College of Science, Engineering and Technology at the same university.

Her academic career began at the University of the Witwatersrand, where she started as a research assistant in 1996 and left in December 2007 as an Associate Professor of Mathematics Education – and Founding Director of the award-winning Marang Centre for Mathematics and Science Education – to take up the position of Executive Dean of the College of Science, Engineering and Technology at Unisa in January 2008. She had a very successful tenure as Dean at Unisa and was promoted to serve as Vice Principal of a newly established portfolio of Research and Innovation on 1 July 2011. When her five-year term ended in 2016, she joined UCT.

Gkethi, as she is popularly known, obtained her first degree, majoring in pure mathematics, at the University of Bophuthatswana, now North-West University, in Mafikeng in 1987, obtaining a solid 74% for her final year pure mathematics module. She completed all her postgraduate studies, which ended with a PhD in Mathematics Education in 2002, at the Wits University where she also served for five years as President of Convocation (2011–2016). She is a highly regarded B1 National Research Foundation-rated scientist, with over 60 research papers and five edited volumes published.

## Message from the Vice-Chancellor

**Welcome! Molweni nonke en ‘n hartlike welkom to the University of Cape Town (UCT)!**

Choosing your tertiary institution and selecting your degree programme may well be two of the most important decisions you will ever make. We are so pleased that you are interested in enrolling at the University of Cape Town (UCT).

UCT will give you the opportunity to obtain a first-class education at one of the world’s most beautiful and diverse campuses. In addition to providing you with the opportunity to earn an internationally recognised qualification, we offer you a personally enriching student life, where you can make lasting friendships and begin to establish a network that will serve you for the rest of your professional life.

At UCT, we do all we can to facilitate funding for deserving students. Should you need financial assistance for your studies, please turn to the section that outlines how to seek funding from the National Student Financial Aid Scheme (NSFAS) and/or how to apply for one of a number of UCT scholarships. There are many good reasons for choosing to study at UCT. The university consistently performs well in international ranking systems due to the excellence of our research. Many UCT academics are internationally recognised as experts in their fields, and they bring that expertise into the classroom. Their scholarly work and engagement in ground-breaking research guarantee your studies will be informed by the latest advances in knowledge.

Our research places a special focus on Africa. This means our staff and students are committed to addressing a wide spectrum of issues facing our continent – including those related to health, economics, social justice, poverty alleviation and humanitarian relief. If working on problems affecting your own community excites you, UCT is perfectly placed to help you begin to make a meaningful contribution to society.

In this time of unprecedented global change (particularly in education), I want to assure you that your teaching and learning experience at UCT will be of the highest quality. Even before the advent of the COVID-19 pandemic, UCT was already hard at work ensuring our students have access to the best possible digital education, along with academic and social support to help students thrive, no matter the circumstances. This means you will build experience with different learning platforms, including face-to-face sessions as well as online access to academic support and learning resources.

We recognise that many new students will be away from home for the first time, so UCT has a network of support structures that provide a safety net for students who may need help and guidance in adjusting to campus life. In line with this approach to wellness and balance in student life, UCT offers you an opportunity to join one or more of our 40 sports clubs and the 100+ societies that can provide an outlet for your cultural or spiritual interests, enable you to engage with social justice issues, or help hone your entrepreneurial skills.

UCT alumni remain among South Africa’s most sought-after graduates and they enjoy one of the country’s highest graduate employment rates.

**Professor Mamokgethi Phakeng**  
Vice-Chancellor



# Umyalezo ovela kwiSekela-Ngqonyela

**Siyachulumanca kukuba unomdla ekubhaliseleni isidanga kwiYunivesithi YaseKapa (UCT).**

I-UCT iza kukunika ithuba lokuba ufumane imfundo ekwinqanaba eliphezulu kwezona khampasi zakhe zantle kwaye ezahlukileyo kumhlaba uphela. Ngaphandle kokuzuzisa isidanga esidumileyo kwizizwe jikelele, sikunika ngokobuqu ubomi bomfundi obutyetyisiweyo, apho uza kwenza ubuhlobo banaphakade kwaye uqale ukwakha ukuthungelana nabantu abaza kukukhonza imihla yonke yobomi bakho bobungcali.

Ukukhetha iziko lemfundo ephakamileyo kunye nokukhetha inkqubo yakho yesidanga kunokuba zezona zigqibo zibalulekileyo oya kuzenza. Olu papasho luqulathe lonke ulwazi oludingayo ukuze ukhethe inkqubo yokufunda kwelinye lamacandelo ethu amathandathu: ezoRhwebo, ezobuNjineli kunye neNdawo yezaKhiwo, ezoNyango neNzululwazi kwezeMpilo, ezoLuntu, ezoMthetho kunye neNzululwazi.

I-UCT yenza konke ekwazi ukwenza ukulungiselela inkxaso-mali kubafundi abafanelekileyo. Ukuba udinga uncedo lwezezimali kwizifundo zakho, nceda utyhile kwicandelo elichaza ukuba ungayifumana njani inkxaso-mali esuka kwi-Nation Student Financial Aid Scheme (NSFAS) kunye/okanye indlela yokufaka isicelo kwenye yezeengxowa-mali ze-UCT.

Kunezizathu ezibalulekileyo ezininzi zokuba ukhethe ukufunda e-UCT. Le yunivesithi ngokungagungqiyo isoloko iqhuba kakuhle kwinkqubo yokubeka kwinqanaba lehlabathi ngenxa yokugqwesa kophando lwethu. Uninzi lwabahloli base-UCT baziwa kwilizwe liphela njengootitshala abagqwesileyo kunye neengcali kumacandelo abo. Umsebenzi wabo wobuncuba buchopho kunye nokuzibandakanya kuphando oluza nezisombululo ezintsha kwaye oluyiliweyo luqinisekisa ukuba izifundo zakho ziya kwaziswa ngenkqubela phambili entsha kulwazi.

Uphando lwethu lubeka ingqwalasela eyodwa e-Afrika. Lo mdlu uhlala kuzo zonke izinto zaseAfrika uthetha ukuba abasebenzi kunye nabafundi bethu bazibophelele ekujonganeni nemiba emininzi ejongene nelizwekazi lethu - kubandakanya leyo inxulumene nezempilo, ezoqoqosho, ubulungisa kwezentlalo, ukuphelisa intlupheko kunye noncedo lwabantu. Ukuba ukusebenza kwiingxaki ezichaphazela uluntu lwakho kuyakuvuyisa, i-UCT ibekwe ngokugqibeleleyo ukuphuhlisa uthando lwakho ukuze uqale ukwenza igalelo elibonakalayo eluntwini.

Ukuba ukhethe ukufunda apha uya kuba nathi ngexesha lotshintsho olungazange lubonwe ngaphambili, ngakumbi kwimfundo. Kwanangaphambi kokufika kobhubhane i-COVID-19, i-UCT yayisele isebenza nzima iqinisekisa ukuba abafundi bethu bayafikelela kwimfundo esemgangathweni esebenzisa ubuchwephetsha neintanethi ngenkxaso kwezemfundo nakwezentlalo ukunceda abafundi baphumelele, nokuba iimeko zithini na. Lo bhubhane ukhawulezise nje inkqubo yokuphuhlisa indawo ekumgangatho oluphezulu yokufundela ekwi-intanethi eqhubekela isiza nemfundo ekwinqanaba eliphezulu. (Izifundo ezifuna ukufundiswa ubuso ngobuso kunye nokuthatha inxaxheba egumbini ziya kuqhubeka ukufundiswa. Apho kufanelekileyo siya kulandela iinkqubo zempilo nezokhuseleko, ezinjengokubonelela ngendawo ekungena umoya ngokufanelekileyo kwaye apho iiklasi zinokubanjelwa khona ngokwamaqela amancinci, zisebenza ngokujikeleza, ukunciphisa inani labantu kwindawo nganye ngamaxesha onke.)

Sinethemba lokuba ngo-2022 ukufundela emagumbini ekhampasini kuya kuqhubeka kwakhona. Siqaphela ukuba uninzi lwabafundi abatsha baya kuba kude nekhaya ityeli lokuqala, i-UCT ineziseko zenkxaso ezininzi ezibonelela ngomnatha wokhuseleko kubafundi abafuna uncedo kunye nesikhokelo kulungiselelo lokuqhelana nobomi bokuhlala esikolweni. Ngokuhambelana nale ndlela esingisele kwimpilontle kunye nokuxhathisa kubomi bokuba ngumfundi, i-UCT ikunika ithuba lokuba ujoyine ube lilungu lenye okanye uninzi lwamaqela wethu weemidlalo angamashumi amane (40) ubuninzi kunye nemibutho engaphezulu kwekhulu (100 +) enokunika indawo yokuba uveze iminqweno yakho kwinkcubeko okanye kwimicimbi yokomoya, ikwenza ukwazi ukuzibandakanya nemiba yezobulungisa kwezentlalo, okanye incede iphuhlise izakhono zakho zobushishini.

Abafundi abaphumeleleyo base-UCT baphakathi kwabafundi abaphumeleleyo eMzantsi Afrika kwaye bonwabela elinye lawona mazinga aphezulu eliqeshwayo elizweni.

**Unjingalwazi Mamokgethi Phakeng  
Usekela-Tshansela**

# Boodskap van die Visekanselier

**Welcome! Molweni nonke en 'n hartlike welkom to the University of Cape Town (UCT)!**

Die keuse van jou tersiêre instelling en die keuse van jou graadprogram kan heel moontlik twee van die belangrikste besluite wees wat jy ooit sal neem. Ons is so bly dat jy belangstel om by die Universiteit van Kaapstad (UK) in te skryf.

Die UK sal jou die geleentheid gee om eersteklas-opleiding by een van die wêreld se mooiste en mees diverse kampusse te verwerf. Behalwe dat ons jou die geleentheid bied om 'n internasionaalerkende kwalifikasie te verwerf, bied ons jou 'n verrykende studentelewe, waar jy lewenslange vriendskappe kan bou en 'n netwerk kan vestig wat jou vir die res van jou professionele lewe sal dien.

By die UK doen ons alles in ons vermoë om befondsing vir verdienstelike studente te fasiliteer. Indien jy finansiële bystand vir jou studies benodig, blaai asseblief na die afdeling oor hoe om befondsing by die Nasionale Finansiële Hulpkema vir Studente (NSFAS) te soek en/of hoe om aansoek te doen vir een van die UK-beurse.

Daar is baie goeie redes om aan die UK te studeer. Die universiteit presteer deurgaans goed in internasionale rangordestelsels vanweë die uitnemendheid van ons navorsing. Baie UK-akademici word internasionaal erken as kundiges in hul velde, en hulle bring daardie kundigheid na die klaskamer. Hul vakkundige werk en betrokkenheid by baanbrekernavorsing waarborg dat jou studies deur die nuutste vooruitgang in kundigheid gelei sal word.

Ons navorsing plaas 'n spesiale fokus op Afrika. Dit beteken ons personeel en studente is daartoe verbind om 'n wye spektrum kwessies wat ons vasteland in die gesig staar, aan te spreek – insluitend dié wat verband hou met gesondheid, ekonomie, sosiale geregtigheid, armoedeverligting en humanitêre verligting. Om aan probleme te werk wat jou eie gemeenskap raak jou opgewonde maak, is die UK perfek geposisioneer om jou te help om 'n betekenisvolle bydrae tot die samelewing te begin maak.

In hierdie tyd van ongekende globale verandering (veral in die onderwys), wil ek jou verseker dat jou onderrig- en leerervaring by die UK van die hoogste gehalte sal wees. Selfs voor die koms van die COVID-19-pandemie was die UK reeds hard aan die werk om te verseker dat ons studente toegang tot die beste moontlike digitale onderwys het, tesame met akademiese en sosiale ondersteuning om studente te help floreer. Ongeag die omstandighede. Dit beteken dat jy ervaring op verskillende leerplatforms sal opdoen, insluitend aangesig-tot-aangesig sessies sowel as aanlyn toegang tot akademiese ondersteuning en leerhulpbronne. Natuurlik is die gesondheid en veiligheid van elke student en personeelid ons eerste prioriteit. Waar dit nodig is, sal ons voortgaan om gesondheids- en veiligheidsprotokolle te volg, soos om voldoende geventileerde lokale te voorsien waar klasse in klein groepe gehou kan word, wat op 'n rotasiebasis werk, om die aantal mense in elke ruimte te eniger tyd te verminder.

Ons besef dat baie nuwe studente vir die eerste keer weg van die huis sal wees, dus het die UK 'n netwerk ondersteuningstrukture wat 'n veiligheidsnet bied vir studente wat dalk hulp en leiding nodig het om by die kampuslewe aan te pas. In ooreenstemming met hierdie benadering tot welstand en balans in die studentelewe, bied die UK jou die geleentheid om by een of meer van ons 40 sportklubs en die 100+ verenigings aan te sluit. Wat 'n uitlaatklep vir jou kulturele of geestelike belangstellings kan bied, jou in staat sal stel om betrokke te raak by sosiale geregtigheidskwessies, of kan help om jou entrepreneursvaardighede te slyp.

Die UK-alumni bly onder Suid-Afrika se mees gesogte gegradueerdes en hulle geniet een van die land se hoogste gegradueerde indiensnemingsyfers.

**Professor Mamokgethi Phakeng**  
**Vice-Chancellor**







## Profile

**Associate Professor Lionel Green-Thompson**, held multiple roles at the University of the Witwatersrand (Wits), including being the assistant dean for Teaching, Learning and Undergraduate Affairs in the Faculty of Health Sciences. He was also the clinical coordinator for the MBCh degree in the Centre for Health Science Education from 2004, during which time he engaged in numerous student development initiatives, including the supervision of MMed (Anaesthesia) students.

He graduated from Wits with an MBCh in 1988. He is a Fellow of the College of Anaesthetists of the Colleges of Medicine of South Africa. He obtained his MMed (Anaesthesia) at Wits in 2011 and completed a two-year Wits Carnegie Clinical PhD Fellowship.

He was national chairperson for the South African Association of Health Educationalists for the 2010 to 2013 triennium and chaired the national conference held at Wits in 2010 titled "Making Education Matter".

He is an occasional reviewer for academic journals such as the South African Journal of Surgery, South African Journal of Psychiatry, South African Journal of Anaesthesia and Analgesia, African Journal of Health Professions Education and, internationally, Medical Teacher and BMC Medical Education. He is a member of the Research Committee of the Association for Medical Education in Europe for the term 2018 to 2022.

He is currently the chair of the network for Medical Education in Resource Constrained Situations. In 2019 he was nominated to the board of directors of the network Towards Unity for Health.

# Welcome from the Dean

**Welcome! Molweni nonke en 'n hartlike welkom to the Faculty of Health Sciences.**

We offer a variety of educational, training and academic career options within the context of health care and research - from clinical and public health to health and rehabilitation sciences. We are a Faculty of choice for those seeking world-class training - owing to our strong reputation for having trained some of the best health practitioners and scientists globally, and for our Clinical achievements and cutting-edge research.

In 2012 we had two reasons to celebrate: our centenary as the first medical school in sub-Saharan Africa, and our rating among the top 50 health sciences faculties worldwide (by Times Higher Education) - a first for any university in Africa and the developing world.

The Faculty has 13 academic departments, over twenty multi-disciplinary research groupings, and more than 4000 students. Our programmes are embedded in four main themes, namely undergraduate and postgraduate teaching, clinical services and research.

We play a vital role in responding to South African problems in the context of African and global health challenges through supporting training and research. We prepare our students with the appropriate skills for health service, while our clinical exchange programmes, education and extensive research collaborations span Africa and the world.

Research is high on our agenda. Exceptional academics drive research in cross-disciplinary and international collaborations - amongst us are 12 of UCT's 33 A-rated scientists and 8 of the 29 UCT SARCHI Research chairs. Our growing numbers of postgraduate students, many from Africa and beyond, reflect our commitment to building research capacity and growing our next generation of academics. Postgraduate registrations now exceed undergraduate, highlighting the attraction of our research environment.

Our commitment to demographic transformation continues to enrich the Faculty. I am also pleased at our enthusiastic participation in many non-academic spheres like sport, politics and arts, all activities which tremendously enhance campus life.

It takes hard work and dedication to become a competent caring health practitioner and scientist, but the rewards are tremendous. If you are passionate about positively impacting the health and life of others, then UCT's Faculty of Health Sciences is the place for you.

**Associate Professor Lionel Green-Thompson**  
**Dean: Faculty of Health Sciences**





# Undergraduate Study Programmes

Welcome to the Faculty of Health Sciences. The faculty is recognised nationally and internationally as an outstanding institution for the training of health care workers, research and clinical service.

The [Faculty offers undergraduate degrees](#) in medicine and the following health and rehabilitation sciences: Occupational Therapy, Physiotherapy, Audiology, and Speech Language Pathology. A Higher Certificate in Disability Studies and an Advanced Diploma in Cosmetic Formulation Science are also offered. All these undergraduate programmes have fixed curricula. The degree programmes include extensive training at hospitals and clinics in and around Cape Town and in other relevant community settings, which may include schools and informal settlements.

## What we offer

### Bachelor of Medicine & Bachelor of Surgery (MBChB)

The [MBChB programme](#) takes six years to complete. After graduating with an MBChB degree and completing two years' internship and a year's community service, you will be allowed by the Health Professions Council of South Africa (HPCSA) to practise as a medical doctor.

As a medical doctor you may work in a public or private hospital or in a community clinic, join a doctor's practice, open your own practice, or work in a variety of other settings. The MBChB programme is offered by a range of Departments in the Faculty of Health Sciences.

### Fundamentals of Health Sciences Semester Programme (FHSSP)

- **FBA9.1** A student who fails PPH1001F, HUB1006F, PHY1025F and/or CEM1011F in the first semester of the first year of study will be transferred to the FHSSP.
- **FBA9.2** A student who fails HUB1007S or PPH1002S in the second semester of the first year of study will be transferred to the FHSSP at the start of the next year and then repeat the failed second semester course/s before proceeding to the second academic year.
- **FBA9.3** The student in the FHSSP must register for, attend, and complete the following course: **First Year Core Modules Code HSE1001F/S Course Fundamentals of Health Sciences**

### Bachelor of Science in Occupational Therapy

The aim of [Occupational Therapy](#) is to help people overcome functional difficulties resulting from health-related problems and to develop their abilities, so that they may be independent and effective at home, at work and during their leisure time. This is a four-year degree programme.

When you obtain the BSc (Occupational Therapy) degree, and after completing a year's community service, you will be allowed by the HPCSA to practise as an occupational therapist. You will work with people of all ages whose lives have been complicated by sickness, trauma and developmental delay, and who are struggling to cope with and adapt to their circumstances or their environment. You may help them in their homes or in their places of work, as well as in clinics, schools and hospitals, or you may work in a private practice.

### Bachelor of Science in Physiotherapy

[Physiotherapy](#) aims to help people in the community to lead a healthy lifestyle, to prevent illness or injury for those at risk, and to treat people who have been disabled or injured. Physiotherapy makes use of physiologically based movement techniques, massage, electrotherapy and other physical means to prevent and treat injury and disease. This is a four-year degree programme.

When you obtain the BSc (Physiotherapy) degree, and after you have completed a year's community service, you will be allowed by the HPCSA to practise as a physiotherapist. You will help people of all ages who suffer from (for example) breathing and chest problems, cerebral palsy, strokes, fractured bones, stiff joints, sports injuries and painful necks and backs.

### Bachelor of Science in Speech-Language Pathology

[Speech Language Therapists](#) assess and treat people who have communication disorders, such as problems with sound production and language learning, voice disorders, swallowing disorders and stuttering. You may also treat people who have disorders of speech and language after suffering strokes or they have cerebral palsy. As a speech-language therapist you may work at community centres, hospitals and outpatient clinics or open your



own practice. Many speech therapists also work in schools or provide rehabilitation programmes in people's homes.

## Bachelor of Science in Audiology

[Audiologists](#) assess people's hearing, fit hearing aids, manage speech and language problems of people who are hard of hearing or deaf, and deal with noise measurement and control.

As an audiologist you may work at schools, community centres, hospitals and outpatient clinics or open your own practice.

## Higher Certificate in Disability Practice

The [Higher Certificate in Disability Practice](#) aims to train home-based carers and school-leavers who have an interest in pursuing a career in the field of communitybased disability practice. Students learn foundational skills for disability prevention and care. The qualification provides students with the basic knowledge, cognitive and conceptual tools and practical techniques for application in the field of disability-inclusive community development. The qualification signifies the student has attained a basic level of higher knowledge and appropriate competencies as community development workers. The Higher Certificate includes theoretical and practical work-integrated learning components. The curriculum for the Certificate extends over one year of full-time study and is offered only if there are a sufficient number of applicants.

## Advanced Diploma in Cosmetic Formulation Science

The [Advanced Diploma in Cosmetic Formulation Science](#) is the first in South Africa and first to be located within a Division of Dermatology in the world. This is a deliberate choice that aims to reduce the divide between scientists who develop and dermatologists who treat the many adverse effects of cosmetic products.

## Undergraduate Y 4 Obsterics: Nelson Mandela Fidel Castro Programme

In this [four-week Gynaecology course](#) students learn about common gynaecological problems, contraception, issues of sexuality, and abuse of women, while at the same time gaining clinical experience in gynaecology and women's health. Teaching takes place in a variety of clinical venues where students learn how to perform a gynaecological examination on patients, mostly in

an outpatient setting, which is most appropriate for their future practice. The gynaecology clinical teaching is complemented by tutorials and clinical skills sessions, as well as further teaching in the relevant basic sciences.

## Clinical Elective Placements

The FHS offers a [Clinical Elective Training Programme](#) to international and South African undergraduate students studying a health sciences degree at other institutions. The Programme is complimentary to the clinical training that visiting students should have received at their home institution before they arrive.

Students from other institutions are required to have had the requisite clinical training and exposure to patients to be able to undertake the elective. Electives at the institution are only offered to students in the final or penultimate year of their studies, and students must have had at least two years of clinical training.

Only students in their final or semi-final year of study at other institutions may be considered for placement in a variety of disciplines, for elective periods ranging from two weeks to four months.

Training takes place at our teaching hospitals (Groote Schuur Hospital, Red Cross War Memorial Children's Hospital) and associate hospitals (New Somerset Hospital, Victoria Hospital, Mitchells Plain District Hospital, Knysna Hospital and George Regional Hospital).

## Departments

- [Anaesthesia and Perioperative Medicine](#)
- [Health and Rehabilitation Sciences](#)
- [Health Sciences Education](#)
- [Human Biology](#)
- [Integrative Biomedical Sciences Medicine](#)
- [Medicine](#)
- [Obstetrics and Gynaecology](#)
- [Paediatrics and Child Health](#)
- [Pathology](#)
- [Psychiatry and Mental Health](#)
- [Public Health and Family Medicine](#)
- [Radiation Medicine](#)
- [Surgery](#)

## Units

- [Bioethics Centre](#)
- [Continuing Education Unit](#)
- [Primary Health Care Directorate](#)

# Faculty Charter

The Faculty of Health Sciences (FHS) adopted a **Faculty Charter** in May 2002 as part of a process of recognising past discrimination, and instituting a reconciliation process.

The Charter serves as a guide to much of the transformation work undertaken in the FHS, and is intended to indicate the inclusiveness of the academic and social environment we hope to foster, where all individuals are able to realise their potential at the FHS.

## Preamble

Post-apartheid South Africa is emerging from decades of systematic discrimination that affected every aspect of society, including the health sector, resulting in profound inequities in the health status in the population. Central to the reconstruction of South African society is the need to develop a culture of human rights based on respect for human dignity and non-discrimination.

Although there were significant attempts by staff, students and the institution to resist apartheid injustices, UCT was not immune to the racist, sexist, and other discriminatory practices and values that typified society under apartheid. As UCT grapples with transformation, we remain with the legacy of these discriminatory practices.

To overcome this legacy of apartheid and other forms of discrimination, UCT Health Sciences Faculty is producing this Charter as a basis for transformation of the institutional culture of the faculty to ensure that students and staff have access to an environment where they are able to realise their full potential and become active participants in the academic life of the Faculty.

## Principles

- **Non-discrimination.** The Faculty will not tolerate any form of negative discrimination and will uphold the university's policy on non-discrimination.
- **Supportive Culture.** The Faculty will foster a supportive culture, where diversity and difference is respected, in order to encourage students and staff to reach their full potential in their activities of learning, working, teaching, research and service in the faculty.
- **Capacity Building.** The Faculty will strive to develop the skills of its employees and help to build the skills base of South Africans, in particular formerly disadvantaged South Africans, through various strategies at its disposal.
- **Employment Equity.** The Faculty will strive to attract and retain talented black professionals by recognising their abilities, affirming their skills and ensuring an environment that is welcoming and supportive.
- **Facilitation of Learning.** The Faculty will strive to uphold and encourage the highest standards of teaching, and strive to create an atmosphere conducive to learning for all students.
- **Research.** The Faculty will strive to uphold the highest ethical standards of research and ensure that research seeks to benefit the South African community.
- **Service.** The Faculty will strive to ensure that students and staff uphold the highest standards of service to the community, including commitments to ethical principles and human rights.
- **Consultation.** The Faculty will strive to consult with staff and students on major policy changes that affect them that may be undertaken by the faculty and seek to entrench transparency in its workings.
- **Monitoring and Evaluation.** The Faculty will endeavour to annually review its performance in the light of this Charter.
- **Community Participation.** The Faculty will strive to ensure participation of the community in decisions in the spirit of the Primary Health Care Approach adopted by the Faculty as its lead theme.

# Teaching and Learning Charter

UCT can seem like quite an imposing institution, but there are rules in place to ensure that you get the best possible education and support. It's important for you to know the kind of teaching and support you should be receiving.

UCT's **Teaching and Learning Charter** is an official commitment between students, academic staff and the university. It recognises that your success depends on what you do, what your lecturers do, and the support the university makes available. This means that you should expect good teachers and a supportive environment. This is what you can expect from the university and academic staff:

## Academic staff should...

- Treat students and fellow staff with respect and dignity - without discrimination or favouritism.
- Teach to the best of their ability, striving to achieve clarity and to create an environment where questions and enquiry are encouraged.
- Provide all reasonable assistance to students to enable them to do as well as they can, and be available in clearly advertised ways to respond to student queries (e.g. by face-to-face consultations, email or online means within a reasonable period or at reasonable times).

## With respect to courses taught...

- Provide clear, written course outlines, stating what is expected of students, DP requirements, if any, and how performance in the course will be assessed.
- Adhere to agreed and published timetables for the courses.
- Provide lists of required and recommended readings, in advance, and ensure that such materials are available to students on paper or online. The University Libraries, in line with their collection development policy, will endeavour to make relevant material available to students.
- Design and implement a system of assessment for each course, which is consistent with the course design, content and objectives.

- Return work submitted for assessment within a reasonable period of time, with appropriate and constructive comments and other forms of evaluation, and ahead of formal examinations, so that students learn from this.
- Ensure consistent marking and effective moderation of marking.
- Organise an evaluation for each course and use the feedback to improve the course.

## The University strives to...

- Provide a safe and effective learning environment.
- Provide support and developmental opportunities for teaching.
- Provide all reasonable facilities and structures to support student success.

## The University undertakes to...

- Provide secure and reliable processes in respect of assessment and certification procedures. When you know exactly what's expected of you, you have a clear idea of what to do to succeed. The Charter is about partnership: for it to work everyone must play their part.

## Students undertake to...

- Treat staff and fellow students with dignity and respect, especially in lectures, tutorials, laboratories and libraries.
- Prepare for and attend all classes, tutorials, practical's and other activities scheduled for the courses in which they are registered.
- Complete all submissions and any other course requirements to the best of their ability, handing in work on time.
- Take responsibility for their own learning, while also interacting constructively with their fellow students, lecturers and tutors.
- Address personal issues that might reduce the chances of success in good time so that these do not limit learning opportunities.
- Not cheat, and not submit work of others as their own.
- Complete course and lecturer evaluations for each course they are registered for.

# Towards an inclusive UCT

## A Framework for Implementing Transformation

The [Strategic Plan of the University of Cape Town](#) is born of an understanding that transformation must be a key factor driving the University as it delivers its core activities of teaching and learning, research and social responsiveness. Transformation is at the heart of the University's vision.

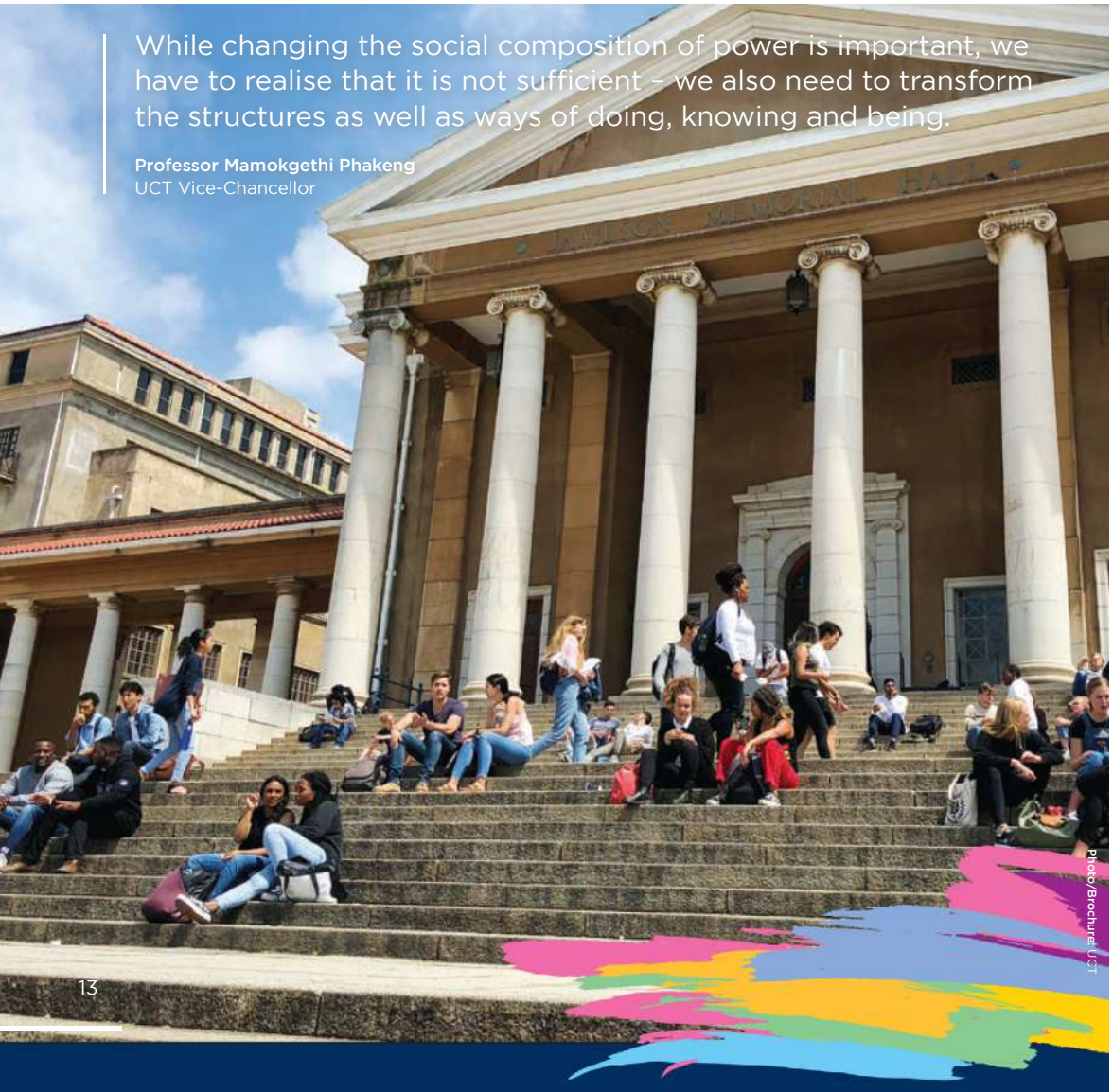
The events of 2015 and 2016 emphasised that many students and staff experience UCT as an alienating, hyper-masculine space constructed on and powered by "whiteness". This awareness underpinned the development of a Strategic Plan that overtly and deliberately seeks to bring about change in the

University's institutional culture, using an approach centred, not on changing what we have or who we are, but on the kind of institution UCT would like to be.

The Strategic Plan is constructed around five goals: **Goal 1** addresses institutional culture change and elements of it are integrated and embedded in the other four goals, which focus on our identity as an African university (**Goal 2**), on research (**Goal 3**), on teaching and learning (**Goal 4**) and on social responsiveness (**Goal 5**).

While changing the social composition of power is important, we have to realise that it is not sufficient – we also need to transform the structures as well as ways of doing, knowing and being.

Professor Mamokgethi Phakeng  
UCT Vice-Chancellor





# Transformation at UCT

The transformation process at the University of Cape Town (UCT) involves all its staff and students in an endeavour to make the institution inclusive and reflective of South Africa's demographic profile and to make it a place where everyone can work together with pride and a sense of belonging, to uphold our position as Africa's top university.

The journey towards transformation begins by identifying the change and the culture we want at UCT and proceeds by committing each member of the UCT community to pursuing our desired culture and change – every day.

UCT's focus on institutional culture change addresses:

- Student [access, support and success](#).
- Staff [access, support and success](#).
- [Place and space](#) – with a focus on artworks, symbols, names of buildings, our identity and UCT's work, in both academic and social spheres.
- How we respond as an institution to [discrimination, harassment, and violence](#).
- [Engaging with the community](#) and developing community partnerships.
- [Curriculum support](#), including the development of inclusive classrooms.

UCT's [Employment Equity \(EE\) plan](#) highlights barriers to entry, growth and development for staff and incorporates corrective measures, such as, the review of employment policies, practices and procedures, the working environment and the institutional culture. This entailed exhaustive, institution-wide consultation and provided informative feedback on affirmative action measures that should enable the university to determine realistic EE targets and produce progressive actions.

The university has also established the [Office for Inclusivity and Change \(OIC\)](#) to provide institutional responses to transformation, sexual and gender-based violence, disability and cultural change.



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## Downloads Protocol and Policy Documents

- [UCT Values: A Statement of Values for the University of Cape Town and its Members](#)
- [UCT Guidance for the Implementation of Employment Equity, 2022-2026](#)
- [UCT Office for Inclusivity and Change: Disability Policy](#)
- [UCT Inclusivity Policy for Sexual Orientation](#)
- [UCT Office for Inclusivity and Change: Student Mental Health Policy](#)
- [UCT Social Responsiveness Policy Framework](#)

## FHS Transformation Framework

The Faculty is actively committed to transformation. We believe that the University's and specifically our Faculty's student and staff complement must more closely reflect the demographics of the population of our country. Our curriculum and research must address our collective heritage, environment and developmental needs. Our institutional culture must celebrate our rich history, diversity and talent in an affirming and inclusive manner, so as to accord the dignity and respect to black staff and students as we continue to build towards a non-racial democracy.

### What does Transformation in FHS mean?

Transformation is one of three Key Strategic Streams underpinning the **FHS Strategic Plan 'Vision 2030'**:

*Transformation should encompass all our activities:*

- *Transformation of our faculty to reflect non-racialism and non-sexism.*
- *Combat discrimination in all spheres, including patriarchy to promote social cohesion as well as foster an enabling environment.*
- *Transform what we do in terms of teaching, research and service to align with the needs of our country.*
- *Transform what we do in terms of the University's Afropolitan vision."*

### FHS Strategic Plan 'Vision 2030'

There are many definitions of and approaches to Transformation. Discussions in recent months draw attention to the contestation of terminology, and have led to suggestions that rather than non-racialism and non-sexism, anti-racism and heteronormativity be considered instead. In addition, ableism and patriarchy have been flagged as part of often covert discriminatory practices that must be challenged in order to promote social cohesion as well as foster an enabling environment.

It is in this context that we are currently re-evaluating the definition of Transformation through a faculty-wide process of conversations, the Faculty has in the past chosen to address issues of employment equity and institutional culture. We believe that changing the staff profile is impossible without changing the way in which staff and students of diverse backgrounds interact. Also, it is important to us that we create welcoming and supportive environments that enable all members of the Faculty to realise their potential. Similarly, equity targets and the transformation of our staff profile are critical in helping to change our institutional culture.

## Why the need for Transformation in FHS?

As South Africa emerged from decades of systematic racial discrimination, institutions in the health sector, particularly in higher education, grappled with how transformation should best be effected, and what role human rights awareness should play in such transformation.

**Testimonies to the Truth and Reconciliation Commission (TRC) Special Hearings on the Health Sector in June 1997** revealed that staff and students had experienced discrimination because of the institutional culture.

The Faculty Reconciliation Process (1998 to 2005) aimed at facilitating the adoption of programmes to address the institutional culture of the Faculty. A set of research projects were commissioned to understand what happened at UCT during apartheid. The TRC hoped to identify current obstacles for black staff and students, and women that continue to create barriers to their full participation in the Faculty.

The research findings provided the basis for the Adoption of a **Faculty Charter** that encapsulate principles for developing a culture of human rights based on respect for human dignity and non-discrimination.

The Charter was formally adopted at a Special Faculty Assembly in May 2002. In addition, the Faculty developed and launched a Declaration to replace the traditional oath taken by health sciences' students at the completion of their studies. The new declaration, developed by a multidisciplinary Faculty committee including both staff and students, reflects values the Faculty views as core to its graduates, including principles of non-discrimination, and respect for human dignity and rights, ethics and the lessons derived from the painful self-examination of black students' experiences at UCT at all levels of the teaching programme.

To overcome this legacy, the Faculty established the following committees to focus on Transformation:

### Transformation and Equity Committee (TEC)

The portfolio operates on the basis of the following overall strategic goals:

- To facilitate a process of Transformation and Equity in the Faculty of Health Sciences.
- To place Transformation and Equity on the agenda of all Faculty Structures to ensure its uptake in all Faculty planning.

Specific areas in which the Portfolio activities are organised, include:

- Promotion of the application of EE policies and practices.
- Facilitating the transformation of the Institutional culture.
- Promotion of a process of Institutional Reconciliation.
- Communication with stakeholders (internal/external).

### Professional Standards Committee (PSC)

The role of the PSC is both proactive and reactive. It includes promoting awareness of professional standards among staff and students, receiving allegations of unprofessional behaviour within the service learning environment, and supporting and advising those who speak out against unprofessional behaviour.

### Dean's Transformation Advisory Committee (DTAC)

The DTAC was established in 2015 following the #RhodesMustFall campaign to advise the Dean on fast-tracking transformation in the Faculty. The terms of reference for the committee are to:

- Review the FHS Vision for 2030 Strategic Document in relation to transformation imperatives.
- Advise the Dean on all matters relating to transformation.
- Monitor implementation of strategies to advance transformation in the Faculty.
- Promote conversations on transformation and intersectionalities among and across all constituencies within the Faculty.
- Advise on the review of ad hominem processes.
- Review and advise on the work of other transformation structures.

The Faculty sees the role of these committees and their various programmes for institutional transformation, as critical. Although also a response to legal and policy imperatives, **the Faculty's Transformation Programme is firmly driven by a commitment to self-reflection that is both educationally sound and morally appropriate.**



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## COVID-19

### VC DESK EXTRACT

Professor Mamokgethi Phakeng

*As an institution, the University of Cape Town (UCT) is continuously adapting the way we manage the COVID-19 pandemic.*

*On 4 April 2022, [President Cyril Ramaphosa](#) announced the lifting of the COVID-19 national state of disaster. This means all regulations and directions are repealed. A [draft of the new health regulations](#) was open for comment until 24 April 2022. UCT will monitor this process and respond as required.*

*On 12 March 2022, UCT Council considered the recommendations of the panel it constituted late last year to advise on the implementation of a proposed mandatory vaccination policy at UCT.*

*Council agreed that all members of the UCT community may declare, on a voluntary basis, their vaccination status and will receive support, information and counselling to promote voluntary vaccination for those who have not yet been vaccinated.*

*Council's decision underscored its in-principle support for a vaccine mandate policy. However, any implementation of such a policy in the future will require a special meeting of Council to consider the prevailing circumstances, including updated relevant information to guide a decision on whether to implement the policy.*

*Following the decisions of the President and UCT Council, the UCT executive recognises that COVID-19 still needs to be managed in our society and on our campuses. Our approach also recognises that for the most part, life and work must continue under health and safety conditions that protect all members of the campus community as much as possible.*

*As we move closer to a more "normalised" approach to COVID-19, our focus is to prevent future infections through the "3-V-s": vaccination, ventilation and vigilance.*

- **Vaccination:** Council confirmed that vaccination remains one of the most effective mechanisms for protection against severe disease and death for the vaccinated individual, and therefore the focus should be on achieving high levels of vaccination on a voluntary basis at UCT. UCT has remained fully committed to being guided by science and we will continue to drive a vaccination campaign in an attempt to increase the number of voluntary vaccinated staff and students. UCT has an easily accessible vaccination site that is open all weekdays from 08:00 till 15:00 and most Saturdays from 09:00 to 13:00.
- **Ventilation:** It has emerged from expert opinion that ventilation of venues is a critical factor in prevention of infection. Work is ongoing on campus to ensure the ventilation of venues. Where there is no mechanical ventilation, ensure windows / doors are open.



- **Vigilance:** As the challenge of COVID 19 is ongoing we must as staff and students of UCT commit to remain vigilant and to take personal responsibility for our health and the health of others in our community. Being vigilant against COVID 19 includes maintaining mask wearing indoors, and particularly to avoid large indoor gatherings and ensuring appropriate hand hygiene.

The most important commitment you can make as a member of the UCT community is to adhere to the 3-V principles.

#### **COVID-19 is still a notifiable disease**

The [national health regulations](#) published on 15 March 2022, require every employer to report positive COVID-19 testing outcomes. Please refer to the [COVID-19 Online Resource and News Portal](#) for further information on COVID-19 precautions and reporting. If one staff member or student tests positive, it is still vital to alert every close recent contact so that they can monitor themselves

for possible symptoms. We urge you all to take personal responsibility for your own health and that of others, including staying away from campus when you are feeling unwell or experiencing symptoms. Health experts predict a new wave of infections to be likely in the next few weeks as we approach winter and the normal flu season. However, we need to be prepared to adapt to circumstances as they shift.

Please refer to the [latest frequently asked questions](#) to remain up to date with the latest amendments that will determine how UCT will operate. [Read the report of the panel to Council.](#)

UCT has made it this far through the pandemic because of the personal commitment of so many individuals on our campus. I thank each of you for helping to ensure a healthy work and study environment for yourself, your department and the entire UCT community.

**Professor Mamokgethi Phakeng**  
Vice-Chancellor



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This section is dedicated to the First Year Experience (FYE) and provides comprehensive orientation information from finding your way on and off campus, maps, registration, accommodation, international FYE, the student food programme, sport, communication channels to academic support, libraries and museums, codes of conduct and financial matters such as fees, banking, bursaries and scholarships.

## First Year Experience (FYE)

The Faculty of Health Sciences is one of six faculties in the University. It is located on a separate campus in Observatory, next to Groote Schuur Hospital. The two official tertiary teaching hospitals linked to the Faculty of Health Sciences are Groote Schuur Hospital and Red Cross Children's Hospital. Students in their clinical years also train at other hospitals throughout Cape Town and in a number of community sites. Transport is available to some sites. (You will find more detail further on in this booklet.)

UCT's main campus is in Rondebosch. It consists of Upper, Middle and Lower Campus. You will be taking some of your courses on Upper Campus. The Kramer Law building on the Middle Campus houses (amongst others) the Records Office, where you may ask for academic transcripts and a copy of your degree certificate (once you've got your degree!) and apply for deferred examinations (if you are sick when you have to write an exam and want to ask to have the examination deferred or postponed).

The Vice-Chancellor is the executive officer with overall responsibility for the University. She is assisted by a number of Deputy Vice-Chancellors, each with a specific portfolio. The Registrar is the administrative head in the Vice-Chancellor's office.

Each Faculty has a Dean. The Dean is the executive officer with overall responsibility for the Faculty. The Dean is assisted by a number of Deputy Deans, each with a specific portfolio. One of the Deputy Deans oversees undergraduate education.

The Faculty includes 11 departments, most of which fall under a particular school, and each Department has an academic staff member who acts as Head.

(In some cases, like the Health & Rehabilitation Sciences, the School and Department are the same.) Within most departments there are further sub-units called Divisions. You will find information about the Faculty structure and about staff and contact details in each Department and Division in the red Faculty Handbook, which will be posted up on Vula site.

The central Faculty administration is located in the Faculty Office, which falls under the Dean. It contains several sections, such as Finance, Human Resources, and Academic Administration. Academic Administration has two sections: one for undergraduate students, and one for postgraduate students. The Undergraduate Administration unit is where all the administration relating to your studies at UCT is done.

UCT has many facilities and support structures for students. It is important to us that our students should be emotionally and physically healthy so that they may succeed. Within the Faculty of Health Sciences it-self there is an excellent student support system. (See more information further on in this booklet.) Problems – be they academic, health-related or other – are dealt with sensitively and confidentially. Your first port of call if you have any questions or problems is to contact the Undergraduate Administration Unit; if staff in the Unit cannot help you, you will be referred to someone who can.

There are also academic staff who act as student advisers and to whom you may go to discuss any problems you may have. Some of their names are given elsewhere in this handbook. You may also approach the Warden or Sub-warden in your residence to discuss any problems you may have.

**We want you to realise your goals, to graduate, and to go on to contribute optimally to the global economy and the socio-economic development of South Africa and the continent.**

**Professor Mamokgethi Phakeng**  
Vice-Chancellor



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Image: Wiki/Creative Commons. Artist: NARD



# Before Class Begins

## Finding Your Way

### Campus Life Orientation

#### First-Year Experience (FYE) Project

The [First-Year Experience \(FYE\) Project](#) was established to help students negotiate the transition from school to university, and make use of the many resources available to achieve their full potential. FYE works alongside faculties and service structures to improve student learning.

FYE has identified four main objectives:

1. Strengthening pre-admissions support and first-year careers' advice.
2. Providing a welcoming and supportive university-environment for prospective and new students in all faculties.
3. Promoting a renewed focus on first-year teaching.
4. Promoting an integrated approach to student development, linking initiatives that respond to students' academic, affective, social and material needs.

The work of FYE has resulted in improvements in key areas and in the following projects in faculties:

#### Projects

- Early Assessment.
- FYE VULA sites.
- Extended Orientation / FYE Talks.
- Digital Literacy.

#### Improvements

- Pre-admissions' Support.
- Orientation.
- Mentoring.
- Tutoring.

While a great deal can be done centrally, because the faculties have individual needs based on disciplinary differences and faculty cultures, FYE will take a different form in each faculty. However, the aim is to ensure that the work is informed by institution-wide policies and structures so that all

students have excellent support structures and access to resources.

#### Early Assessment

The aim of the Early Assessment is to identify students who are struggling at an early stage and to engage in proactive referral and intervention. The tool also has the potential to help departments review their assessment practices in the light of student performance, and to help faculties look at patterns of performance across departments/programmes. The Early Assessment exercise has already generated much discussion about the relationship between teaching and assessment, and about appropriate forms of assessment. It has strengthened the student advice system by providing explicit guidelines, and has also facilitated early identification of a range of individual academic and psycho-social problems which act as stumbling blocks to students achieving their full potential.

#### FYE VULA Sites

In collaboration with FYE, all faculties are using the FYE VULA sites as online student support hubs. These sites act as the first port of call for essential information. The sites are jointly managed by faculties and FYE, and include the following kinds of information:

- The network of academic and psycho-social resources.
- Information on FYE talks (see Extended Orientation below).
- A guide to Early Assessment.
- Student advisor details.
- Relevant admin forms.
- Interactive, monitored forums.
- Campus maps.

The sites promote the notion of students being pro-active, asking for help and taking responsibility for their learning. This communication/message has been repeated in separate pamphlets developed for students and parents/guardians. Students are introduced to the sites during orientation VULA training and reminded about them through posters and VULA advertisements.

## Extended Orientation / FYE Talks

Some faculties run an extended orientation programme. The purpose is to provide pro-active support for students in key academic skills areas (such as writing and information literacy), as well as curriculum and career planning and the management of stress, time, finances etc. They are also intended to provide support (after the Early Assessment results) and to refer students appropriately. Faculties are increasingly integrating the notion of extended orientation into their courses, or else timetabling the sessions in 'free' lecture slots. We have also developed online VULA screencasts to cover some of the crucial areas such as stress management, preparing for examinations etc. This is an area where faculties are engaged in ongoing review.

## Digital Literacy

As a result of the collaboration between faculties, FYE and CILT (Centre for Innovation in Learning and Teaching), UCT has moved from the notion of computer literacy to digital literacy. Digital literacy is an umbrella framework for a number of complex and integrated sub-disciplines – comprised of skill, knowledge, ethics and creative output in the digital network environment. It includes the notion that students have to become proficient in a range of literacies (computer, information, media, and communication, visual and technology skills) that are integral to disciplinary ways of knowing and reading and writing.

Students complete a guided self-assessment to help them determine what digital literacy training and experience they need for the courses. CILT conducts digital literacy training for tutors, orientation leaders and residence mentors, and supports faculties to run extended opt-in programmes covering a range of digital literacy skills. In addition to developing virtual resources to assist students, CILT is also working with specific courses to assist in the integration of digital literacy into course curricula.

## Improvement of Pre-Admissions' support and first-year counselling

UCT Careers Service has developed a specific programme to improve pre-admissions' support and first-year counselling. A full-time Pre-Admissions' Careers Advisor post has been established. A "train the trainer's" model is being

used to work with teachers and service-providers and these workshops are highly subscribed. Careers Service is also actively working with faculties to integrate faculty-specific careers programmes.

## Orientation

FYE, in collaboration with the Careers Service and the Student Advocacy and Orientation Service, initiated a help desk and 'tech buddy' programme during Orientation and the first few weeks of the academic term. The help desks (located across UCT's campuses) are staffed by senior students who refer and direct first-year students. Tech buddies offer first-year students assistance in the computer laboratories or during their computer training sessions.

The following are other improvements that have been made to Orientation:

- Greater emphasis on interactive small-group/home-room facilitation/role play/project-based work.
- Where appropriate, more space for curriculum choice sessions.
- Greater use of digital resources such as videos.
- A residence academic orientation programme has been introduced in all first-tier residences.
- More involvement of mainstream academics in some faculties.

## Mentoring

All faculties now have some form of mentoring programme – where senior offer guidance to first-years, helping with the stress and anxiety of their transition. We are working towards the goal of offering all first-year students a mentor by 2016.

## Tutoring

A report on the experiences of first-year tutors was produced by FYE. The report is based on an online VULA survey and 6 focus group discussions. The aim was to try to develop a system-wide picture of tutors' understanding of their role, their experiences of training and support, their classroom experiences and their perceptions of their conditions of service.

## Contact the FYE Project Office

- 📍 **Address:** 5<sup>th</sup> Floor, Hoerikwaggo Building, Upper Campus
- ☎ **Tel:** 021 650 4072



Image: FHS



## Maps

The maps (includes some links to Google maps) listed below can be used in conjunction with the building, department and office list on the [UCT main](#), [Staff](#) and [Students](#) websites that lists buildings, departments and offices with their map co-ordinates.



[Upper, Middle Campus and Lower Campus](#) / [Health Sciences Campus](#) / [Groote Schuur Campus](#) / [Hiddingh Campus](#) / [Breakwater Campus](#) / [Residence Maps](#)



## FHS Floor Plans

The FHS floor plans will help you navigate around the Health Sciences campus.

Here are the Department of Health and Rehabilitation Science floor plans:

- [Office Floor Plan F56](#)
- [Office Floor Plan F45](#)
- [Lecture Floor Plan F56](#)
- [Lecture Floor Plan E48](#)

The [Pathology Learning Centre](#) floor plan (right) will help you find your way.







## Transport

### UCT Shuttle Campus Bus

#### Day Service UCT Shuttle

The UCT Shuttle transports students and staff to and from the Health Sciences Campus from shuttle pick-up and drop-off areas on Upper Campus. This service operates from 06h30 to 18h00 every day, with the exception of public holidays and days over Christmas and New Year when the University is formally closed, when no service is required to be provided.

Only students and staff with valid UCT Access cards will be allowed to travel on these UCT Shuttle, all those students and staff who do not have valid cards needs to consult their Faculty or Access Control to acquire cards. During the period of study leave, examinations and university holidays, the service frequency may be attuned to cater for the reduction in passenger demands and to revise the timetables accordingly.

Outside of normal term time no service is required, during the period of academic holidays and study leave, the operator is at liberty to adjust the service frequency to suit passenger demand. However, at all times maximum passenger delays should not exceed one hour.

#### Night Service UCT Shuttle

The basic route of the night-time service links the Hiddingh Campus, the Library, the Lower Campus Student Learning Centre, the Computer Labs and the various residences. The operator may, subject

to the operator drivers observing normal traffic laws, only pick- up and drop-off at authorized UCT Shuttle pick-up and drop off points. No student or staff will be allowed to board without a valid UCT Access Card.

The service is to be provided between 18h30 and 01h00 for the library and computer lab during term time, including the period of study leave. On Friday the service will end at 22h00. The service times are subject to review to take account of seasonal change. A service of at least 30-minute frequency should be provided. A reduced service may be required during short University vacations.

#### Weekend Shuttle

The basic route of the weekend service links the library, the Lower Campus student Learning Centre, the computer labs and the various residences. The drivers may only accept a valid student registration card issued by the University as payment for passengers boarding along the line of route. Fee-paying passengers are not allowed to use this service under any circumstance, as the primary intention is to provide absolute safety and security for students and staff alone. The service is to be provided between 10h00 and 22h00 for library and computer lab during term time, including the period of study leave. The service times are subject to review to take account of seasonal changes.

A scheduled service of at least an hour frequency should be provided, depending on demand. A reduced service may be required during short university vacations.

# UCT SHUTTLE APP AVAILABLE NOW

Download the app on google play or app store. Search for the 'GoMetro Move' App. Select 'UCT Shuttle' under Transport.



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## ▶ UCT Shuttle

The UCT Shuttle is a free service and is the simplest way for students and staff to get around on campus. The Jammie runs on weekdays, weekends and holidays, and includes a late-night service.

A unique shuttle service, called the UCT Shuttle, is available free to all UCT students.

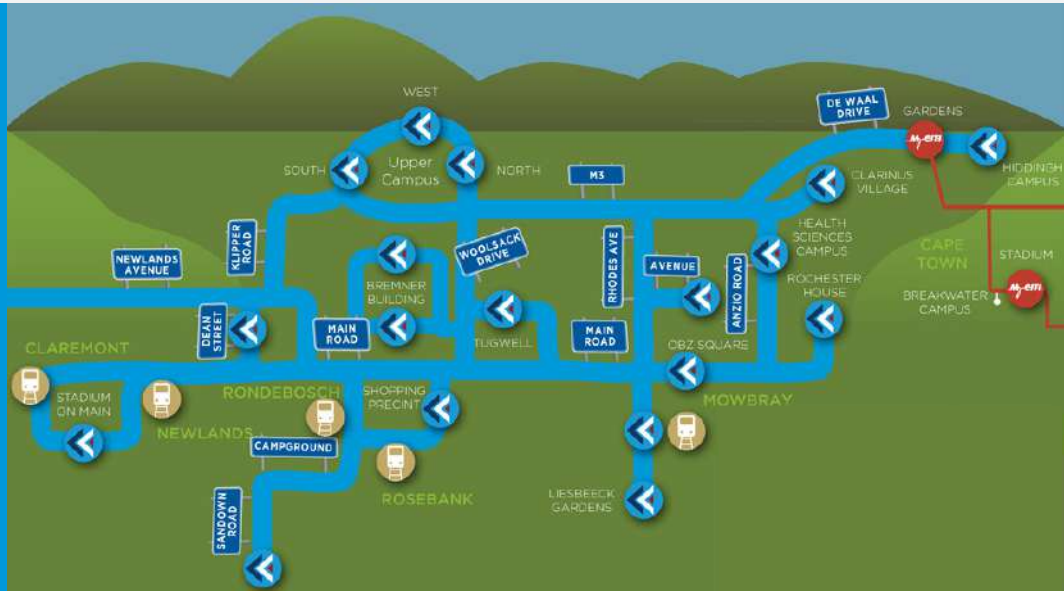
A fleet of 26 buses, including a special one for disabled passengers, operates between residences, all UCT campuses and some public bus, train and parking facilities in the local vicinity. **UCT Shuttle buses operate according to a strictly controlled schedule.**

The scheduled service is available on weekdays, weekends and holidays, during both term time

and vacations. It also includes a late-night service. **Timetables are posted on UCT Shuttle notice boards.**

The UCT Shuttle is available only to the UCT community, so passengers are assured of safe, friendly, clean and comfortable transport at all times. The buses are environmentally friendly and equipped for sight- and hearing-impaired students.

## ▶ UCT Shuttle Routes



## ▶ UCT Shuttle Route Maps and Timetables

Visit UCT's Student Services Transport page and download [UCT Shuttle route maps and timetables](#) for plan your route.



Transport at UCT starts with the UCT Shuttle, but it doesn't need to end there. There are a range of public and private transport options to help you get around campus and the city.

### Hop on, hop off

The **UCT Shuttle** is the easiest way to get from point A to B. It's free for students (if you show your student card) and runs weekdays, weekends and holidays. It even includes a late-night service. Check out [students.uct.ac.za/students/services/transport-parking/jammie-shuttle/routes-timetables](https://students.uct.ac.za/students/services/transport-parking/jammie-shuttle/routes-timetables) for route maps and timetables.

**Golden Arrow** buses are easily accessible from the UCT Shuttle stops in Claremont and Mowbray. Check out [gabs.co.za](https://gabs.co.za) for route maps and timetables.

**MyCiti** integrates with the UCT Shuttle at the Gardens station in Buitenkant Street. From there you can head into Vredehoek, Oranjezicht and the city centre. The rapid bus service also runs to Salt River, Woodstock, Table View, Century City, the West Coast, Khayelitsha, Mitchells Plain, and the Atlantic Seaboard all the way to Llandudno and Hout Bay. Check out [myciti.org.za](https://myciti.org.za) for route maps, routes of the feeder services and timetables.

### Listen out for the gaartjie

Minibus taxis pick up and drop off passengers along virtually every main route in the city. The Mowbray and Claremont UCT Shuttle stops are a few steps away from minibus taxi hubs, and there are multiple stops near some UCT residences. Make sure you have the exact change ready for your trip. The *gaartjie* is Cape Town slang for the guy who calls out the route, opens the doors and collects the fares. **Remember, don't get into a taxi if it is empty, avoid taking taxis that are not on standard routes, avoid displaying valuables in the taxi.**

### Share a cab

Metered taxis (including Uber) are just a phone call or SMS away. You can save money by sharing a ride, and it's the safer option if you've had a drink or two!

### Down the line

Cape Town has a good rail service that fans out across the city. The Southern Line stops at Mowbray, Observatory, Rosebank and Rondebosch stations, both within walking distance of UCT's lower, middle and upper campuses. Check out [metrorail.co.za](https://metrorail.co.za) and Metrorail stations for routes and timetables.

### Car pool

First-year students aren't allowed to bring cars onto campus, but you can apply to park at Rhodes Memorial, which is just a short walk away. You can apply for a disc at the traffic administration offices on upper campus.

And do think about carpooling! You can access the P4 carpool parking lot on upper campus if three or more student or staff cards are swiped at the boom within 10 seconds of the first swipe. Just remember one of you must have a parking disc. Check out [ridelink.findalift.co.za](https://ridelink.findalift.co.za) for carpool buddies.

### Two-wheelers

The good news is that students are allowed to bring a motor bike or scooter onto campus as long as you buy a black parking disc from traffic administration.

**Skateboarding** is also big in Cape Town. So you can use your board to get to lectures, and then cruise downhill all the way home.

**Your own two feet** is easiest to get around UCT. If you're on campus after dark, it's best to walk in a group and to stick to the Foot Route – they have emergency points so that you can call **Campus Protection Services (CPS)**: ☎ Tel 021 650 2222 / 3 if you need help.



# University *Crime Reporting* Procedure

## On-Campus Crime

- On-campus crime should be reported to CPS (Campus Protection Services) located at Burnage on lower campus, nearest CPS desk/officer or call the toll-free number 080 650 2222.
- At the CPS desk the officer will record all details of the incident on an official UCT crime report.
- All crime reported will be investigated by UCT internal investigations department.
- It is the responsibility of the complainant/victim to report the matter to the South African Police Services (SAPS) for further investigation and insurance purposes.
- Crime refers to **ALL** types of crime related incidents.

## Off-Campus Crime

- Off-campus crime that occurs in close proximity to any UCT campus should be reported to the nearest South African Police Services station.
- It is advisable that such crime is also reported to CPS (Campus Protection Services) located at Burnage on lower campus, nearest CPS desk/officer or call the toll-free number 080 650 2222.
- It is the responsibility of the complainant/victim to report the matter to the South African Police Services for investigation and insurance purposes.
- Crime refers to **ALL** types of crime related incidents.

**CPS 24-HOUR SUPPORT LINE: 080 650 2222**



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**#NoToCampusCrime**





# UCT SHUTTLE APP STEP BY STEP GUIDE



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To download and register for the App, use your standard issued UCT system login details (staff/student number and current password) on the following links:

[www.getgometro.com/move/](http://www.getgometro.com/move/)

Android: <https://play.google.com/store/apps/details?id=com.gometromove&hl=en>

iOS: <https://apps.apple.com/za/app/gometro-move/id1479827980>

For support on the App, please contact:

Office Hours number: 021 650 5289

After Hours number: 021 650 2222 / 080 650 2222

[uctshuttle@uct.ac.za](mailto:uctshuttle@uct.ac.za)

## Parking

First-year students are not allowed to use UCT's parking facilities. Alternatives like the UCT Shuttle (free of charge for card-bearing students), and the use of motorcycles and bicycles will help you get around.

## Bicycles / Motorcycles

Parking for bicycles and motorcycles is available in the following locations:

- Underneath Campus Control Office between IIDMM North Wing (Wernher & Beit North) building and the Mortuary.
- Anatomy Parking Lot (behind Anatomy Building) P4 Parking Lot, GSH

**Get a strong lock and chain for your bicycle or motorcycle as theft is common.**

## Registration

### Proof of Registration

Please download all proof of registration letters from the [UCT Student Records](#) page and follow the links.

- Staff and Student Portal
- Student Portal
- Links to student administrative systems (PeopleSoft)

### Student Identity Cards

Do not lose your student card! Please note that in order for you to be issued with your new student card, you are obliged to hand in your previous year's student card at registration. Should you fail to do this, you are required to pay Access Control R60 to get a replacement card.

You are required to carry your student card with you at all times. This is for security reasons. You will not get any assistance at the Undergraduate office without your card. Also, please be sure to report to the receptionist when you visit any member of the Undergraduate office at all times.

Student Identity / Registration Cards are issued at registration. You need your student card in order to gain access to most venues.

## What to do if you lose your card

- Go to the Undergraduate Administration reception at the Faculty Office and obtain a provisional registration card.
- Go to the Cashier's Office, Kramer Building, Middle Campus. Here you pay a R120 replacement fee and obtain a receipt.
- Go to the Basement of the Leslie Social Science Building (Block C3 on this map) with your provisional reg. card and receipt and you will be issued with a new card.

### Good to Know


You need your card for access to most UCT buildings and facilities. If your student card is not worn visibly, Campus Security has the right to ask you to leave the campus.




## Transcripts

All registered students can download transcripts, proof of registration as well as travel concession forms from the UCT webpage. Alternatively, you can obtain your transcript at the Student Records office. They take approximately 3 days to be issued and 5 copies are charged at R50.00. No single copies are made. Please refer to the General Rules (blue) book.

**Enquiry counter for students who wish to obtain formal transcripts:**

 **Address:** Level 4, Masingene Building, Cross Campus Road, Middle Campus

 **Tel:** 021 650 2118

 **Hours:** 08h30 -16:30 (Monday to Friday)

## Credit and Exemption

If you want to apply for credits or exemptions from a course, contact the Undergraduate Administration office to complete an application form. You must register for, and attend, a course and keep attending until you have the outcome of your application.

 **Tel:** 021 650 3020



 **Email:** [FHSReg@uct.ac.za](mailto:FHSReg@uct.ac.za)



## Accommodation




### UCT Student Housing Office / Residence Administration

UCT offers places in a few different residences. There are catering or self-catering options. Apply early as places are limited. Applications for admission to a residence for the next year must be submitted by 31 October. Applications for re-admission to a residence must be in by 31 August.

-  **Address:** 3 Avenue Road, Avenue House, Student Housing and Residence Life, Mowbray
-  **Enquiries:** 021 650 2429
-  **Hours:** 08h30 -16:30 (Monday to Friday)

### Residence Places

All students who need accommodation, should contact Campus Accommodation and Letting:

-  **Address:** 3 Avenue Road, Avenue House, Student Housing and Residence Life, Mowbray
-  **Tel:** 021 650 1050
-  **Email:** [res@uct.ac.za](mailto:res@uct.ac.za)

### Student Housing Offered

UCT provides different types of accommodation for undergraduate and postgraduate students, on and off campus. Usually, you will start out in a first-tier residence (full catering), move on to a second-tier residence (senior catering or self-catering) and later, stay in third-tier accommodation (semi-autonomous self-catering). Each residence has its own history and traditions, but they all try to provide a great experience. Safety is of great importance to UCT, so all residences have strict access control and most are covered by closed-circuit television cameras. Students with disabilities can be accommodated in different residences. Simply contact the Student Accommodation Office and the Disability Service, and they will address your particular needs.

### First-tier Accommodation

First-tier residences provide accommodation for undergraduate students, who are usually under the age of 21. These residences provide students with up to 3 meals a day in a dining hall. Some first-tier residence buildings have double rooms.

These residences have common-room space for television, meetings and social interaction, as well as self-operating laundries. Many have pool and table tennis facilities, and some have access to a swimming pool.

### Second-tier Accommodation

Second-tier residences provide accommodation for senior undergraduate and postgraduate students. Catering residences provide up to 3 meals a day in a dining hall. Most second-tier accommodation is in the form of 2- to 4-bedroom flats. All rooms are single. The residence governance structures allow for a smooth transition into independent senior student life while allowing you to share communal space with your peers.

These residences provide common-room space for television, meetings and social interaction, as well as self-operating laundries. Many have a piano, pool and table tennis facilities, and some have access to a swimming pool.

### Third-tier Accommodation

Third-tier residences provide accommodation for senior postgraduate students. These residences have wardens who oversee academic and social well-being. The wardens ensure that there is a good community life in the houses, flats and purpose-built residences, such as Obz Square. Due to the geographical fragmentation of third-tier accommodation, a Residence Association works to create a quality residence life experience. With basic furniture provided, most units are within walking distance of upper campus or close to UCT Shuttle stops, and all allow easy access to shops and public transport.

## Accommodation for students with spouses and dependants

JP Duminy residence provides accommodation for students with spouses and dependants (but this is limited to students' own children). It is situated in Main Road, Mowbray, and houses 42 students in flats within easy walking distance of upper campus, the UCT Shuttle service and local retail outlets.

## Off-Campus Student Accommodation Services (OCSAS)


[Off-Campus Student Accommodation Service \(OCSAS\)](#) provides a practical and viable alternative to the residence system by way of comprehensive information on off-campus accommodation.

OCSAS provides students with information to make well-informed choices about where they want to live and who to rent from. Largely it provides students with no UCT residence space an opportunity to review choices that are suited to their need and affordability level.

## Advocacy Service

The OCSAS office provides an advocacy service to potential landlords and students in respect of affordability, area / location, lease agreements, Deposits, rental and feasibility.

### Contact OCSAS

-  **Tel:** 021 650 4934
-  **Email:** [ocsas@uct.ac.za](mailto:ocsas@uct.ac.za) (preferred)



## Newspapers

- UCT Monday Paper (to place or read adverts for accommodation):
  -  **Address:** UCT Public Relations Department, Welgelegen, Chapel Road Extension, Mowbray
  -  **Enquiries:** 021 650-3757
- [Cape Argus](#) / [Cape Times](#) / [Cape ADS](#)  
(read the *accommodation offered* columns).



Adverts can be placed free of charge, for staff and students. This can be done via email / fax / internal mail to the above address 10 (ten) days prior to date of publication along with your name and student number. The advert may not exceed 25 words.

## Vacation Accommodation

UCT students are allowed to stay on in residence during the vacation period at an extra cost. The bookings of vacation accommodation and payments fall into categories: academic bookings or personal bookings. Catered accommodation is available during both vacation periods; self-catering is only available during the December and January vacation. Contact Andiswa Miza at the Student Housing Office for more information:

-  **Tel:** 021 650 1050
-  **Email:** [vacation@uct.ac.za](mailto:vacation@uct.ac.za)

For more information on vacation accommodation and bookings, visit [Stay&Connect platform](#), a division of UCT that promotes and manages spaces and services of the university.

-  **Tel:** 021 650 1050
-  **Email:** [stayandconnect@uct.ac.za](mailto:stayandconnect@uct.ac.za)

Staying in residence is an extension of your university education, and you can benefit from a range of facilities and services including PC labs, network connections, social and sporting activities.

### Links

Visit the [Department of Student Affairs website](#) for more information on student accommodation:

- [Fees Handbook](#)
- [Applications](#)
- [First tier residences](#)
- [Second tier residences](#)
- [Third tier residences](#)
- [Online housing application](#)

Information about student housing is also available on the [UCT Student Housing website](#).

### Downloads

- [Student Housing FAQ](#)
- [Student Housing Admission Policy](#)
- [General Application Information \(Handbook 1\)](#)
- [Living at UCT A Guide to UCT's First Tier Residences \(Handbook 2.1\)](#)
- [Living at UCT A Guide to UCT's Second Tier Residences \(Handbook 2.2\)](#)
- [Living at UCT A Guide to UCT's Third Tier Residences \(Handbook 2.3\)](#)
- [Room compatibility form](#)



## International Students



Image: UCT

### International Academic Programmes Office (IAPO)

As a world-leading teaching and research university, we believe strong ties with the international academic community strengthens partnerships, fosters collaboration and enriches our community.

By joining Africa's top-ranked university, you'll be part of a community that includes over 5000 international students from over 100 different countries.

You'll be exposed to ground-breaking research by researchers from across the globe.

You'll join a vibrant campus that embraces its diversity.

Whether you're interested in studying, research or partnering with UCT, the [International Academic Programmes Office \(IAPO\)](#) is here to guide you on your journey and support you during your time at UCT.

### International Student Hub

The IAPO is the hub for international students at UCT, and can assist and support you with your study permit or temporary residence visa requirements, or any other help you need.

#### Prospective International Students

Studying in another country is a big step. We're here to guide you in:

- Selecting the right academic programme for your circumstances.
- Understanding the admission requirements for international students.
- Applying for a study visa.
- Calculating your tuition fees and the cost of living in Cape Town.
- Applying for scholarships and donor-funded programmes.
- Finding suitable accommodation close to campus.
- Preparing for life in Cape Town.

## Support services for International Students

The International Office sits at the heart of the University. Our international student support team:

- Provides information and advice on immigration regulations, including how to renew your visa and working in South Africa as an international student.
- Hosts an extensive orientation programme with activities to welcome new international students.
- Organises activities open to all students throughout the year.
- Advises on what to do and who to contact in the event of emergencies or difficulties during your time in Cape Town.

## International Academic Programmes

Academic programmes for international students include:

- Undergraduate and postgraduate programmes leading to a UCT qualification.
- Faculty-led, customised, standardised and island short-term programmes.
- Service learning programmes.
- Study abroad and student exchange.
- Occasional courses or research for non-degree purposes.

## International Orientation

### Your time at UCT

Whether it's helping you prepare for your arrival, settling in and making new friends, or discovering the wealth of experiences that UCT has to offer, we're here to support you in settling into campus life, and help you navigate [your time at UCT](#).

### Orientation and Registration

Each semester, before teaching begins, the International Office offers an orientation programme to welcome new international students. The programme consists of fun activities and useful information sessions to help acquaint you with UCT and Cape Town. You will learn about UCT student support services, receive academic advice and have an opportunity to begin making new friends.

Course enrolment and registration begin during Orientation. Once you've registered, you'll be issued with your UCT student card giving you access to all student facilities including UCT Libraries, the wifi network (eduroam), Sports Centre and gym facilities. You'll also be able to take the UCT Shuttle free student transportation service.

### Pre-registration Clearance

Before you can register for your academic programme of study, or enrol in any courses, you must be cleared by the International Office through a process known as pre-registration.

Pre-registration is a requirement under the South African Immigration Act. It is an immigration and fee clearance process to verify and then capture your passport, visa, medical aid and tuition fee payment information. Once successfully pre-registered, you are cleared to proceed to registration and course enrolment with the relevant faculty administration office.

We will send you details about how to pre-register. Please prepare in advance and ensure you have the following documents:

- Original passport containing your study visa valid for study at UCT and the entry stamp received at the port of entry to South Africa
- Proof of payment of fees or letter of sponsorship (Semester Study Abroad and exchange students should follow the instructions in their offer letter)
- Proof that you have medical aid cover with a South African medical aid scheme for the full year (or for the duration of your programme of study if this is shorter than one year)
- Photocopies of all the above

**Students with refugee or asylum seeker status are exempt from the passport, visa, and medical aid submission requirement, but must have a valid refugee and/or asylum seeker permit.**

Follow the [guide](#) for more details on how to pre-register online. Pre-registration takes approximately 3-5 working days provided that you submit all the required documents.

Read our [pre-registration FAQs](#) for more information.

Click here for [campus maps](#).



The creation of new knowledge is a global project: the challenge for Africa is that our voice in this area is all too often missing. UCT can play a vital role, through our strategic formal networks and partnerships, in ensuring that our students and researchers are exposed to opportunities around the world so they can play their part on the global stage.


**Professor Mamokgethi Phakeng**  
Vice-Chancellor

## International Student Support Services

The [International student support](#) online is available to assist you and covers the following:

1. On arrival at the airport.
2. Power and plugs.
3. Money.
4. Health and safety in Cape Town.
5. Weather in Cape Town and on campus.
6. Getting to know your way around UCT and Cape Town.
7. Students with physical or learning disabilities who may require extra time.
8. UCT Clubs and societies.
9. Internationalisation at home.

### Contact IAPO

 **Address:** Level 3, Masingene Building, Cross Campus Road, Middle Campus

 **General Enquiries Tel:** 021 650 2822

 **General Email:** [iapo@uct.ac.za](mailto:iapo@uct.ac.za)

*Exchange Opportunities for UCT Students and Staff*

 **Email:** [iapo-exchanges@uct.ac.za](mailto:iapo-exchanges@uct.ac.za)

*Semester Study Abroad Programme*

 **Email:** [ssa@uct.ac.za](mailto:ssa@uct.ac.za)

*Global Short Academic Programmes*

 **Email:** [gsap@uct.ac.za](mailto:gsap@uct.ac.za)

*Fees and Payments*

 **Email:** [iapo-finance@uct.ac.za](mailto:iapo-finance@uct.ac.za)

*Student Support*

 **Email:** [iapo@uct.ac.za](mailto:iapo@uct.ac.za)



## Getting Started

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Image: FHS



# Getting Started

## Acronyms

CHC	Community Health Centre
CPS	Campus Protection Services
CSD	Communication Sciences and Disorders
DISCHO	Discrimination and Harassment Office
DoH	Department of Health
DVC	Deputy Vice-Chancellor
EMI	Extended Matched Items
FAO	Financial Aid Office
FHS	Faculty of Health Sciences
FHSSP	Fundamentals of Health Sciences Semester Programme
GKIHs	Golden Key International Honour Society
GSH	Groote Schuur Hospital
HAICU	HIV/AIDS Co-ordination UCT
HPCSA	Health Professions Council of South Africa
HR	Human Resources
HSSC	Health Sciences Students Council
MOU	Midwife Obstetric Unit
NGO	Non-Government Organisation
NPO	Non-Profit Organisation
O&G	Obstetrics and Gynaecology
OHC	Occupational Health Clinic
OSCE	Objective Standardised Clinical Examination
OSPE	Objective Standardised Practical Examination
OT	Occupational Therapy
PBL	Problem-Based Learning
PEP	Post Exposure Prophylaxis
PGWC	Provincial Government of the Western Cape
RSN	Rural Support Network
SAO	Student Advice Office
SAQ	Short Answer Questions
SASO	Student Affairs Office
SASTS	South African Student Travel Service
SDS	Student Development & Support
SHAWCO	Students' Health and Welfare Centres Organisation
SHRS	Department of Health and Rehabilitation Sciences
SLC	Student Learning Centre
SPBL	Supported Problem Based Learning
SRC	Student Representative Council
VC	Vice-Chancellor
WREMS	Waiting Room Education by Medical Students

### Good to Know

An Intensive 15-hour Introductory Computer Skills Course is conducted during orientation for those students who have little or no prior training. This course enables students to start the academic year with the necessary computer skills, since information technology is an integral component of the curriculum.

## Orientation

### Programme for First Year Students

#### What are the aims of the Faculty Orientation Programme?

- To assist first year students with the transition from school to university.
- To facilitate the integration of first year students in their class, the FHS, and UCT.
- To provide social, physical and orientation for first years so they are ready to start academic programmes on the first day of classes.

#### Who should attend Orientation?

ALL first year students must attend Orientation.

#### What happens during Orientation?

##### Faculty Mentors

Second- and third-year students volunteer to act as Faculty Mentors and assist first-year students and take them on a guided tour of the Health Sciences Campus, Groote Schuur Hospital, Upper, Middle, and Lower UCT Campuses.

##### Resource Pack

The resource pack contains all the necessary course information for first-year students to be ready to begin classes on the first day of the term. The pack also contains a colour Map of UCT Campus. This booklet provides up to date information on a wide range of issues including campus maps, services and facilities that are available in the faculty, university and surrounding areas.

##### Student Societies

First-year students are introduced to the various student societies in the faculty and at UCT. Some of these student societies provide additional social and academic support for student members.

##### Academic Orientation

This includes an introduction to some of the different learning formats used at UCT, such as Problem-Based Learning (PBL) and Small Group Learning (SGL), which are used in the curriculum.

##### The Balancing Act

First year students spend time engaging in small group discussion in the Balancing Act, where they reflect on and discuss the transition from school to



Image: UCT

university. While this provides a great opportunity for students from culturally diverse backgrounds to interact with one another and explore various social issues, the process also introduces students to small group learning, which is the primary learning format in their curriculum. The sessions are conducted by student mentors and faculty members who have been trained as facilitators.

### Student Mentoring Programme

During orientation and the Balancing Act, first year students in the FHS are introduced to the [Student Mentoring Programme \(SMP\)](#) where they meet senior students who have volunteered to act as mentors for the rest of the year.

### Who is responsible for the Student Mentor Programme?

The Mentoring Programme Planning Committee (MPPC) is responsible for the SMP.

### Computer Literacy

Students receive a Computer Literacy Questionnaire with the letter accepting them to a degree programme in the faculty. They complete and return the questionnaire to the Undergraduate Unit prior to registration, which occurs before orientation. At the start of the orientation period, students are tested to ensure that their level of literacy is adequate for the requirements of the FHS Undergraduate Programmes.

### An Intensive 15-hour Introductory Computer

**Skills Course** is conducted during orientation for those students who have little or no prior training. This course enables the latter group of students to start the academic year with the necessary computer skills, since information technology is an integral component of the curriculum. This course is vital for Academic Development particularly for those students who come from under-resourced educational backgrounds and would therefore not have had prior computer literacy training.

### Free time?

Free time outside of the formal Orientation Programme allows students to participate in the university-wide orientation events on the Main UCT Campus. The detailed colour map of UCT Campuses provided in the resource pack helps students find their way around.

### Who is responsible for the Faculty Orientation Programme?

The Faculty Orientation Programme Planning Committee (OPPC), the FHS Student Development & Support Office (SDSO), academic members of staff and members of HSSC, are responsible for the planning and implementation of the Faculty Orientation Programme.

\_\_\_\_\_

for instance on the Internet, and the rapid development of information and communication technology (ICT) that is used for information and knowledge communication, make it compelling for higher education students to be digital literate.

As part of the UCT First Year Experience (FYE), we work with lecturers across faculties to embed digital literacy into the first year courses' curriculum. The purpose of this initiative is to capacitate students with the appropriate skills as early as from their first year of study.

- ## EduTech Student Training

Parallel to Edutech's focus area of ensuring educators technological training needs are met, is catering to the training of our diverse student population.





Image: FHS

One aim is supporting students to effectively engage with their learning and minimising technological obstacles which may hinder their progress.

Students are expected to be proficient in using our online platforms. These include **Vula** and **Google Drive** which are used to deliver online teaching resources, provide course information, announcements and assessments. These tools allow students to access content, effectively communicate with peers and lecturers. During the COVID-19 pandemic the ability to use technology to continue their learning has become of paramount importance.

### **Digital Literacies for all first year students**

During Orientation Week students complete a compulsory online Competency Assessment to establish their Information and Digital Literacy (DL) competencies.

The programme focuses on students' "ability to engage with their learning tasks effectively in a digital environment. The literacies include the ability to read and interpret media, reproduce data and images through digital manipulation, evaluate and apply new knowledge gained from digital environments." Based on the results from the test,

students are allocated to different streams in the programme according to their needs. In addition, those who are identified with little or no digital literacy skills, participate in an intensive course during Orientation Week to start equipping them for the first semester of learning.

During Semester 2, the focus is on developing presentation and Quantitative Literacy skills using Excel. These workshops are run in collaboration with the Numeracy Centre.

The programme is structured to enable students to effectively use digital tools such as computer hardware and application software (Word 2012, Excel, PowerPoint) as well as social media (Twitter, Facebook) to support their learning activities as outlined in the curricula.

The programme involves the compulsory testing of all 1st year students' DL competencies during Orientation Week. Based on the results of the test, attendance for students are rated Compulsory and Non-Compulsory. Some DL sessions are compulsory for all, regardless of the DL results, while others whose DL scores are below 60%, will be required to attend DL training sessions during semesters 1 and 2. Semester 1 training concentrates on DL while during Semester 2 students participate in a QL (Quantitative Literacy) training sessions.



## Online Communication

### Information and Communication Technology Services (ICTS)

[Information and Communication Technology Services \(ICTS\)](#) offers information, technology and communications services to campus. These services enable you to adopt and exploit information technologies to enhance your work.

#### Services

- [Printing](#). Access printers and find out more about Managed Print Solutions for students.
- [Security](#). Everything you need to stay safe online and offline.
- [Support](#). All the places you can get ICT support on campus.
- [Working Remotely](#). If you're travelling or working from another location, use these tools to stay productive.
- [Email and Calendar](#). Set up your email and calendar, access mailing lists.
- [Internet and Networking](#). Connect to the UCT network, the Internet and WiFi.
- [Student Computing](#). Find out about IT services available to students.
- [Teaching and Learning](#). Find out about Classroom Support, Student Computing Labs and the MCQ service.
- [Your Account](#). Your UCT account gives you access to a wide range of services on campus.

As a student at UCT, you are able to access a wide range of information and communication technology services to support your academic endeavours.

**Your user account (student number and 14-character password)** is your key to using these services. Student computing labs are distributed across faculties and in some residences. Some of these labs are managed for the faculty by ICTS, while others are managed by faculty staff. A range of software is made available to students at no additional cost and can be downloaded from this website.

Centralised, managed printers are located in these student computing labs and in document centres. Print requests are released by tapping or swiping your student card against a reader at the printer. The university also hosts a student portal - [Vula](#) - to which all students have access. Notes, videos and additional learning material will be made available there by lecturers.

Your two main points of contact with ICTS will be via the student lab administrators or the staff at our [Front Office](#) located on Cissie Gool Plaza. You can also follow us on [Facebook](#) and [Twitter](#).

### Student Computing Services

This team supports student computing, primarily by managing faculty and residence computer labs.

#### Services

- Student lab management.
- Relationship management and support for UCT staff who support students directly in residences or elsewhere.
- Support for students wanting to connect their PCs to the UCT network.



 <b>Internet &amp; Networking</b> Connect to the UCT network, internet access, storage	 <b>Security</b> UCT ensures you keep your technology safe on- and offline.	 <b>Hardware &amp; Software</b> Downloads, hardware & software support, desktop management, acquisitions
 <b>Teaching &amp; Learning</b> Information about Classroom Support and Student Computing Labs	 <b>Student Computing</b> All the IT services and information you need to know as a student	 <b>Email &amp; Calendar</b> Email setup, UCT calendar, mailing lists and other email-related information
 <b>Collaboration and Communication Services</b> UCT uses multiple communication channels – such as voice, video, and instant messaging	 <b>Admin Systems</b> UCT uses different systems to manage student administration, HR and other key aspects of the institution	 <b>Research Computing</b> The UCT eResearch Centre provides researchers with better and faster technology to manage, process and store their research data

### Everything you need to know

- We have summarised everything you need to know about IT on campus in this [handy guide](#).
- [UCT laptop allocation](#). See if you're eligible to receive a UCT laptop at cost.
- [Manage your data](#). Get the most out of your data by following these tips.
- [Getting connected for students](#). Connect yourself to the wireless and internet.
- [Access to services](#). Find out how to connect to the services available to you.
- [Email](#). Learn about your myUCT student account, which you can access even after graduation.

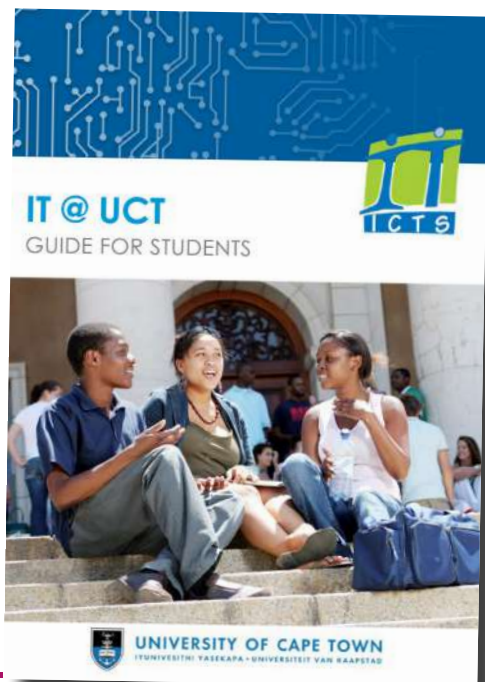
- [Computer labs](#). Find a computer lab that you can work in.
- [UCT Mobile](#). UCT Mobile is an app that puts UCT in your pocket - giving you access to essential campus services.
- [Printing and copying](#). Find out where to print, copy and related services on campus.
- [Network services in residences](#). Find out about networking and IT in residences.
- [Free Software for students](#). You have access to software to assist with your studies.
- [Securing your machine](#). Keep your computer secure from viruses and malware attacks.
- [Your account](#). Your UCT account gives you access to a wide range of services on campus - such as WiFi, Vula and more.
- [Online learning](#). Online learning gives you the freedom to learn anywhere at your own pace.
- [Social media support](#). Follow us on [Facebook](#) and [Twitter](#).

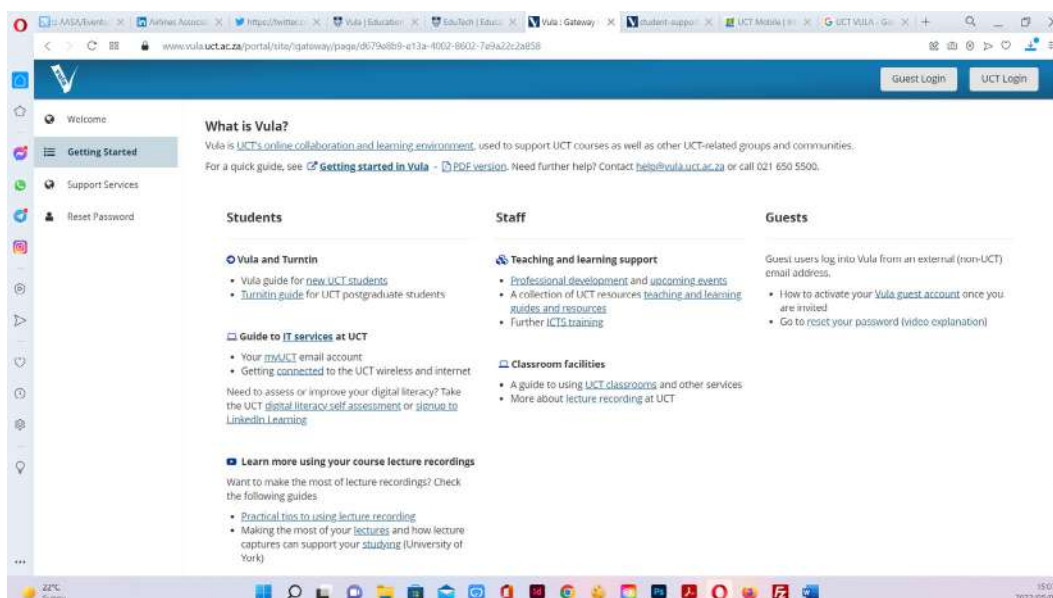
### Contact ICTS Helpdesk

- 📞 **Tel:** 021 650 4500
- ✉️ **Email:** [icts-helpdesk@uct.ac.za](mailto:icts-helpdesk@uct.ac.za)
- 🕒 **Hours:** Monday to Friday: 8am - 4:30pm  
Thursday: 8am - 3:15pm

### Walk in Support

- 📍 **Address:** ICTS Front Office, Room 201, Computer Science Building, Upper Campus
- 📍 **Address:** ICTS Walk-in Office, Room 1.10, 7 Main Road, Mowbray (see [directions](#))
- 📞 **Tel:** 021 650 3032
- 🕒 **Hours:** Monday - Friday: 8am - 4:30pm  
Thursday: 8am - 3:15pm





## Vula

Vula is UCT's [online collaboration and learning environment](#), used to support UCT courses and other UCT-related groups and communities.

An online space for teaching and learning, Vula enables lecturers to create responsive and engaging learning experiences for students. Encompassing integrated forums that facilitate open communication, allowing you to create digital courses and add resources that allow students to interact with each other and you, the lecturer, like you would in a classroom.

**Vula, UCT's Online Learning Management System is accessible 24 hours a day, 7 days a week.**

Vula is the UCT version of the open source [Sakai](#) collaboration and learning environment, supported by the [Centre for Educational Technology \(CET\)](#) in the [Centre for Higher Education Development \(CHED\)](#) department. UCT gains significant benefits from using a robust and flexible environment which are enhanced through CET's active participation in the Sakai developer community.

Vula means "open" in a few African languages and is called such because this system is:

- Intended to open the UCT community to networking, collaboration and learning opportunities.
- Designed to open a space for innovation, discovery and exploration.
- Constructed to be open and accessible 24/7.

Vula is flexible enough to accommodate many different types of sites, with varying levels of complexity. Some examples of uses are:

- UCT course sites, with any combination of administrative, assessment, communication and resource-sharing features.
- Research sites (local and international) for academics with shared interests.
- Project or task-related sites provide a central space for collecting and reflecting on data.

Quick guide: [Getting started in Vula \(PDF version\)](#).

**Need to assess or improve your digital literacy?**

Take the UCT [digital literacy self assessment](#) or sign up to [LinkedIn Learning](#).

**Contact Vula Helpdesk**

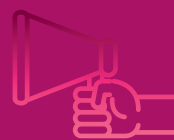
- 📞 Tel: 021 650 5500
- ✉ Email: [help@vula.uct.ac.za](mailto:help@vula.uct.ac.za)

**Contact Health Sciences Vula Helpdesk**

- ✉ Email: [edu-helpdesk@uct.ac.za](mailto:edu-helpdesk@uct.ac.za)

### Good to Know

UCT Mobile is an app for cell phones and tablets, with all UCT services and info you need in one easy-to-use interface. You can search for and reserve library books; check UCT Shuttle's timetable; your course timetables, results, and more.





The [EduTech Division](#) plays a role advising faculty staff on the inclusion of e-learning in courses and programmes. Staff are advised on, and supported in the on-line, mixed-mode delivery of educational programmes for qualification purposes. The division provides technology support to staff and students in the faculty. This involves supporting the use of Vula and lecture recording and managing staff training workshops, teaching Digital Literacy to all first year students and running a CPD-accredited online course called “Innovative Teaching using Technology”.

The goal is to allow staff and students to be able to concentrate on teaching and learning without getting bogged down by “how-to’s”. Policies and manuals are created and made available to enable a high standard model of support in line with UCT policies such as the:

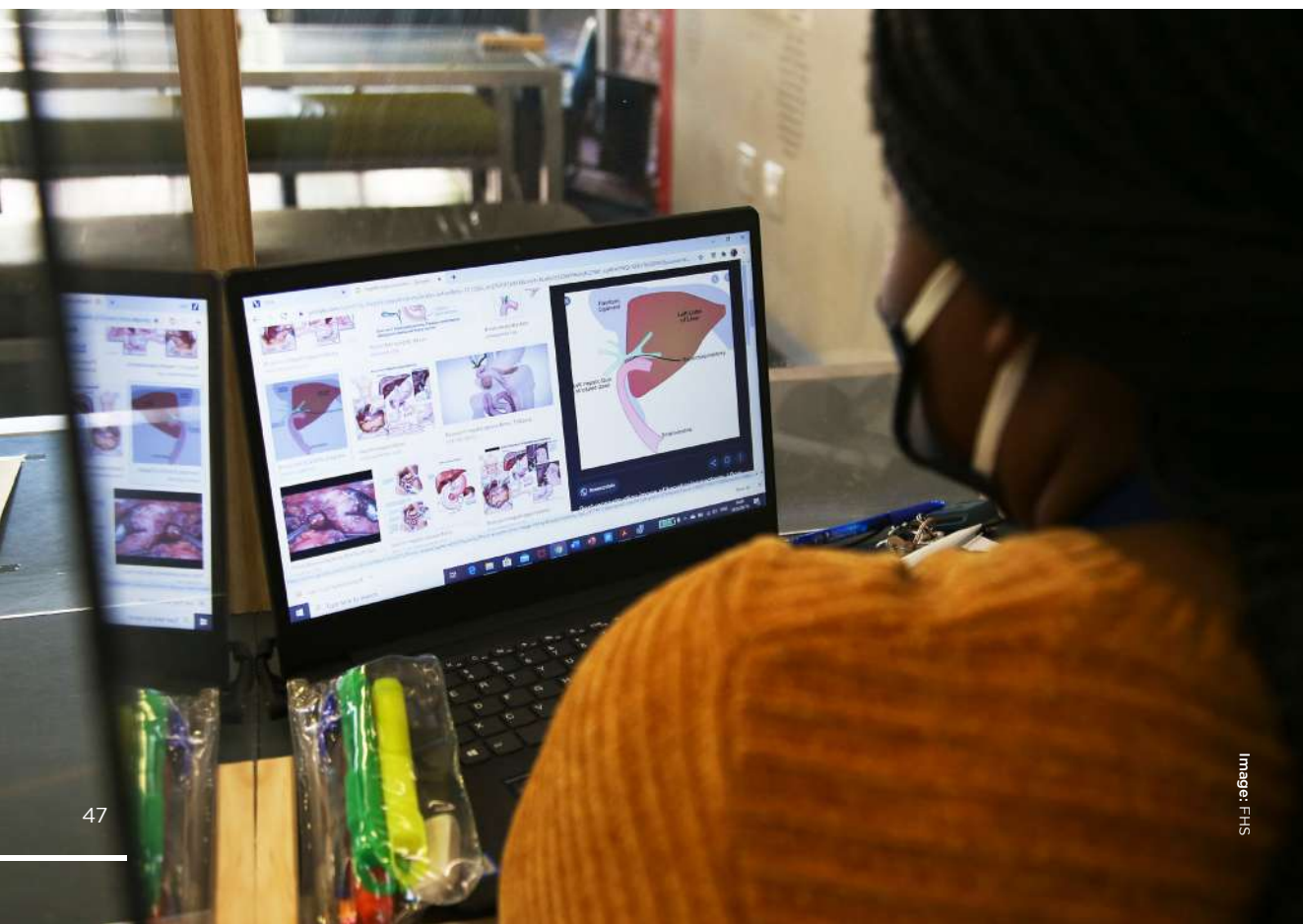
- [Faculty of Health Sciences e-Learning Policy](#)
- [Faculty of Health Sciences Computer Based Testing Policy](#)
- [UCT Educational Technology Policy](#)

Since these policies are the basis on which all technology usage is based, it is important to keep in mind the principles expressed in the policy:

- UCT encourages and is committed to enabling the innovative and effective use of information and communication technologies (ICTs) for teaching and learning in UCT courses and programmes.
- UCT supports a faculty-based approach to implementation.
- UCT believes that ICT use must be driven by the needs of the institution's students and staff, facilitated by technological advances.
- UCT supports an integrative approach to the use of ICTs.
- UCT is committed to ongoing research in the emerging field of educational technology.

#### Contact EduTech Helpdesk

- 📞 **Tel:** 021 650 6646
- ✉ **Email:** [edu-helpdesk@uct.ac.za](mailto:edu-helpdesk@uct.ac.za)
- 📍 **Address:** Education Development Unit (EDU)  
 E52 Room 24, Old Main Building  
 Department of Health Sciences Education  
[\(Download Map\)](#)





## Email

You must check your UCT email account regularly. Administrative and academic departments will use email to send certain important information to you.

## Social Media

Social media are used by many students and some educators. Remember that your digital identity is an important consideration in your growing professionalism. Refer to the [Faculty of Health Sciences e-Learning Policy](#).

UCT  
in your  
pocket



## UCT Mobile

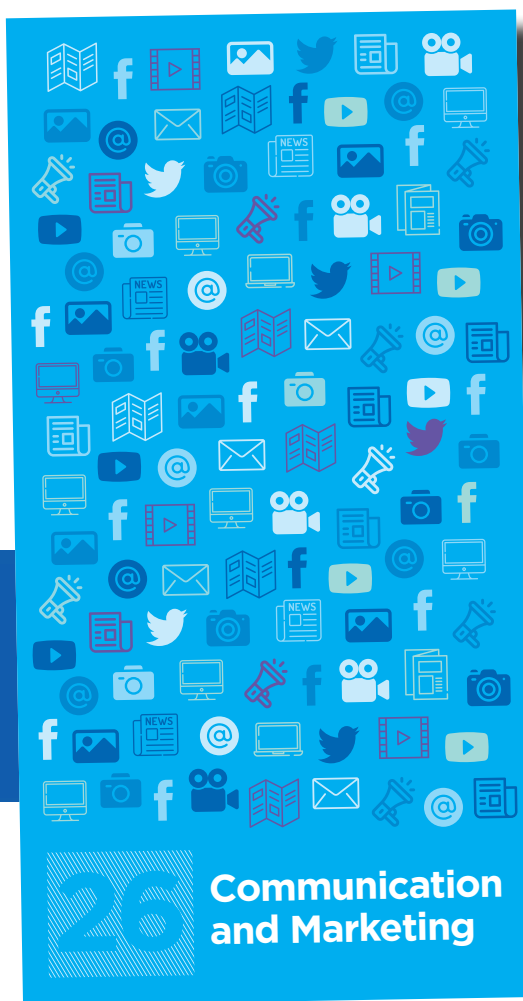
[UCT Mobile](#) is an app for mobiles and tablets that brings all the UCT services and information you need together in one easy-to-use interface.

### UCT Mobile Features

The app currently offers the following features:

- Vula portal - LMS Integration
- UCT Shuttle schedules - Student transport
- Campus Safety - Emergency contact numbers
- Campus Maps
- PC Availability
- Clubs and Societies
- Timetables for exams and courses
- Exam and Test results
- Fee Account through Student Finance
- UCT Libraries - search the catalogue and reserve and renew books
- Careers Service - Jobs and Events
- PG Event Calendar
- Varsity News
- UCT Radio

The app is available for iOS and Android via the relevant app stores. If you have a different phone, you can still access the app through your mobile or PC web browser at <http://uctmobile.uct.ac.za> in the 'portal' format.



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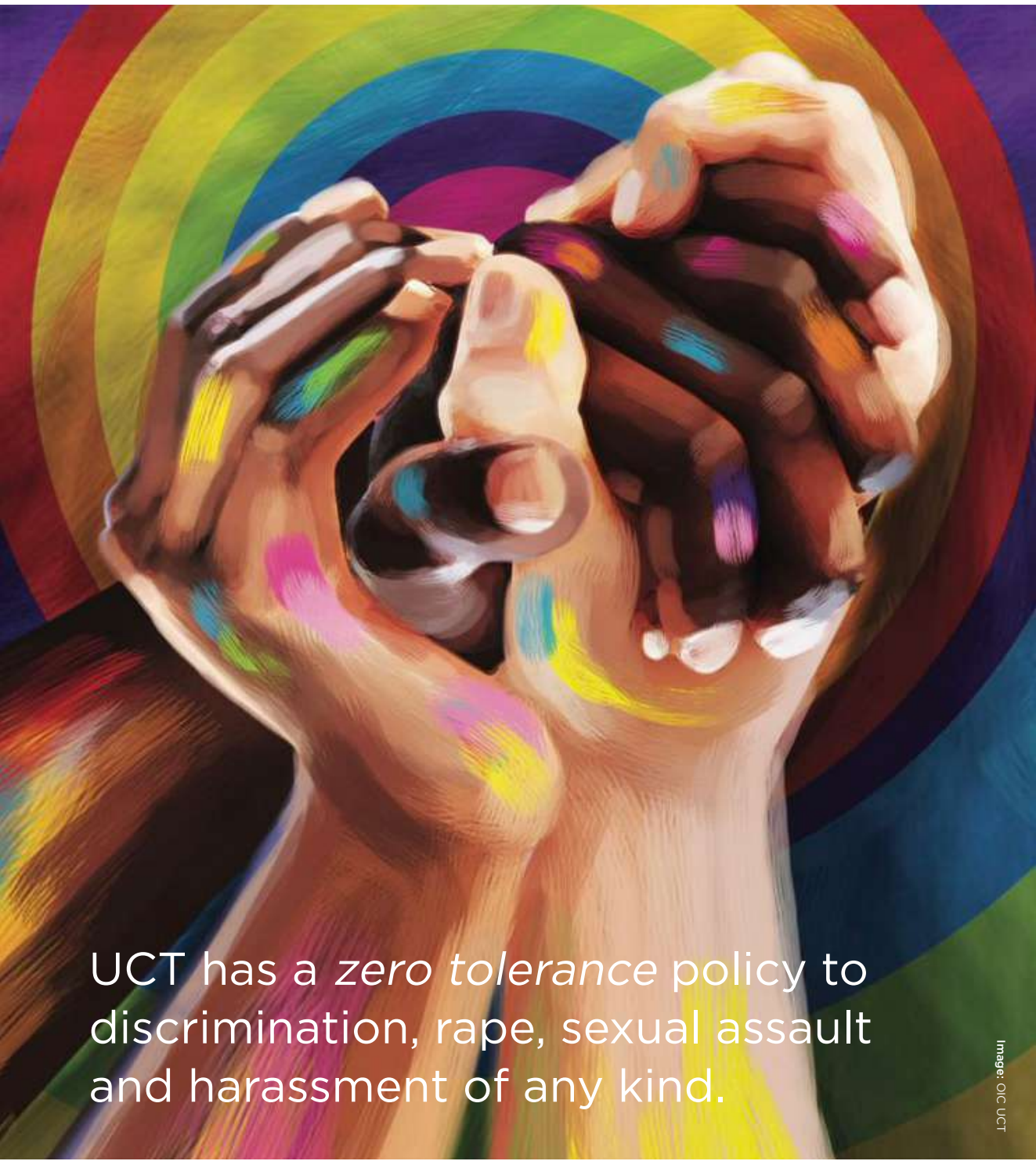
### To install the App

1. Go to either the [Apple App store](#) or the [Google Play store](#) and search for **University of Cape Town**.
2. Select the **UCT Mobile** icon, click **Install** and the app will download and install.

### UCT Mobile Support

For feedback or support you can:

- Send an email to [uctmobile@uct.ac.za](mailto:uctmobile@uct.ac.za), giving as much detail about your request as possible, including your contact name and phone number so that we can get back to you.
- Send us your feedback or report problems by tapping the tab in the top right corner of the app home screen and selecting **Feedback**.



UCT has a *zero tolerance* policy to  
discrimination, rape, sexual assault  
and harassment of any kind.

Image: OIC UCT

## Office for Inclusivity & Change (OIC)

The [Office for Inclusivity & Change \(OIC\)](#) is housed in the Office of the Vice-Chancellor and reports directly to the Deputy Vice-Chancellor for Transformation. It provides institutional responses to transformation, sexual and gender-based violence, disability and cultural change.

### Activities

The OIC is engaged with the following activities:

- Developing, reviewing and steering policy implementation.
- Student capacity building (peer education workshops for students).
- Transformation capacity building services for staff and between staff and students.
- Advising the campus community in matters of discrimination, sexual harassment, harassment, domestic violence and rape.
- Providing a survivor support-centred approach in incidences of sexual assault, rape and violence.
- Curriculum and research relating to decoloniality, inclusion and marginalisation in education
- Case management, mediation and training.
- Supporting institutional approaches to transformation and related communication campaigns and awareness events.
- Coordinating the university's diversity programme.
- Providing a disability service that reduces stigma and increases accessibility in the academic and social life at UCT.
- Mapping the university's response to transformation initiatives and inclusion.
- Research and programme monitoring and evaluation.
- Networking with other institutions to establish good practice, generate knowledge and contribute to innovations in the education sector.

### Services

#### Disability Service

UCT is committed to working towards the creation of a discrimination free and inclusive environment, which encourages disabled students' full, independent and effective participation in the mainstream of university life. The [Disability Service](#) works together with students and staff to facilitate the removal of barriers facing disabled students and staff. UCT's [Policy on Disability](#) was adopted by the Council in 2011.

#### Survivor Support

Survivors of rape, sexual assault, sexual harassment and all forms of discrimination and marginalisation can access immediate support through the Survivor Support portfolio.

This provides 24-hour emergency assistance for rape and sexual assault survivors and support, advice and assistance for both complainants and respondents from the time of reporting through to case completion.

Advice and support is also provided with respect to domestic violence, no contact applications, court preparation and trials. Mediation services are available on request by staff and students. Assistance and support in student tribunals and disciplinary hearings is also offered.

### 24-Hour Sexual Assault Emergency Response


If you have been raped or sexually assaulted call **072 393 7824** for help with your immediate needs:

- **Immediate trauma support and advice.**
- **Referral to Victoria Hospital Forensic Unit for medical care, trauma counselling and an optional forensic examination.**


**We say ENOUGH!** Empower yourself with the knowledge on how to support a Survivor of sexual violence by downloading the [Ally Guide](#).

#### Contact OIC Offices

##### Inclusion, Cultural Change, Prevention and Education


 **Tel:** 021 650 6646

 **Email:** [cheryl.vallay@uct.ac.za](mailto:cheryl.vallay@uct.ac.za)


 **Address:** Ivan Toms Building, 28 Rhodes Avenue, Mowbray

 [Map](#)

##### Survivor Support


 **Tel:** 021 650 3530

 **Email:** [yumna.seadat@uct.ac.za](mailto:yumna.seadat@uct.ac.za)


 **Address:** Ivan Toms Building, 28 Rhodes Avenue, Mowbray

 [Map](#)

##### Disability Service

 **Tel:** 021 650 2427

 **Email:** [cedric.williams@uct.ac.za](mailto:cedric.williams@uct.ac.za)

 **Address:** Steve Biko Students Union Building, Level 6, Upper Campus

 [Map](#)

The University is committed to working towards the creation of a discrimination free and inclusive environment, which encourages disabled students' full, independent and effective participation in the mainstream of UCT life.

Disability Service's mission is to:

- Examples of the Disability Service's work include:

- Advocacy and advice on disability issues and educational learning disabilities.
- Support in transforming attitudinal barriers that may be encountered.
- Improving access to inaccessible venues and designated disabled parking.
- Making available lecture and study material in alternative format for people with sensory impairments.
- Ensuring fully accessible transport between residences and lectures.
- Providing accessible accommodation.
- Making available learning material related to disability studies and disability research.
- Facilitating extra-time applications and/or other accommodations around exams for students with disabilities.
- Providing professional South African Sign Language Interpreters for Deaf UCT staff and students in classes and key UCT events.
- Providing appropriate assistive devices for various disabilities and according to the needs of the students and staff with disabilities.

As soon as possible after registering at UCT come to the Disability Service offices to complete the registration form to request support or special assistance (also known as 'reasonable accommodations'). Please bring any supporting documentation with you. You can speak to a staff member to discuss your individual requirements.

## Contact the Disability Service

 **Email** 021 406 6749



## 06 Disability Service



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Graphic: Vecteezy

## Racial Harassment

The University's Policy on Racism and Racial Harassment offers guidelines to deal with inter-personal and institutionalised racism. If you feel you have been subject to racism or racial harassment you are encouraged to Contact the OIC's Sexual Assault, Discrimination and Harassment Office:

 Tel 021 650 3530

## Sexual Harassment

The University's Sexual Harassment Policy defines sexual harassment as "unwanted conduct of a sexual nature".


**Sexual Harassment** is a form of discrimination and is unacceptable at UCT. It will not be tolerated. If you feel that you have been sexually harassed in any way, contact the Office for OIC.

## Confidentiality


The OIC offers completely confidential help and assistance and can advise you on the possible courses of action available.

## Contact the OIC

During office hours


 Tel 021 650 3530

### Discrimination and Harassment Office (DISCHO)


 Tel 021 650 3530

CPS officers are trained to deal with the situation; allow them to assist you.

### Campus Protection Services (CPS)


 Tel 021 650 2222/2223 (24 hours)

Please report your experience to the **Undergraduate Student Development & Support Office** so the team can help you.

 Tel 021 406 6749

**You are not alone. There is help to support you in surviving and coping with this traumatic event.**

**In the case of rape and sexual assault**, you can also be helped medically at Victoria Hospital, situated in Wynberg where you will receive free anti-retroviral treatment.

 Tel 021 7991235



## Downloads Protocol and Policy Documents

- [UCT Policy on Racism and Racial Harassment](#)
- [FHS Policy on Student Sexual and Physical Harassment by Patients](#)
- [UCT Policy on Sexual Misconduct: Sexual Offences and Sexual Harassment](#)
- [UCT Disciplinary Procedure for Sexual Misconduct: Sexual Offences and Sexual Harassment](#)
- [UCT Whistle-Blowing Guidelines](#)



## Student Societies & Organisations

There are more than [100 student societies and organisations at UCT](#) reflecting a wide range of interests, including academic, religious, cultural, social and political activities.

Each society is run by students and any student may be a member. Societies hold a number of events every year including an AGM where the new leadership is elected for the New Year. Each society is partially funded by the University and partially by subscription fees which the societies charge.

The societies allow students to enjoy activities on the University that are not normally part of the academic curricula. Societies allow students to enjoy being part of a community on campus that is stimulating and opens up new challenges and opportunities for them.

### Societies' Helpdesk

The [Societies Help Desk](#) is the immediate interface that students have with the Department of Student Affairs. It is the location for students to make general inquiries and join societies. It is the place where student organisations can hire equipment, get their mail, get general support for their societies. They can also make applications for the Student Travel Fund, Societies' Travel Assistance Fund, Societies' Publication Fund and the Student Fund for Visiting Speakers. The Helpdesk can also fax documents and do small scale printing for the societies.

The Helpdesk also allocates lockers annually for use by student organisations. Societies can query this with the Helpdesk Assistant.

### Contact the Societies Help Desk

**Address:** Level 5, Steve Biko Building, Upper Campus  
**Tel:** 021 650 3541  
**Email:** [societies@uct.ac.za](mailto:societies@uct.ac.za)

### FHS Students: Societies and Organisations

#### Student's Health and Welfare Centres Organisation (SHAWCO)

Since 1943 the [Student's Health and Welfare Centres Organisation \(SHAWCO\)](#), the Students' Health and Welfare Centres Organisation, has cultivated a reputation for delivering quality primary health care in under-resourced and neglected communities in and around Cape Town. Today, SHAWCO Health coordinates six evening clinics which operate on a weekly basis, and twice monthly Saturday morning Pediatric clinics. These clinics often serve as the only means of accessing healthcare for community members who spend all their daylight hours working, or for those who are simply too sick to wait out in the obscenely long queues which are the unfortunate reality of our health care system.

Annually, over 800 student volunteers run around 250 clinics, providing care to over 5000 patients. SHAWCO relies on the altruism of volunteer

doctors, medical and allied health science students in all years of study to ensure that these clinics continue to be a success. You can be one of these students.

SHAWCO Health clinics operate from permanent health facilities or from SHAWCO Health's three mobile clinics. They provide a primary health care service, diagnosing and managing conditions such as respiratory tract infections, sexually transmitted infections, muscular-skeletal ailments and more. They have all the relevant equipment to provide screening for prevalent diseases which include tuberculosis, HIV, diabetes, hypertension and pregnancy testing.

During clinics, patients are seen by health sciences students under the supervision of a qualified volunteer doctor who verifies diagnoses, providing advice and teaching. Junior medical students (1st to 3rd year) are responsible for clerking, examination, treatment and health promotional education of patients, under the guidance of senior clinical students. This process, while focused on treating the patient, achieves a secondary aim of enhancing the knowledge of students and producing better doctors. Students learn how to take histories, examine and treat patients as well as how to perform various procedures.

Qualified doctors and allied health professionals who volunteered on SHAWCO clinics say that they were better prepared to deal with the challenges of their internship and community service years. Some other reasons why you should volunteer:

- To help disadvantaged communities by increasing their access to quality primary health care.
- To learn things that cannot be learnt in textbooks, and acquire clinical skills that you would normally only learn in later years.
- It's more fun than House, Scrubs or Greys. YOU are the doctor!
- Be part of the largest and best student-run free clinic organisation in the universe.

Transport to the clinics leaves from the Health Sciences campus at 6pm, Monday to Wednesday, and 9am on Saturdays. Attendance is **free** and there is **no long-term commitment** or sign-up.

To find out more about the SHAWCO Health clinics, come down to Braemer cottage (next to the New Learning Centre) or visit our website [www.shawco.org](http://www.shawco.org).

org, send an email to [health@shawco.org](mailto:health@shawco.org) or join the "SHAWCO Health" Facebook group.

## Health Sciences Students Council (HSSC)

The [Health Sciences Students Council \(HSSC\)](#) is a formal student body recognised by the Faculty of Health Sciences, the University of Cape Town and external structures which is dedicated to providing services and official representation for MBChB and Health & Rehabilitation Science students (Physiotherapy, Occupational Therapy and Communication Sciences and Disorder) in various capacities within and outside the faculty.

The HSSC uses its representation of students on a wide range of Faculty and Committees to advocate for issues affecting health sciences students. HSSC acts as a coordinating body therefore their main task is also to ensure maximal student participation in various student-led structures, and extra mural activities within the faculty and these include Societies, community outreach programmes, student forums and campaigns around topics of interest to students (in the form of debates and talks), HIV/AIDS campaigns, sports and entertainment etc.

The HSSC is formed by 12 members each holding a specific portfolio and all these executive members have to be registered as health sciences students. They are elected democratically by the health sciences students annually. They meet fortnightly and all undergraduate students in the faculty are welcome to attend any of their meetings after notifying the Secretary-General. They also organise mass meetings once or twice a year which students are encouraged to attend.

Furthermore, the HSSC serves as a channel of communication between students and staff, with the help of a relationship with the class representatives across the faculty. It also serves as medium of communication between the Health Science Faculty and other UCT campuses, the SRC and externally with other health science campuses around the country.

All students are encouraged to take the initiative to communicate their problems with the HSSC directly and via their class representatives. They rely on constant, two-way communications to effectively fulfil their function.

## Ubunye Society

[Ubunye](#) is a Student Development Agency and is the umbrella organisation for three core projects: [Teach Out](#), [Thethani Debating League \(TDL\)](#) and [Inkanyezi](#).

**Teach Out** is a tutoring-based project which works with high school learners and helps facilitate study sessions for learners in disadvantaged areas. The focus of the teaching is on fundamental subjects such as Mathematics and functional English, as well as subjects which require additional attention such as Physical Science and Accounting.

**Thethani Debating League** is a debating league which runs in underprivileged high schools. The purpose of the sessions is to train, teach and practice debating, but to also develop thinking skills in a dynamic way. Tournaments are also hosted for the learners to develop their technique and to ensure that confidence is built when speaking to a large audience.

**Inkanyezi** is a mentoring programme which works with high school learners. The project focuses on developing the softer skills of its students, as well as giving information to further the learner's studies post-school.

## Waiting Room Education by Medical Students (WREMS)

**Waiting Room Education by Medical Students (WREMS)**, is a UCT student run organization whose purpose is to educate patients and their families in the waiting rooms of SHAWCO clinics.

We educate patients in a variety of ways, using educational skits, posters or any other methods that will help convey the message. At the end of each health education session, we ask the patients questions and give prizes to those who provide the correct answers.

Efforts are made to focus on health issues that are relevant to the communities we educate. Topics cover a variety of issues from prevention of disease to management of chronic illnesses. Information on where patients can seek treatment or counsel is also provided.

WREMS aims to empower patients with knowledge.

## Rural Support Network (RSN)

The [Rural Support Network \(RSN\)](#) subscribes to the culture of human and environmental rights. RSN recognises the great need for health professionals in rural hospitals and thus RSNs main aim is to recruit and retain health professionals in rural communities.

To achieve this goal we run rural health awareness activities on campus, mainly talks by inspiring speakers as well as activities off campus which include student recruitment and rural elective placements.

### Student Recruitment

This is a project in which RSN members have the opportunity to become mentors and assist in recruiting grade 10 to 12 students from rural areas who have a desire for health science programmes and assisting them with the application process. This is achieved through placements that are run at the end of every year under health promotion activities and independently throughout the year.

The main objective is to encourage students to consider a career in the health profession through career guidance.

### Rural Elective Placement

This project places health science students in different rural hospitals around the country with the aim of sensitizing them to rural health conditions, with the hope that after graduating they would return to these hospitals.

These students get to help out in these hospitals while also practicing their clinical skills. The students also conduct health promotion activities at the hospital or community that they visit. At the end of the elective placements students prepare a formal report which they present to members of the society.

This project runs for two weeks during the mid-year vacation and during the November / December vacation.

### Contact RSN

Email: [rsnuct@webmail.co.za](mailto:rsnuct@webmail.co.za) or [rsn.committee@gmail.com](mailto:rsn.committee@gmail.com)



## Surgical Society

The [UCT Surgical Society](#) is a student-driven society affiliated with the Department of Surgery at Groote Schuur Hospital. Established in 2006 by a group of medical students, the society is officially one of the largest societies at the University of Cape Town with over 600 student members.

### Society Objectives

- To encourage and foster interest in surgery.
- To promote a culture of medical and surgical research.
- To provide a platform for surgical education and skills.
- To engage in surgery related community outreach.
- To build lasting relationships between students and surgeons, both nationally and internationally.
- To provide information about a career in surgery.
- To be a role model for other student-run surgical societies across the globe.
- To address inequalities in surgery.

The official patron of the UCT Surgical Society is Professor Delawir Kahn (Head of Surgery at Groote Schuur Hospital, University of Cape Town Academic Complex).

The society is open to all medical students and aims to provide members with activities and experiences that will enhance their development and interest in all aspects of surgery, medical research, and leadership. The society hosts events throughout the academic year, including monthly lectures delivered by leading surgeons, forums on non-surgical topics, monthly surgical skills courses, quarterly anatomy workshops, an outreach portfolio, and a shadow programme to integrate students with the faculty.

## Student Representative Council (UCT SRC)

The Student Representative Council (SRC) is the highest decision-making student body in the university, subject to the powers of the Student Assembly. It represents students in terms of the provisions of the Higher Education Act and the Statute of the University of Cape Town. It consists of 17 registered students elected annually in a

campus-wide election. The SRC holds office from 1 November until 31 October in the following year. It runs various programmes for student development and represents students on important university committees throughout its term.

### Student Assembly

The Student assembly of the University of Cape Town is an assembly of all the student structures at the university. It serves as an advisory body to the SRC on policy matters, but decisions taken by a two thirds majority of the assembly are binding on the SRC. It keeps the SRC and its substructures accountable, transparent and rooted in the principles and values that are enshrined in the SRC constitution. The meetings of the student assembly are open to all registered students of the university to observe and participate without voting rights. Its affairs are managed by the Student Assembly Management Committee.

### Undergraduate and Postgraduate Faculty Committees

Undergraduate and Postgraduate Student Faculty committees are student structures registered by the SRC to represent the interest of students on faculty level. It provides for academic needs, community outreach and any other needs of students in that particular faculty. Additionally, the class representative system is coordinated by the Student faculty councils.

## Remember And Give Organisation (RAG)

The University of Cape Town's Remember And Give Organization (RAG) is an 87 year old student run organisation and development agency, that aims to raise over R1 million every year. All the funds are made through some of the most epic and well anticipated events in the year which UCT students organise. The funds are collected and donated to SHAWCO (Student Health and Welfare Centres Organization) whose mission is the betterment of people in the underprivileged areas of Cape Town.

The SAX APPEAL project is our biggest project and is at the core what RAG is all about. SAX Appeal is a magazine that is sold throughout Cape Town by the students for one day. Students dress up in all sorts of clothing and sell these magazines in the early hours of the morning. This shows how SAX Appeal emphasizes UCT RAG, as one day of crazy

fun, yet all the hard work is for a greater cause. UCT RAG events have come to be known as the place to be when an event is being run. We are not only a development agency, but also organise some of the best events for students during the year. Our aim is to raise funds for SHAWCO, but in doing so provide students with vibrant events that they will remember throughout their UCT career.

The UCT RAG Orientation Week Programme is the ultimate introduction into University life. A week long programme of various, fun-filled events around Cape Town create a great opportunity for first year students to experience new things and form long lasting friendships. At the same time, this program is run internally by an organisation that has been a part of UCT for over 8 decades; this means that the safety of the student base is a shared interest and a paramount concern of ours.

The orientation week programme continues with its structure to suit a variety of tastes and interests. Remember to get yourself a UCT RAG Diary. Your ultimate tool, jam packed with all the necessary information to ensure a successful, crazy fun, first year!

## Golden Key International Honour Society (GKIHS)

The Golden Key International Honour Society (GKIHS) is an academic honours association that recognises and encourages scholastic achievement and excellence in all fields of study.

Membership to the society is by invitation only, and only the top 15% of each faculty is offered membership, so give yourself a pat on the back if you get a letter from us.

Should you accept the invitation and become a member, the following would be available to you:

- Exclusive scholarship opportunities
- Career Assistance Reference (a GK publication with a list of corporate contacts)
- Opportunities to interact with international academics and other top achievers
- Intermediary facilities between students and academic institutions

Golden Key at UCT is working on ways to get closer to students and interact more efficiently.



Archimedes once said “Give me a lever and a place to stand and I’ll move the world.” Your ability, skills and intellect make up the lever, we’ll give you a place to stand. Get ready to move the world.

Many facilities would be made available to you as a GK member, but what you ultimately take home from your experience depends entirely on you. If you want something done there’s nobody better to do it than yourself. We offer support and infrastructure to members, giving them the facilities to promote themselves and reach out to others.

For more info, email GKIHS UCT Chapter  
[uct.gk.presidents@gmail.com](mailto:uct.gk.presidents@gmail.com)

## How to join a society at UCT

Students can become members of societies throughout the academic year. During the annual O-week the student organisations showcase themselves on the Jameson Plaza. Here students can sign-up with the societies that interest them and they can either have the subscription fees charged to their student accounts or pay cash to the cashiers in the Steve Biko Students’ Union.

If students miss the O-week sign up period they can come to the Societies Helpdesk on Level 5, Steve Biko Students’ Union or contact Societies to sign up with a society or get more information. Students may join [societies](#) throughout the year and may pay through their fee accounts until 30 April or alternatively can pay cash at the Student Treasury on Level 5, Steve Biko Students’ Union.

## Contact Societies and Organisations

Listed below are email contact details for societies and organisations at UCT:

### Academic

These societies are organisations whose primary aim is either to enhance the learning and understanding of students at UCT or to bring students in contact with the leaders in their field of studies. Many of these societies hold seminars on various topics and bring industry leaders to UCT while others concentrate on community development programmes.

- [AIESEC UCT](#)
- [Association of Black Securities and Investment Professionals](#)
- [Association of Built Environment Students](#)

- [Association of SA Black Actuaries](#)
- [Biological Society](#)
- [Black Law Students’ Forum](#)
- [Education Development Unit Student Organisation](#)
- [Institute of Electrical & Electronics Engineers](#)
- [Organisational Psychology Students’ Society](#)
- [Psychology Society](#)
- [South African Medical Students’ Association](#)
- [UCT Space and Astronomy Society](#)
- [Surgical Society](#)
- [UCT Marketing Association](#)
- [UCT Mathematics Society](#)

## Dayhouse

### iKhaya Day House

The iKhaya Day House is a newly refurbished common room, equipped with comfortable furnishings and a plasma screen television with DSTv. Located in Leslie Social Sciences, the day house offers non-resident students a place to relax between lectures and catch up on the cricket or daily soapies. It’s a place where you can be exposed to the full experience of the university life enjoyed by your counterparts in residence.

## Faith

This constitutes one of the largest sectors, representing almost all major religious beliefs, doctrines and denominations. Many of these societies have ties with local religious structures. Although UCT is a secular campus, it makes the attempt to accommodate everyone and allow them to exercise their beliefs freely without interfering with the academic programme and other faiths.

- [Acts Kolbe Catholic Society](#)
- [Anglican Students’ Society](#)
- [Believers’ Loveworld](#)
- [Christian Medical Fellowship](#)
- [Christian Revival Church](#)
- [Church on Main](#)
- [Deeper Life Fellowship](#)
- [Hillsong Church](#)
- [Hindu Students’ Society](#)
- [His People](#)
- [Jubilee Society](#)
- [Muslim Students’ Association](#)
- [Muslim Youth Movement](#)
- [Rapha Fellowship Centre](#)
- [Redeemed Christian Fellowship](#)
- [Seventh Day Adventist Student Movement](#)
- [Shofar Church](#)
- [South African Union of Jewish Students](#)
- [Student Christian Fellowship](#)



Image: FHS

- [Student YMCA](#)
- [Trees of Life Multiracial Church](#)
- [UCT Baha'i Society](#)
- [World Mission Society \(Church of God\)](#)
- [Zion Christian Student Fellowship](#)

### National & Cultural

These societies largely represent national and cultural interests. However, membership is not drawn exclusively from the relevant countries. These societies mainly aim to broaden students exposure to the cultural dynamism of UCT.

- [Abantu Zambian Society](#)
- [East African Students' Association](#)
- [Ghana Society](#)
- [Hellenic Students' Association](#)
- [Lesotho Students' Association](#)
- [Malawi Students' Society](#)
- [Namibian Students' Organisation](#)
- [Nigerian Students' Society](#)
- [UCT Asian Students Association](#)
- [Swazi Students' Society](#)
- [Zimbabwe Society](#)

### Political

These organisations represent a group of national and international political organisations. Their activities include attending national gatherings, and inviting politicians and scholars to speak at meetings.

- [Democratic Alliance Students' Organisation](#)
- [InkuluFreeHeid](#)
- [Palestine Solidarity Forum](#)
- [Pan Africanist Student Movement of Azania \(PASMA\)](#)
- [South African Students' Congress \(SASCO\)](#)
- [The Collective](#)
- [United Nations Association of SA](#)

### Special Interest

This group of societies represent a broad range of groups from special interest and civil society groups to social and wellness groups. These societies open up huge opportunities to experience and enjoy new activities at UCT.

- [Amnesty International](#)
- [Art of Living – SMILE](#)
- [Ballroom and Latin Dancing Society](#)
- [Bhakti Yoga Society](#)
- [Black Management Forum](#)
- [Cape Legion of Adventurers and War Gamers](#)
- [Cape Town Globalist](#)
- [Connoisseur](#)
- [Debating Union](#)
- [Enactus](#)
- [Engineers Without Borders](#)
- [Equal Education](#)
- [Film Society](#)
- [Golden Future Project](#)
- [Green Campus Initiative](#)
- [Habitat For Humanity](#)
- [Hip Hop Club](#)
- [History and Current Affairs Society](#)
- [Investment Society](#)
- [Photographic Society](#)
- [RainbowUCT](#)
- [Rural Support Network \(RSN\)](#)
- [Students for Law and Social Justice \(SLSJ\)](#)
- [Students for Life](#)
- [TEDxUCT](#)
- [UCT African Choral](#)
- [UCT Choir](#)
- [UCT Choir for Africa](#)
- [UCT Consulting Club](#)
- [UCT Developers Society](#)
- [UCT Entrepreneurs Society](#)
- [Vegilicious](#)
- [We Are Animals](#)
- [Wine and Cultural Society](#)
- [Women in Computer Science \(WCS-UCT\)](#)





## Food on Campus

### Faculty of Health Sciences Cafeteria

**Hours:** Monday – Friday 08h30-15h00

The **Tuck Inn Cafeteria** is on the Ground Floor of the Barnard Fuller Building. They sell hot meals like fish & chips, curry & rice, pies and sandwiches etc.

**Hours:** Mon – Friday 12h30 – 14h00

**Vending Machines.** There is a cooldrink and chocolates vending machine in the foyer of the Student Learning Centre and next to the canteen in Barnard Fuller Building.

**Sandy's Take-away – GSH.** (E-floor of the Old Main Building) - sells sandwiches, burgers, chips etc.

**Hours:** Monday – Friday 08h30 – 16:00

**The Coffee Shop – GSH.** It is situated on Hospital Street near the entrance of GSH. They sell coffee, hot chocolate, muffins, danishes, pies, sandwiches.

**Hours:** 08h00 – 20h00 week days; 12h00 – 20h00 on weekends

**The Lunch Box – GSH.** (E-floor of the Old Main Building GSH).

**Hours:** Monday – Friday 08h00 – 15h30

**J Block Tuck Shop** (GSH Benevolent Society) Right hand corridor in J-Block). They sell pies, toasted sandwiches etc. **Hours:** 08h00 – 15h45

**P4 Parking Lot Shop** – Outside of GSH, near the entrance to Emergency/Trauma, they sell sandwiches, pies, cool drinks etc.

**Hours:** Mon – Sun 08h00 – 17h00

**Medical Residence Porch** – Faculty of Health Sciences campus. They sell chocolates, cool drinks and sweets.

**Hours:** Mon – Sun 08h00 – 23h00

## Student Food Programme

The purpose of the Food Programme is to provide basic support to students who are hungry and to enhance student learning and success. We recognise that inequality and poverty is linked to food insecurity in our society. The issue of student hunger is hidden and stigmatised and therefore our response seeks to eliminate stigma and to promote the dignity and agency of students. Ultimately, this programme is a social justice response that supports the student journey to academic success.

Eligible students will receive vouchers that they may redeem at UCT Food & Connect outlets. The advantage of the vouchers is students will have greater choice of lunches. This is made possible through Pay and Connect running in catering residences. Students will sign on and receive vouchers daily that they may redeem by using their smart phone or student card at a point of sale at Food and Connect Stores.

The current programme is located in the office of the Director of Student Development, Department of Student Affairs (DSA). See the [DSA Food Security](#) web pages for more information on the programme, the criteria for eligibility and how to apply.



Image: UCT

## Sport & Fitness

### Sport Clubs

The university boasts almost [40 sports clubs](#) with a total membership of over 9 000 students and staff.

The more traditional sports are all well catered for, but you also have the option of more exciting individual pursuits such as archery, hiking, mountaineering and water-skiing.

Sports and Recreation provides for all levels of competition from purely social programmes through to high-performance sport.

UCT has a proud record of achievement both in the Western Province leagues and at national student tournaments. Each year the university produces a number of sports people who achieve the highest honour of representing South Africa.

Sports development and transformation are taken very seriously at UCT. Our students are actively engaged in promoting sport in the local communities and within their clubs on campus.

Every club welcomes new members, from novices to the more experienced athletes, and is equipped to deal with the needs of each individual.

Most clubs engage the services of top-level coaches, many of whom coach at provincial level.

Sports facilities include an AstroTurf hockey facility, an indoor sports complex, and excellent tennis, squash, soccer, rugby and cricket facilities. Our

rowing club is one of the best equipped university clubs in the country.

In addition, UCT has access to a mountain near Ceres, an L26 keelboat and many sailing dinghies, an ocean-going dive boat, and a water-ski boat equipped with a 130hp engine.

### Sports scholarships

With an excellent record in a wide variety of sports, UCT is keen to continue attracting top sports people to the campus.

If you have represented your country in any sport at a national schools or age-group level, you could be eligible for a sports scholarship of between R4 000 and R8 000.

Eligible applicants need to apply to Sports and Recreation to be considered for these awards. The closing date for applications is 31 October for study in the following year.

### Sports publication

Campus Sport is the annual publication of the Sports and Recreation section, part of the Department of Student Affairs. The publication showcases outstanding sporting achievements by students, while also picking up on sports stories regarding UCT staff and graduates. The publication is distributed primarily at the annual Sports Awards Dinner in October.

UCT provides unique opportunities for you to participate in sports or physical recreation of your choice.

## UCT Club

The [UCT Club](#) is a convivial gathering place where members of the UCT community can socialise and exchange ideas. Located on the upper campus in the Sports Centre, the club is open to all staff, postgraduate students and alumni and they are automatically entitled to membership rights at the Club. The Club consists of a reasonably-priced restaurant and a pub where members can meet in a relaxed and informal environment. The pub is a popular meeting place after work where staff and students can meet on a less formal footing. Staff are also encouraged to bring along groups of students to have a drink and chat off the record.

## UCT Gym

The [UCT Gym](#) is located on Lower Campus close to Graça Machel Hall women's residence. Membership is limited to UCT staff and students.

Students can join using [PeopleSoft](#) by following these instructions below:

- When logged into PeopleSoft, click on the **Join Clubs & Societies** tile. You must read the Terms & Conditions and click agree.
- Click on the hyperlink to access an indemnity form which will direct you to Vula. Download and sign it and email it back to [sports@uct.ac.za](mailto:sports@uct.ac.za)
- Sport Admin will activate your student card to allow you access to the Gym. Sports and Recreation reception is in the Sports Centre, open from Mondays to Fridays from 08:30 to 15:30.

## Sports Science Institute of South Africa

Since 1994 SSISA, in collaboration with UCT's Health through Physical Activity and Lifestyle (HPALS) Research Centre, based within the Department of Human Biology, has been a game-changer in sports performance, sports injury prevention, and promoting healthy living.

The [Sports Science Institute of South Africa \(SSISA\)](#) Wellness and Fitness Centre is a gym which offers:

- A selection of health and fitness options
- A spacious environment, fully-equipped with modern fitness equipment
- Access to the expertise and the attention of a team of highly-qualified health professionals.

**Due to SSISA's association with UCT, special rates are available for staff and students.**

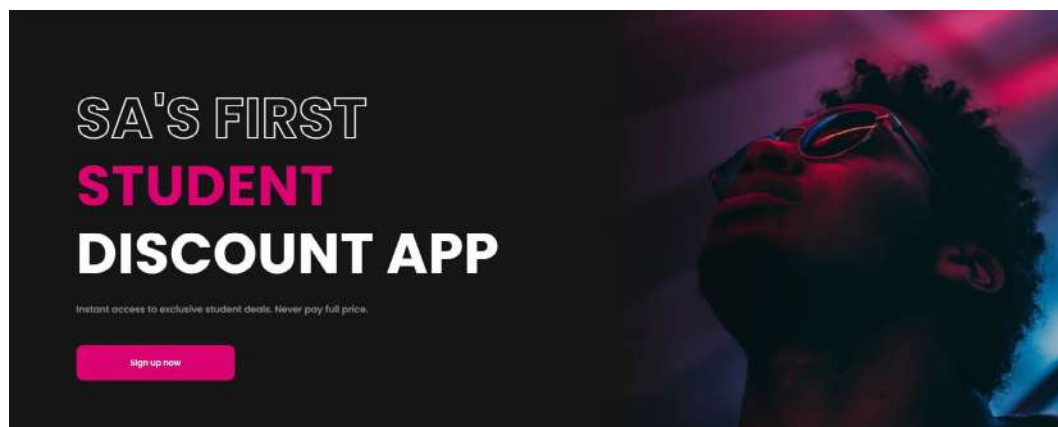
If you're interested in joining, find out more about [SSISA's membership options, rates and timetables](#). or

**Email:** [info@ssisa.com](mailto:info@ssisa.com)

**Tel:** +27 (0)21 659 5600

## Varsity Vibe

[Varsity Vibe](#), SA's 1<sup>st</sup> Student Discount App, offers instant access to awesome student deals for members only. Anyone can download the app and see the deals...but only a student (ANY student in SA) can become a member and get the deals.









# THE SOUNDTRACK TO YOUR CAMPUS LIFE

# 104.5FM

## UCT RADIO



## UCT Radio

UCT Radio is a student-run, campus-community station, catering not only to the students and staff of UCT but also secondary school pupils and the broader youth community of Cape Town. It is the biggest campus station in Cape Town and the only one licensed to broadcast to the Metropole area.

The areas covered by our broadcast footprint include the Northern Suburbs (Milnerton, Edgemoor and Bellville), Cape Flats (Athlone, Mitchell's Plain, Langa, Khayelitsha and Gugulethu) and the Southern Suburbs (Rondebosch, Newlands, Claremont and Kenilworth). Those outside of this range are now able to listen via a newly-introduced live streaming service.

The combined listenership via radio is on average 30 000 listeners a week (RAMS).

UCT Radio actively engages with an audience best described as aspirational youth - youth with a strong desire to succeed in their careers, finances and personal lives but with enough of a social conscience to reinvest in their communities. Our target market of 14 - 26 year olds also includes pupils from high school, students from other tertiary institutions and young professionals, as well as other individuals who prefer our young, vibrant sound to conservative mainstream radio stations.

Programming at UCT Radio reflects the culture and diversity of campus life, following a cross-genre approach to music with a strict 50 percent minimum of South African music. Our support of emerging artists and talent has seen close partnerships formed with everyone from theatres and cultural centres, to record companies and bands. Specialist shows from 6pm until midnight are renowned for introducing new music to the local audience and showcase not only the best

in youth culture but also feature musicians and deejays from the biggest clubs in the Mother City. This line up includes hip-hop, kwaito, trance, house, drum 'n bass, reggae, rock and world music.

As an entity of the University of Cape Town, we play an integral role in the student social scene both on and off campus. Our offices are continually filled with students seeking a musical break as deejays or artists. As a result UCT Radio as a society is one of the most successful and popular student organisations at UCT. Our annual recruitment sees over 350 individuals applying to become a part of UCT Radio.

Many well-known names in the media and entertainment industry in South Africa cut their teeth at UCT Radio including Mark Gillman (5fm), Randall Abrahams (Idols Judge), Suga (GHFM/MC at 46664 events), Bongani Njoli (E-TV) and Natalie Bekker (P4/Free Spirit/Top Billing). Some of the biggest musical chart-toppers in South Africa have received their first airplays at UCT Radio. These include Freshly Ground, Plush, Chiaroscuro, Serving Suggestion and Godessa.

Our role as a community radio station has seen major growth in the past year and we anticipate and will ensure even greater growth to come in the future.

### Contact UCT Radio

**Address:** Cissie Gool Mall, Level 2 Computer Science Building, Rhodes Gift, University Avenue, Upper Campus

**Tel:** 021 650 3550

**In-studio:** 021 650 5399

**Email:** [natalie@uctradio.co.za](mailto:natalie@uctradio.co.za)



Image: UCT

## UCT News

### UCT News online

[UCT News](#) is the university's home for [daily news](#), [newsletters](#), [newsroom and publications](#), [lectures and speeches](#), [videos](#), and [audio](#) (listen to news).

UCT has a diverse and widely distributed community, which includes students, academic staff, PASS staff, alumni, parents, guardians and more. In order to keep this community updated about recent, ongoing and future events, the university distributes [regular communications from the executive](#). These take the form of VC Desks, which are messages from the Vice-Chancellor concerning important events on campus; DVC Desks, which include university-related communications from each of the Deputy Vice-Chancellors; and Campus Announcements, which are released at least once a week to update the UCT community about ongoing events and to give notice of upcoming events on the various campuses.

The media liaison office issues [official media releases and statements](#) to highlight some of the key university activities as well as developments around – among others – the executive, staff and students. The office also serves to connect the media with UCT academics and subject matter experts.

#### Contact UCT Newsroom

Tel: (0)21 650 4144

Email: [newsdesk@uct.ac.za](mailto:newsdesk@uct.ac.za)



## Varsity Newspaper

[Varsity](#) is the official student-run news source at UCT. Established in 1942, [Varsity](#) has grown into a creative and multimedia developmental agency. Producing new content every Tuesday, the publication alternates between its print newspaper and website. The online presence spans various social media platforms such as [Twitter](#), [Facebook](#), [Instagram](#) and [YouTube](#).

[Varsity](#) content prioritises issues affecting the UCT community and strives to represent the student voice accurately. It has become the go-to news source for students who want on-the-ground reporting. Members of the [Varsity](#) collective are all UCT students who have chosen to be part of the team on a voluntary basis.



## UCT Student Activism

[South Africa has a long history of student protests going way back to the anti-Apartheid marches that predated South Africa's democracy.](#) Since 1994, when democracy was established, South African students had their own struggles. In recent years, there has been a wave of student protests action. The student protests at universities and universities of technology were led by the student organisation called the [South African Students' Congress \(SASCO\)](#).

Today, the major demands by protesting students across the country are similar. However, the main demand has been more financial support from [National Student Financial Aid Scheme \(NSFAS\)](#). NSFAS is the South African government student loan and bursary scheme. The scheme provides loans and bursaries to students at all 25 public universities and 50 public Further Education and Training (FET) colleges throughout South Africa.

## FHS Activism & Campaigns

### Transformation in the Faculty of Health Sciences

The FHS Dean, Assoc Professor Green-Thompson, is committed to [Transform the Health Sciences Faculty \(HSF\)](#): *"We believe that by self-reflection and analysis, we understand what went wrong in the past, in order to transform our current programmes for realising our goals in future. Looking back does not imply dwelling on the wrongs of the past, but understanding where and how things went wrong, and acknowledging pain and injustice, in order to do better in the future."*

### The Transformation Advisory Committee

The Transformation Advisory Committee (TAC), was set up by Interim Dean Prof Gregory Hussey, in May 2015, to spearhead faculty-wide conversations on transformation, and promoting dialogue on among all constituencies in the Faculty.

## University of Cape Town: a proud tradition of staff and student activism

- [Great Minds: Eight activists who studied at UCT](#) Albie Sachs, Ben Kies, Dullah Omar, Jenny Schreiner, Neville Alexander, Pieter-Dirk Uys, Yoliswa Dwane and Zainunnisa 'Cissie' Gool.
- [Timeline: UCT during the apartheid years](#) The 1976 Soweto uprising was a pivotal time in the country's history. UCT students protested, marched on the state President's residence and parliament, and gathered on Jammie Steps to show their solidarity, calling for an end to police brutality and Afrikaans as a medium of instruction in schools.
- [Anti-Apartheid Activism at the University of Cape Town 1963-1973](#)
- [UCT's Global Citizenship Programme \(GCP\)](#) is a programme of critical debate, voluntary service activities and reflection which engages students as thoughtful scholars and citizens who are keen to learn, think about, critique and respond to key contemporary issues.



**THOSE WHO CANNOT  
REMEMBER THE PAST  
ARE CONDEMNED TO  
REPEAT IT**

George Santayana



Photograph: Sam Nzima, The World newspaper 1976

**#JUNE 16, 1976**

**#YOUTHDAY**

**A DAY TO REMEMBER  
THEIR COURAGE & SACRIFICE.**

**#SOWETOUPRISING**

**#ENDGENDERBASEDVIOLENCE**



# 16 DAYS

OF ACTIVISM & AWARENESS CAMPAIGN

# #BLACKLIVESMATTER

 **TAG** TRANSFORMATION  
ACTION GROUP



Graphic artist: John Adams (johnadams.co.za/muralscape)



UNIVERSITY OF CAPE TOWN  
IYUNIVESITHI YASEKAPA • UNIVERSITEIT VAN KAAPSTAD



FACULTY OF  
HEALTH SCIENCES

Department of

Paediatrics



Child Health



**TAG** TRANSFORMATION  
ACTION GROUP

## #RhodesMustFall #FeesMustFall

### 2015/16 Student Protest Movement

[#MustFall Exhibition: "Lest we forget, there are wounds..."](#)

The **#RhodesMustFall** and **#FeesMustFall** protests, collectively known as the **#MustFall** movements, is known to have been a dark period for many university students throughout the country. The nationwide student-led protests commenced on October 12, 2015, and saw university students embark on an uprising against lack of access and financial exclusion from higher education institutions.

The protest resulted in: no university fee increases in 2016; over R 800 million in property was damaged; and increased government funding for universities. The **#MustFall** movements, were a warning sign that conditions in South Africa must change for the better. If not, continued unrest remains on the cards for higher education institutions across the country.

The exhibition, [Aftermath: Violence and Wellbeing in the Context of the Student Movement](#), is a collection of 34 images taken and/or supplied by student leaders, which they reflect on as representations of their experiences of violence during the **#FeesMustFall** student movement - and their search for wellbeing after these experiences.

The ["Lest we forget, there are wounds..." travelling photovoice exhibition](#) tells the stories of students who were caught up in the **#MustFall** movements of 2015/16, either as observers, victims or perpetrators.

# AFTERMATH

VIOLENCE AND WELLBEING IN THE  
CONTEXT OF THE STUDENT MOVEMENT



Images: UCT





# UCT says #JustNO to GBV

**2 August 2019.** Hundreds of UCT students and staff participated in a [silent protest](#) on campus against gender-based violence on 2 August 2019. It formed part of UCT's [#JustNO campaign against gender-based violence](#), a campus-wide initiative to raise awareness about gender-based violence, rape and other violent sexual crimes that affect the UCT community, South Africa and the world. The protest also highlighted how gender-based violence is driving new HIV infections.

Led by UCT's Vice-Chancellor (VC) Professor Mamokgethi Phakeng and Professor Loretta Feris,

Deputy Vice-Chancellor: Transformation, marched on campus on Friday, 2 August. After a rousing speech by the VC, the marchers had their mouths taped shut to symbolise the silence around the scourge, before marching out of the hall.

The campaign, which ran until December, carried the message that UCT will not tolerate gender-based violence and rape culture. It was supported by the Office of the Vice-Chancellor, the Office for Inclusivity and Change, Student Wellness Services, the Sexual Assault Response Team and the AIDS Healthcare Foundation.



Images: UCT



## UCT Global Citizenship Programme

UCT offers the [Global Citizenship Programme \(GCP\)](#) to all students interested in critical debate, voluntary service activities and reflection which engages students as thoughtful scholars and citizens who are keen to learn, think about, critique and respond to key contemporary issues.

The GC Programme offers four short-courses which are free and available to all UCT students and which they can complete at any point in their time at the institution. These courses are:

- **Global Debates, Local Voices (GC1)**, a workshop series.
- **Citizenship & Social Justice: Activism, Service and Social Change (GC2)**, a service learning course.
- **Voluntary Community Service (GC3)**, self-organized direct community service.
- **Active Citizenship through Deliberation and Dialogue (GC4)**, a co-learning partnership.

In addition to these three short-courses, the GC Programme also convenes a credit-bearing course located within the Faculty for Engineering and the Built Environment (EBE), but which is open to students from all faculties.

- **Social Infrastructures (SI)**, a course on community engagement for emerging professionals

GC is an innovative learning opportunity that complements your formal academic curriculum and offers you an additional avenue through which you can explore your own voice and ideas in a challenging and creative space. The programme creates channels for students to meet like-minded peers and to engage with current issues and debates on global citizenship, leadership and social justice. Through this programme, UCT has demonstrated its serious commitment to enhancing the student experience and to producing graduates who are engaged citizens willing to think critically about these issues.

### Contact the GC Programme

Email: [globalcitizen@uct.ac.za](mailto:globalcitizen@uct.ac.za)

## Support & Success

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Image: FHS



## Academic Support

### Department of Health Sciences Education (DHSE)

#### About the DHSE Department

Established in 2015, the Department of Health Sciences Education's (HSE) primary aim is to enhance the quality of education across the Faculty and in all teaching facilities used by the Faculty. In assisting the Faculty's Transformation agenda in educational programmes, our goal is to ensure that our graduates are prepared for contextually-relevant clinical practice and to help foster clinical excellence.

**Our establishment reflects UCT's commitment to advancing the field of health sciences education (HSE) and generating scholarship relevant to Africa and other resource-constrained environments.**

This initiative is also in keeping with the Faculty's adoption of the Primary Health Care Approach as its lead theme. We also strive to collaborate with other groupings engaged in HSE research, teaching and service. We provide the Faculty with an academic hub for inter-disciplinary and inter-professional offerings.

#### Our Services

- Educational development which aligns education, training and health professional practice at both under- and postgraduate levels with all levels of health care delivery.
- Promotion of excellence in teaching.
- Learning and assessment at all sites of education and training.
- Development of innovative educational responses to the unique challenges faced in the South African and African contexts.

#### Divisions

Comprised of four divisions, our department is committed to doing and using contextually-relevant research to strengthen the science of educating and training health professionals.

- [Clinical Skills Centre](#)
- [Education Development](#)
- [FHS Writing Lab](#)
- [Fundamentals of Health Sciences \(DHRS & MBChB\)](#)

#### Postgraduate Programmes

- [Postgraduate Diploma in Health Profession Education](#)
- [MPhil by dissertation](#)
- [PhD](#)

#### Transformation in Educational Programmes

Since its inception in 2000, the EDU (now the Education Development Division) has had a mandate to assist the Faculty of Health Sciences with its [Transformation Agenda](#) in educational programmes. The transformation agenda is three-pronged:

- Restructure educational programmes in order to graduate students who are appropriately prepared for practice in the transforming South African health system that is evolving toward Primary Health Care.
- Restructuring of educational programmes to take account of new educational and assessment methodologies emerging in the field of health sciences' education.
- Assist the faculty in achieving equity within the student population, ensuring throughput and success of students from previously excluded groupings and educationally under-resourced backgrounds.





Image: FHS

## Student Mentoring Programme

### What is the first year faculty Student Mentoring Programme all about?

The first year Student Mentoring Programme is part of Student Development & Support within the Faculty of Health Sciences.

The mentor programme aims to:

- Assist with the integration of first year students into their degree programmes, the Faculty of Health Sciences and the University of Cape Town.
- Provide social, emotional and academic support to first year students.
- Facilitate networking between junior students and senior students.
- Provide an opportunity for personal and professional development of Faculty Mentors.

### Who are the Faculty Mentors?

Faculty Mentors are second year and more senior students studying in the Health Sciences Faculty. Mentors are students with a good academic record who are interested in supporting first year students as they make the adjustment to University life, and are committed to being part of the Faculty Mentor Programme.

Each mentor is responsible for an assigned group of five or six mentees (first year students). Mentors attend regular training sessions to ensure that they are able to respond appropriately to the challenges faced by their mentees.

Mentors are accountable to the Faculty and have to complete monthly evaluations on Vula to record their meetings with mentees and attendance at training sessions.

Mentors elect representatives who meet with the Planning Committee to facilitate the implementation and improvement of the mentor programme.

### Who are the student mentees?

Every first year student who registers with the UCT Health Sciences Faculty is automatically a mentee. Each mentee is assigned a mentor who is studying for the same degree programme as the mentee.

### What happens between mentors and mentees?

Mentors are assigned to mentees for the duration of the mentee's first year in the Faculty, although mentees can choose to opt out of the programme at the end of semester 1. Contact may be individual and/or in groups. Communication may also be via email, Vula, WhatsApp or other forms of social media. Mentors offer advice and support to make coping with university life easier for their mentees. Mentors link mentees to other appropriate Faculty resources as needed.

### Who plans and is responsible for the Mentor Programme?

Planning is on-going and is the responsibility of the Faculty Mentor Programme Planning Committee comprised of:

- **Chairperson and Deputy Chairperson:** Mentor Programme Planning Committee.
- **Manager:** Student Development & Support.
- **Student Liaison Officer:** FHS Student Development & Support.
- **Course Convenors** and Staff Representatives.
- **Mentor Facilitators** and Student Representatives.

### When does the mentor programme begin?

- The programme is introduced during first year Orientation week.
- Mentors and mentees meet for the first time on registration day and then again for the 'Balancing Act'.
- Arrangements for on-going contact are negotiated between mentors and mentees.
- Contact is throughout the mentee's first year in the Faculty of Health Sciences, although mentees can choose to opt out of the programme at the end of semester 1.
- Mentors and mentees may refer any problems they experience with the Mentor Programme to members of the Faculty Mentor Programme Planning Committee.

## FYE Talks and Workshops

The FYE Talks and Workshops are lively and interactive sessions run by the faculty. We've called them FYE because they're a key part of your First Year Experience.

These talks and workshops cover topics like essay/report writing, exam preparation, library research skills and managing stress—everything you need to know to succeed in your first year. The advice is practical and gives you skills you can use beyond the first year. It's important to attend these workshops so that you can get the academic, emotional and psychological support you need.

Many of us think that we don't need help, or that we've learned to manage our stress and take care of ourselves, but these workshops show how these issues can affect your work. They offer strategies you can use to overcome obstacles, or improve the good work you're already doing.




These workshops take place on certain Mondays from 12h00 to 13h00. Its 45 minutes to one hour of your week that could play a role in making sure your tests and assessments have positive results, and that you're successful in your first year in Health Sciences.

## Academic Support for Students

### Staff Advisors

You may approach all staff for advice and assistance, however the following staff members have made themselves available to help you:

#### Assoc/Prof Marc Blockman

-  **Address:** Room K45/48, Old Main Building, Groote Schuur Hospital
-  **Tel:** 021 406 6496
-  **Email:** [marc.blockman@uct.ac.za](mailto:marc.blockman@uct.ac.za)

**Assoc/Prof Blockman** is the 6<sup>th</sup> year academic course Convener. He is in the Division of Clinical Pharmacology, and a member of the Student Support and Development for FHS Undergraduate Students. *Note Prof Blockman prefers to communicate via email.*




#### Assoc/Prof Geney Gunston

-  **Address:** Department of Human Biology, Room 2.19 Anatomy Building
-  **Tel:** 021 406 6249
-  **Email:** [geney.gunston@uct.ac.za](mailto:geney.gunston@uct.ac.za)

**Assoc/Prof Gunston** graduated with an MBChB from UCT, and then worked at Tygerberg and Red Cross War Memorial Children's hospitals, Cape Town City Health Clinics and the National Adverse Drug Event Monitoring Centre before moving into higher education. Completed a Masters in higher education

studies – exploring the issues that impact on success for students entering the MBChB programme at UCT, and striving to optimize the teaching and learning environment. Relaxes by socialising with family and friends, walking, swimming and reading novels.




#### Dr Jenifer Ramesar

-  **Address:** Clinical Laboratory Sciences Room 1.02.3 Falmouth Building, Entrance 1
-  **Tel:** 021 406 6283
-  **Email:** [jennifer.ramesar@uct.ac.za](mailto:jennifer.ramesar@uct.ac.za)

**Dr Ramesar** is Convener of Semesters 4 and 5 MBChB programme, Clinical Laboratory Sciences.

### Staff Advisors in the School of Health and Rehabilitation Sciences

#### Assoc/Prof Gillian Ferguson




-  **Address:** F45, Room 78, Old Main building, Groote Schuur Hospital
-  **Tel:** 021 406 6045
-  **Email:** [gillian.ferguson@uct.ac.za](mailto:gillian.ferguson@uct.ac.za)

**Assoc/Prof Ferguson** graduated from UCT with an MSc in Physiotherapy in 2007. She is a senior lecturer in the Division of Physiotherapy and coordinates student support activities within the Department of Health and Rehabilitation Sciences. Gillian is available to assist and support students who are faced with both academic and personal challenges affecting their performance at university.

#### Physiotherapy

#### Assoc/Prof Niri Naidoo




Lecturer, First Year Convener

-  **Address:** F45 - 41, Old Main building, Groote Schuur Hospital
-  **Tel:** 021 406 6314
-  **Email:** [niri.aidoo@uct.ac.za](mailto:niri.aidoo@uct.ac.za)

#### Communication Sciences

#### Dr Michelle Pascoe

Lecturer, First Year Convener

-  **Address:** F45 - 55, Old Main building, Groote Schuur Hospital, Division of Speech Therapy
-  **Tel:** 021 689 4668
-  **Email:** [michelle.pascoe@uct.ac.za](mailto:michelle.pascoe@uct.ac.za)





## Student Information / Help Centre

### Student Orientation and Advocacy Service (SOAS)

The central university [Student Orientation and Advocacy Service \(SOAS\)](#) is run by five full-time staff members/advisors and sixteen part-time assistants. They are there to help you with ANY enquiries, questions or problems that you may have, and if they cannot help you they will refer you to someone who can.

You can phone them, drop in at any time or book an appointment with one of the advisors.

### Support for Student Organisations

The Undergraduate Student Development & Support Committee (SDSC) facilitates the work of faculty student organisations and provides support for the role these student bodies play in student development and support. Working with these student organisations is important for several reasons:

- HSSC and Class Representatives are responsible for undergraduate student governance in the Faculty of Health Sciences.
- Some help and support for other undergraduate students in the faculty.
- They assist students to optimise their use of facilities that are offered by the faculty and the university.
- They have become a voice for their membership.
- They provide an easy route for communication with the faculty on various matters of interest to students.
- Students who are involved in student organisations also get an opportunity for personal growth and the development of leadership qualities.

The Undergraduate SDSC encourages undergraduate students in the faculty to form strong faculty governance structures such as the Health Sciences Students Council (HSSC) and to use them effectively to represent students in important Faculty Committees, the Faculty Board, university student governance committees and national health sciences student bodies.

The Undergraduate SDSC also works with the HSSC to ensure that the latter can effectively serve and

provide support for fellow students. HSSC has tried over the years to encourage students from the Department of Health and Rehabilitation Sciences to participate more actively in faculty student governance.

Since 2004, there has been increased participation in HSSC by students from Health and Rehabilitation Sciences. These 2004 students who were part of the HSSC drew up a proposal for how future Health and Rehabilitation Sciences representatives in HSSC could interact with the various class representatives in the school. This has strengthened the participation of this school in faculty student governance over the years.

### Contact SOAS

- 📍 **Address:** Upper Campus, Level 2, Otto Beit Student Union, 17 University Avenue
- ☎ **Tel:** 021 650 5082
- ✉ **Email:** [uctorientation@uct.ac.za](mailto:uctorientation@uct.ac.za)
- 🕒 **Times:** Monday to Friday 08h30 - 12h30 & 13h30 - 16h30

## Writing Centre

Over the last few years, the upper campus Writing Centre has been so well utilised by students across the university, that the need for satellite writing centres has become apparent. In response to this need, the [Faculty of Health Sciences Writing Lab](#) officially opened its doors on 9 February 2015. The Writing Lab provides FHS students and staff with convenient access to specialist writing support on their own campus.

**Our aim is not to improve the writing, but to improve the writer.**

For many people writing does not come naturally, and while great writing is hard to learn, good writing is not. We believe that with the appropriate guidance and support anyone can become a proficient academic writer. We want to empower writers by helping them develop an awareness of the practices needed to produce good writing within their discipline.

At the Writing Lab we aim to provide a safe, collaborative space where you can brainstorm and discuss ideas and challenges with a consultant who is both a trained writing specialist and a postgraduate health science student themselves. Our consultants' background gives them the






technical knowledge to access your writing with ease and understanding, while their specialised training allows them to help you identify your writing challenges, and to show you practical ways to overcome them and become a better writer. To support you on your journey to becoming a better writer, the Writing Lab offers one-on-one consultations, group consultations, workshops by request, and paper-based resources. From our interaction with students, we are also in a unique position to mediate with departments about the challenges that students are facing. In this capacity we are able to advocate on your behalf, facilitating the processes of justice and social redress at UCT.

## Services Offered

We offer both one-on-one and group consultations to both students and staff at any stage of the writing process. Whether it is just to chat about task analysis or work on a draft of your writing, we can assist you. We also offer workshops by request ONLY. If you feel that your division, research group, department could benefit from our writing workshops or writers' circles, please discuss with your course convenor or supervisor and ask them to complete our workshop request form [here](#). One of the lecturers will then follow-up on your request to arrange a meeting for further discussion.

We also run weekly *Shut Up & Write* sessions, join our MS Teams group [here](#).

## Contact the FHS Writing Lab

-  **Address:** E-floor, Room 53-27, Old Main Building, Groote Schuur Hospital
-  **Tel:** 021 650 5021
-  **Email:** [fhs.writinglab@gmail.com](mailto:fhs.writinglab@gmail.com)

## Test Board Meetings

The aim is to provide academic support for students in order to facilitate appropriate academic development for students. Regular monitoring of student progress and interviewing are used:

- For early identification of students who are struggling thus allowing for timeous intervention.
- To determine whether a student who is struggling has academic or non-academic problems.
- To motivate each student to work consistently throughout the year. To motivate each student to achieve according to his/her potential.

In 1st, 2nd and 3rd year of the MBChB curriculum, Test Board Meetings are held quarterly, after each round of class tests, in order to review individual student progress. Typically they are held in April, July and September. This enables early identification of students who are struggling. They are attended by members of the Undergraduate SDSC and Course Conveners of each academic year.

A Course Convener or a member of the Undergraduate SDSC is asked by the Test Board to interview a student who is identified as struggling. If the student's problems are academic then the Course Convener advises accordingly. If the interview reveals that the reasons for poor academic performance are non-academic, the student is referred to the Faculty Undergraduate Office, where they can be assisted or referred accordingly.

Test Board Meetings are held for 1st to 4th year Health and Rehabilitation Sciences students as well.

## Fundamentals of Health Sciences Programme

### Context

With the onset of the COVID19 pandemic and the lockdowns applied to South Africa from March 2020, the impact on teaching was significant as students were sent home, and the curriculum for all students was converted to Emergency Remote Teaching (ERT). Timing of the Semesters and assessments was shifted. It was therefore impossible to allocate any students to the Fundamentals of Health Sciences for First Year, as no student had effectively failed, the ability to assess students in an online setting was limited, and all students required some form of support, some more than others. The Augmented Support programme was launched to assist students across all years and programmes, especially the adjustment to the online curriculum component.

The suspension of the Intervention Programme for 2020 allowed for a reflection and review of the Intervention Programme based on trends in student performance and student experience feedback. The Education Development Unit and Programme Convenors thus redesigned the approach to supporting students in first year of their studies in Health Sciences. The courses under the previous year-long Intervention Programme have been replaced with a single 60-credit course named **Fundamentals of Health Sciences**.

### Design

The aim of the **Fundamentals of Health Sciences** semester is to revisit content covered in first year semester one courses of the Health and Rehabilitation Sciences programmes (Physiotherapy, Occupational Therapy, Audiology

and Speech Therapy) and the MBCHB programme to strengthen students' understanding of the basic foundational concepts and terminology.

Students will undertake their learning in an inter-professional, flexible and partially customised approach focusing on developing and enhancing study skills and learning strategies through various learning methods such as problem-solving, critical thinking, academic writing, note-taking, and time management, as well as consolidating foundational concepts in numeracy, physics, chemistry, and biology. Students will thus be guided to learn effectively and become familiar with the modes of learning that will be required of them in the rest of their studies.

All learning activities in the course are designed to enhance students' capacity to transfer knowledge and skills across different aspects and components of their studies. Teaching and learning activities will be scaffolded and mediated by lecturers; and will occur in small group tutorials, workshops and practicals in a blended learning format.

The instructional design of this semester course is based on educational theories to enhance and support student learning, understanding, and reinforcing concepts presented in mainstream curriculum.

Assessment of competencies is continuous and formative to allow students ample opportunities to strengthen their foundational knowledge.

### Rule Changes: BSc Audiology [MB011 to MB019] and Speech-Language Pathology [MB010 to MB018]

- **FBD1:** Each curriculum extends over four years of full-time study. Students who pass through the Fundamentals of Health Sciences Programme will take an additional year to complete the degree.
- **FBD2.2:** A student who fails two or more of the following courses (see Handbook) in the first semester may be required to enter the Fundamentals of Health Sciences Programme at the start of the second semester and then repeat the failed first semester courses before proceeding to the second semester courses:
- **FBD2.3:** A student who fails two or more of the following courses (see Handbook) at the end of semester 2 of the standard curriculum may be required to enter the Fundamentals of Health Sciences Programme at the start of the



next year and then repeat the failed second semester courses before proceeding to the second academic year of study:

- **FBD3.1:** The following courses must be satisfactorily completed during the Fundamentals of Health Sciences by a student who enters the Fundamentals of Health Sciences Programme:

**Code:** HSE1001F/S

**Name:** Fundamentals of Integrated Health Sciences

**Credits:** 60

**Level:** 5

### Rule Changes: BSc Occupational Therapy [MB003 to MB016]

- **FBE1:** The degree programme extends over either four or (for students passing through the Fundamentals of Health Sciences Programme) five years of full-time study.
- **FBE2.2:** A student who fails two or more of the following courses PSY1004F or PSY1006F, PPH1001F, HUB1019F, AHS1035F in the first semester of the first year of study they will be transferred to the Fundamentals of Health Sciences Programme at the start of the second semester and then repeat the failed first semester course/s before proceeding to the second semester courses.
- **FBE2.3:** A student who fails two or more of the following courses PSY1005S, HUB1020S and/or AHS1032S at the end of Semester 2 of the standard curriculum will be required to transfer to the Fundamentals of Health Sciences Programme at the start of the next year and then repeat the failed second semester course/s before proceeding to the second academic year.
- **FBE3.1:** The following courses must be satisfactorily completed by a student that enters the Fundamentals of Health Sciences Programme (see FBD3.1).

### Rule Changes: BSc Physiotherapy [MB004 to MB017]

- **FBF2.2:** A student who fails two or more courses in the first or second semester will be required to register for the Fundamentals of Health Sciences semester Programme before continuing with the standard Physiotherapy programme.
- **FBF3.1:** Students in the Fundamentals of Health Sciences Programme must register for,

attend and complete the following course (see FBD3.1)

- **FBF3.2:** A student who has successfully completed the Fundamentals of Health Sciences Programme will, in the next year, register to repeat the failed first semester or second semester courses of the first year of the standard Physiotherapy curriculum. Once the student has passed these failed first or second semester courses, they may proceed to either the second semester of the first academic year or the second academic year of the standard Physiotherapy curriculum.

### Rule Changes: MBCHB [MB014 to MB020]

- **FBA3.3:** A student who fails a first or second semester course will be required to register for the Fundamentals of Health Sciences semester Programme before continuing with the standard programme.
- **FBA5.1:** A student who fails PPH1001F, HUB1006F, PHY1025F and/or CEM1011F in the first semester of the first year of study will be transferred to the Fundamentals of Health Sciences semester Programme.
- **FBA5.2:** A student who fails HUB1007S or PPH1002S in the second semester of the first year of study will be transferred to the Fundamentals of Health Sciences Programme at the start of the next year and then repeat the failed second semester course/s before proceeding to the second academic year.
- **FBA5.3:** The student in the Fundamentals of Health Sciences Programme must register for, attend and complete the following courses (see FBD3.1).

**Attendance, completion of coursework, progression rules and Due Performance requirements.**

- **FBA6.1:** A student who has successfully completed the Fundamentals of Health Sciences Programme will, in the next year, register to repeat the failed first semester or second semester courses of the first year of the standard curriculum. Once the student has passed these failed first or second semester courses, they may proceed to either the second semester of the first academic year or the second academic year of the standard curriculum.

**Note: Any students entering the revised Fundamentals of Health Sciences Programme will change Programme codes to allow for the extended time for completion. Those students**

entering the programme must please contact the UG Administration Office if they have a bursary or funding source that may be impacted by the change, so that the Administration Office can issue a letter of explanation for the funder.

## Professional Standards Committee (PSC)

### What are professional standards?

Professional standards are the values, attitudes, and behaviours that seek to put the interests of the individuals and communities we serve first. These standards include honesty; integrity; humility; accountability to patients, colleagues, and society; respecting and upholding the rights of patients; a commitment to excellence and life-long competency; and working in partnership with the health care team and the people that we serve. The FHS aspires to graduate health science professionals with high standards of professionalism and ethics.

### Why is there a need for a PSC?

Students have long witnessed unprofessional behaviour and abuses of patient rights in health care facilities and communities during their training, experiences which may erode their own respect for professionalism and patient rights. Recent research into these experiences highlighted the need for processes for reporting violations of professional standards.

### What is the role of the PSC?

The role of the PSC is both proactive and reactive. It includes promoting awareness of professional standards among staff and students, receiving allegations of unprofessional behaviour within the service-learning environment, and supporting and advising those who speak out against unprofessional behaviour.

### Why is it important to report unprofessional behaviour?

Reporting of unprofessional behaviour, although difficult, can help to improve the quality of care to patients, to prevent the recurrence of incidents, to improve the learning experience for students, and ultimately to strengthen ethical and accountable practice.

### What do I do if I witness unprofessional behaviour?

If you witness unprofessional behaviour and feel unable to confront the perpetrator, take the following action:

- Discuss the incident and an appropriate response with the course convener, a trusted staff member, or a student colleague
- Report the incident to the Chair of the Professional Standards Committee using the Incident Report Form on the PSC Vula site

**Please note that incident reports must be made in good faith and may not be anonymous. Frivolous complaints are also violations of professional behaviour.**

### What will happen to incident reports of unprofessional behaviour?

All incident reports will be reviewed by the PSC. The PSC may request further information from the complainant and from others. The alleged perpetrator will be given an opportunity to respond to the complaint.

The PSC will consider the complaint and the alleged perpetrator's response and will write a report on the incident for the Dean of the Faculty of Health Sciences, recommending an appropriate response by the faculty. The complainant and alleged perpetrator will also receive copies of these reports, and anonymous summaries will be available on the PSC Vula site in the interests of transparency.

### How will confidentiality be maintained?


The PSC will maintain the confidentiality of the complaints. The identity of the complainant or complainants will be revealed to the alleged perpetrator only with their prior consent.

### Contact details for reporting complaints

Use the *F Incident Report Form* on the PSC Vula website.

#### Dr Chivon Gordon at

Thine Chair, Professional Standards Committee

 **Tel:** 021 658 5322

 **Email:** [c.gordon@uct.ac.za](mailto:c.gordon@uct.ac.za)

 **PSC Vula website:** <https://vula.uct.ac.za/portal>



Image: FHS

## Careers

### Career Guidance

Registered UCT students and recent graduates may book an in-depth 45-minute session with a Career Advisor. We also offer a CV Review service to those who have attended the CV Development talks and/or used the resources in the CIC. CDP provides a Quick Queries service where students can consult a Career Advisor for approximately 15 minutes on a first come first served basis.

The Quick Queries service is available on Tuesdays: 14h00 - 15h30 and on Thursdays: 10h30 - 12h00.

### Career Awareness Talks

The Career Awareness Talks series was devised to cover areas of work which typically do not feature in campus based graduate recruitment activities. Speakers present personal stories of their dynamic career trajectories - challenging many typical student career expectations. Previous Career Awareness Talks may be viewed on DVD in our CIC. Topics include Work Experience with the United Nations, Working in the Sustainable Energy Sector and Working in Police Forensics.

### The Mock Interview Programme (MIP)

The MIP enables students to experience a practice job selection interview with a professional recruiter and receive feedback on their performance.

### Publications

CDP publishes *Careering*, UCT's flagship careers education magazine and the annual Graduate Recruitment Handbook.

### Career Fairs

Annual Career Fairs provide students with an opportunity to meet and interact with graduate recruiters at a central location on campus.

### Graduate Recruitment Programme (GRP)

During the annual Graduate Recruitment Programme, more than 100 organisations seeking to attract graduate talent participate in presentations and selection interviews on campus, whilst also offering internships and bursaries. All students can use the GRP to research different employment prospects by attending a wide range of talks to help them explore options and make informed choices.



UNIVERSITY OF CAPE TOWN  
IYUNIVESITHI YASEKAPA • UNIVERSITEIT VAN KAAPSTAD

### Website and Vula [www.careers.uct.ac.za](http://www.careers.uct.ac.za)

Our website and our Vula site are both regularly updated with information about our services and events.

### Career Portal

The Career Portal is an online communication tool designed to complement campus based recruitment activities, connecting UCT students and Alumni with opportunities in the world of work. The Career Portal extends our reach to students, alumni and employers beyond the annual graduate recruitment cycle and after a gap year,



time out or first job. There is also a link service for bursaries, scholarships and vacation work for students. It can be accessed by clicking [www.careers.uct.ac.za/careerportal](http://www.careers.uct.ac.za/careerportal)

## Work / Study Project

This project links students to short term, part-time and casual job opportunities to help generate income and provide work experience opportunities while studying.

## Contact Organisations

### UCT Law Clinic

**The central mission of the UCT Law Clinic, the UCT Law Faculty's legal aid service, is to provide students with an excellent clinical legal education whilst promoting access to justice for those who would otherwise not have the means.**

Based at the University of Cape Town's Law Faculty, the [UCT Law Clinic](#) offers on-site and off-site legal advice and support. A busy, vibrant, registered legal service, the Law Clinic was started by law students in the early 1970s - the first of its kind to be established in South Africa.

The UCT Law Clinic has grown from a student run initiative to a fully functioning law practice and a Cape Law Society accredited law clinic operating within the UCT Law Faculty.

The Law Clinic is run by a professional staff of experienced practising attorneys who litigate in the District, Regional and High Courts on behalf of indigent people who would otherwise not have access to the law.

The Clinic is a paying member of the Legal Practice Council and adheres strictly to its guidelines with regard to ethical and professional conduct and to statutory obligations of the profession.

## Facilitating student success through career readiness

Digitalisation and globalisation have sparked radical shifts in how we live and work. These changes have pushed young graduates into many new professional directions and have contributed significantly to how the future of work is defined. They have not only brought to light the skills required for current and future jobs but have also ignited progressive thinking about how students can adequately prepare for the working world.



A proactive Student Development Journey approach underpins all our service offerings. This ensures that students can access stage-appropriate career learning opportunities from their first day at university through to their postgraduate studies and three years after graduation.

Supporting career development from day one has enabled many UCT graduates to make purposeful, considered career choices, enabling them to realise their potential and contribute to the communities in which they live. This is evident in UCT's employability accolades and the Graduate Gallery, which highlights our alumni's noteworthy and impactful career journeys.

Students can make use of the legal services offered. Clients are only seen through the **UCT Law Satellite Clinic**, they are not seen at the Rondebosch office.

### Contact the Satellite Clinic for an Appointment

 **Tel:** 021 650 3775 / 4890

 **Email:** [uctlawclinic@uct.ac.za](mailto:uctlawclinic@uct.ac.za)



### Downloads Protocol and Policy Documents

- [UCT Handbook: General Rules, Values, Actions and Policies](#)
- [Avoiding Plagiarism: A Guide for Students](#)
- [A Guide to Student Collaboration with Others and Using the Ideas of Others in Academic Settings](#)
- [UCT Intellectual Property Policy](#)
- [UCT Language Policy](#)
- [UCT Open Access Policy](#)

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Image: FHS

## Academic Matters

### Assessment Results

#### Self-service and Responsibility

##### Student Responsibilities

- **Maintenance and confirmation of personal and academic information.** Students are responsible for checking and maintaining their personal data and may obtain data and information via internet self-service. *UCT does not accept any responsibility for consequences arising from incorrect, invalid or missing data.*
- **Contact information.** This includes addresses and telephone numbers, as well as emergency contact information. UCT does not send email to private accounts, only to your UCT email account, which is set up for you. Contact information must be kept current so that you can be contacted if necessary and so that mail is sent to the correct address. Check and update this information via self-service.
- **Bank account information.** Payments to students (including Financial Aid allowances, bursary advances and other forms of refund) are only made to bank accounts. Ensure that UCT has details of a valid and active bank account. Check and update this information via self-service.
- **Course Registrations.** Check and confirm these once your registration data have been captured (this typically takes 2-3 days from the time that your form is handed in). UCT does not send confirmation of registration letters to students. Therefore, you must check this data regularly via self-service and report any errors promptly to your Faculty Office. Late changes will have fee implications.
- **Fee Account.** Check your fee account regularly, especially if you make changes of curriculum as this will usually affect your fees.
- **Results.** Your end-of-year results will not be mailed to you, but will be released in a downloadable verifiable format using self-service at the end of the year.

#### Important Rules

Please study the rules and policies in the **Faculty Handbook (the “red book”)** and the **UCT’s General Rules and Policies handbook (the “blue book”)**.

Please take note of the rules relating to your behaviour, your academic performance, and the rules you need to comply with in order to avoid academic exclusion.

If you are excluded you may not return to UCT. You will have an opportunity to appeal, and your appeal will be considered by the Faculty Re-admission Appeal Committee. If you are in breach of these rules you may not claim you did not know about them! It is your responsibility to inform yourself about the rules and codes of conduct.

In the red Faculty Handbook, you will find the following:

- Information about your degree structure (the courses included in each year of study).
- An overview of the content of courses, including information on how you will be assessed in these courses.
- Information about the Faculty structure (see the table in the middle of the handbook that shows all the schools, departments, divisions and research structures).
- Information about the staff in the Departments that will be teaching you.
- Rules on progression through your degree programme.

#### Test Results for Bursary Sponsors

If you need an official document giving your test results (to send to your sponsors, for example) you can obtain the form from the Undergraduate Unit. Ask your lecturers to enter and sign against your results and take the form back to the receptionist of the Undergraduate Student Administration for an official stamp before you send it off.


*You can also download your transcript from the web but the faculty office cannot certify this.*

## Examination Results

It is your responsibility to find out what your examination results are whether you are required to do supplementary examinations, when and where those supplementary examinations are, or whether and when you are required to do additional (usually clinical) training time over the holidays.


At the end of an examination period, the Faculty Examination Committee considers and approves the results of all students. You may then view your results on PeopleSoft via Self-service (you receive instructions about the Self-service facility at registration). *You will not automatically be sent hard copies of your results every year by the Records Office. If you want a hard copy mailed to you, you must request the Records Office to send this to you.*

For more information call the Records Office at

 **Tel:** 021 650 2118.

It is your responsibility to ensure that you know where and when your examinations and supplementary/deferred examinations are written.

After examinations, you may contact the Undergraduate Office to find out if you have **passed, failed**, or been awarded **supplementary examinations**, but you will not be given results telephonically.

 **Tel:** 021 406 6559 / 6634

**Supplementary examination timetables are published on the faculty notice boards and Vula.**

## Administrative Support

### Missed Test

If you miss a test on medical grounds, you will be required to submit a medical certificate from a medical practitioner to the Semester Administration **within five working days** or on the day the student returns to campus.

The student may be required to undertake a deferred class tests at a date, time and venue designated by the course Convener. If the student fails to take the deferred class test a naught (0) mark will be recorded as the mark the student gained for this class test.

## Deferred Examinations

Deferred exams are given on grounds of illness, injury, very recent death of an immediate family member, etc. Application for a deferred exam must be submitted on the correct form (available from Student Records, Kramer Law Building, Middle Campus) to the Student Records office not later than 7 days after the date of the scheduled examination. This form must be accompanied by a medical certificate (a specific medical form to be completed by a doctor is attached to the application form) or other documentary evidence. Deferment on personal grounds may be considered. **Please see the blue UCT General Rules book for full information.**


*Please note that it is your responsibility to find out whether you have a supplementary and/or deferred examination dates before you leave for vacation.*

## Supplementary Examinations

Whether or not you are awarded a supplementary examination depends on the Faculty Examinations Committee, which discusses your results after each set of examinations. You cannot apply for a supplementary examination, you are not entitled to one if you have a near-fail mark, and you cannot appeal to get one if the Examinations Committee has not awarded you one.

## Change of Address

You need to update your personal details on PeopleSoft via Self-Service. If you change your address, whether it is your home address, term address or fee account address you must also notify the Undergraduate Administrative Office who will inform the necessary departments:

 **Address:** Ground Floor, Wernher & Beit North Building, (Room N2.15)

 **Email:** [Dominique.Theron@uct.ac.za](mailto:Dominique.Theron@uct.ac.za)



## Leave of Absence (LoA)

### Absence

You may not be absent without permission from the course convener! Please refer to “Leave of Absence” in the Faculty Handbook. You must get permission to be absent from academic activities. Medical certificates and other notices of absence must be submitted to the course convener.

### Leave of Absence

You may apply for short leave of absence (1 to 5 days) from your studies on grounds of illness or bereavement, or in exceptional cases at the discretion of the course convenors. To apply, you must submit a completed “leave of absence” form, which can be collected at the office of the course administrators for the respective degrees.

Students are required to obtain permission from all conveners of the courses for which they are registered, and the convenors will sign the form to indicate whether they approve or deny your application for leave of absence. The application form must also be countersigned by the overall Year Convener or the Head(s) of Department(s) of the course(s) from which you wish to take leave of absence. The completed form is then to be submitted to the relevant administrator, as indicated on the form.

Taking leave of absence should in no way compromise the attendance requirements of your course. On the form, you will be indicating what other periods of leave you have already taken. It is important to note that short leave of absence, for whatever reason, is not automatically granted simply because a student has applied for it, and the application may be denied. Should a student choose to take leave without permission being granted, there will be serious consequences for the student upon their return from leave; including being refused permission to write final exams (i.e. being refused a Duly Performed certificate).

In the case of a medical condition or illness, a medical certificate must be submitted – this application is usually retrospective, but may be beforehand, e.g. if you are having an operation. In the case of bereavement, a student is required to submit a copy of the death certificate upon his/her return from the funeral – this application is usually made before-hand, and the Faculty Office may also assist you here. In the case of illness for only a portion of a day, or any other exceptional situations of very short duration, an explanatory letter of self-certification may be accepted – this application is usually retrospective.



#### Downloads Forms and Policy Guidelines

- [UCT FHS Leave of Absence \(LoA\) Policy Guidelines](#)
- [Leave of Absence Application Form](#)
- [Leave of Absence Guidelines](#)
- [Leave of Absence Handbook](#)
- [SOP \(Standard Operating Procedures\) to assess applications to miss classes/academic activities](#)

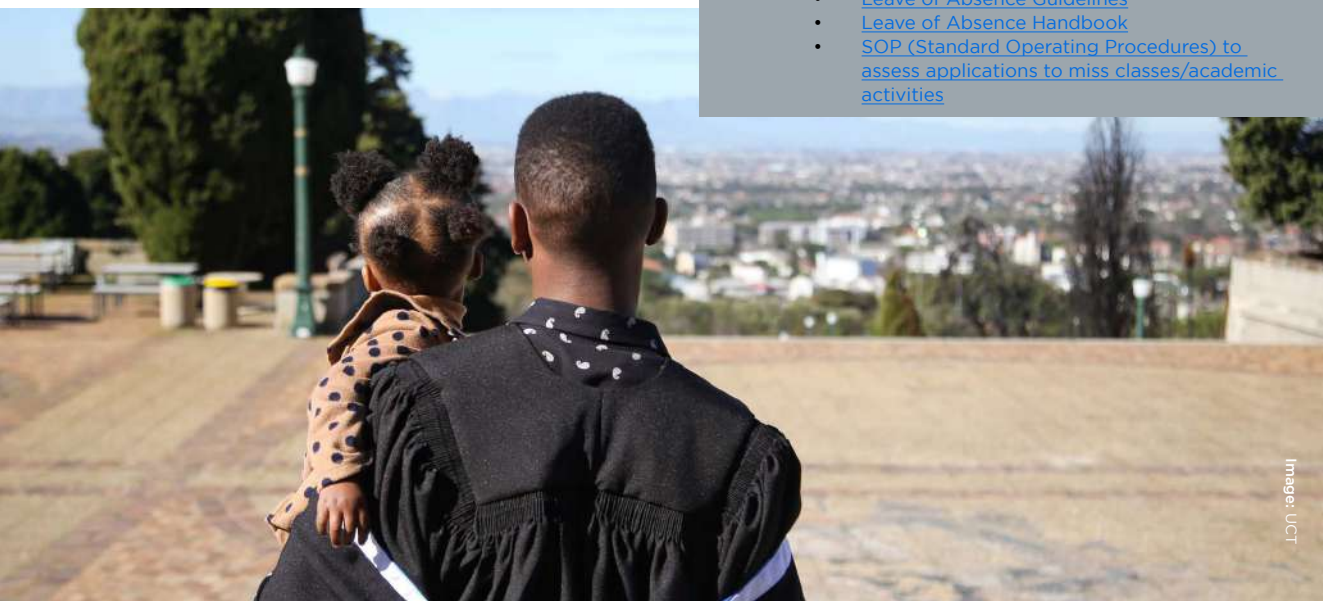


Image: UCT



Image: FHS

## Library Facilities

### Bongani Mayosi Health Sciences Library

#### About the Library

The Health Sciences Library (HSL) is a branch library of the UCT Libraries. It is situated at the Health Sciences Campus and serves all departments and divisions of the FHS. The collection ranges from books to online journals. An online catalogue and several online databases are available for research.

#### History of the HSL

The HSL, the first university medical library in South Africa, came into being in 1912 with the establishment of the Medical School of the South African College.

On 1 July 2020, the Health Sciences Library was officially renamed to [Bongani Mayosi Health Sciences Library](#) to acknowledge and celebrate the

vision, impact and influence of the late **Professor Bongani Mawethu Mayosi** on the health sciences academic endeavours and students of UCT.

Prof Mayosi was an outstanding clinician, scientist and teacher. His significant contributions to research, teaching, training and health policy have been recognised through the numerous national and international accolades bestowed on him. His commitment to academic excellence, collaboration and social transformation, influenced and inspired many.

### Bongani Mayosi Legacy Project

The aim of the [Bongani Mayosi Legacy Project](#) initiative is to acknowledge and celebrate the vision, impact and influence of the late Professor Mayosi on the health sciences academic endeavours and students of UCT. As a cardiologist, academic and Dean of the FHS, the principle of academic excellence, aspiration and collaboration in teaching, learning and research in the health

sciences were embodied in and actively promoted by Professor Mayosi.

The HSL, located within the Health Sciences Faculty, actively provides research support, nurtures academic excellence through embedding in the curriculum, and fosters student learning and engagement in a safe and accessible library space with 24/7 access to connectivity and study spaces.

As the Dean of the Faculty at the time, Professor Mayosi approved of this new space as it resonated with his passion for transformed and accessible learning spaces for a changing student population.

We believe this **legacy project**, which will introduce dynamic and contemporary design and aesthetic elements within an invigorated library space, will have a long-term impact on the aspirations and success of African health sciences students, academics and researchers thereby giving expression and keeping alive Professor Mayosi's vision and principles. Further, this initiative is particular befitting since the UCT has approved the renaming of this library as the Bongani Mayosi Health Sciences Library.

## Bongani Mayosi Academic Prize

In fostering the spirit of the kind of academic and clinician that Professor Mayosi was, the [Bongani Mayosi Academic Prize](#) aims to recognise a kindred spirit in a final-year student from nine South African Medical Schools. The inclusion of other medical schools in the academic prize is to foster a relationship of collaboration within the medical schools and students, an idea that was very close to Bongani's heart. The academic prize winners will be chosen by each respective medical school final year class.

The **Bongani Mayosi Academic Prize** is meant to be both inspirational, and aspirational to medical students across South Africa and to encourage the holistic development of medical students in all aspects of their training. It is meant to inspire excellence in three areas viz; academic, leadership and emotional intelligence as well as public service. It is aspirational as the association to a leader and academic such as Professor Mayosi is meant to encourage students to aspire beyond their expectations, to make an indelible mark in the medical fraternity. Recipients of the award will be chosen by their final year classmates, as well as epitomise his values and beliefs.

In order for us to have impact, we need, firstly, to be technically well-trained, to be trained to the best standards in the world.

Our future will be guaranteed by the quality and vision of the leaders that we leave behind as our legacy.

The patient is the beginning and end of our work - be it in service provision, research, teaching or administration.

### Professor Bongani Mayosi

28 January 1967 - 27 July 2018

Late Dean: Faculty of Health Sciences. A pioneering A-rated National Research Foundation scientist, he led a team that conducted ground-breaking research on heart disease affecting the poor, including rheumatic heart disease, congestive cardiac failure and tuberculous pericarditis. He was awarded the Order of Mapungubwe, South Africa's highest honour, in 2009. He was elected to the membership of the National Academy of Medicine in the United States, in 2017.



# A timeline of Achievements

This issue we bid farewell to a giant in the world of cardiology. Prof Bongani Mayosi.



When he first registered with the HPCSA, as a student studying towards an MBChB degree with the then University of Natal (UKZN), which he subsequently in 1989 obtained his MBChB degree

1983



2017

He was the only African to be elected to the prestigious US National Academy of Medicine.



2016

Promoted to the Dean of the Faculty of Health Sciences at UCT

1990

He then registered as an Intern from 12 January 1990 until December of the same year, when he was registered as a Medical Practitioner in the category of Independent Practice.

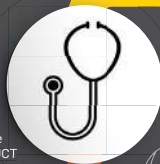


He was registered in the professional category of Independent Practice Specialist Medicine after completing his Registrar Training in recognised posts held at the University of Cape Town, attached to Groote Schuur Hospital until December 2003.

8 April 1997



He was registered in the professional category of Independent Practice Subspecialist Medicine Cardiology after he served as a Consultant in the recognised posts held at UCT



1 December 2003

He became the first black Head of the Department of Medicine at the University of Cape Town



2006

He was awarded the country's highest honour, the Order of Mapungubwe (Silver)



2009

February 2015

Minister of Health Dr Aaron Motsoaledi appointed Prof Mayosi to lead the Ministerial Task Team (MTT) to investigate allegations of administrative irregularities, mismanagement and poor governance at the HPCSA. This was as a result of progressive increase in the number of complaints made against the HPCSA by individual practitioners, professional associations, training institutions and other organisations. The MTT presented five recommendations, one of which was to overhaul the information communication technology, data and records management systems, and generally improve the efficiency of the HPCSA.

If you are struggling with depression, turn to someone for help.

Suicide Crisis Line: 0800 567 567,  
24-hour helpline 0800 12 13 14,  
to contact a SADAG counsellor:  
011 234 4837





## PROFESSOR BONGANI MAYOSI

28 January 1967 - 27 July 2018

Healer of Hearts. Pioneering Professor.  
**Hamba Kahle. Rest in Peace. Rus in Vrede.**



FACULTY OF  
**HEALTH SCIENCES**

## Opening Hours

- Hours / Term:** Mon to Thurs 08:30 – 22:00  
Fri 08:30 – 18:00  
Sat 08:30 – 12:30
- Hours / Vacation (July & December to mid-January):**  
Mon to Fri 08:30 – 17:00  
Sat 08:30 – 12:30

Libraries are closed on all Public Holidays and Sundays.

Visit the UCT [Library Opening Hours](#) portal for the latest times, bookings and seating capacity.

- Loans Desk Tel:** 021 406 6138
- Reference Desk Tel:** 021 406 6388
- Fax:** 021 448 2579
- Website:** [lib.uct.ac.za/lib/libraries/hsl](http://lib.uct.ac.za/lib/libraries/hsl)

## Joining the Library

All registered students are automatically members of the library. You must produce your student card to enter and borrow material.

## Patron's Responsibilities

Library material will only be issued on production of a valid library card. Cards are not transferable, and the card holder is responsible for all items issued against that card. It is the patron's responsibility to ensure all items issued against his/her card are cleared.

Lost cards must be reported to the Loans Desk as soon as possible.



## Loan Allocations

### Undergraduate

- 6 standard loan items for a period of two weeks (2 renewals allowed).
- 3 short loan items.
- No print journals issues.

### Short Loan

Students may borrow a maximum of three short loan items at a time. The items may be borrowed for **either one or two hours before 15:00 during weekdays. From 15:00, they may be borrowed for overnight until 09:30 the next day.**

**Short loan items borrowed on Friday must be returned by 09:30 on Monday.**

**Short loan items may be reserved**—these are not booked online, but manually in the book; therefore, they may only be **booked with the item in hand.**

**Patrons may only book one short loan item per day, may only book the same item once per week and only one week in advance.**

## Fines

- Standard loan items: **R2,00** per item per day
- Standard loan items that have been recalled: **R5,00** per item per day
- Short loan items: **R2,00** per hour

If a patron does not return overdue items after two reminders, an account will be sent for the re-placement cost of the items, plus a handling charge. In addition, the accrued fines must still be paid.

## Electronic Resources, Online Journals & Catalogues

The library has a comprehensive range of databases such as PubMed, EBSCOHost, Scopus, Cochrane and MDConsult. Online journals are available via our Journal Portal section on our homepage. In addition, RefWorks can be accessed to store references, cite and create bibliographies. To search our library holdings, you can use ALEPH, our online catalogue, which searches collections right across all UCT Libraries as well as the other three tertiary institutions in the Western Cape.



## Training

The library offers students regular training sessions on ALEPH, MEDLINE and other e-resources, including RefWorks. Special training sessions may be arranged for larger groups.

## Computing & Research

The library has two facilities for this purpose.

The Wolfson Computer Laboratory located on Level 7 has about 130 PCs for all computer related activities. The Lab is closed on Saturdays and during vacations. During these times, the health labs in the Anatomy Building can be used.

The computers on Level 2 are to be used for research-purposes only. Students are advised to use the Wolfson Laboratory for word-processing, emailing and Vula.

## Off-Campus / Online Access

To access to our electronic resources from home or elsewhere, use EZProxy from our homepage at

Website: [lib.uct.ac.za/medical](http://lib.uct.ac.za/medical)

Log in with your student number and network password.

## Reference Services

Reference librarians are available to assist patrons with information queries during library opening hours. You can also email your reference query to

Email: [lib-medref@uct.ac.za](mailto:lib-medref@uct.ac.za)

## Inter-Library Loan (ILL)

Items not held in UCT libraries may be obtained from elsewhere in South Africa or from overseas on inter-library loan. This is a free service to all students and staff at UCT. However, items sourced from overseas are charged at **R150.00** per an item.

Ask at the Loans Desk for more information, including ILL online requests.

## Public Library

All holders of Cape Town Library cards can access the public library.

Address: 021 448 2579

Enquiries Tel: 021 406 6138

Hours: Tues, Thurs and Fri 12:00 - 14:00

## Virtual Library Service

[Make a Virtual Appointment](#)

UCT Libraries also offer a comprehensive [virtual library service](#).



**Welcome to UCT Libraries**  
Virtual Library Support during Remote Learning

**Virtual Library Hours**  
Monday to Friday 08h30 - 17h00

- www.lib.uct.ac.za
- libraries@uct.ac.za
- Ask a Librarian  
libanswers.lib.uct.ac.za

**Student Orientation Guide**  
to complete your assignment or project  
[bit.ly/uctlib-virtualguide](http://bit.ly/uctlib-virtualguide)

**Virtual Library Support**  
for teaching & learning and research  
[bit.ly/uctlib-virtualsupport](http://bit.ly/uctlib-virtualsupport)

**Virtual Consultations**  
Book virtual consultations with librarians  
[bit.ly/uctlib-virtualhelp](http://bit.ly/uctlib-virtualhelp)

**Online Resources**  
Search Primo for eBooks, articles, journals and more  
[bit.ly/uctlib-primo](http://bit.ly/uctlib-primo)

uctlibraries   uctlibraries   @uctlibrary





## Museums

### Pathology Learning Centre & Museum

The [Pathology Learning Centre](#) documents changes in the understanding of pathology and in treatment; in particular, the examples of early heart transplantation work.

The pathology teaching collection probably began very soon after a department of pathology was officially formed at the early medical school in Cape Town; our oldest specimen bottle is dated 1927. By 1936 the pathology museum had grown to a considerable size.

For many years the museum was central to teaching pathology, before going into something of a decline over the last decade or two. The teaching collection is now being resuscitated thanks to funding from the Department of Education, primarily for digitisation. In the process, the specimen bottles are being restored, the catalogues are going electronic and a digital pathology website is being set up for 24 hour access to the collection by FHS students.

Jurgen Geitner and Dr. Jane Yeats have begun photographing the collection of [post-mortem books](#) , starting with the oldest one at the University, from 1927.

**Address:** Pathology Museum, Ground Floor, J S Marias Building, Falmouth Lane (next to the Mortuary)

**Hours:** Weekdays from 08h00-18h00. Weekend (arrange with the department)

The Museum is also available as a study venue when not being utilised by classes; and is invaluable when studying Anatomical Pathology.

It contains a vast collection of pathology specimens.

These are arranged in classes according to the particular system (e.g. brain, heart, etc.) and sub-categorized by type of disease process (e.g. infective, neoplastic, etc.) There are specimen catalogues available which give descriptions and a diagnosis of the specimen. Remember that the specimens are irreplaceable and must be handled with the appropriate care and respect.

**Eating and drinking in the museum is not permitted.**



## M.R. Drennan Anatomy Museum

The [M.R Drennan Anatomy Museum](#) collections include prepared specimens, both bottled and plastinated, which allow students to revise visually problematic areas of anatomy. The model collection includes a series of wax embryology models from the Ziegler studio and anatomical models ranging from papier-mâché to the modern silicon copies. The department also houses a skeletal collection of over 400 archaeological and forensic skeletons, as well as a skeletal collection of identified individuals – used for research purposes.

## Nagin Parbhoo History of Anaesthesia Museum

The [Nagin Parbhoo History of Anaesthesia Museum](#) housed in UCT's Department of Anaesthesia and Perioperative Medicine situated in the New Groote Schuur Hospital in Observatory. Artefacts in the museum reveal the long and often painful change in anaesthesia from an art in the early 1900s to a science in the post Second World War era.

The museum is acknowledged as the official [South African Society of Anaesthesiology \(SASA\)](#) museum and has a section devoted to the History of the Society, including a display dedicated to the successful hosting by SASA of the 14<sup>th</sup> [World Congress of Anaesthesiology in Cape Town in 2008](#).

## Visits to the Museum

The museum forms part of an active department and visitors wishing to do so are welcome by appointment.

## Contact the Museum

**Peter Gordon** Honorary Curator

✉ Email: [peter.gordon@uct.ac.za](mailto:peter.gordon@uct.ac.za)

**Dr Robert Nieuwveld** Assistant Curator

✉ Email: [robert.nieuwveld@uct.ac.za](mailto:robert.nieuwveld@uct.ac.za)

**Mrs. C Wyngaard** Department Secretary

☎ Tel: 021 404 5004



## Chris Barnard Heart of Cape Town Museum

### One of the greatest moments in medical history

On 3 December 1967 a small operating theatre at Groote Schuur Hospital in Cape Town made world news. The dedicated, skilled, and courageous team completed the first human-to-human heart transplant – a feat of medical expertise that was to shape surgeries from that day forward.





At the [Heart of Cape Town Museum](#), you can go behind the scenes and learn about all those who played a role in pushing the boundaries of science.

The human heart transplant, one of the greatest moments in medical history, was made possible by an extraordinary interplay of scientific dedication; human courage and generosity and a timely chain of events.

Today, the museum honours all those who contributed to the surgical feat that pushed the boundaries of science, into the dawn of a new medical era, an era in which it became possible to transplant the symbol of the essence of life, our human heart.

The museum opened in December 2007 marking the 40<sup>th</sup> anniversary of the pioneering heart transplant surgery. It draws attention to ethical and moral implications that came up at the time. **It also highlights the ways in which Dr Barnard's accomplishment put South Africa and the University of Cape Town on an international stage.**

#### Book a Guided Tour

-  **Address:** [Groote Schuur Hospital](#)
-  **Tel:** 021 404 1967
-  **Admission:** [Skip the Line. Book Online.](#)
-  **Hours:** Mon to Fri 09:00 - 15:00

It is the crowning effort of a team of men and women who bring at that moment, the training of a lifetime. Structured with the inherited technique and skill of a millennium – all are fused to one objective: to replace a dying heart with a new one, to save one life.

**Professor Christiaan Barnard**  
8 November 1922 – 2 September 2001

Late Head: Department of Cardiothoracic Surgery. World-renowned cardiac surgeon who led the team that performed the world's first human-to-human heart transplant operation.

## Administrative & Graphic Services

### Post

#### External Mail

The closest Post Office is in St Peter's Square, Observatory. This is situated behind the Falmouth Building, Faculty of Health Sciences.

#### Internal Mail

This is used for all mail destined for UCT Departments, Faculties, etc. The mail can be deposited in the box at the front entrance of the Barnard Fuller Building (next to security desk).

### Medical Graphics


#### Imago Visual

Imago Visual offers the following print and digital services:

- Photography.
- Illustration.
- Graphic Design: infographics, drawings, posters, and over-head transparencies.
- Processing and printing of film and slides.
- Audio visual loans and television services: video and audio recording, editing, voice over, copying from/to VHS and Betamax and sound.

#### Contact Imago Visual

 **Address:** 219 Lower Main Road, Observatory

 **Tel:** 021 447 6783

**Facebook:** [www.facebook.com/imagovisual](http://www.facebook.com/imagovisual)

 **Email:** [info@imago-visual.com](mailto:info@imago-visual.com)

 **Website:** [www.imago-visual.com](http://www.imago-visual.com)

## Computer Use

Computer skills are essential for both study and career purposes in all disciplines.

The FHS is firmly committed to the integration of computer skills training and computer-assisted learning as part of its curriculum.

## Assessment of your Existing Computer Skills

All 1<sup>st</sup> year students will perform a skills assessment in the computer laboratories during the Orientation period to determine the level of their existing skills. These assessment procedures will assist staff to determine the training needs among the 1st year student group.

**These are NOT entrance tests, but diagnostic ONLY.**

### If you have no / hardly any computer skills

**Don't panic!** There are other students who have never had an opportunity to use a computer, and help will be available to get you started. The Centre for Educational Technology (CET) provides intensive courses in basic computer literacy during the Orientation period. Students will be informed during Orientation whether they must attend one of these courses.

For more information you can contact the **Computer Literacy Co-ordinator** in CET:

 **Email:** [desiree.mckie@uct.ac.za](mailto:desiree.mckie@uct.ac.za)

### If you already have computer skills

You will then attend a short introductory session to the Health Sciences computing facilities in the computer laboratories during Orientation.

**More information will be given during Orientation.**

## Computer Training as Part of the Curriculum

All students will attend computer training sessions throughout their first year of study. The outcome of the skills assessment will determine which parts of the Programme each student has to attend.

**More information will be given during Orientation.**

## Computer-Assisted Learning in the Curriculum

As part of the curriculum, each 1<sup>st</sup> year student will spend up to 2 hours per week in the computer labs. During these sessions, students will receive ongoing training in a range of applications, including the Internet, on-line library catalogues, Health search engines, etc. Students will also work



on computer-assisted tasks and exercises related to other parts of the curriculum, and in preparation for group sessions. Attendance at these sessions will depend upon computer skills in various areas and must be seen as an integral part of the learning contract.

One lab will result in its being disabled across campus - if you have access to labs in other faculties, this will affect your use of those labs too.

**Eating or drinking is NOT allowed in the labs.**

## Health Sciences Student Computing Labs

ICTS manages the [Health Sciences Student Computing Labs](#) for the FHS. [Garth Hector](#), the Lab Administrator, together with Assistant Lab Administrators and Lab Assistants, manages lab bookings, assists the faculty staff and students where necessary and ensures that students abide by the lab rules as set out in the [General Rules and Policies handbook](#) (page 56).


Please view the [current COVID-19 restrictions](#) in place for student computing labs.

### What facilities are available?

FHS 1<sup>st</sup> year students will mostly make use of the five training labs and the open-access area in the Health Lab in the Student Learning Centre, both for training and for self-study purposes. When these facilities are in use for teaching purposes, students also have access to the Wolfson Computer Lab on the 7<sup>th</sup> floor of the Health Sciences Library.

### New Learning Centre




All registered students can use the lab.

-  **Address:** Anatomy Building, Basement/Level 1
-  **Tel:** 021 406 6728
-  **Hours:** Mon to Fri 06:00 – 18:00  
Sat, Sun & Public Holidays 08:30 – 17:00

During vacations, these times will be reduced – notices will be placed in the labs advising you of times.

### Wolfson Computer Lab

All registered students can use the lab.

-  **Address:** Level 7, FHS Library
-  **Tel:** 021 406 6146
-  **Hours:** Mon to Thurs 08:30 – 21:45  
Fri 08:30 – 17:45

## Use of Computer Labs

Each student will be given a username (and email address) and password before or at registration. You must always keep your password in a safe place.

Your email address will be based on your student number e.g. BNDJAM007@uct.ac.za. If you lose your password, or don't change it in time, you can ask the lab tutors for a new one (do not approach the Faculty Office!) Please note that having an email address does not guarantee you open access to do your private emailing in the faculty labs.

Facilities are limited and academic use takes precedence over social use. Notices will be posted in the labs advising you of rules in this regard. Please read the notices in the labs regularly to keep informed. There are printing, scanning, binding and CD-cutting facilities available in Health lab. Details will be provided during the introductory session.

The lab tutors will assist students wherever possible, but outside the teaching sessions, it is not their task to teach you how to use a computer - you must attend the training offered to acquire the necessary skills. In the labs there are also online self-training courses (called Learn Online – access via My Workspace in Vula) available for the most common applications, for use by all students in their own time.

### Computer Lab Rules

The lab tutors are your first port of call for all computer or lab usage problems. They will refer you, or the problem, on if necessary. Do not approach other lab staff, faculty office staff, or teaching staff on these matters, as they will be unable to assist and will refer you back to the tutors.

**Please familiarise yourself with the lab rules, which are prominently displayed in the labs.**

**If you break any of these rules, your user account will be disabled for an appropriate length of time.**

**Please note that disabling your account in one lab will result in its being disabled across campus if you have access to labs in other faculties, this will affect your use of those labs too.**

## Ground Rules

- Transfer from One Programme to Another **102**
- Codes of Conduct **102**
  - Dress Code **102**
  - General Behaviour **102**
  - Academic & Clinical Training **102**
  - Patient Relationships **103**
  - Primary Health Care - Health for All: Declaration of Alma-Ata **104**



Image: FHS


# Ground Rules


## Transfer from One Programme to Another

**Please note that it is not possible to “transfer” from one programme to another.**

If you want to study another undergraduate programme in this Faculty you may apply for admission to first year, in competition with all other applicants who apply for admission.

For more information see the FHS Undergraduate Admissions Officer in the [Undergraduate Admissions Office](#).

 **Address:** Wernher & Beit Building, Anzio Road, Observatory

 **Tel:** 021 406 6634

 **Email:** [FHSReg@uct.ac.za](mailto:FHSReg@uct.ac.za)

## Codes of Conduct

The general rules for students in the faculty states that **“students doing clinical work are expected to act in accordance with the ethical norms laid down by the HPCSA”**.

This guide sets out the behaviour expected of all health sciences students in their personal and professional lives and in the presence of patients and their families. The intention of the guide is **to encourage students to maintain high standards in their personal and professional lives and to strive to uphold, in their behaviour, the high esteem in which health professionals are viewed.**

## Dress Code

Students are expected to dress appropriately, particularly when they are in contact with patients and include the following:

- Be tidy, clean and neat.
- Refrain from wearing very casual or inappropriate clothes (no bare midriffs, shorts, short skirts or slipslops).
- Refrain from sporting hairstyles and jewellery that may offend patients and their families.
- Maintain a high standard of personal hygiene.
- Wear uniforms or clean white coats where appropriate.

## General Behaviour

Students need to be aware that their behaviour outside the clinical environment, including in their personal lives (including behaviour on social networking websites) impacts on both their clinical and academic work and may have an impact on the confidence that their patients and their teachers have in them and their fitness to practice.

Students are expected to be polite, honest, compassionate and trustworthy and act with integrity. This includes being honest when conducting research, writing reports and logbooks and when completing and signing forms.

Students need to be aware of plagiarism and report it when observed in others.

Students need to be present and punctual for all formally arranged learning opportunities and assessments or provide medical or other valid reasons for their absences.

## Academic and Clinical Training

Students need to take responsibility for their own learning and to maintain their learning and skills throughout their careers. This means that they need to keep up to date and practice as much as possible the skills that they are taught.

Health sciences professionals learn through seeing procedures done, trying these skills under supervision or in a clinical skills laboratory and then practising the skills in a clinical environment under supervision until they are skilled enough to do these alone. Students are expected to gain as much clinical proficiency as they can.

Students are expected to adhere to the following codes of conduct:

- Attend all structured teaching and learning sessions: lectures, tutorials, clinics, ward rounds: after hours duties, and lab sessions.
- Complete all assignments and written work on time.
- Show respect for the knowledge and skills of their teachers and others involved in their learning.
- Behave with courtesy towards teachers, administrators and support staff.



- Reflect on the feedback they are given about their behaviour and performance and respond appropriately.
- Respond to communication, whether this be in connection with patient care or their own education.
- Give constructive feedback on the quality of their learning and teaching.

## Patient Relationships

FHS students have extensive contact with patients and their families throughout the clinical years of their training. Patients generally look upon the students as part of the health care team. This places responsibilities upon the student to behave in a manner that earns the respect of patients.

Students are expected to adhere to the following codes of conduct:

- Be respectful, polite and considerate towards everyone including patients, their escorts, community members, staff and fellow students.
- Greet patients politely and address them appropriately being mindful of age differences and sensitive to the cultural context.
- Build relationships with patients and their families based on honesty, openness, trust and good communication.
- Maintain a professional boundary between themselves, their patients and anyone else close to the patient.
- Ensure that patients or their caregivers give their informed consent for any activity performed by the student on the patient.
- Ensure that they are adequately supervised when performing any procedures on patients.
- Be aware of the rights of the patient and respect the decisions made by patients.
- Not unfairly discriminate against patients nor allow personal views to affect the treatment that they provide. (This includes views about ethnic origin, race, age, colour, culture, gender, sex, religious beliefs, political orientation, lifestyle, marital status, disability, sexual orientation, social and economic status).
- Ensure they maintain patient confidentiality and not discuss the patient with anyone not directly involved in the patient's care.
- Be aware of ethical issues in relation to the care of the patient.
- Ensure that they are clearly identified as students.
- Be aware of their own limitations in relation to the care of the patient and refer to their supervisors.
- Ensure the protection of their own health when treating patients.





1978



2018

# Primary Health Care

## Health for All

### Declaration of Alma-Ata

International Conference on Primary Health Care, Alma-Ata, USSR, 12 September 1978

The International Conference on Primary Health Care, meeting in Alma-Ata this twelfth day of September in the year 1978, expressing the need for urgent action by all governments, all health and development workers, and the world community to protect and promote the health of all the people of the world, hereby makes the following declaration:

**I** The Conference strongly reaffirms that health, which is a state of complete physical, mental and social wellbeing, and not merely the absence of disease or infirmity, is a fundamental human right and that the attainment of the highest possible level of health is a most important world-wide social goal whose realization requires the action of many other social and economic sectors in addition to the health sector.

**II** The existing gross inequality in the health status of the people particularly between developed and developing countries as well as within countries is politically, socially and economically unacceptable and is, therefore, of common concern to all countries.

**III** Economic and social development, based on a New International Economic Order, is of basic importance to the fullest attainment of health for all and to the reduction of the gap between the health status of the developing and developed countries. The promotion and protection of the health of the people is essential to sustained economic and social development and contributes to a better quality of life and to world peace.

**IV** The people have the right and duty to participate individually and collectively in the planning and implementation of their health care.

**V** Governments have a responsibility for the health of their people which can be fulfilled only by the provision of adequate health and social measures. A main social target of governments, international organizations and the whole world community in the coming decades should be the attainment by all peoples of the world by the year 2000 of a level of health that will permit them to lead a socially and economically productive life. Primary Health Care is the key to attaining this target as part of development in the spirit of social justice.

**VI** Primary Health Care is essential health care based on practical, scientifically sound and socially acceptable methods and technology made universally accessible to individuals and families in the community through their full participation and at a cost that the community and country can afford to maintain at every stage

of their development in the spirit of self-reliance and self-determination.

It forms an integral part both of the country's health system, of which it is the central function and main focus, and of the overall social and economic development of the community. It is the first level of contact of individuals, the family and community with the national health system bringing health care as close as possible to where people live and work, and constitutes the first element of a continuing health care process.

#### **VII Primary Health Care:**

1. Reflects and evolves from the economic conditions and sociocultural and political characteristics of the country and its communities and is based on the application of the relevant results of social, biomedical and health services research and public health experience.
2. Addresses the main health problems in the community, providing promotive, preventive, curative and rehabilitative services accordingly.
3. Includes at least: education concerning prevailing health problems and the methods of preventing and controlling them; promotion of food supply and proper nutrition; an adequate supply of safe water and basic sanitation; maternal and child health care, including family planning; immunization against the major infectious diseases; prevention and control of locally endemic diseases; appropriate treatment of common diseases and injuries; and provision of essential drugs.
4. Involves, in addition to the health sector, all related sectors and aspects of national and community development, in particular agriculture, animal husbandry, food, industry, education, housing, public works, communications and other sectors; and demands the coordinated efforts of all those sectors.
5. Requires and promotes maximum community and individual self-reliance and participation in the planning, organization, operation and control of Primary Health Care, making fullest use of local, national and other available resources; and to this end develops through appropriate education the ability of communities to participate.
6. Should be sustained by integrated, functional and mutually supportive referral systems, leading to the progressive improvement of comprehensive health care for all, and giving priority to those most in need.

**7.** Relies, at local and referral levels, on health workers, including physicians, nurses, midwives, auxiliaries and community workers as applicable, as well as traditional practitioners as needed, suitably trained socially and technically to work as a health team and to respond to the expressed health needs of the community.

**VIII** All governments should formulate national policies, strategies and plans of action to launch and sustain Primary Health Care as part of a comprehensive national health system and in coordination with other sectors. To this end, it will be necessary to exercise political will, to mobilize the country's resources and to use available external resources rationally.

**IX** All countries should cooperate in a spirit of partnership and service to ensure Primary Health Care for all people since the attainment of health by people in any one country directly concerns and benefits every other country. In this context the joint WHO/UNICEF report on Primary Health Care constitutes a solid basis for the further development and operation of Primary Health Care throughout the world.

**X** An acceptable level of health for all the people of the world by the year 2000 can be attained through a fuller and better use of the world's resources, a considerable part of which is now spent on armaments and military conflicts. A genuine policy of independence, peace, détente and disarmament could and should release additional resources that could well be devoted to peaceful aims and in particular to the acceleration of social and economic development of which Primary Health Care, as an essential part, should be allotted its share.

The International Conference on Primary Health Care calls for urgent and effective national and international action to develop and implement Primary Health Care throughout the world and particularly in developing countries in a spirit of technical cooperation and in keeping with a New International Economic Order. It urges governments, WHO and UNICEF, and other international organizations, as well as multilateral and bilateral agencies, nongovernmental organizations, funding agencies, all health workers and the whole world community to support national and international commitment to Primary Health Care and to channel increased technical and financial support to it, particularly in developing countries. The Conference calls on all the aforementioned to collaborate in introducing, developing and maintaining Primary Health Care in accordance with the spirit and content of this Declaration.



UNIVERSITY OF CAPE TOWN  
IYUNIVESITHI YASEKAPA • UNIVERSITEIT VAN KAAPSTAD



FACULTY OF  
HEALTH SCIENCES

## Finance Matters

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Image: FHS

# Finance Matters

## Fees

Visit the [Fees portal](#) on the [UCT Student's website](#) for the latest updated information.

## Overview

The University of Cape Town operates on a course-based fee structure inclusive of all “add-ons”. Thus, the dictum that “the price you see is the price you pay” applies to all academic offerings across the university.

The all-inclusive course-based fee structures published in **Section 12** of the fees handbook, together with the relevant faculty handbook, will enable students to accurately calculate the cost of their academic studies at UCT.


The faculty handbook will show which courses can be taken and the relevant course code. Students can use this code to look up the all-inclusive cost of the course in the fees handbook. The sum of these costs will give the total cost for the set of chosen courses as there are no levies or additional academic charges.

Faculty handbooks can be obtained from the relevant faculty office and this information is also available on the handbooks page.

Since your fees account is based on your academic load, it is your responsibility to check your enrolment for courses in the current year.




## General Enquiries

You can request the handbook by contacting the **Fees Office**:

-  **Address:** Level 3, Kramer Law Building, Middle Campus
-  **Postal Address:** University of Cape Town, Private Bag Rondebosche, 7701
-  **Tel:** 021 650 1704
-  **Email:** [fnd-feeeng@uct.ac.za](mailto:fnd-feeeng@uct.ac.za)
-  **Hours:** Mon to Fri 09h30-12h30 & 13h30-15h30

## Payments

### Cashiers Office

-  **Address:** Middle Campus, Level 3, Kramer Law Building
-  **Tel:** 021 650 1704
-  **Fax:** 021 650 4768

### Cash and Cheque Payments

-  **Hours:** Mon to Fri 09:00 – 15:30

## Refunds

Students to complete the *Student Refund Request form*. Payments made on Mondays, Wednesdays and Fridays.

## Account Payments

**Account Name:** University of Cape Town  
**Bank:** Standard bank  
**Branch:** Rondebosch  
**Account Number:** 270689982  
**Branch Code:** 025009

**Please note that account statements are provided for fees only. Students must fax proof of payment to the fees office (see above).**

## Banking

Standard Bank has an Auto bank and an Auto plus Machine in Hospital Street at Groote Schuur Hospital.

There is also a First National Bank BOB Machine as well as an ABSA auto bank.

There are also Auto banks for Standard and ABSA clients at St Peter's Square shopping centre, on the corner of Anzio and Main Roads.

## Remember

Please check your UCT email account regularly. Administrative and academic departments will use email to send certain important information to you.



## Financial Assistance

**UCT is committed to helping students who can't afford university fees, as long as they meet the financial criteria and register good academic progress.**

Many UCT students receive financial aid from the National Student Financial Aid Scheme (NSFAS), from donations and bursaries, as well as from GAP funding from UCT, which funds students who do not qualify for NSFAS funding, but whose families are also not wealthy enough to pay their full fees. Over the years UCT Financial Aid has enabled thousands of young people to pursue their academic goals.

### Overview

#### NSFAS & UCT Financial Assistance

As of 1 August 2016, the National Student Financial Aid Scheme (NSFAS) opened its student-centred application model. First-time applications for financial aid, as well as funding renewal for those students who are already recipients of NSFAS funding, will be handled centrally via NSFAS. Although applicants may have applied to multiple institutions for admission to study, only one financial aid application directly to NSFAS will be required.

In December 2017, the President announced an increase in the NSFAS financial eligibility criteria for first time entering students (FTENS) effective from 2018. The gross income cut-off is R350 000 gross family income pa. The financial eligibility for current students remains unchanged. The funding provision from NSFAS changes from a loan to a grant effective from 2018.

**Note: Any students that was a first-time entering student prior to 2018, will still be evaluated by NSFAS on the previous financial eligibility cut-off of R122 000 gross family income per annum.**

All students and learners who need financial assistance should apply to NSFAS through the [NSFAS Online Application system](#).

UCT has additional funding programmes to assist students; GAP funding and Sibling rebate Bursary – for those not eligible for NSFAS. Applicants/Students with an unsuccessful NSFAS application

status on R350 000 income will be sent an application form to determine their eligibility for UCT funding.

For more information provided on all UCT's financial assistance programmes and the general rules and policies that apply on the [Financial Assistance/Overview](#) page.

#### How and where to apply for NSFAS

Visit the [MyNSFAS portal](#) on the NSFAS website and proceed to register your online application.

The NSFAS contact details are outlined below should you require assistance or visit your closest tertiary institution's **Financial Aid Office** for further assistance.

 **Toll free Number:** 0860 0067 327

 **Email:** [info@nsfas.org.za](mailto:info@nsfas.org.za)

We encourage applicants to print a copy of their NSFAS online application and keep a record of all supporting documents in case they are required later. Also check your email account regularly for correspondence from NSFAS and UCT.

**Note: All applicants that apply online to NSFAS must make sure that they receive an application reference number after the application is submitted. Your application has not submitted successfully if you do not receive an application reference number.**

### Financial Aid

[Financial Aid](#) is comprehensive funding based on approved costs of study. The approved cost of study is set annually by the Department of Higher Education and Training National Bursary Rules and Guidelines.

NSFAS will allocate funding to eligible students based on their approved cost of study; this does not include cover for clubs and societies or any penalties.

Applicants must check their MyNSFAS portal for the outcome of their application. NSFAS will advise Universities of applicants and returning students funding eligibility status.

The registration (cost of study) costs will be submitted to NSFAS for eligible students after



registration. NSFAS will only confirm the actual funding amount once registration cost data is received and processed by NSFAS.

It is important to note that NSFAS is not aware of the programme of study an applicant registers for until registration data is submitted. A student may have a funding eligible status, but registers for an unfunded course. NSFAS will not process/award any funding in this instance. It is therefore the applicant's responsibility to ensure that they are familiar with the list of NSFAS funded programmes (available on their website).

### Eligibility Criteria for Financial Aid

UCT will receive from NSFAS the relevant application information confirming eligibility for funding.

All NSFAS applications are checked against the following eligibility criteria:

- Citizens and permanent residents of South Africa.
- First undergraduate qualification.
- Financial eligibility.
- If the student was registered at a tertiary institution before, and the number of years of registration to apply the N+1 rule.

### GAP Funding

[GAP Funding](#) is considered for those applicants that did not meet the NSFAS eligibility criteria but still need some financial assistance towards their study costs. Student Financial Aid will send GAP funding applications to applicants/students whose application has been rejected by NSFAS on the R350 000 income exceeded. Each application will be evaluated for GAP funding eligibility.

The financial assistance provided to GAP funded students is a course fee bursary and a UCT Loan offer. Students with a gross family income of between R350 000 and R600 000 are eligible for GAP funding.

Realising how hard it is to finance more than 1 students cost of tertiary study, provision has been made to provide additional assistance for siblings at UCT. For GAP funded students with siblings at UCT - the 2nd and subsequent siblings will receive a 70% course fee bursary if all siblings have applied for funding and are undergraduate students.



## UCT Administered Bursaries towards Course Fees

GAP funded students will receive a non-repayable course fee bursary ranging from 70% to 50%, based on the gross family income.

A first year BCom student could get as much as R45 000 as a course fee bursary.

## UCT Student Loan Offer

GAP funded students will qualify for either a R51 400 or a R14 300 UCT loan offer. The loan offer is based on whether you are a local student or from out of town, with local students being offered a R14 300 loan, and out of town students a R51 400 loan. Note this loan is underwritten by UCT.

## GAP Funding Rules

In the interest of ensuring an equitable and fair allocation of resources given the demand for financial assistance, the following GAP Funding Rules apply to any funding awarded.

- Students that have paid all their fees will have funding withdrawn pro rata to the credit in their account.
- Students with sponsorship or scholarships will have their UCT Tuition bursary reduced and thereafter the loan offer will be reduced or cancelled equivalent to the other funding received.
- Students receiving UCT GAP funding will be adjusted should NSFAS provide/allocate funding.
- Students will not receive UCT GAP funding if other funding received exceeds the UCT determined GAP funding package.
- All GAP funded students are expected to pay their contribution towards study cost.
- Loan conditions will be applied, and loans are repayable once a student finish or stops studying
- The Loan offer is towards outstanding fees. Students will only receive funding for private accommodation should they have a credit. No other refunds permitted.

## How do you apply?

UCT is part of the National Student Financial Aid Scheme (NSFAS) student-centred application model. All students and applicants that require

financial support must apply to NSFAS.

Unsuccessful NSFAS applications on income exceeding R350 000 will be sent an application for GAP funding eligibility assessment.

Visit the [MyNSFAS portal](#) on the NSFAS website and proceed to register your online application.

## Undergraduate External Funding

### How scholarships and bursaries from external sources affect financial assistance

If you receive **full cost** assistance from sources other than UCT, e.g. a company or charitable organisation, the university will withdraw the assistance it has offered you. If you receive a small or partial scholarship (a grant based purely on merit) or a bursary/grant from sources other than UCT, your financial assistance will be adjusted accordingly.

**Note: Failure to inform the university of other sources of funding will result in the withdrawal of the financial assistance given by the university and disqualification of all future funding.**

For information regarding funding from companies and organisations outside of UCT, please check the [Bursary Noticeboard](#).

## Scholarships

[Scholarships](#) are a form of financial aid awarded to students to further education.

### About scholarships awarded at UCT

- Faculties offer two kinds of undergraduate scholarships: **Faculty Entrance Scholarships**, and **Faculty Scholarships**.
- Faculties use different criteria and methods to identify scholarship recipients. The value of the entrance scholarship may vary, and is reflected in the respective [faculty section](#).
- Faculties make awards using information provided in applications for admission and academic achievement in the previous year.
- **Faculty Entrance Scholarships** are awarded to applicants on the basis of NSC achievement in open and redress pools. For **Faculty Entrance Scholarships**, redress is determined by an applicant's disadvantage factor.

- **Faculty Scholarships** are awarded to returning students on the basis of academic achievement in open and redress pools. For Faculty Scholarships, redress is determined by self-declared racial identity.
- An applicant or student who is entitled to staff fees, will have the record of the award noted on his or her transcript but the amount paid into the fee account will be a pro-rated percentage of the standard award.

### General conditions applicable to Faculty Entrance Scholarships

- **Faculty Entrance Scholarships** are for undergraduate students who are applying to enter the University for the first time, and are for the first year of academic study.
- Except in the BAS and in the Performing and Creative Arts where audition and portfolio rankings are considered, **Faculty Entrance Scholarships** are guaranteed to applicants who attain the published faculty threshold levels.
- Eligibility for **Faculty Entrance Scholarships** is restricted to South African citizens and to South African permanent residents.
- A **Faculty Entrance Scholarship** may be withdrawn entirely if a recipient cancels his or her academic registration before writing mid-year examinations (recipients who cancel registration after writing the mid-year exams will receive half the scholarship value).
- **Faculty Entrance Scholarships** are valid for the year in which the offer is made. Applicants deferring their studies will need to meet the published threshold level for the year in which they register. Faculties may rollover an Entrance Scholarship offer for applicants who take a 'Gap year'.
- A small portion of the faculty's allotted amount for Faculty Entrance Scholarships is set aside to be awarded at the dean's discretion and may be used for awards to applicants holding international school-leaving qualifications.

### General conditions applicable to Faculty Scholarships

- **Faculty Scholarships** are offered to students in their second or third year of undergraduate study. (Some Faculties also make awards for subsequent years of study.) Faculty Scholarships are tenable for one year.

- To be considered for a **Faculty Scholarship**, a candidate must be registered for a full curriculum workload for the specified programme/qualification, and may not have failed a course within the programme for which he/she is registered.
- While minimum levels of academic achievement, as defined by each Faculty and for academic programmes as specified will apply, Deans may exercise discretion when making scholarship awards taking into account a candidate's academic record, circumstances and the advice of selection panels and heads of academic departments, as appropriate.
- **Faculty Scholarships** may be withdrawn if a recipient fails to register at the University for the year in which the scholarship is awarded, changes his or her programme registration to another Faculty, or cancels his or her academic registration before writing mid-year examinations (recipients who cancel registration after writing the mid-year exams will receive half the scholarship value).

### Contact the Financial Aid Office

- 📍 **Address:** Level 3, Kramer Law Building, Middle Campus
- ☎ **Tel:** 021 650 2125 / 3545
- ✉ **Email:** [sfa-finaid@uct.ac.za](mailto:sfa-finaid@uct.ac.za)
- 🕒 **Hours:** Mon to Fri 08:30 - 16h30

## Insurance

### UCT does not provide personal insurance cover.

You should consider insurance policies that cover you for the loss of personal items such as phones, laptops and cameras, as well as travel insurance for lost luggage or having to rebook your ticket.

### Did you know you pay premiums (part of your fees), for a Personal Injury Insurance Scheme?

This insurance covers students against accidental injuries that occur while (for example) participating in a UCT-related sporting activity. **Please note that this cover only becomes effective once you have exhausted your medical aid cover.**

## Procedure to file a claim


1. Contact: Reception at Main Clinic Student Health Service (SHS) or the Insurance Advisor at SHS Satellite Clinic or the Sports Injuries Clinic within 48 hours of the accident.
2. Complete the claim form provided and return it to the above.
3. Pay any medical bills that are incurred. It is the student's responsibility to settle all medical accounts, not UCT.
4. Send copies of these accounts to the Insurance Advisor.
5. On settlement of the claim a cheque will be issued, less the excess.

## To claim for Physiotherapy

Contact Reception, SHS Main Clinic. Complete claim form and return, together with R40 excess to reception.

**Contact the Insurance Advisor, Student Health Satellite Clinic**

 **Address:** 28 Rhodes Avenue, Mowbray

 **Tel:** 021 650 3662 / 4355 / 3000

## UCT Benefit Scheme for Students (The Scheme)

The UCT offers a [Benefit Scheme for Students](#), which aims to supplement registered students' private medical aid or insurance schemes, in the event of UCT-related unintentional injury.

### Maximum benefits

- **Funeral Expenses:** R10 000.
- **Medical Expenses:** 8 000 or R25 000 (where the student is involved in an official field trip for academic purposes).
- **Physiotherapy Expenses** (at the UCT Sports Injuries Centre): R700.

The Scheme is effective from 48 hours prior to the start of term and expires 48 hours after the close of term.

The Scheme includes any sporting, cultural or academic activity under the auspices of the University outside this period e.g. the Scheme covers a student who is required to participate in a sports tour (provided the student is a member of a specific club); attend a conference; or undertake academic work during the vacation in connection with their academic course, such as fieldwork or an engineering workshop practice. Winter sports, mountaineering (with the use of ropes), hang-gliding and motor-cycling are included (but exclude racing) provided the student is a member of that UCT club.

### Important Notes

- The Scheme is not a medical aid scheme or an insurance policy, but is designed as a contingency measure against unanticipated medical expenses arising out of personal injury resulting from UCT-related unintentional injury.
- The Scheme offers an added benefit for funeral expenses.
- Students are expected to have adequate private medical aid or insurance cover. The Scheme cannot be used instead of a medical savings account, or where a student has elected not to cover day-to-day medical costs.
- Students are liable for all expenses incurred even though the university administers the process for students to claim for those medical expenses which fall within the rules of The Scheme. Students may face litigation by medical practitioners e.g. hospitals, doctors if they fail to pay for all expenses incurred.
- Students in residence should provide their own insurance of all personal possessions. UCT does not accept liability for any personal items that may be stolen or damaged.

### Contact the Medical Administrator, UCT Student Wellness Services for Enquiries / Claims

 **Address:** , Rhodes Avenue, Mowbray, 7700

 **Tel:** 021 650 1020 / 1019



### Downloads Protocol and Policy Documents

- [UCT Bursary and Loan Opportunities for Undergraduate Study](#)
- [UCT Benefit Scheme for Students](#)
- [UCT Fraud and Corruption Prevention Policy and Response Plan](#)





**WE'VE  
GOT  
YOU  
COVERED.**

## UCT Benefit Scheme for Students (The Scheme)

The University operates **The Scheme**, which aims to supplement students' private medical aid or insurance schemes in the event of UCT-related unintentional injury also provides assistance with funeral, medical and physiotherapy expenses.

### **Maximum benefits**

**Funeral expenses** R10 000.

**Medical expenses** R8000 or R25 000 where the student is involved in an official field trip for academic purposes (in both instances the first R100 of any claim is borne by the claimant)

**Physiotherapy expenses** at the UCT Sports Injuries Centre: R700

### **Enquiries / Claims**

Medical Administrator  
UCT Student Wellness Service  
Rhodes Avenue  
Mowbray  
7700  
Tel 021 650 1020 / 1019



- **Student Health 114**
  - UCT Student Health and Counselling Service 114
  - Disability Service 114
  - Student Wellness 114
- **Staying Healthy 118**
- **Student Immunisation 118**
- **What To Do...If Exposed to Blood or Other Body Fluids 119**
- **HIV & TB HCW Hotline Mobile App 119**
- **Reducing the Risk of TB in Undergraduate FHS Students 123**
- **The Desmond Tutu HIV Centre 125**





This section focuses on Student Health; shares tips for staying healthy and immunisation; preventing infection on the clinical platforms; what to do if you are exposed to blood or body fluids; shares an HIV/TB Hotline mobile app; a guide to reducing the risk of TB; and shares the inspirational work and legacy of the Desmond Tutu HIV Centre.

## Student Health

### UCT Student Health and Counselling Service



#### Main Clinic

##### Contact the Main Clinic



-  **Address:** 28 Rhodes Avenues, Mowbray
-  **Tel:** 021 650 1017 / 021 650 4589
-  **Email:** [uctorientation@uct.ac.za](mailto:uctorientation@uct.ac.za)
-  **Hours (term):** Monday to Friday 08h30 - 16h00  
**Hours (vacation):** Monday to Friday 09h00 - 11h00

#### Student HIV/AIDS Testing and Counselling



##### Contact the Student Wellness Service (SWS)

-  **Address:** 28 Rhodes Avenues, Mowbray
-  **Tel:** 021 650 3662 / 021 650 3000

##### Contact the HIV/AIDS Institutional Coordination Unit (HAICU)

-  **Address:** 28 Rhodes Avenues, Mowbray
-  **Tel:** 021 650 3599 / 021 650 1006

##### Contact the Peer Education and Information Centre

-  **Address:** 5<sup>th</sup> floor, Steve Biko Memorial Building  
Upper Campus (UCT HIV/AIDS Unit)
-  **Tel:** 021 650 1017 / 021 650 4589

### Disability Service

**Do you have a disability or chronic health condition which impacts on your ability to access services and resources offered by UCT?**

The Disability Unit is there to support you. The Unit is committed to working together with students to find solutions to access problems through accommodations, such as:

- Access to inaccessible venues.
- Designated parking.
- Access to lectures and study material in alternative format for people with sensory impairments.



##### Contact the Disability Unit

-  **Address:** Room 4.03, Steve Biko Students' Union,  
Upper Campus

**Ms Reinette Popplestone**  
Director

-  **Tel:** 021 650-5090
-  **Email:** [Reinette.Popplestone@uct.ac.za](mailto:Reinette.Popplestone@uct.ac.za)



**Ms Sibuzulu**  
Administrative Assistant

-  **Tel:** 021 650-2427
-  **Email:** [Sibu.Zulu@uct.ac.za](mailto:Sibu.Zulu@uct.ac.za)


**Ms Denise Oldham**  
Co-Ordinator TCATS

-  **Tel:** 021 650-2737

**Ms Edwina Konghot**  
Barrier-Free Access Co-ordinator

-  **Tel:** 021 650 5089
-  **Email:** [Edwina.Konghot@uct.ac.za](mailto:Edwina.Konghot@uct.ac.za)

**Ms Lesego Modutle**  
Advocacy Co-ordinator

-  **Tel:** 021 650 5088
-  **Email:** [Lesego.Modutle@uct.ac.za](mailto:Lesego.Modutle@uct.ac.za)

**Ms Margie Le Roux**  
Learning Disability Support/Clinical Psychologist

-  **Tel:** Tel. 021-650 3616
-  **Email:** [Margie.LeRoux@uct.ac.za](mailto:Margie.LeRoux@uct.ac.za)

### Student Wellness

#### Needle Stick Injuries

Needle sticks and other occupational exposures can lead to infection with various blood-borne diseases including HIV, Hepatitis B and Hepatitis C. Potentially infectious material includes blood, CSF (cerebrospinal fluid), semen, vaginal secretions, and synovial/pleural/pericardial/ peritoneal/amniotic fluid.

Material that is NOT infectious (unless blood-stained) includes saliva, urine, and faeces.

The deeper the stick, and the more blood that one is exposed to (notably if it was a hollow needle that was in a blood vessel), the greater the chance of infection. With an HIV-infected source patient, higher HIV viremia (assessed by measuring the viral load in RNA copies/ml or inferred if the patient has advanced disease), also increases the risk of infection. If blood or other potentially infectious material were to get into an open wound on the skin (intact skin is an effective barrier), there would be a risk of infection, but less of a risk than a needle stick injury.

A needle-stick is a much more efficient transmitter of infected blood (and therefore a higher risk of infection) than exposure through an open wound (although infection through either route is possible). In addition, if blood or other potentially infectious material got onto mucous membranes (eyes, nose or mouth), there would also be a risk of infection, but this is considerably less of a risk than a needle stick.

It is **vital** that all healthcare workers wear gloves (latex or, for those allergic to latex, a non-latex equivalent) when performing any activities where blood can get onto their hands, and all wounds should be covered with waterproof dressings. Using gloves prevents an open wound exposure, although would not of course protect against needle stick injuries.

Even though research has indicated that HIV transmission by needle stick might be as low as 0.3%, there are several reasons why prevention is better than prophylaxis and therefore why all possible precautions should be practised with such diligence:

- The rising HIV seroprevalence in the Western Cape increased from 8.7% in 2000 to 15.7% in 2005.
- Most people living with HIV, who are admitted to secondary and tertiary hospitals have a low CD4 count and high viral load – this means that if you are exposed to their blood or other body fluids, you are at a higher risk of being infected by HIV than might be suggested by the overall rate of transmission by needle stick and splashes.
- The higher risk of infection with Hepatitis C (between 1.8% and 10%, depending on which study you look at) and still higher risk of infection with Hepatitis B (up to 30%).
- The cumulative effect of recurrent percutaneous injuries; and the side-effects

associated with the drugs used for post-exposure prophylaxis as well as the risk of developing resistance and thereby undermining the efficacy of prophylactic treatment in the future.

- The side-effects associated with the drugs used for post-exposure prophylaxis as well as the risk of developing resistance and thereby undermining the efficacy of prophylactic treatment in the future.

**Remember, the above statistics can give only an overall estimate of risk and cannot be used to determine the risk for a specific individual being infected as a result of a particular incident.**

Risk of infection can be reduced by:

- Frequent hand washing.
- Practising Standard Precautions.

**Needle sticks and other occupational exposures can lead to infection with HIV, Hepatitis B and Hepatitis C. Avoid being infected by blood-borne and other pathogens by practising standard precautions and avoiding as much as possible direct exposure to human body fluids.**

Safety precautions when working with needles:

- Take care in handling, cleaning, or disposing of sharp needles, scalpels etc.
- Do not recap (re-sheath) used needles or manipulate used needles in any way.
- Discard all needles in the designated 'sharps' container immediately after use.
- Place all 'sharps' in a designated sharps container.
- Use protective barriers (gloves/eyeglasses/waterproof aprons/waterproof foot-wear) when appropriate and possible.
- Immediately and thoroughly wash hands and other skin surfaces that are contaminated by blood or other body fluids.
- Routinely wash hands before and after examining a patient.

## Additional Safety Precautions

Besides strictly following the above safety precautions, there are additional ways we can further reduce the risks of occupational infection from HIV and Hepatitis B:

- Post-exposure prophylaxis (PEP) against HIV, started immediately after an occupational



exposure, can reduce the risk of HIV infection by approximately 80%.

- Vaccination against Hepatitis B can virtually eliminate the risks of occupational infection with this virus. Remember, it is compulsory for all undergraduate Health Sciences students to have received a full course of Hepatitis B immunisations by the end of October in your first year of study. If you are in First Year, you will not be permitted to register for your Second Year until you have submitted (to the Faculty Undergraduate Office) written proof that you have received a full course of such vaccinations. Note that a full course of the Hep-B vaccination comprises 3 doses and must be followed up with a booster after 5 years. Vaccinations are obtainable from your GP or Pharmacy.

**Note: There are neither post-exposure treatments nor vaccinations for Hepatitis C at this time.**

- Always keep in mind that a strong immunity also reduces your chances of being infected. It is therefore so important that you keep your immune system as strong as possible by caring for yourself well:
  - Ensure you eat healthily and regularly.
  - Get enough sleep.
  - Debrief as is necessary.
  - Watch for chronic stress symptoms.

**If your health is suffering and you find yourself extremely stressed – physically, mentally or emotionally – do something about it! Consider taking some time off to rest, revitalise and recoup your energy.**

## Malaria

If a healthcare worker is exposed to the blood of a patient who is known to have malaria or has returned from a malarial area and is being investigated for malaria, there is a theoretical risk of needle stick transmission of malaria. In this rare scenario, consult with Dr Helga Antonisen at the GSH Occupational Health Clinic, who will arrange consultation with a specialist from the Division of Infectious Diseases at Groote Schuur Hospital.

## What to do if you have (or think you have) been exposed

If you have not applied standard precautions or if you accidentally injure yourself with a needle, blade or other sharp object or are, through a splash or in any other way, exposed to blood or

other potentially infectious material from another individual, do the following:

1. **Stay calm!** Consciously **take three deep breaths**, and then follow the necessary steps outlined below.
2. **Immediate Clinical Action:**
  - Encourage bleeding (in the case of a needle stick injury).
  - Wash with soap and water (at least with water if no soap available); inform the person in charge and your supervisor as soon as possible.
3. **Action to be taken within 4 hours** (if possible) as well as thereafter:

(i) In all instances go immediately to where the initial dose/s of HIV PEP can be administered. This means that if your exposure occurred near to or within any healthcare facility (hospital, community health centre or clinic) which holds stock of the relevant prophylactic treatment and can administer it without delay, go for prophylactic treatment right where you are. Thereafter, follow up with the GSH Occupational Health Clinic as explained under (vi) and (vii) below. If prophylactic treatment is not available wherever your exposure occurs, then go straight through to the GSH Occupational Health Clinic (or, if after hours, to the GSH Trauma Unit).

At the site where the PEP is available the following will take place:

- The source person's blood will be sent for the Rapid HIV test. This must be done in a laboratory to ensure appropriate documentation for medico-legal reasons.
- An initial dose of prophylactic treatment will be administered unless medically contra-indicated (as assessed by the responsible medical personnel at that site.)
- If possible obtain the source person's blood for testing immediately. This must be done at the time of the injury otherwise it is unlikely to happen at all. This should NOT be done by you, but by your supervisor or another person-in-charge. Whenever possible, the source person must give consent for pre-test and post-test counselling and testing for HIV, Hepatitis B and Hepatitis C. If the patient refuses or is unable to give permission for an HIV test, the test may be performed following

the guidelines as set out by the HPCSA (see [www.hpcs.co.za](http://www.hpcs.co.za) under Ethics / Professional Conduct – Guidelines for the management of patients with HIV infection or AIDS.) A rapid HIV test will be performed on site if such a service is available or the blood will be transported to the GSH laboratory for rapid testing. Formal NHLS or PGWC transport must be used to convey the blood sample (if possible!)

- If the exposure occurred within a formal health facility, the source person must have pre- and post-test counselling at the setting where the incident occurred.

Example: If the source person is a patient at Victoria hospital and the exposed person is a UCT student, the testing of the source person (as well as pre-test and post-test counselling and informed consent procedures), will take place at Victoria hospital. The results of the tests of the source person with their consent also get sent to the GSH OHC, in order that the exposed person may be informed and treatment adapted accordingly). For confused source patients, the same issues as presented above exist.

- If the exposure occurred elsewhere, still ask the source person (remember: sensitively and respectfully) for permission to take blood and, if granted, take blood from him/her using a yellow-top tube and label it. If the means to take blood are not on hand, ask the person to accompany you, if s/he can, to where the proper facilities for taking blood are available.
- Always record the source patient's name, file number and contact details.
- Report to the Groote Schuur Hospital Occupational Health Clinic (GSH-OHC) as soon as possible (the next working day), where the following will take place:

- Pre-test counselling.
- Filling in percutaneous inoculation form.
- Baseline testing:
  - Baseline testing is done to determine the HIV status of the injured person prior to the incident.
  - If your baseline test indicates that you were already HIV positive prior to the incident, no prophylactic treatment will be given since prevention is no longer a possibility and resistance to antiretroviral drugs that you may need later, may occur.
  - If you refuse to undergo baseline testing, no prophylactic treatment

will be given. The reason for this is that the responsibility for and the expense of the treatment can be justified only if baseline testing objectively indicates HIV negative status prior to the incident.

- Testing also includes assessment of your immunity to hepatitis B to determine if immune globulin and booster vaccine doses are indicated.
- Receiving test results.
- Receiving an appropriate supply of antiviral tablets (HIV prophylactic treatment): zidovudine and lamivudine (often given as a fixed dose combination tablet) and lopinavir/ritonavir (Kaletra™) if it was a high-risk exposure.
- Arrange follow-up testing for any other relevant pathogen/s.

(vii) So that you know what to expect, the HIV prophylactic treatment currently administered by Groote Schuur Hospital is as follows:

- Zidovudine and lamivudine if the source person is HIV positive.
- Nothing if the source person is HIV negative.
- Nothing if you are HIV positive.
- Zidovudine and lamivudine if the source person's HIV status is unknown
- Zidovudine and lamivudine plus Katetra if it was a high-risk incident – that is, an incident involving one or more of the following: a deep injury; visible blood on the instrument that punctured the skin; a hollow-bore needle; a source patient with a low CD4 count (<50) and/or high viral load.

### Contact the Groote Schuur Hospital Occupational Health Clinic (GSH-OHC)

- 📍 **Address:** J Floor, Outpatients Building, GSH
- ☎ **Tel:** 021 404 5490
- 🕒 **Hours:** Monday to Friday 07h00 - 15h30 (except Public Holidays)


d) In order to ensure that the necessary follow-up support is provided (if desired) – including, if necessary, assistance with submitting a claim in terms of the University's 'HIV/Needle stick' insurance cover, report the incident also to Ms Nonkosi Malala (021 406 6749) in the Faculty Undergraduate Unit.

e) Note that the cost of the medical management described above will be covered by GSH


(Department of Health) only where the exposure event involved occurred within an institution administered by the Provincial Government of the Western Cape (PGWC). If the exposure event occurred elsewhere, although you may be invoiced by GSH, the costs should be covered by the abovementioned UCT insurance policy.

For further details of the University's *Post Exposure Prophylaxis Policy* a copy can be obtained from:


**FHS Student Development & Support Office**

 **Tel:** 021 406 6749 or 021 650 5393

**CBE Office in the Primary Health Care Directorate**

 **Tel:** 021 406 6439 or 021 406 6761

**UCT's Safety, Health & Environment Department**

 **Tel:** 021 650 3552 or 021 650 3873

## Staying Healthy

Healthcare professionals and students have a high risk of exposure to infectious diseases. These risks can be reduced by:

- Frequent and appropriate hand washing; combined with the use of hand-alcohol solutions.
- Practising standard infection precautions.

Needlestick injuries and other occupational exposures can lead to infection with HIV, Hepatitis B and Hepatitis C. Avoid being infected by blood-borne and other pathogens by practising standard precautions and avoiding direct, unprotected exposure to human body fluids as much as possible.

### Precautions

- Take care in handling, cleaning or disposing of sharp needles, or scalpels.
- Always dispose of 'sharps' safely. Discard all sharps in designated sharps containers immediately after use.
- Use protective barriers (gloves/goggles/waterproof aprons/waterproof footwear) when appropriate and possible.
- Immediately and thoroughly wash hands and other skin surfaces that are contaminated by blood or other body fluids.
- Routinely wash hands and use an alcohol liquid; before and after examining a patient or client.

## Student Immunisation

### Hepatitis B Immunisation

Immunisation reduces your chances of contracting many diseases. Keep your recommended immunisations up-to-date. Hepatitis B immunisation must be administered to all registered Health Sciences students and healthcare workers.

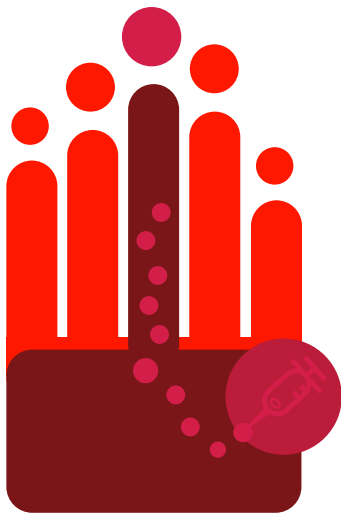
It is compulsory for all undergraduate students to have received a full course of Hepatitis B immunisation by the end of July of their first year of study. Students will not be permitted to register for the second year of study until they have submitted to the Faculty Office written proof that they have received a full course of such vaccination.

In early March each year, the administrator in the Undergraduate Student Development & Support (SDS) office sends a group email to all first year students informing them that they need to go for free Hepatitis B vaccinations if they have not done so yet, and that they must have had three vaccinations before the end of October. Students are told where they may go for Hepatitis B vaccination. They are advised to submit documentary proof of such vaccinations to the administrator in the SDS office. The administrator sends regular reminders.

If the first three free mandatory vaccination shots are administered as recommended, the vaccination will provide cover well beyond the period as a student (for up to 30 years). This means the vast majority of students in the Faculty of Health Sciences will not require a booster. Should students be concerned about exposure because of doing mandatory work in a particularly high risk environment, they should contact Student Development & Support office where they will be advised accordingly. Where following consultation with appropriate health experts, a booster is recommended, the booster will be covered.

### Other

Immunisations that are strongly recommended include annual influenza immunisation, meningococcal vaccine, Hepatitis A (if non-immune) and chickenpox (if non-immune).



# What to do...if you are exposed to blood or other body fluids

## Definitions

### Unintentional Exposure

Unintentional Exposure includes:

- Needle-stick injuries.
- Injury with other sharp objects, e.g. scalpel blade, lancet, suture, needle, broken glass.
- Splash of blood or body fluids onto mucous membrane of eyes, mouth or nose.
- Exposure of non-intact skin to blood or body fluids.

### Source Person

A person whose blood or potentially infectious material has come into contact with a student by splashing onto mucous membranes or onto broken skin or by unintentional accidental percutaneous injury. If the source person is unknown, the term "source person unknown" should be used.

### Potentially infectious material


Potentially infectious material includes:

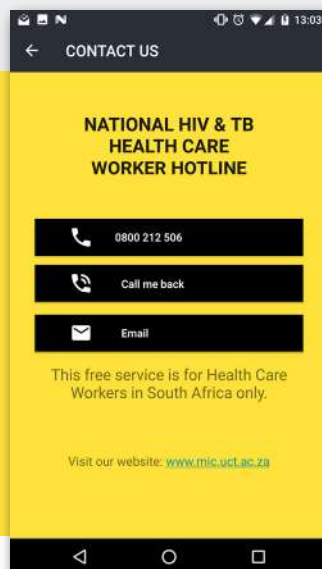
- Blood, any blood-stained fluid, tissue or material.
- Tissue fluids (any fluid from a body cavity, includes ascites, embryonic liquor, CSF, pleural or pericardial fluid and wound secretions, or sexual fluids and vaginal secretions, penile pre-ejaculate and semen).




## HIV and TB HCW Hotline App

The HIV and TB HCW Hotline App provides contact details, information and resources.

 MIC 021 406 6829 | HIV and TB HOTLINE 0800 21 25 06







**SA HIV/TB  
Hotline**  
**0800 21 25 06**

**Hours**  
Monday to Friday **08h30 - 16h30**

Medicines Information Centre (MIC)  
Clinical Pharmacology Division,  
Groote Schuur Old Main Building  
(K45:63), Main Road, Observatory

Tel 021 406 6829  
 Map  
Website [www.mic.uct.ac.za](http://www.mic.uct.ac.za)  






**24-hour Helpline**  
**0800 12 13 14**

**Groote Schuur Hospital**

Occupational Health Clinic  
Tel 021 404 5490/5081

Trauma Unit C14  
Tel 021 404 4112/4473

Psychiatry Crisis and  
Emergency Support (Ward 23)  
Tel 021 404 2175



**HIV/Aids Helpline**  
**0800 01 23 22**

**Medicine Information  
Centre and HIV  
Hotline**

**0800 21 25 06**  
sms or please call me

**Hours**

**Weekdays:**  
08h30 - 16h30  
Tel 021 406 6782

**After-hours and Weekends:**  
17h00 - 08h30  
Tel 071 8401 572

**UCT  
Faculty of Health Sciences  
Student Development &  
Support Services**

**Hours**

**Weekdays:**  
08h30 - 16h30  
Tel 021 406 6749

**Immediate Care Area**

The area where the emergency management of the exposed student is carried out.

**HIV Post-exposure prophylaxis (PEP)**

Antiretroviral therapy given to the recipient of a percutaneous or mucocutaneous exposure with potentially infectious material that could lead to the transmission of HIV, Hepatitis B and Hepatitis C.

**Exposure to blood or body fluids**

**In the event of an unintentional exposure to blood or body fluids at a clinical facility**, the student concerned must report the matter immediately to the most senior person in the area. The incident must then be recorded and immediately reported telephonically to the Immediate Care Area.

The incident must also be reported to the **UCT Faculty of Health Sciences Student Development & Support Services** in the Undergraduate Administration Office.

**During normal working hours, the GSH Occupational Health Clinic (OHC) will function as the immediate care area** and after hours and on public holidays, the Trauma Unit (C14) will take over this function. When students are at other facilities (e.g. Secondary hospitals, Community Health Centres, MOUs), immediate care will usually take place at that facility and follow-up must be done at GSH OHC.

**For GSH Occupational Health Clinic visits**

please ensure the student is in possession of their medical folder, obtained from Medical Records in the OPD Central Reception (E floor).

**GSH OHC Hours are Monday to Friday: 07h30 - 15H30.**

The GSH OHC will also attend to further counselling, documentation and follow-up care.

A **Percutaneous Inoculation Report (PIR)** must be completed at the GSH OHC in the event of unintentional exposure to blood or body fluids.

The medication **Tenofovir 300mg + Emtricitabine 200mg** will be kept locked in a separate medicine cupboard in the following locations:

- Trauma Unit, C14 GSH;
- Operating Theatres: D16 Theatre GSH;
- Maternity Block: Labour ward GSH;
- Occupational Health Clinic, J-floor, OPD GSH; and
- OPD Pharmacy, E floor GSH.

# Procedure

Responsibility of the exposed student and person in charge:

Clinical / Non-clinical areas	Operating Theatres / Scrubbed persons
<ul style="list-style-type: none"> <li>Encourage bleeding if possible. Do not suck or “milk” the wound.</li> <li>Wash the exposed site thoroughly with running water and soap, and rinse.</li> <li>Eye and mucocutaneous exposure: irrigate with water or normal saline.</li> <li>Inform person in charge.</li> <li>Person in charge will: <ul style="list-style-type: none"> <li>Confirm that washing/irrigation was done.</li> <li>Inform Immediate Care Area telephonically.</li> <li>Send injured/exposed student with one specimen clotted blood from source person, labelled with the source person's information, to the Immediate Care Area.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Remove the punctured glove. Encourage bleeding if possible. Do not suck or “milk” the wound.</li> <li>Wash the exposed site thoroughly with running water and soap, and rinse.</li> <li>Re-glove.</li> <li>Eye and mucocutaneous exposure: irrigate with water or normal saline.</li> <li>Inform the person in charge of the Operating Theatre who will: <ul style="list-style-type: none"> <li>Dispense ARV PEP.</li> <li>Inform Immediate Care Area telephonically.</li> <li>Send exposed student with one specimen clotted blood from source person, labelled with the source person's information to Immediate Care Area, immediately after the operation.</li> </ul> </li> </ul>

**Table 1.1** Responsibility of the exposed student and person in charge.

## Responsibility of the Doctor in charge of the source person

If the injured or exposed student is the doctor-in-charge of the source person, this task should fall to a colleague or more senior member of staff (i.e. the injured person should not have to explain and take blood from the source person). **After explaining the need for testing and obtaining informed consent from the source person**, a blood specimen must be drawn into one yellow top tube.

If it is not possible for any reason to obtain consent for testing, treat the source person as HIV UNKNOWN. **The blood specimen labelled with the source person's full name, surname and folder number** must be given to the injured or exposed student to take to the Immediate Care Area.

## Responsibility of the Doctor in the Immediate Care Area

The doctor must confirm that the wound was adequately cleaned with soap and water or that the mouth/eyes were irrigated with water/saline.

The GSH OHC/Trauma Unit C14 doctor will counsel the injured or exposed student. Following counselling, they will ensure that blood is drawn from the student and will confirm that the source person's blood is available. They will also check that the emergency ARV PEP has appropriately been offered to the student.

The GSH OHC doctor will confirm that the **Patient Information Reconciliation (PIR) has been correctly completed**. The blood specimens are then dealt with in terms of the Clinical Protocol for Exposure to blood or body fluids.

If the injury drew blood or is an obviously high risk inoculation or contamination of an open wound by blood or body fluids, then take the following steps:

- Obtain the source person's HIV serology test result. *Refer to Figure 1, Page 8.*
- If the source person is HIV negative, antiretroviral PEP is not indicated. *Refer to Figure 1, Page 8.*
- If the source person is HIV positive or remains HIV unknown, offer antiretroviral PEP to the recipient for 28 days uninterrupted. *Refer to Figure 1, Page 8.*
- The doctor prescribing ARV PEP must inform the student of the drug side effects and advise the student to report any side effects to the GSH OHC or Trauma Unit C14 (after hours).
- If the student was seen in the Trauma Unit, refer him/her to the GSH OHC on the next working day for further management along with the same folder used in Trauma Unit. Trauma Unit must ensure that when indicated, the student has an adequate supply of ARV PEP over weekends and public holidays.

## Responsibility of the Groote Schuur Hospital Occupational Health Clinic

**In the case of a known HIV infected source person or where the HIV status is unknown:**

- Counsel the student as required.
- After obtaining consent, do a baseline HIV serology, Hepatitis B surface antibody titre, Hepatitis C antibody (if the source person is known to be HCV-infected or unknown/unable to test) and Creatinine, if the student needs ARV PEP for 28 days.
- Offer ARV PEP only if the student presents within 72 hours of exposure.

**When the HIV status of the source person becomes known,** continue with counselling and treatment according to clinical protocol. Refer to Figure 1 above. If the source person is Hepatitis B surface antigen positive and the student has a Hepatitis B surface antibody titre less than 10 mIU/ml, then the student must be offered a Hepatitis B immunoglobulin injection and a booster Hepatitis B dose or full vaccination course, as required.

**The GSH OHC will provide follow-up to manage side effects and to encourage completion of 28 days of PEP** and to complete serological tests to determine whether transmission of HIV has occurred. ARV PEP commonly causes nausea and diarrhoea, so students should have access to metoclopramide and loperamide, if required, for the duration of the PEP treatment.

## Responsibilities of the Virology Laboratory at Groote Schuur Hospital

**The Virology Laboratory will report the results,** as soon as they are able, to:

- The requesting doctor in charge of the source person.
- The GSH OHC doctor attending to the student.

**The Virology Laboratory will send a printed copy of the definitive results** to the GSH OHC as soon as possible.

## Responsibilities of the UCT Occupational Health Nurse

**If the UCT OHN is notified at the time of the incident, the UCT OHN will report the exposure incident** to the GSH OHC clinic

as soon as possible and notify them that the student will be coming through for management and treatment.

**Conduct the incident investigation.**

**Report statistics on incidents involving students** at the FHS Health and Safety Committee quarterly meetings in a confidential manner.

**Inform the Head of Department (HOD) of the outcome for each exposed person.** This must be done in writing using the Department of Labour, WCL. 306 Annexure A document. The HOD must sign this document and return it to the UCT OHN, who will forward the forms to the Compensation Commissioner.



## Immediate Care Areas

**Groote Schuur Hospital Staff Health Clinic (J-floor OPD)**

Hours: 07h00 - 16h00

Tel 021 404 5490 / 5486 Map

**Groote Schuur Hospital Trauma Unit C14**  
Weekends and after hours

Tel 021 404 4112 / 4473 Map

Community Health Centres: Doctor/Sister in charge

**Mowbray Maternity Hospital**  
Occupational Health Nurse Practitioner

Tel 021 659 5586 Map

or **Groote Schuur Hospital**  
MOUs: Doctor/Sister in charge

**Red Cross Hospital**

Occupational Health Nurse Practitioner or Casualty

Tel 021 658 5410 / 5605 Map

**New Somerset Hospital**

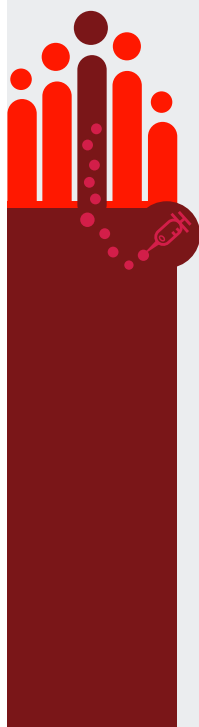
Occupational Health Nurse Practitioner or Casualty

Tel 021 402 6485 / 6410 Map

**Victoria Hospital**

Occupational Health Nurse Practitioner or Casualty

Tel 021 799 1141 Map



## Post exposure prophylaxis procedure flow chart

Management and treatment of students unintentionally exposed to blood or body fluids

### ► Unintentional Exposure

- Needle-stick injuries.
- Injury with other sharp objects, e.g. scalpel blade.
- Splash of blood or body fluids onto mucous membrane of eyes, mouth or nose.
- Exposure of non-intact skin to blood or body fluids.

### ► Immediate Action

- Encourage bleeding, if possible.
- **Do not suck or “milk” the wound.**
- Wash the exposed site thoroughly with running water and soap...rinse repeatedly.
- Eye and mucocutaneous exposure: irrigate with water or normal saline solution.

### ► Duties of Exposed Person

- Inform the Supervisor or the Senior Person in charge immediately.
- The Supervisor or Senior Person in charge must obtain one specimen of clotted blood in yellow gel top tube from the source person and send it with the exposed student to the Immediate Care Area.
- Report to the Immediate Care Area for prophylactic treatment.
- Report to the GSH OHC or to Trauma Unit on the same day.
- Students must report the incident to the UCT Faculty of Health Sciences Student Development & Support Services on ☎ **Tel: 021 406 6749**

## Reducing the risk of TB in undergraduate Health Science students

South Africa is at the centre of the HIV and tuberculosis (TB) pandemics. The lifetime risk of TB for individuals with latent TB infection (up to 60% of the South African population) in non-HIV-infected persons is approximately 10%, increasing to >10% per year in HIV-infected persons. Hence, the approach to reducing your risk of TB is intimately linked to knowing and acting upon your HIV status. It is important to note there is a fee for TB testing and TB treatment is free. The TB testing cost is not covered by the UCT Benefit Scheme for Students (The Scheme), see Page 53.

### Know your HIV status

All students at UCT should be offered counselling and testing for HIV infection. Any student who will have contact with patients or will work in a hospital, community health centre or clinic environment must have undergone counselling and education surrounding the issues of HIV testing.

## Minimising risk of TB transmission in the workplace

Due to the burden of TB in South Africa, students working in a healthcare environment will be unable to avoid contact with TB patients. It is, however, impractical to wear protective masks continuously. The following measures are enforced to reduce risk:

### Education

All health sciences students will be specifically educated as to the risks of acquisition of TB and as to the preventive measures which should be taken to minimise such risks. Record of such education will be a prerequisite before any patient contact.

All health sciences students will be made aware of the common symptoms associated with TB – that is, cough, night sweats, loss of appetite and loss of weight. Students should be encouraged to seek medical advice from UCT’s Student Wellness Service or any other health facility of their choice if these symptoms occur.



## Risk avoidance

Students must if at all possible avoid contact with patients who are known to have multi-drug resistant (MDR) or extensively drug resistant (XDR) pulmonary TB. Students must NOT enter an isolation cubicle accommodating a patient with MDR or XDR pulmonary TB or one accommodating a patient with extrapulmonary MDR or XDR TB, where pulmonary involvement has not been ruled out.

## Students whose immune systems are compromised

Students whose immune systems are compromised eg. HIV-infected, on long-term immunosuppressants such as corticosteroids or methotrexate, have cancer, are struggling with stress and poor nutrition, etc.) are encouraged to discuss their health with UCT's Student Wellness Service or any other health facility of their choice. There is a vital role for isoniazid preventive therapy (IPT) for students with a positive tuberculin skin test) and those who are HIV-infected, antiretroviral therapy may be indicated.

## Risk reduction through personal protective wear: masks

In the following circumstances, students should be required to wear a protective mask:

- Any student diagnosed with TB is urged in the strongest possible terms to ensure that they know their HIV status in order to ensure optimal treatment.
- A student with TB is encouraged to advise the Student Development & Support Office of their TB status ensuring the FHS can help.
- In the case of drug-sensitive pulmonary TB, a student should stay out of class and out of the work environment for two weeks after diagnosis and commencement of treatment. With pulmonary MDR-TB, while the final decision will be that of the attending doctor.

## Reporting

The Student Development & Support Office will maintain a confidential record of all students who have reported their diagnosis of TB in order to ensure such students are appropriately managed through their illness.

The SDS Manager will monitor infections on the basis of confidential student TB statistics made available to them by the Student Development & Support Office. If there are sudden changes in incidence, the SDS Committee can initiate an investigation – including consultation with the Head of the Division of Infectious Diseases and HIV Medicine – with a view to preventing further infections.

## Missing academic activities as a result of the side effects from TB treatment

**An important note to students:** If you suffer from side effects or feel unwell while taking TB medication, please make early contact with the Student Development & Support office.

**All staff should note** that students must be allowed to take time off if they feel unwell. Illness caused by the side effects of treatment should be treated like any other illnesses, and if this is the case, students should consult a doctor.

If students are not able to get a satisfactory response (particularly regarding sick leave) contact Nonkosi Malala, FHS Student Development & Support Manager on 📞 **Tel:** 021 406 6749

Students should be allowed to work half days without needing to make up the clinical time. Alternatively, plans should be in place for them to make up the time on weekends or over holidays to ensure their DP requirements are met.



### 📄 Downloads Protocol and Policy Documents

- [UCT Health and Safety Policy](#)
- [UCT Student Mental Health Policy](#)
- [Emergency Protocols for a Student in a Mental Health Crisis on Campus and in UCT Residences](#)
- [Flowchart for Emergency Protocol for a Student in a Mental Health Crisis on Campus and in UCT Residences](#)
- [UCT Post Exposure Prophylaxis Procedure: Management and Treatment of UCT Staff and Students Accidentally Exposed to Blood or Body Fluids](#)
- [Clinical Protocol for Exposure to Body Fluids: A Guide for Trauma Unit Doctors, Nurses and FHS Undergraduate Students](#)
- [TB Policy for FHS Undergraduate Students](#)
- [UCT Policy on HIV Infection and AIDS: A Co-Ordinated Response](#)
- [UCT First Aid Policy](#)
- [UCT Smoking Policy](#)



## The Desmond Tutu HIV Centre

The [Desmond Tutu Health Foundation \(DTHF\)](#) is a registered NPO established in association with the [Desmond Tutu HIV Centre \(DTHC\)](#), an accredited research centre within the FHS.

**Well-connected to international research networks, the DTHF is an influential stakeholder in the global HIV arena.**





The DTHC's activities are underpinned by research and evaluation. It aims to impact policy and practice both nationally and internationally through relevant research, peer-reviewed publications, and feedback to government, civil society, and the community at large.

HIV is a human rights issue.

Archbishop Emeritus Desmond Tutu

DTHC is driven by a passion for humanity and a vision of South Africa without AIDS. Over the years, it has become a source of advice for medical practitioners, support for people seeking testing or treatment, and leadership in preventative education. With an experienced and dedicated team of over 165 doctors, nurses, researchers, and community-trained field workers, the Desmond Tutu HIV Centre offers a holistic approach to the HIV epidemic.

### Contact the Desmond Tutu HIV Centre

-  **Address:** Institute of Infectious Disease and Molecular Medicine, Anzio Road, Observatory
-  **Tel:** 021 650 6966/59/56
-  **Fax:** 021 650 6963
-  **Email:** [info@hiv-research.org.za](mailto:info@hiv-research.org.za)

**HIV/Aids  helpline**  
**0800 01 23 22**



## What makes us unique

Healthcare practitioners far and wide can obtain a UCT accredited postgraduate diploma from the comfort of their bed! All of our classes / sessions and exams are delivered online with only one visit to UCT required at the end of each year for an integrated assessment.

Our content covers the most updated information and guidelines available on HIV and TB treatment and care. Our students also develop the skills of conducting operational research in the workplace. The content is presented in an interactive and fun way boasting a variety of different techniques for encouraging student participation. Students can enjoy live sessions with guest presenters from across the globe; participate with their fellow classmates in forum discussions and benefit from being part of a diverse range of students from across the country, as well as from areas within the SADC region.

Participating as an online learner is a great networking tool for healthcare practitioners in that it provides you with an opportunity to share and learn from one another's clinical experiences.

We have a dedicated team that provides one-on-one facilitation, guidance and support. Students are able to liaise directly with their lecturer for each course and have a Course Coach and Course Convenor on standby at all times.



DESMOND TUTU  
HIV CENTRE  
UNIVERSITY OF CAPE TOWN

Postgraduate Diploma in  
TB-HIV Management



## Postgraduate Diploma: TB-HIV Management (UCT)



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This section introduces Campus Protection Services (CPS); *What to Do Guides* from keeping safe, on and off campus, what to do if you are harassed, sexually assaulted or raped; to keeping safe when in cyberspace or banking online; warns of UCT's zero tolerance for cyberbullying; and of course, essential contacts to call when you need help.

## Essential Contacts



### EMERGENCY CONTACTS

#### FACULTY OF HEALTH SCIENCES (FHS)

Student Wellness Service  
Tel 021 650 1017 / 1020

#### FHS STAFF

Dehran Swart  
Tel 021 406 6439  
Cell 082 422 2007  
dehran.swart@uct.ac.za  
Nonkosi Malala  
Tel 021 406 6749  
nonkosi.malala@uct.ac.za

#### FHS TRANSPORT

Faculty Operations Manager  
Reece Brooks  
Tel 021 406 6638  
Cell 083 643 2328  
reece.brooks@uct.ac.za  
Transport Supervisor and  
Driver Leon Ziervogel  
Cell 072 387 4843  
leon.ziervogel@uct.ac.za

#### Drivers

Faizel Jardine  
Cell 073 331 9764  
Owen Lengisi  
Cell 061 908 8062  
Andre Smith  
Cell 078 180 3037  
Mark Vollenhoven  
Cell 061 079 4556  
Ntuthuzelo Ngqaba  
Cell 073 128 6726  
Night and Weekend transport  
Cell 078 965 8408

#### ON UCT CAMPUS

Campus Protection Services (CPS) Security Desk  
Tel 021 406 6690

CPS 24-hour Hotline for any campus emergency  
Tel 021 650 2222 / 3

UCT Safety, Health and Environment Manager  
Michael Langley  
Tel 021 650 3552  
michael.langley@uct.ac.za

UCT Student Careline  
Tel 0800 24 25 26 or  
sms 31393

Student Wellness Service  
Tel 021 650 1017 / 1020

UCT Shuttle  
Tel 021 650 5289  
jshuttle@uct.ac.za

#### OFF CAMPUS

Cape Town Emergency Hotline from a Telkom landline  
Tel 107 from a cellphone  
Tel 021 480 7700

#### MEDICAL

Ambulance  
Tel 10177  
Groote Schuur Hospital (GSH)  
Tel 021 404 9111  
GSH Psychiatric Emergency  
Tel 021 404 2175

#### POLICE

Flying Squad and for all Emergency Services from toll-free landline  
Tel 10111  
Rondebosch Police Station  
Tel 021 685 7345  
Mowbray Police Station  
Tel 021 680 9580

Woodstock Police Station

Tel 021 442 3117 / 21  
Cape Town Central Police Station  
Tel 021 467 8000 / 1 / 2  
Report-a-Crime (SAPS Crime Stop)  
Tel 086 000 111

#### SEXUAL ASSAULT

Rape Crisis\*  
Tel 021 447 9762  
\*Please also notify CPS  
Tel 021 650 2222 / 3  
Sexual Assault Response Team  
Cell 072 393 7824  
Stop Women Abuse  
Tel 021 650 3873 / 2021  
Violence Helpline  
Tel 0800 15 01 50

#### RESCUE

Mountain Rescue  
Tel 021 948 9900  
Sea Rescue  
Tel 021 449 3500

#### WELLNESS

Lifeline (24-hour counselling service)  
Tel 021 461 1111 / 3  
Suicide Helpline  
Tel 0800 56 75 67  
Triangle Project (for LGBT community)  
Tel 021 712 6699  
Counselling  
Cell 081 257 6693  
SADAG Suicide Crisis  
Helpline 0800 56 75 67  
sms 31393  
Depression and Anxiety  
Helpline 0800 70 80 90  
SADAG Mental Health  
Helpline 0800 24 25 26



# Safety

## Campus Protecton Services (CPS)

At UCT, we take the safety and security of students and staff very seriously. Check out the info below on staying safe both on and off campus.

### Who is responsible for safety at UCT?

Campus Protection Services (CPS) is in charge of the safety and security at UCT. **Save the CPS 24-hour toll free number 080 650 2222 on your phone now!**

### What do I do if I am criminally threatened?

If an armed person (or someone who claims to be armed) confronts you, give up your property immediately, get out of danger and contact CPS.

### What safety precautions should I take on campus?

- Use the Blue Walk Route - it has emergency phones and is monitored by camera.
- Always keep your valuables out of sight, and never carry large sums of cash.
- Lock doors and windows, even when leaving your room for a short time.
- Save [emergency numbers](#) on your phone and print a copy for your desk.
- Get to know your neighbours.
- Use the [Jammie Shuttles](#) - they operate 24/7 during term time.

### What's the best way to protect my property?

- Keep doors locked and windows closed when you're not in.
- Don't leave backpacks or bags unsupervised.
- Keep a record of serial numbers and a description of your valuables.
- Never leave items in view inside a parked car.
- Invest in a steering or gear lock for your car, and a bike lock for your two-wheeler.

### How do I stay safe using Ubers and taxis?

- Request your ride inside a building.
- Share rides whenever possible and tell a friend where you are going.
- Don't get into an empty taxi, and don't sit in the back seat. Only take taxis that are clearly identified with official markings.
- If a taxi goes off route, demand that the driver stop to let you out.
- Don't display jewellery, cameras, cellphones and other valuables. Keep your handbag shut and close to you, and keep your wallet out of sight.

## Your safety



**CALL 080 650 2222**

Your safety matters. Protect yourself and those around you by familiarising yourself with the safety and wellness services at UCT and asking for help when you need it.

### Campus Protection Services

At any one time, 80 Campus Protection officers are on duty and can help you, no matter where you are on campus. Officers operate on foot, in marked cars, on bicycles and on two-wheeler scooters around the clock. They are also trained to deal with the practical and legal aspects of any situation that may arise.



CPS monitors 300 cameras on campus at all times and runs seven mobile kiosks and six permanent security centres at strategic points. CPS offices can be found at:

- 1 Burnage House (adjacent to Leo Marquard Hall)  
021 650 2222/3
- 2 Upper campus (Robert Leslie Social Sciences Building)  
021 650 2121
- 3 Middle campus (Kramer Building)  
021 650 5759 / 021 650 3022
- 4 Medical campus (Barnard Fuller Building)  
021 406 6690 / 021 406 6100
- 5 Forest Hill residence (Main Road, Mowbray) 021 650 3856
- 6 Hiddingh campus (Orange Street, Cape Town) 021 406 7101



### Emergency number

CPS 24-hour hotline 080 650 2222

### UCT services

UCT Student Careline (free from Telkom lines)	0800 24 25 26
SMS (for a callback)	31393
Disability Service	021 650 2427
Student Wellness Service	021 650 1017/1020
Survivor Support (OIC) 24-hour hotline	072 393 7824

### Cape Town emergency hotlines

From a Telkom landline	107
From a cellphone	021 480 7700

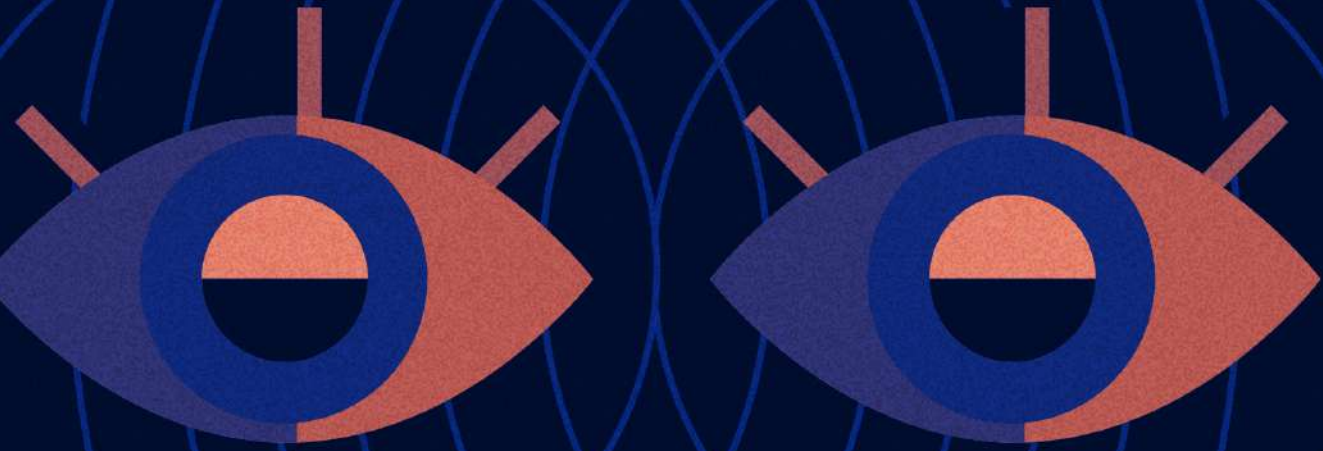
### Police

Flying squad	10111
Rondebosch	021 685 7345
Mowbray	021 680 9580
Woodstock	021 442 3117/21
Cape Town Central	021 467 8000/1/2

### Rape Crisis hotline

021 447 9762





Be alert. Report any  
suspicious behaviour  
in and around campus  
buildings to CPS.

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CPS 24-hour hotline: 021 650 2222  
#NoToCampusCrime



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# What To Do Guide

## Potentially Dangerous Situations

**When undertaking research, health promotion projects or clinical work within residential areas, including home visits, go in pairs or groups** accompanied by or be accompanied by a staff member, community health worker or other community member assigned to you by your supervisor.

**Avoid deserted areas.** Ensure that someone always knows where you are, where you are planning to go and how long you expect to be there.

**Working after dark or at night should be confined to working in health facilities** and, if really necessary, attendance of formally organised meetings – and then only if you know the area and feel comfortable.

**If you are using your own car, always keep it locked** – including when you're in it.

### Looking after your valuables

- **Leave unnecessary valuables** at home.
- **Take a padlock with you** so that where there are lockers available, make use of them.
- **Take a laptop/tablet with you only if essential.**
- **Keep your cellphone out of sight.** Money, ID documents, bank cards, keys, etc. are also safest in a 'waist wallet' or 'money belt'.
- **Valuables in a car or bus should not be visible** from outside of the vehicle.


**If you come upon a dangerous situation (e.g. gang warfare, taxi violence, or treating a victim of gang warfare), make an immediate assessment of the dangers** involved and of your safety then decide whether you need to urgently leave. If you decide to leave, report this immediately to your supervisor at the placement site and explain why you decided as you did. We want you to look after yourself and keep yourself as safe as possible - please do!


If you are concerned, observe the mood and behaviour of the people who live there, ask someone who works or lives there for their views and any advice they might have for you. Ask people: "what do you think is happening, what do you think may happen now?"

Remember that you may be more vulnerable while traveling during an unstable community situation, and it may be safer to stay in the health facility. When driving in an unstable community be particularly aware of your surroundings at traffic lights and stop streets.

**You have a right at any time to raise queries concerning reasonable safety and due precautions at any placement.**

If you need to take any such queries further, contact **Dehnan Swart** who is the overall Health and Safety Representative for off-campus teaching and learning sites:

 **Tel** 021 406 6439

 **Cell** 082 422 2007

**Going through various scenarios in your mind, before something happens, prepares you to take swift action if you are in a threatening situation.**

**There are a number of potentially useful strategies** when faced with a person who is threatening violence or is becoming violent:

**Usually people threaten or become violent when they are feeling fear, frustrated, wish to manipulate or intimidate, are in pain, under the influence of substances, hungry, tired or have experienced some kind of loss.** Thinking carefully about what the person is trying to communicate or achieve through their threats can be useful in guiding your response and protecting yourself. Always consider whether the person is under the influence of substances.

**Remember first of all that you have the right either to refuse to see a patient who is violent, threatening or abusive** or who is being accompanied by an abusive person, or to request the presence of another person if you feel unsafe or uncomfortable.

## Be Aware of Your Surroundings: Trust Your Intuition

### Do trust your intuition/gut feel if faced with a threatening person

**Try and stay calm** at least give the impression of being calm, self-controlled and quietly confident without suggesting that you are unconcerned about their situation.

### Usually an event would have triggered the anger.

The context and people responding may escalate or calm the situation depending on their response. Try to establish as quickly as possible what the problem is and how you can help. Let the person know that their position is understood.

**Identify areas where the person may be correct in their views**, rather than pointing out where they are wrong.

**Maintain appropriate eye contact**, remembering that the more eye contact, the more the feeling between you will be reinforced e.g. if someone is very frustrated, eye-contact may make them more frustrated. Depending on the culture and situation, looking at them, but without eye contact may be helpful.

**If the situation has turned violent or appears to be on the verge of turning violent, if possible, leave and get help.** Once you have started moving away, keep going until you have reached safety then call for help.

**Avoid provoking the person who is behaving violently or threatening to become violent** – rather seek to pacify and reassure the person. Patients should never be patronised or spoken to in an authoritarian manner.

**Keep talking, using as normal a tone of voice as possible. Use simple, clear and direct language.** Speak in short sentences and use the volume of your voice to get the person's attention. Sometimes speaking softly can be more useful in getting the person's attention.

**As far as possible, use non-verbal communication to calm the situation.** Be aware of your body language and use it to convey concern and a sense of calm. Do not abuse, threaten or insult the patient.

### Respect the patient's personal space.

A person who is angry or frustrated may need more personal space. It is wise to ask permission of the person before getting closer or touching them.

**If the attack on you is meant to establish the other person's dominance then pretend (fake) submission and try diversionary tactics.** Try anything that might redirect the assailant's attention.

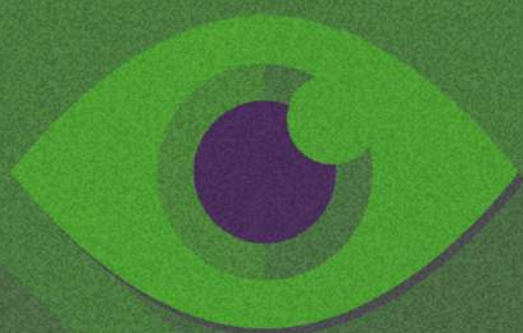
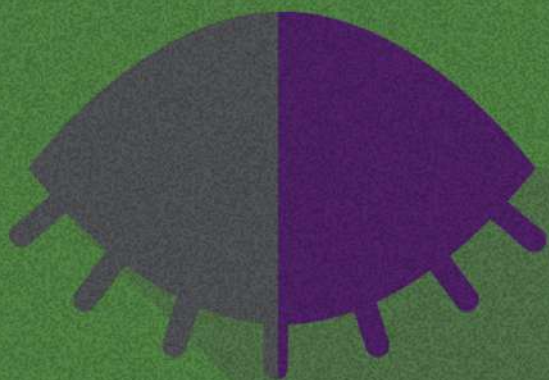
**As soon as a risk of attack becomes apparent, check on escape routes or exits and, if possible, work your way towards them. Avoid getting into a corner.** Keep as far away from a potential assailant as possible and try to put something (e.g. a desk) between yourself and him/her. Remove potential weapons out of the way if you can. If you cannot get away, it can be safer to be close to the patient, even touching him or her, rather than standing a few meters away.

**If the assailant is armed, ask him/her purposely to put their weapon down.** Try to take the initiative where this is possible, by saying to the assailant quietly but firmly what you would like him/her to do. If necessary, repeat your instructions slowly, in a quiet, respectful yet firm way. Whether this approach is advisable and likely to be effective or not will depend on the particular assailant, what he or she is trying to communicate and circumstances involved. Use your discretion which under these sorts of circumstances probably means following your gut feeling.

**You cannot count on bystanders to help.** You can, however, sometimes break 'bystander apathy' by directing a highly specific request for assistance at a particular person who is amongst the bystanders. The trick is to identify someone and give them precise instructions about what they should do.

**Where two people are managing a violent patient, it is important that one takes the lead and the other supports.** This reduces the confusion and makes the situation feel safer.

Thanks to Sarah Crawford-Browne for developing this section of the handbook. She drew inter alia on: Cherry, D., Upston, B. (1997) Managing violent and potentially violent situations. A guide for workers and organisations. Centre for Social Health: Centre for Primary Health Care Research and Development. Latrobe University. Australia. 2016 additions by Steven Lay from the Department of Psychiatry, Valkenberg Hospital.



# Be aware of your surroundings.

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CPS 24-hour hotline: 021 650 2222  
#NoToCampusCrime



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## Keeping Safe On & Off Campus, & When Out and About

**Understand that keeping yourself safe is necessarily, first and foremost, your own responsibility.** Recognise while there are ongoing efforts to minimise the risks to which you are exposed during your training, risks may occur.

**Do not be passive and let things just happen to you.** Be proactive and prepare yourself. Recognise it is within your power to manage most risks.

**Keep yourself informed and rehearse your responses to risks** you think you may face.

**Add the telephone numbers you might need in an emergency** to your cellphone.

**Always be conscious of your surroundings.** Follow your gut instinct. If something doesn't 'feel' right, it probably isn't. If you feel worried or anxious in any environment, ask someone who works or lives there for their views and any advice they might have for you.

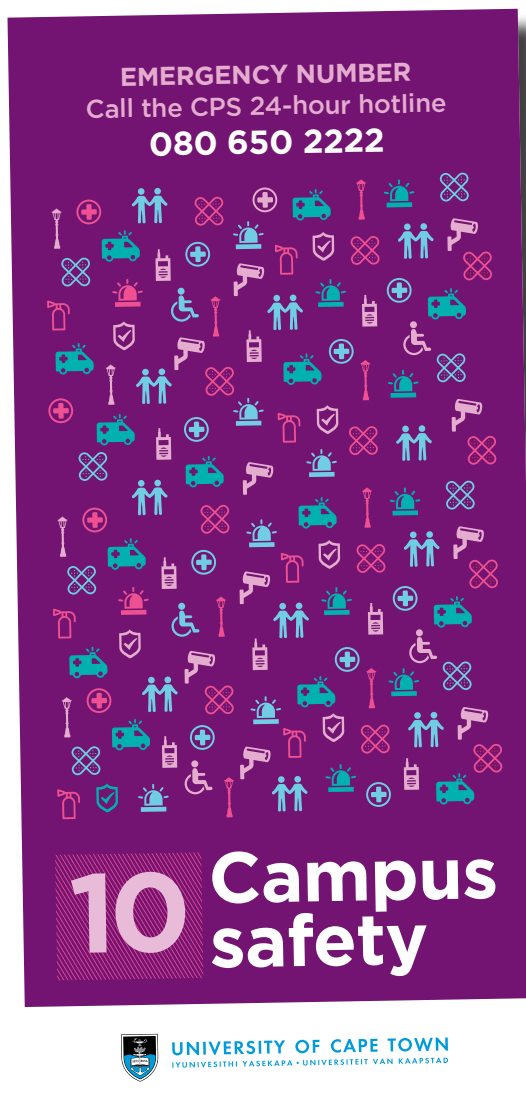
**Theft is the most common crime on campus.** Here's how to protect yourself:

### Where You Stay

- Check that your doors and windows are locked when you leave your room.
- Don't hide keys in obvious places such as under the doormat.
- Don't put your home address on your key ring.
- Make friends with your neighbours so that you can look out for each other.
- When you go home for holidays, be thoughtful about how you can store your valuables in your absence. Do not leave things unattended in residences or shared accommodation. If it is less safe to take your valuables home, consider asking for support.

### On Campus

- Never prop open access doors.
- Don't leave your backpack or bag unattended in cafeterias and libraries.
- Keep a record of serial numbers of valuable items, such as your laptop.
- Use the Foot Route on campus where possible as this is close to emergency phones and surveillance cameras.



### Out and About

- Upload a metered taxi app so that you always have access to safer transport in a jam.
- Have emergency numbers saved on your phone.
- Never carry too much cash on you.
- Never put your wallet in the back pocket of your pants.
- Walk in a group, especially at night.
- Keep your cellphone out of sight.



# CAMPUS PROTECTION SERVICES



Image: UCT

## Sexual Assault or Rape

Contrary to popular belief, the majority of rapes occur between people who know each other. If you are sexually assaulted, get yourself to a safe place and immediately contact someone you trust, call Rape Crisis, or seek medical attention.

Rape is a crime and should ideally be reported to the police, it's important for you to have follow-up medical attention so that you can get prophylactic treatment for HIV/AIDS if necessary and any other treatment.

If you are sexually assaulted or raped call:

Rape Crisis ☎ Tel 021 447 9762

Campus Protection Services ☎ Tel 021 650 2222/3

When undertaking research, health promotion projects or clinical work within residential areas, including home visits, go in pairs or groups accompanied by or be accompanied by a staff member, community health worker or other community member assigned to you by your supervisor.

**Avoid deserted areas.** Ensure that someone always knows where you are, where you are planning to go and how long you expect to be there.

**Working after dark or at night should be confined to working in health facilities** and, if really necessary, attendance of formally organised meetings – and then only if you know the area and feel comfortable.

**If you are using your own car, always keep it locked** – including when you're in it.

## Looking After your Valuables

- **Leave unnecessary valuables** at home.
- **Take a padlock with you** so that where there are lockers available, make use of them.
- **Take a laptop/tablet with you only if essential.**
- **Keep your cellphone out of sight.** Money, ID documents, bank cards, keys, etc. are also safest in a 'waist wallet' or 'money belt'.
- **Valuables in a car or bus should not be visible** from outside of the vehicle.



### Downloads Policy Documents, and FHS Report and Follow-Up Forms for Sexual and Physical Harassment by Patient/s

- [Policy on Student Sexual and Physical Harassment by Patients](#)
- [Confidential FHS report form for student sexual and physical harassment by patient/s](#)
- [Incidence Report Form for Unprofessional Behaviour](#)
- [Feedback/Follow-up Form for Student Sexual and Physical Harassment by Patient/s](#)



## Keeping Safe Online

*A wise owl once said it's always better to be safe than sorry. So true, particularly regarding your online personal info. Keeping your info secure online requires you take a little extra time and care, but it's worth the effort and peace of mind.*

### Protecting your password

Sure, you're not likely to openly share your password with people you don't trust, but unfortunately you don't have to go that far for it to be compromised. **Keeping passwords to yourself is a smart first step.**

**Choose a password that isn't easy for others to guess. Consider a mixture of upper case and lower case letters, numbers and characters.**

### Keep your email from getting hacked

In the age of Twitter, Facebook, Snapchat, Slack and text messages, among others, we also still use email to communicate. And as a consequence, emails still get hacked.

If you get an email attachment from someone you know that you were not expecting, check with the sender to confirm it was sent on purpose. Clicking on a malicious attachment can install malware on your machine, like a worm or virus. **Don't click on attachments from untrustworthy sources or do a Google search to find out if its a scam or virus.**

## Shopping online

**If you use your credit card to shop online, there is risk your info will be stolen** and used to buy something without your consent.

Here are a few things to keep in mind:

- **Only use your credit on websites with the prefix, "https".** The "s" in https indicates that the site in question is using a secure protocol to encrypt communications between you and the website. You'll see this protocol used on online banking sites and shopping sites if you're looking at sensitive information. If you don't see "https", the chances of your information being compromised increases.
- **Better account protection.** When most users log into their accounts, they enter their username and a password and they're in. This is known as single-factor authorization and it is indeed secure, but there's an even more secure way to log into important accounts.
- **Protecting your mobile device.** Most of the tips outlined above can also be used on your cellphone, smartphone or tablet.
- **Staying secure.** There's not much nothing you can do if someone wants to get your personal information and has the time and means. Sometimes it's out of your hands; however, the tips outlined above are things you can control. Focusing on that is your best bet.

Source: [cnet.com/how-to/cnet-security-how-to/](http://cnet.com/how-to/cnet-security-how-to/)

## Digital Identity: Me & My Shadow

Through your computer, mobile phone, and other digital devices, you leave behind hundreds of digital traces (also called data traces) every day: bits of information about you that are created, stored, and collected.

When your digital traces are put together to create stories about you or profiles of you, these become your digital shadows. These can give others insight into your life; and they can also be totally wrong. Either way, once they're out there, they are almost impossible to control.

**Me and My Shadow** is a project that helps you explore and minimise your 'digital shadows': the information traces you leave behind when you use the internet and mobile phones.

## Online Banking Security

- Never tell anyone your ATM PIN, customer-selected PIN (CSP) or password.
- Never respond to unsolicited emails requesting personal information.
- Check your bank statements regularly to identify errors or fraudulent transactions that might have occurred without your knowledge.
- Use your bank's security features to ensure you have a safe experience.
- Beware of identity theft: keep all your documentation/information safe.
- When in doubt, call your bank.

### Cyber Safety Resources

- [Internet Service Providers' Association \(ISPA\)](#)
- [South African Banking Risk Information Centre \(SABRIC\)](#)

## NO to Cyber Bullying

### What is bullying?

Bullying is the use of force, threat, or coercion to abuse, intimidate, or aggressively dominate others. The behavior is often repeated and habitual.

Behaviors used to assert such domination can include verbal harassment or threat, physical assault or coercion, and such acts may be directed repeatedly towards particular targets.

### What defines bullying?

#### Repetition

Bullying is repetitive, especially after the bullied person has asked for it to stop; thus, the bully is aware that s/he is causing the bullied person(s) physical/emotional discomfort. Additionally, bullying is often focused, repeatedly, on the same person, or groups of people.

#### Power

Bullying is done with the intent of hurting others. This can be physically, or emotionally. A bully is fully aware that they are hurting their targets, and do it anyway.



Image: Vecteezy

### Intent

In general, a bully is in a position of social, or physical, power over the person(s) s/he is bullying.

### What is cyber bullying?

Cyber bullying is a form of bullying or harassment using electronic means. It has become increasingly common, especially among young adults. Harmful bullying behavior can include posting rumors, threats, sexual remarks, a victims' personal information, or pejorative labels (i.e., hate speech).

**Bullying or harassment can be identified by repeated behavior and an intent to harm.** Victims may have lower self-esteem, increased suicidal ideation, and a variety of emotional responses, including being scared, frustrated, angry, and depressed.



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This section provides a guide to UCT's internal structures available to support you in times of need (for non-academic challenges), an FAQ e-resources guide; tips on managing stress and your overall well-being; information about the FHS clinical training platform and relevant contact details for student wellness, staff, clinical facilities, and community health centres, as well as the contact details for UCT's Ombud.

## Internal UCT Structures

### Students' Non-Academic Support

Students with non-academic challenges are identified in a variety of ways. For many students with non-academic problems, the FHS Student Development & Support Office (FHS SDSO) Manager is the first point of contact.

Some students present themselves at the FHS SDSO, while others are brought to the attention of the SDSC Manager by course Conveners, tutors, and peers or, in some cases, by the students' parents. The SDSO Manager sees the referred student and may engage the UGSDSC Co-Chairs, sometimes both the Co-Chairs and the Undergraduate Education Deputy Dean (DD), in managing related matters for the DD's intervention.

The UGSDSC conducts student support meetings, and once a semester Medical Board meetings to review the progress of students who have been monitored, whose support has been facilitated due to reported non-academic challenges, and to decide on the best form of support for each student.

The Faculty Medical Board monitors the academic and non-academic performance of each student throughout the year, and receives regular reports indicating the student continues to receive appropriate professional care, if applicable. If a student takes a Leave of Absence (LoA) for health reasons, the Medical Board requires regular reports

from the relevant Health Care Professional(s) informing the Board the student is continuing to receive professional care. At the final meeting of the year these reports are reviewed by the Medical Board to determine whether the student is ready to return to their studies, and how they will be supported upon their return.

Where necessary, the Undergraduate SDSC holds meetings during the year in order to discuss the progress of individual students with the relevant Course Conveners and/or Heads of Departments. Progress Committees provide a mechanism for putting appropriate support in place or for taking appropriate action. Most Progress Committees that have been convened have been for students enrolled for the Clinical Phase of the MBChB Programme and Health and Rehabilitation Sciences students.

The SDSO liaises with various Departments/Units at UCT to provide support for students including:

- UCT Department of Student Affairs (DSA).
- Undergraduate Funding Unit.
- Student Counselling Services.
- Student Health Services.
- Student Housing.
- Disability Unit.
- The International Academic Programmes Office (for international students).

In some cases, the Faculty Undergraduate Unit assists with external funding bodies such as the Provincial Government Departments of Health.

The patient is the beginning and end of our work - be it in service provision, research, teaching or administration.

**Professor Bongani Mayosi**  
28 January 1967 - 27 July 2018

## FAQ's e-Resource Guide for Undergraduates


### How can we help?

Often, we struggle to find important information in times of distress. This e-Resource Guide contains vital information for UCT support services for Undergraduate students.

### Student Services


- Contact the FHS SDS Manager, **Nonkosi Malala**, for any of the following queries:
  - Referrals for matters related to counselling and general student wellness.
  - Matters related to access to chronic medication.
  - Referrals for matters related to unintentional injuries on duty sustained during clinical training.
  - General non-academic support queries.

 Email [Nonkosi.Malala@uct.ac.za](mailto:Nonkosi.Malala@uct.ac.za)

 Tel 021 406 6749


- Contact the FHS SDS Administrative Officer, **Sibulele Mkutshulwa**, for any of the following queries:
  - Matters related to first year students' Hepatitis B vaccination.
  - First year students' mentorship programme.
  - First year students' orientation programme.
  - Faculty-based students' scholarships/bursaries.

 Email [Sibulele.Mkutshulwa@uct.ac.za](mailto:Sibulele.Mkutshulwa@uct.ac.za)

 Tel 021 406 6749

#### Health Sciences Student Council (HSSC) Contacts

- General Enquiries

 Email [hssc.secretary@uct.ac.za](mailto:hssc.secretary@uct.ac.za)

- HSSC Chair

 Email [hssc.chair@uct.ac.za](mailto:hssc.chair@uct.ac.za)


- HSSC Deputy Chair

 Email [hssc.deputychair@uct.ac.za](mailto:hssc.deputychair@uct.ac.za)


- HSSC Student Wellness & Outreach

 Email [hssc.wellness@uct.ac.za](mailto:hssc.wellness@uct.ac.za)

- HSSC H&R Academics

 Email [hssc.hracademics@uct.ac.za](mailto:hssc.hracademics@uct.ac.za)

- HSSC MBChB Academics


 Email [hssc.mbchbacademics@uct.ac.za](mailto:hssc.mbchbacademics@uct.ac.za)

### Student Wellness

- Student Wellness Links

- [Student Wellness Service \(SWS\)](#)
- [Bookings for Medical Assistance](#)
- [Bookings for Psychological Support](#)
- FHS First Responder: **Nonkosi Malala**

 Email [Nonkosi.Malala@uct.ac.za](mailto:Nonkosi.Malala@uct.ac.za)


 Tel 021 406 6749

### Finance

- Undergraduate Student Funding Office


- [Financial Assistance Overview](#)
- [Undergraduate Funding](#)
- [Bursary Noticeboard](#)
- Contact **Pumza Vena**


 Email [Pumza.Vena@uct.ac.za](mailto:Pumza.Vena@uct.ac.za)

 Tel 021 650 2016

- UCT Student Fees Office

 Email [fnd-feeeng@uct.ac.za](mailto:fnd-feeeng@uct.ac.za) or

 Tel 021 650 1704

 Hours Weekdays 09h00 - 15h30  
Thursdays 09h30 - 15h30

### Accommodation

- UCT Accommodation-related Queries

Contact **Nolukholo Tshwete** or **Tsebo Letabe**


 Email [Nolukholo.Tshwete@uct.ac.za](mailto:Nolukholo.Tshwete@uct.ac.za)

 Email [Tsebo.Letabe@uct.ac.za](mailto:Tsebo.Letabe@uct.ac.za)

### General

- Academic-related queries - Undergraduate Academic Administration  
Contact **Carmen Cloete**

 Email [Carmen.Cloete@uct.ac.za](mailto:Carmen.Cloete@uct.ac.za)

 Tel 021 406 6559

- **Student Resource Centre: Learning Support, Media Support, Feedback and Writing Support**

✉ Email [fhsadvisors@vula.uct.ac.za](mailto:fhsadvisors@vula.uct.ac.za) or  
📞 Cell / WhatsApp 081 733 6912

- **Application for concession to miss academic activities**

Contact your relevant Course Convenor /  
Course Administrator

- **Application for Leave of Absence (LoA)**

Please contact the FHS Faculty Manager for  
Academic Administration, **Sandra Munesar**

✉ Email [Sandra.Munesar@uct.ac.za](mailto:Sandra.Munesar@uct.ac.za)

🕒 **Office Hours** Monday to Thursday 08h00 - 16h30  
Tuesday 09h30 - 16h30

**Closed on Weekends and Public Holidays**

If you, or a fellow student, feel overwhelmed by stress, please know there is no shame in asking for help. Visit [UCT Student Wellness Service](#) for more information.

## Your physical wellbeing

The UCT Student Wellness Service (Ivan Toms Building, 28 Rhodes Ave, Mowbray) offers a comprehensive outpatient service:

- 1 Consultation with a nurse (If you are on financial aid, this is free.)
- 2 Consultation with a doctor (If you're referred by a nurse and are also on financial aid, this is free.)
- 3 Medication is sold at cost price on a cash basis after consultation, and no dispensing fees apply.
- 4 HIV testing and counselling, medication for sexually transmitted infections and basic contraceptives are available free of charge.



Please take your student card and any supporting documentation, such as proof of your financial aid status.

There is also a clinic on upper campus, on Level 6 of the Steve Biko Students' Union building, where you can see a nurse (08:30–16:30) on a walk-in basis for minor complaints.

Book a consultation online at  
[www.dsa.uct.ac.za/student-wellness/health-services/overview](http://www.dsa.uct.ac.za/student-wellness/health-services/overview)



## Support in the case of sexual assault

Survivor Support in the Office for Inclusivity & Change (OIC) provides advice and assistance to UCT staff and students in sexual assault and rape cases.

The OIC works to ensure that all survivors of sexual violence receive compassionate care.



Call the 24/7 Sexual Assault emergency standby number 072 393 7824

## Your mental health

UCT, together with the South African Depression and Anxiety Group (SADAG), offers 24/7 telephonic counselling, advice, referral facilities and general support to staff or students facing any mental health challenges or contemplating suicide. The line is also available to offer support and advice to anyone who is concerned about a UCT community member who might be in distress. Contact the SADAG UCT Staff and Student Careline on 0800 24 25 26 (free from Telkom lines). You can also SMS 31393 for a callback.

The Student Wellness Service provides access to psychological support services on an ad hoc basis. Fees for these services can be negotiated with the psychologist.

Book counselling services online at  
[www.dsa.uct.ac.za/student-wellness/counselling-services/overview](http://www.dsa.uct.ac.za/student-wellness/counselling-services/overview)



## Anti-discrimination services

Students living with HIV and Aids or experiencing harassment and discrimination (of any kind) don't have to deal with it alone. The Office for Inclusivity & Change offers a range of support services that ensure the university is accessible and inclusive to all.



## Support for students with disabilities



UCT's Disability Service ensures that the university is as accessible as possible on all levels, including venue access and study materials and technologies for those with sensory and other impairments.

**WHERE?** Level 6, Steve Biko Students' Union building. Access is via the lift or stairs.



Do you know someone  
who is dealing with anxiety,  
depression or in emotional  
distress and needs support?

---

Call UCT Student Careline: 0800 24 25 26  
(free from Telkom lines), SMS (for a call-me-back) - 31393



**UNIVERSITY OF CAPE TOWN**  
IYUNIVESITHI YASEKAPA • UNIVERSITEIT VAN KAAPSTAD



## A Guide to Managing Stress

**Stress** the bugbear of the Health Sciences student. Actually it's not unique to Health Sciences students, though we like to think so. But it's something that you will come across in the Faculty and in a medical or health and rehabilitation sciences career, so you might as well know something about it.

Most of us respond positively to small amounts of stress and become more efficient, e.g. when we get closer to exams and tests. Very high levels of stress though, make us perform inefficiently and interfere with our concentration and ability to think clearly.

### So how do you know when you are over-stressed?

It may sound like a silly question - but stress is not always that obvious, especially when there is an element of denial in our response.

The body's immediate response to stress is the classic adrenaline 'fight or flight' reaction. If stress persists, the body localises it to a particular organ or function, so symptoms of stress may include:

- **Physical:** Headaches, fatigue, skin rashes, palpitations, change in appetite (weight gain or loss), and insomnia.
- **Mental:** Forgetfulness, nightmares, poor concentration, and lack of ideas.
- **Emotional:** Anxiety, irritability, depression, boredom, apathy, loneliness, and low sex drive.

Obviously other things can cause these symptoms, but they can be warning signs that you are going into 'distress'. So what do you do when the stress gets to be too much? Here are some tips:

### Time Management

CRUCIAL! Good time management is often the key to dealing with the kind of academic pressures that Health Science students experience. Planning a timetable is very useful. Set yourself realistic goals to work towards. Timetables help keep a perspective on the amount of work that must be done, and the time available in which to do it. Of course, there is no need to tell you to leave enough time for relaxation and recuperation.

### Resources

It's important to be familiar with your own personal resources such as your character strength, methods of work, and especially your relationships with your friends and family, which are invaluable sources of support.

## Address the Root Cause

If you're stressed because exams are coming and you don't know your work, then get down and swat. Don't procrastinate. If you've decided that something needs doing, do it, otherwise abandon it entirely. The sooner you do it, the less time you'll have to dread doing it. Use the tutorial services offered by the various departments.

### Positive 'Copers'

Positive 'copers' are activities that do nothing to address the root cause, but give you an outlet for your stress and nervous energy. Some people knit or weave baskets; others play music or write poetry. Positive 'copers' also include taking good care of yourself.

Eating healthily and having a good balance of study, exercise, relaxation and self-care will help you manage your life better. Although positive 'copers' don't solve challenges, they do act as an outlet; and have beneficial side effects such as relaxation, promoting a positive self-esteem and improving productivity.

### Negative 'Copers'

TO BE AVOIDED! These are tactics that provide initial relief, but in the long term only add to your stress, such as procrastination, drugs and alcohol, under or over-eating, gambling and shopping.

### Awareness

Burnout is a common result of high levels of stress. **Be aware of negative changes in your habits and if you can't handle a problem by yourself don't be afraid to ask for help.** Some people see a request for help as an admission of failure. It's not - it's a path to success. At the FHS help is available for all types of challenges of problems - the Student Development & Support Service, academic staff; hospital facilities are there - so **if you need help, get help.**

### Prioritise

If you've got too many problems to cope with, stand back and decide which of these are really important to you. Deal with the vital stuff first, and accept that some of the not so vital stuff may have to be sacrificed.



## UCT Student Wellness Service (SWS)

The Student Wellness Service (SWS) provides a professional health and counselling service to students at a primary health care level. The service is dedicated to assisting students in making healthy lifestyle choices in relation to nutrition, alcohol, safer sex, relationships and stress management amongst others, in support of academic success.

SWS offers a comprehensive outpatient health service by both medical practitioners and nurses, who are dedicated to helping students to remain healthy, and to making sound life choices while pursuing their academic goals. Students are encouraged to seek assistance and guidance as early as possible.

SWS is involved with the prevention, early detection and treatment of all health and psychological conditions, as well as the promotion of a balanced and healthy lifestyle. SWS provides psychosocial support and interventions to students with personal, social, family and relationship challenges.

Student Wellness seeks to play a significant role in developing and empowering the whole student – promoting their ability to take control of their own living and learning through wellness, self-confidence, self-awareness, personal meaning and responsible citizenship.

### Toll free numbers to call when you are in distress

- **SADAG UCT Student Careline:** ☎ 0800 24 25 26 free from a Telkom line or 📧 SMS 31393 for a call-me-back. This line offers 24/7 telephonic counselling, advice, referral facilities and general support to students facing any mental health challenges or contemplating suicide. The line is available to offer support and advice to anyone who is concerned about a student who might be in distress. The line is able to advise and refer callers to both internal UCT resources and external (NGO, public and private) mental health resources.
- Please make use of the **SADAG UCT Student Careline** if you are placed on a waiting list by reception at the SWS or if you require emotional support while waiting for an appointment. The SADAG website contains useful information about mental health issues as well as details of their national helplines.

### Contact SWS

- ☎ Tel 021 650 1020
- 📧 Email [faranaz.murat@uct.ac.za](mailto:faranaz.murat@uct.ac.za)
- 🌐 Website [www.dsa.uct.ac.za/sws/student-wellness-service](http://www.dsa.uct.ac.za/sws/student-wellness-service)

### DID YOU KNOW?

#### At UCT our students have access to:

- 👤 a primary health care clinic with doctors, nurses, psychologists and a social worker
- ⚙️ a main clinic on lower campus and a satellite clinic on upper campus
- 🎗️ comprehensive HIV and Aids counselling and testing services and a range of reproductive health services
- 🎧 24-hour emergency care lines offering support for students who experience any health emergency, mental health crisis, sexual assault, rape, discrimination or harassment on campus.

### CONTACTS

#### 🏥 Health and wellness

<b>SADAG UCT Careline</b>	0800 24 25 26 or SMS 31393
<b>Student Wellness Service</b>	021 650 1017/20
<b>Student clinic (triage advice)</b>	021 650 5620
<b>COVID-19 student hotline</b>	021 650 1271
<b>SADAG Suicide Crisis Line</b>	0800 567 567
<b>LifeLine</b>	021 461 1111/3
<b>Groote Schuur Hospital (GSH)</b>	021 404 9111
<b>GSH psychiatric emergency unit</b>	021 404 2175



# UCT Student Careline

24-hour TOLL-FREE Helpline

7 days a week

**FREE** telephonic counselling and referrals

**0800 24 25 26**

**SMS 32312**



[www.sadag.org](http://www.sadag.org)

Mental  
Health  
Matters





UCT works hard to create a safe and nurturing environment for all students and staff members. We offer a wide range of support services with the understanding that wellness goes beyond physical health. Our services include health counselling, mental health services and support for students and staff with disabilities.

## Student Wellness Service available at Health Science Campus

**The physical, emotional and mental wellbeing of our Undergraduate and Postgraduate students is of great importance to us.**

The University SWS has expanded support services that are available to students. This is in line with providing comprehensive student wellness support. There is no longer a long waiting period for those seeking help. Below are the details:

### Registered Counsellors/Clinical and Counselling Psychologists

- **Duration of Service:** Available from January 2022 until 15 December 2022
- **Times:** Mondays, Tuesdays, Wednesdays and Fridays from 08h30 – 16h30

*All sessions are currently online (telephonically/virtually) and an hour long. When booking, please complete all relevant sections and ensure that you include the contact number you wish to be contacted on. All sessions are free of charge to all registered UCT students.*

**To book and confirm an appointment with any available counsellor or psychotherapist, please [click here](#).**

The South African Depression & Anxiety Group (SADAG) offers **24/7 telephonic counselling 080 012 1314 / 32312** for a **call-me-back**.

**For consultation with a SWS medical practitioner i.e. medical doctor, nurse or psychiatrist, please [click here](#) to book and confirm an appointment.**

Alternatively, contact **SWS** at **021 650 1020** for assistance. All sessions are currently online (telephonically/virtually). Please visit the [SWS website](#) for comprehensive information such as costs and duration of the session.

**Or, contact the Ms Nonkosi Malala** at the FHS Student Development and Support Office (FHS SDSO):

- 📍 **Address** Room N2.17 Wernher & Beit North Building
- ☎ **Tel** 021 406 6749
- ✉ **Email** [Nonkosi.Malala@uct.ac.za](mailto:Nonkosi.Malala@uct.ac.za)

**Confidentiality and privacy are guaranteed.**

Requests for assistance with suitable venues to discretely join virtual consultations within the Faculty can be made via the **FHS Operations Office** ✉ [FHSOPS@uct.ac.za](mailto:FHSOPS@uct.ac.za) or contact **Ms Carin Liebenberg** ✉ [carin.liebenberg@uct.ac.za](mailto:carin.liebenberg@uct.ac.za)





SUPPORT

**FHS Student Wellness Service**

**24/7 TOLL-FREE hotline**

**for FHS Students in distress**

**FREE** telephonic counselling and referrals

**call 0800 32 33 23**

**sms 31393 for a call-me-back**

[www.sadag.org](http://www.sadag.org)

**Mental  
Health  
Matters**



Always keep a  
list of emergency  
numbers with you.

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CPS 24-hour hotline: 021 650 2222  
#NoToCampusCrime






**UNIVERSITY OF CAPE TOWN**  
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## Needlestick and Body Fluids Splash Injuries Site Co-Ordinators and Important Contact Details




### New Somerset Hospital

Ms Zulpha Geyer

-  Tel 021 715 1945
-  Cell 079 886 0896
-  Email [zulpha.geyer@uct.ac.za](mailto:zulpha.geyer@uct.ac.za)





### Vredenburg Hospital

Ms Zulpha Geyer

-  Tel 021 715 1945
-  Cell 079 886 0896
-  Email [zulpha.geyer@uct.ac.za](mailto:zulpha.geyer@uct.ac.za)

### George, Mossel Bay, Knysna and Oudtshoorn Hospitals

Ms Althea Solomons

-  Address Room E77, Management Suite, George Hospital, Davidson Road, George, 6530
-  Tel 021 650 5185
-  Cell 072 386 928
-  Email [althea.solomons@uct.ac.za](mailto:althea.solomons@uct.ac.za)

### Victoria Hospital

Ms Nichola Daniels

-  Tel 021 799 1164
-  Fax 021 799 1251
-  Cell 084 674 6745
-  Email [nichola.daniels@uct.ac.za](mailto:nichola.daniels@uct.ac.za)




### Lentegeur Psychiatric Hospital, Mitchell's Plain District Hospital, Crossroads CHC, Mitchell's Plain CHC & Hanover Park CHC

Ms Liesl Felix


-  Tel 021 650 5059
-  Fax 021 406 6015
-  Cell 074 148 7096
-  Email [liesl.felix@uct.ac.za](mailto:liesl.felix@uct.ac.za)

### Mowbray Maternity Hospital

Ms Fatima Le Roux




-  Tel 021 406 6177 or 402 6234 (ext. 6234)
-  Cell 072 490 6844
-  Email [fatima.leroux@uct.ac.za](mailto:fatima.leroux@uct.ac.za)

When in doubt contact **Mr Dehran Swart**, Health Teaching Platform Manager, Primary Health Care Directorate:







-  Tel 021 406 6439
-  Cell 082 422 2007
-  Email [dehran.swart@uct.ac.za](mailto:dehran.swart@uct.ac.za)

### Groote Schuur Hospital (GSH) Occupational Health Clinic (OHC) and other sites not noted

Sister Mariamah Chetty


-  Tel 021 404 5490/87 | Speed Dial 76-855
-  Fax 021 404 5415
-  Email [Mariamah.Chetty@westerncape.gov.za](mailto:Mariamah.Chetty@westerncape.gov.za)

### For all student medical treatment counselling and follow-up tests

- If no counselling is received at the hospital where the injury occurred and not enough (only 3 days) medication supply, send the student to the Occupational Health Clinic, GSH, J Floor, Out-patients Building
- A folder is to be opened at E Floor Main Reception OPD, before proceeding to OHC.
- For clearance of accounts for accidents sustained at GSH contact Mr Shaheed Adams
  -  Tel 021 404 2351
  -  Email [Shaheed.Adams@westerncape.gov.za](mailto:Shaheed.Adams@westerncape.gov.za)
- Fees Office:
  -  Address GSH, J block, Out-patients Building
  -  Tel 021 404 5490
- SHAWCO Clinics:
  -  Tel 021 406 6740,
  -  Email [health@shawco.org](mailto:health@shawco.org)

### Immediate Care Areas

- **GSH: Staff Health Clinic**, J Floor OPD (07H00-15H30)  Tel 021-404 5490/5486
- **GSH: Trauma Unit** C14, New GSH Hospital (Weekend/After hrs)  Tel 021 404 4112/4473
- **Community Health Centres:** Doctor or Sister in charge
- **Mowbray Maternity Hospital:** Occupational Health Nurse Practitioner  Tel 021 659 5586
- **MOUs:** Doctor or Sister in charge
- **Red Cross Hospital:** Occupational Health Nurse Practitioner or casualty
  -  Tel 021 658 5410/5605
- **New Somerset Hospital:** Occupational Health Nurse or Casualty  Tel 021 402 6170
- **Victoria Hospital:** Occupational Health Nurse or Casualty  Tel 021 799 1135

**During Work Hours:** 07h00 – 15h30. Go to GSH Occupational Health Clinic.  Tel 021-404 5490/5081

**After Hours:** Report to Trauma Unit & GSH Staff Clinic the next working day.  Tel 021-404 5490/5486

## Site Facilitators

### Heideveld Clinic

Lydia Davids

📞 Cell 084 811 3476

✉ Email [lydia.davids@uct.ac.za](mailto:lydia.davids@uct.ac.za)

### Khayelitsha and Town II Clinic

Tsuki Xapa

📞 Cell 082 713 0297

✉ Email [tsuki.xapa@uct.ac.za](mailto:tsuki.xapa@uct.ac.za)

### Mitchells Plain and Eastridge Clinic

Christolene Beauzac

📞 Cell 072 668 3974

✉ Email [christolene.beauzac@uct.ac.za](mailto:christolene.beauzac@uct.ac.za)

### Retreat and Grassy Park Clinic

Fiona Jordaan

📞 Cell 076 853 7122

✉ Email [fiona.jordaan@uct.ac.za](mailto:fiona.jordaan@uct.ac.za)

### Vanguard and Langa Clinic

Patricia Ncamile

📞 Cell 064 626 8776

✉ Email [patricia.ncamile@uct.ac.za](mailto:patricia.ncamile@uct.ac.za)

## Community Health Centres (CHC)

Guguletu CHC 📞 Tel 021 637 1280

Hanover Park CHC 📞 Tel 021 692 1240

Khayelitsha (Site B) CHC 📞 Tel 021 360 5200

Mitchell's Plain CHC 📞 Tel 021 392 5161

Retreat CHC 📞 Tel 021 713 9800

Vanguard CHC 📞 Tel 021 694 5540

### Vanguard Student Learning Centre Facility Manager

Sister Sharm Naidoo

📞 Tel 021 695 3849

📞 Cell 072 603 0887

✉ Email [sharm.aidoo@uct.ac.za](mailto:sharm.aidoo@uct.ac.za)

## UCT Ombud

The [Office of the Ombud](#) provides a safe and objective place where people can air their concerns, receive referrals, find out about relevant policies and procedures, and discuss formal and informal options for addressing their concerns.

The Ombud operates according to the IOA ([International Ombudsman Association](#)) principles and Code of Ethics:

- **Independence.** The Ombud is independent of UCT's authority structures and reports to the Chair of Council, but has access to the university's Senior Leadership Group (SLG) in order to share concerns about issues on campus.
- **Informality.** The Ombud provides additional help, but does not replace, the university's existing resources for conflict resolution.
- **Impartiality.** The Ombud considers the rights and interests of all those involved while making sure that a fair process takes place.
- **Confidentiality.** The Ombud will not identify visitors without getting permission to do so. Permanent records are not kept. Reports are based on anonymous aggregate data.

### Non-disclosure Agreement

By talking to the Ombud, visitors and the Ombud agree that the Office of the Ombud will not disclose or keep records that could identify individuals. The Ombud will not testify or participate in any formal proceeding: communications with the ombud are privileged, and this privilege is held by the Office of the Ombud and cannot be waived by others. This agreement is confidential and provides of a safe and neutral place for the discussion of any concern by any member of the UCT community.

#### Interim Ombud

Prof Ihron Rensburg

📞 Tel: 021 650 4805

✉ Email: [ombud@uct.ac.za](mailto:ombud@uct.ac.za)

#### Associate Ombud

Rashieda Khan

📞 Tel: 021 650 4805

✉ Email: [rashieda.khan@uct.ac.za](mailto:rashieda.khan@uct.ac.za)

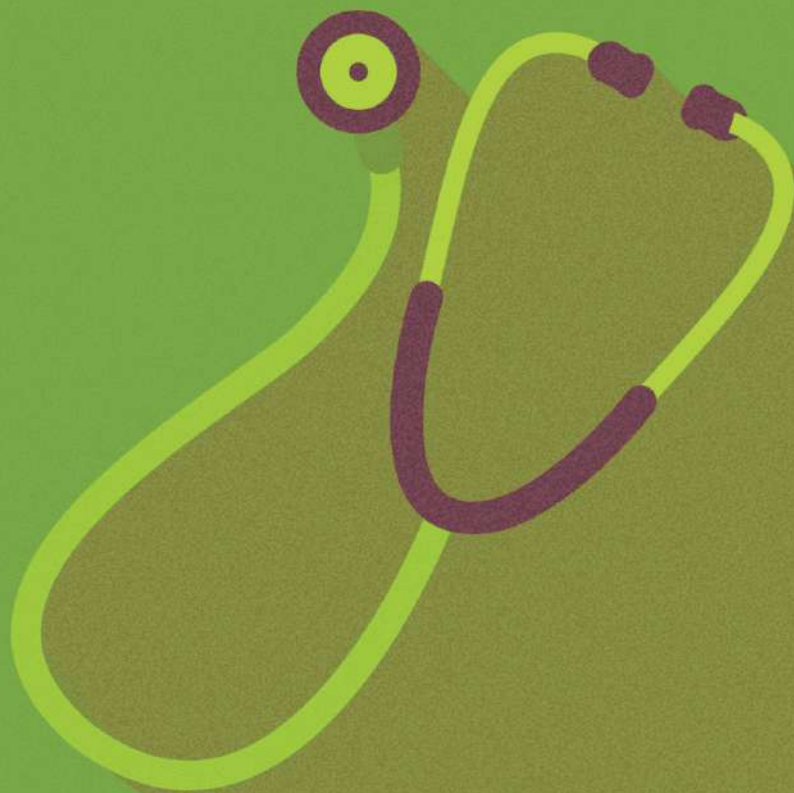
#### Administrative Assistant

Birgit Taylor

📞 Tel: 021 650 3665

✉ Email: [birgit.taylor@uct.ac.za](mailto:birgit.taylor@uct.ac.za)





Do you stay in  
a UCT residence?  
Do you know that there  
is a night time nurse service  
available from 19h00 to 07h00?

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Call the UCT night time nurse service – 1271  
(from a res landline), 073 201 8111 or 072 190 5090



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# In the event that something does go wrong, the FHS and UCT will provide support

Please contact the following staff if you need support, guidance or help:

## Student Development & Support Team

*Student Development & Support Manager:* Nonkosi Malala

SDS Undergraduate Unit

☎ Tel 021 406 6749 ✉ Email [nonkosi.malala@uct.ac.za](mailto:nonkosi.malala@uct.ac.za)

*FHS Student Liaison Officer:* Sibulele Mkutshulwa

SDS Undergraduate Unit

☎ Tel 021 650 5393 ✉ Email [sibulele.mkutshulwa@uct.ac.za](mailto:sibulele.mkutshulwa@uct.ac.za)

## Primary Health Care Directorate

*Health Teaching Platform Manager:* Dehran Swart

📍 Address E47-70 Old Main Building, Groote Schuur Hospital

☎ Tel 021 406 6439 📞 Cell 082 422 2007 ✉ Email [dehran.swart@uct.ac.za](mailto:dehran.swart@uct.ac.za)

## Transport

Reece Brooks

☎ Tel 021 406 6638 📞 Cell 083 643 2328 ✉ Email [reece.brooks@uct.ac.za](mailto:reece.brooks@uct.ac.za)

## Has this Handbook been useful?

### Any suggestions for improvement?

For comments on this Handbook and suggestions as to how it could be improved and made more useful, please click [here](#) and send us your feedback online, or contact:

*Student Development & Support Manager:* Nonkosi Malala

SDS Undergraduate Unit

☎ Tel 021 406 6749 ✉ Email [nonkosi.malala@uct.ac.za](mailto:nonkosi.malala@uct.ac.za)

*FHS Student Liaison Officer:* Sibulele Mkutshulwa

SDS Undergraduate Unit


☎ Tel 021 650 5393 ✉ Email [sibulele.mkutshulwa@uct.ac.za](mailto:sibulele.mkutshulwa@uct.ac.za)




## FACULTY OF HEALTH SCIENCES

### **Physical Address**

Faculty Office  
Barnard Fuller Building  
Anzio Road  
Observatory  
Cape Town  
South Africa

 **Tel** 021 650 3002


 **Email** [enquiry@uct.ac.za](mailto:enquiry@uct.ac.za)

 **Website** [www.health.uct.ac.za](http://www.health.uct.ac.za)

### **GPS Co-ordinates**

-33.942012, 18.464738

### **Dean's Office**

 **Dean's Assistant\_Tel** 021 406 6106

### **FHS Student Development & Support Office**

 **Tel** 021 406 6749 / 5393

 **Email** [fhs-sds@uct.ac.za](mailto:fhs-sds@uct.ac.za)

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