

**UNIVERSITY OF ESWATINI**

**INSTITUTE OF DISTANCE EDUCATION**

**PROGRAMME TUTORIAL LETTER**

**Bachelor of Nursing Science**

**BNSc**



**October 2021**

**Dear Student**

Welcome to the Bachelor of Nursing Science (BNSc) programme. It is referred to as a completion programme because it adds on two (2) years of fulltime years of study after the Diploma and then one earns the degree. Through the Open and Distance Education mode, the programme is a durationof three (3) years.

1. **The Open and Distance e-Learning Delivery Mode – Programme Structure**
   1. **Course on Offer Per Level**

**LEVEL 4** **BNSc ADVANCED MEDICAL-SURGICAL NURSING ONLY**

**Semester VII**

Core Courses L P Cr

GNS423 Health Assessment, Diagnosis and Treatment I 3 4 4.3

**Required Courses**

HSC403 Health Systems Research 3 0 3.0

**General Education Courses**

ACS111 Academic communication Skills: English for 2 2 2 .2

Academic Purposes

EHS105 Computing for Health Sciences 1 2 1.7

Total **11.2Cr**

**Semester VIII**

**Core Courses** L P Cr

GNS430 Advanced Medical/ Surgical Nursing I 3 4 4.3

GNS424 Health Assessment, Diagnosis and Treatment II 3 2 3.7

**General Education Courses**

ACS112 Academic Communication Skills: English for 2 2 2.2

Academic Purposes

**Required Courses**

GNS426 Health Services Management III 3 0 3.0

HSC418 Field Attachment (5 weeks, June-Aug) 2.0

**Total**   **15.2Cr**

**LEVEL 5**

Semester IX

**Core Courses**  L P Cr

GNS431 Advanced Medical/ Surgical Nursing II 3 4 4.3

**Required Courses**

GNS427 Health Services Management IV 3 0 3.0

HSC407 Health Statistics 3 0 3.0

GNS409 Aspects of Law for Health Practice 3 0 3.0

Total **13.3Cr**

**Semester X**

**Core Courses** L P Cr

GNS510 Advanced Medical/ Surgical Nursing III 3 4 4.3

**Required Courses**

GNS512 Theoretical Basis of Nursing I 3 0 3.0

HSC518 Field Attachment (5 weeks, June-July) 2.0

GNS506 Ethos and Professional Practice 2 0 2.0

**Total**  **11.3Cr**

**LEVEL 6**

**Semester XI**

**LP Cr Core Courses**

GNS511 Advanced Medical/ Surgical Nursing IV 3 4 4.3

**Required Courses**

GNS513 Theoretical Basis of Nursing II 3 0 3.0

GNS 501 Health Services Management V 3 0 3.0

HSC599 Research Project\*\*\* 0 3 2.0

**General Education Courses**

GNS113 HIV Prevention, Infection and Management

of AIDS 2 0 2.0

**Total 14.3**

**Semester XII**

**Required courses**

HSC520 Field Attachment (5 weeks, June-July) 2.0

HSC599 Research Project\*\*\* 03 2.0

GNS522 Demography for Health Sciences 4 0 4.0

Total **8.0**Cr

**OPTION 2 - BNSc MEDICAL SURGICAL NURSING WITH MIDWIFERY**

**LEVEL 4**

SEMESTER VII

Core Courses L P Cr

GNS423 Health Assessment, Diagnosis and Treatment I 3 4 4.3

MWF401 Foundations of Midwifery 2 0 2.0

MWF407 Normal Pregnancy and Antenatal Care 3 0 3.0

MWF415 Midwifery Practice I\*

0 4 1.3

**Required Courses**

HSC403 Health Systems Research 3 0 3.0

General Education Courses

ACS111 Academic Communication Skills: English for 2 2 2 .2

Academic Purposes

EHS105 Computing for Health Sciences 1 2 1.7

**Total 17.5Cr**

Semester VIII

**Core Courses**  L P Cr

GNS430 Advanced Medical/ Surgical Nursing I 3 4 4.3

GNS424 Health Assessment, Diagnosis and Treatment II 3 2 3.7

MWF410 Normal Labour and Intrapartum Care 3 0 3.0

MWF446 Community Based Midwifery 3 0 3.0

MWF415 Midwifery Practice I\* 0 8 2.7

General Education Courses

ACS112 Academic communication Skills: English for 2 2 2.2

Academic Purposes

**Required Courses**

HSC418 Field Attachment (5 weeks, June-Aug)\*\* 2.0

GNS426 Health Services Management III 3 0 3.0

**Total 23.9Cr**

**BNSc MEDICAL SURGICAL NURSING WITH MIDWIFERY**

**LEVEL 5**

SEMESTER IX

Core Courses L P Cr

GNS431 Advanced Medical/ Surgical Nursing II 3 4 4.3 MWF445 Professionalism and management in Midwifery 2 0 2.0

MWF403 Normal Puerperium and Postnatal Care 3 0 3.0

MWF415 Midwifery Practice I \* 0 4 1.3

**Required Courses** L P Cr

GNS427 Health Services Management IV 3 0 3.0

HSC407 Health Statistics 3 0 3.0

GNS409 Aspects of Law for Health Practice 3 0 3.0

**Total 20.3Cr**

SEMESTER X

**Core Courses** L P Cr

GNS510 Advanced Medical/ Surgical Nursing III 3 4 4.3

MWF512 Pregnancy with Complications 3 0 3.0

MWF502 Labour with Complications 3 0 3.0

MWF514 Midwifery Practice II\*\*\*\* 0 6 2.0

**Required Courses**

L P Cr

GNS512 Theoretical Basis of Nursing I 3 0 3.0

HSC518 Field Attachment (4 weeks, June-July) \*\* 2.0

GNS506 Ethos and Professional Practice 3 0 3.0

**Total**  20.3Cr

\*Course runs from Semester VII to IX and credited at the end of Semester IX

\*\*\*\* Course shall run from Semester X to XII and will be credited at the end of Semester XII

**BNSc MEDICAL SURGICAL NURSING WITH MIDWIFERY**

**LEVEL 6**

SEMESTER XI

**Core Courses** L P Cr

GNS511 Advanced Medical/ Surgical Nursing IV 3 4 4.3

MWF514 Midwifery Practice III\*\*\*\* 0 6 2.0

MWF501 Postpartum with Complications 3 0 3.0

MWF503 Neonate with Complications 2 0 2.0

**Required Courses** L P Cr

GNS513 Theoretical Basis of Nursing II 3 0 3.0

GNS501 Health Services Management V 3 0 3.0

HSC599 Research project\*\*\* 0 3 2.0

General Education Courses

GNS113 HIV Prevention, Infection and Management of AIDS 2 0 2.0

**Total**  **21.3Cr**

SEMESTER XII L P Cr

MWF504 Emergency Obstetric and Neonatal Care 2 1 2.3

MWF514 Midwifery Practice II\*\*\*\* 0 4 1.3

**Required Courses**

GNS522 Demography for Health Sciences 4 0 4.0

HSC520 Field Attachment (5 weeks, June-July) 2.0

HSC599 Research Project\*\*\* 0 3 2.0

Total **11.6Cr**

**OPTION 3 - BNSc MEDICAL SURGICAL NURSING WITH COMMUNITY MENTAL HEALTH**

**NURSING**

**LEVEL 4**

**Semester VII**

**Core Courses L P Cr**

GNS423 Health Assessment, Diagnosis and Treatment I 3 4 4.3

CHN451 Ethical Issues, Dilemmas and Professional Practice in 3 0 3.0 Community Mental Health Nursing

CHN455 Normal Psychological Developments I 3 4 4.3

Required Courses

HSC403 Health Systems Research 3 0 3.0

General Education Courses

ACS111 Academic communication Skills: English 2 2 2.2

for Academic Purposes

EHS105 Computing for Health Science 1 2 1.7

Total 18.5Cr

**Semester VIII**

**Core Courses**

GNS430 Advanced Medical/ Surgical Nursing I 3 4 4.3

GNS424 Health Assessment, Diagnosis and Treatment II 3 2 3.7

CHN456 Normal Psychological Developments II 3 4 4.3

Required Courses

HSC418 Field Attachment (5 weeks, June-Aug)\*\* 2.0

NUR426 Health Services Management III 3 0 3.0

General Education Courses

ACS112 Academic communication Skills: English 2 2 2.2

for Academic Purposes

Total 19.5Cr

**BNSc MEDICAL SURGICAL NURSING WITH COMMUNITY MENTAL HEALTH NURSING**

**LEVEL 5**

Semester IX

Core Courses L P Cr

GNS431 Advanced Medical/ Surgical Nursing II 3 4 4.3

CHN551 Mental Health Problems and Society I 3 4 4.3

**Required Courses** L P Cr

HSC407 Health Statistics 3 0 3.0

GNS427 Health Services Management IV 3 0 3.0

GNS409 Aspects of Law for Health Practice 3 0 3.0

Total 17.6Cr

Semester X

**Core Courses** L P Cr

GNS510 Advanced Medical/ Surgical Nursing III 3 4 4.3

CHN55Treatment and Management Modalities for Mental Health

Problems I 3 6 5.0

**Required Courses** L P Cr

GNS512 Theoretical Basis of Nursing I 3 0 3.0

HSC518 Field attachment (5 weeks June to July)\*\* 2.0

GNS506 Ethos and Professional Practice 3 0 3.0

Total 17.3Cr

**MEDICAL SURGICAL NURSING WITH COMMUNITY MENTAL HEALTH NURSING**

**LEVEL 6**

Semester XI

**Core Courses** L P Cr

GNS511 Advanced Medical/ Surgical Nursing IV 3 4 4.3

CHN553Mental Health Problems & Society- II 3 3 4.0

**Required Courses**

GNS513 Theoretical Basis of Nursing II 3 0 3.0

GNS501 Health Services Management V 3 0 3.0

HSC599 Research Project\*\*\* 0 3 2.0

**General Education Courses**

GNS113 HIV Prevention, Infection and Management of AIDS 2 0 2.0

**Total**  **18.6**

**SEMESTER XII**

**Core Courses** L P Cr

CHN556 Treatment and Management Modalities for

Mental Health Problems II 3 3 4.0

**Required Courses**

GNS522 Demography for Health Sciences 4 0 4.0

HSC599 Research Project\*\*\* 0 3 2.0

HSC520 Field Attachment (5 weeks, June-July) 2.0

**Total 12.0.0Cr**

**OPTION 4 BNSc COMMUNITY HEALTH NURSING ONLY**

**LEVEL 4**

**Semester VII**

**Core courses L P Cr**

GNS423 Health Assessment, Diagnosis and Treatment I 3 4 4.3

CHN415 Community Health Nursing I 3 4 4.3

**Required Courses**

HSC403 Health Systems Research 3 0 3.0

**General Education Courses**

ACS111 Academic Communication Skills: English for Academic Purposes 2 2 2 .2

EHS105 Computing for Health Science 1 2 1.7

**Total 15.5Cr**

Semester VIII

**Core Courses** L P Cr

GNS424 Health Assessment, Diagnosis and Treatment II 3 2 3.7

**Required Courses**

HSC418 Field Attachment (4 weeks, June-Aug) 2.0

GNS426 Health Services Management III 3 0 3.0

**General Education Courses**

ACS112

Academic Communication Skills: English for Academic Purposes 2 2 2.2

**Total 10.9Cr**

**BNSc COMMUNITY HEALTH NURSING ONLY**

**LEVEL 5**

Semester IX

**Core courses** L P Cr

CHN425 Community Health Nursing II 3 4 4.3

**Required courses**

HSC407 Health Statistics 3 0 3.0

GNS427 Health Services Management IV 3 0 3.0

GNS409 Aspects of Law for Health Practice 3 0 3.0

Total **13.3Cr**

**Semester X**

**Core Courses** L P Cr

CHN520 Community Health Nursing III 3 6 5.0

**Required Courses**

GNS512 Theoretical Basis of Nursing I 3 0 3.0

HSC518 Field attachment\*\* (5weeks, June to July) 2.0

GNS506 Ethos and Professional Practice 3 0 3.0

**Total**  **13.0Cr**

**BNSc COMMUNITY HEALTH NURSING ONLY**

**LEVEL 6** L P Cr

Semester XI

**Core courses**

CHN521 Community Health Nursing IV 3 6 5.0

**Required courses**

GNS513 Theoretical Basis of Nursing II 3 0 3.0

GNS501 Health Services Management V 3 0 3.0

HSC599 Research Project\*\*\* 0 3 2.0

GNS113 HIV Prevention, Infection and Management of AIDS 2 0 2.0

**Total 15.0Cr**

**Semester XII**

**Core courses**

**Required Courses** L P Cr

HSC599 Research Project\*\*\* 0 3 2.0

GNS522 Demography for Health Sciences 4 0 4.0

HSC520 Field Attachment\*\* (5 weeks, June-July) 2.0

**Total 8.0Cr**

**OPTION 5 BNSc COMMUNITY HEALTH NURSING WITH MIDWIFERY**

**LEVEL 4**

**Semester VII**

**Core courses L P Cr**

GNS423 Health Assessment, Diagnosis and Treatment I 3 4 4.3

CHN415 Community Health Nursing I 3 4 4.3

MWF401 Foundations of Midwifery 2 0 2.0

MWF407 Normal Pregnancy and Antenatal Care 3 0 3.0

MWF415 Midwifery Practice I 0 4 1.3

**Required Courses**

HSC403 Health Systems Research 3 0 3.0

General Education Courses

ACS111 Academic Communication Skills: English for

Academic Purposes 2 2 2.2

EHS105 Computing for Health Sciences 1 2 1.7

**Total 21.8Cr**

**Semester VIII** L P Cr

**Core Courses**

GNS424 Health Assessment, Diagnosis and Treatment II 3 2 3.7

MWF410 Normal Labour and Intrapartum Care 3 0 3.0

MWF446 Community Based Midwifery 3 0 3.0

MWF415 Midwifery Practice I\* 0 8 2.7

**Required Courses**

HSC418 Field Attachment (4 weeks, June-Aug)\*\* 2.0

GNS426 Health Services Management III 3 0 3.0

General Education Courses

ACS112 Academic Communication Skills: English For

Academic Purposes 2 2 2.2

**Total 19.6Cr**

**LEVEL 5**

Semester IX

**Core courses**  L P Cr

MWF403 Normal Puerperium and Postnatal Care 3 0 3.0

CHN425 Community Health Nursing II 3 4 4.3

MWF445 Professionalism and Management in Midwifery 2 0 2.0

MWF415 Midwifery Practice I\* 0 4 1.3

**Required Courses**

HSC407 Health Statistics 3 0 3.0

GNS427 Health Services Management IV 3 0 3.0

GNS409 Aspects of Law for Health Practice 3 0 3.0

**Total** **19.6Cr**

**Semester X**

**Core Courses**

L P Cr

3 4 4.3

CHN520 Community Health Nursing III

MWF512 Pregnancy with Complications 3 0 3.0

MWF502 Labour with Complications 3 0 3.0

MWF514 Midwifery Practice II\*\*\*\* 0 6 2.0

**Required Courses** L P Cr

GNS512 Theoretical Basis of Nursing I 3 0 3.0

HSC518 Field Attachment (5 weeks, June-Aug) 2.0

GNS506 Ethos and Professional Practice 3 0 3.0

Total **20.3Cr**

**LEVEL 6**

**Semester XI**

**Core courses**  L P Cr

CHN521 Community Health Nursing IV 3 6 5.0

MWF514 Midwifery Practice II\*\*\*\* 0 6 2.0

MWF501 Postpartum with Complications 3 0 3.0

MWF503 Neonate with Complications 2 0 2.0

**Required Courses**

GNS513 Theoretical Basis of Nursing II 3 0 3.0

GNS501 Health Services Management V 3 0 3.0

HSC599 Research project\*\*\* 0 3 2.0

**General Education Courses**

GNS113 HIV Prevention, Infection and Management of AIDS 2 0 2.0 Total **22.0Cr**

**Semester XII** L P Cr

**Core Courses**

MWF514 Midwifery Practice II\*\*\*\* 0 4 1.3

MWF504 Emergency Obstetric and Neonatal Care 2 1 2.3

**Required courses**

GNS522 Demography for Health Sciences 4 0 4.0

HSC599 Research Project\*\*\* 0 3 2.0

HSC520 Field Attachment (5 weeks, June-Aug) 2.0

**Total**  **11.6Cr**

**OPTION 6 BNSc COMMUNITY HEALTH NURSING WITHCOMMUNITY MENTAL HEALTH NURSING**

**Level 4**

**Semester VII**

**Core courses** L P Cr

GNS423 Health Assessment, Diagnosis and Treatment I 3 4 4.3

CHN415 Community Health Nursing I 3 4 4.3

CHN451 Ethical Issues, Dilemmas and Professional Practice in 3 0 3.0 Community Mental Health Nursing

CHN455 Normal Psychological Developments I 3 4 4.3

**Required Courses**

HSC403 Health Systems Research 3 0 3.0

General Education Courses

ACS111 Academic Communication Skills: English for

Academic Purposes 2 2 2 2

EHS105 Computing for Health Science 1 2 1.7

Total **22.8Cr**

**Semester VIII**

**Core courses** L P Cr

CHN456 Normal Psychological Developments II 3 4 4.3

GNS424 Health Assessment, Diagnosis and Treatment II 32 3.7

**Required Courses**

HSC418 Field Attachment (5 weeks, June-Jul\*) 2.0

GNS426 Health Services Management III 3 0 3.0

**General Education Courses**

ACS112 Academic Communication Skills: English for Academic 2 2 2.2

Purposes

Total **15.2Cr**

**BNSc COMMUNITY HEALTH NURSING WITH COMMUNITY MENTAL HEALTH NURSING**

**LEVEL 5**

**Semester IX**

**Core courses** L P Cr

CHN425 Community Health Nursing II 3 4 4.3

CHN551Mental Health Problems & Society I 3 4 4.3

**Required Courses**

HSC407 Health Statistics

GNS427 Health Services Management IV 3 0 3.0

GNS409 Aspects of Law for Health Practice 3 0 3.0

**Total** **17.6Cr**

**Semester X**

**Core Courses** L P Cr

CHN520Community Health Nursing III 3 6 5.0

CHN554Treatment and Management Modalities for Mental

Health Problems I 3 6 5.0

**Required Courses**

HSC518 Field Attachment\*\* (5 weeks, June-July) 2.0

GNS506Ethos and Professional Practice 3 0 3.0

GNS512 Theoretical Basis of Nursing I 3 0 3.0

**Total** **18.0Cr**

**Level 6**

**Semester XI**

**Core courses** L P Cr

CHN521Community Health Nursing IV 3 4 4.3

CHN553Mental Health Problems & Society- II 3 3 4.0

Core Courses

**Required Courses**

GNS513 Theoretical Basis of Nursing II 3 0 3.0

GNS501 Health Services Management V 3 0 3.0

HSC599 Research Project\*\*\* 0 3 2.0

General Education Courses

GNS113 HIV Prevention, Infection and Management of AIDS 2 0 2.0

Total **23.3Cr**

**Semester XII**

**Core courses** L P Cr

CHN556Treatment and Management Modalities for

Mental Health Problems II 3 6 5.0

**Required Courses**

GNS522 Demography for Health Sciences 4 0 4.0

HSC599 Research Project\*\*\* 0 3 2.0

HSC520 Field Attachment (5 weeks, June-July)\*\* 2.0

**Total**  **13.0Cr**

**1.2 Total Number of Credits per Year/Completed Programme**

|  |  |  |
| --- | --- | --- |
| **PROGRAMME OPTION** | **Level** | **NUMBER OF CREDITS PER YEAR** |
| 1. Advanced Medical surgical Nursing only | 4 | 26.4 |
| Advanced Medical surgical Nursing only | 5 | 24.6 |
| Advanced Medical surgical Nursing only | 6 | 22.3 |
| **PROGRAMME TOTAL CREDITS** |  | **73.3** |
| 1. Advanced Medical surgical Nursing with Midwifery | 4 | 41.4 |
| Advanced Medical surgical Nursing with Midwifery | 5 | 39.9 |
| Advanced Medical surgical Nursing with Midwifery | 6 | 32.9 |
| **PROGRAMME TOTAL CREDITS** |  | **114.2** |
| 1. Advanced Medical surgical Nursing with Community Mental Health Nursing | 4 | 38.0 |
| Advanced Medical surgical Nursing with Community Mental Health Nursing | 5 | 34.9 |
| Advanced Medical surgical Nursing with Community Mental Health Nursing | 6 | 30.3 |
| **PROGRAMME TOTAL CREDITS** |  | **103.2** |
| 1. Community Health Nursing only | 4 | 26.4 |
| Community Health Nursing only | 5 | 26.3 |
| Community Health Nursing only | 6 | 23.0 |
| **PROGRAMME TOTAL CREDITS** |  | **75.7** |
| 1. Community Health Nursing with Midwifery | 4 | 41.4 |
| Community Health Nursing with Midwifery | 5 | 39.9 |
| Community Health Nursing with Midwifery | 6 | 33.6 |
| **PROGRAMME TOTAL CREDITS** |  | **114.9** |
| 1. Community Health Nursing with Community Mental Health Nursing | 4 | 38.0 |
| Community Health Nursing with Community Mental Health Nursing | 5 | 35.6 |
| Community Health Nursing with Community Mental Health Nursing | 6 | 31.3 |
| **PROGRAMME TOTAL CREDITS** |  | **104.9** |

**1.3 Course Instructors and Tutors**

**BNSc Lecturers and Tutors**

|  |  |
| --- | --- |
| **LECTURERS** | **COURSES** |
| Dr OB Tagutanazvo | MWF407  MWF415 (practicum) |
| Dr JS Siphepho | CHN455  CHN455 practicum |
| Mrs A Dziko | MWF401  MWF415 |
| Mrs Zanele Mhlongo-Manana | GNS423  GNS423 Practicum |
| Ms Thabsile Nkambule | EHS105 |
| Dr SKS Masuku | HSC403 |
| Prof NA Sukati | CHN451  CHN551  CHN551 practicum |
| Dr Siphiwe Thwala | MWF445 |
| Mr Mvuyo Maduna | ACS111 |
| Dr Fortunate Zwane | CHN415  CHN415 practicum  CHN 425  CHN 425 practicum |
| Mrs Cynthia Vilakati | GNS427 |
| Mr DC Dlamini | GNS409 |
| Dr Protus Simatende | HSC407 |
| Ms Jennifer Gama | MWF403  MWF415 practicum |
| Mrs Jabulile V. Mdluli | GNS431  GNS431 practicum |

1. **Registration**

For each semester, you will be required to register for at least two courses. Whereas it is possible to register for all the courses per semester (and graduate faster), you are advised to consider your personal circumstances. This includes issues such as your work commitment and whether or not you are also carrying courses from a previous semester. Your registration may also be limited by your current academic status from the previous semester. For instance, if you are currently on probation the regulations require that you register for fewer courses. **I strongly advise you not to register for more courses than you can possibly handle**.

As articulated in the IDE student handbook: <http://www.ide.uneswa.ac.sz/wp-content/uploads/2020/10/IDE-Student-Handbook-1.pdf>), follow the procedures below for correct registration. As a new student, you will:

* First approach the IDE Academic Office for verification of your certificates. Bring all your original academic certificates and admission letter for verification.
* After verification of your certificates, go to the Bursary Desk to present your Proof of payment for your Tuition Fees, and follow the directives you will be given.
* Proceed for Online Registration of your programme courses. You will be assisted with registration by the IDE Coordinators, Senior Assistant Registrar (IDE), Technologist (IDE) and the relevant Faculty Heads of Department.

As a prospective student, it is your duty to follow all these steps and make sure that the information included in your registration form is correct and relevant. Do not forget to take your copy of the registration form for safe-keeping.

**\***See Academic General Regulation (AGR) 010.30

**2.1 Cancellation of Courses**

After registration, the University may allow you to add or drop courses. Normally, this will only be allowed within the **first two weeks** of registration.

\*See Academic General Regulation (AGR)

**2.3 Exemptions**

According to the University regulations, exemption may be granted for courses taken and passed at UNESWA or any other recognised institution. The procedure is that you must write an application letter to the academic office and attach your certificate and transcript from the other institution(s). Normally, the exemption will be granted if it certifies the following conditions:

1. You must be registered before you apply for exemption.
2. You must have obtained the qualification within 10 consecutive semesters. In other words the qualification must not be older than 5 years. For the 2021-2022 academic year, your qualification should have been completed in 2017 or later.

The course content must be equivalent to the course(s) you want to be exempted from. In this regard, you may be required to submit the course outline(s) from the other institution

\*See Academic General Regulation (AGR)

**2.4 Credit Transfer**

In cases where you started a previous programme at UNESWA, but did not finish it, credit for already passed modules may be transferred to BNSc. Nursing programme on condition that it was obtained within 10 consecutive semesters. Refer to the University Calendar for more details: <http://www.uneswa.ac.sz/administration-registrar-corporateaffairs-publications/university-calendar-almanac/>

\* See Academic General Regulation (AGR)

1. **Payment of fees**

In terms of the University Act and Statutes, you only become a student of the University once you have paid your tuition fee for the semester and are properly registered with the University. Therefore, you are encouraged to pay all stipulated fees as per the guidelines provided by the student finance office. Ordinarily, all marks earned while you are not properly registered will be declared null and void by the University Senate

\*See Academic General Regulation (AGR)

1. **Continuous Assessment**

Your final mark for each course is a weighted average of the CA and Examination mark. The weighting is derived from the special regulation of the department offering the course. Typically, all courses have a weighting of 40:60. That is the CA marks contributes 40% to the final marks and the Examination contributes 60%. However, ACS courses are weighted 60:40 for CA and Exam. In addition, some courses may be assessed based on CA only. Refer to the University Calendar for more details: <http://www.uneswa.ac.sz/administration-registrar-corporateaffairs-publications/university-calendar-almanac/>

\* See Academic General Regulation (AGR)

**4.1 Assignments**

Each course may have assignments specified in the course outline. The number of assignments is at the discretion of the course instructor. So, you are encouraged to do all work assigned to you on time.

**4.2 Tests**

Normally, each course will have a minimum of two (2) tests as determined by the course instructor and specified in the course outline.

**4.2.1 Missed Tests and Assignments**

Normally make-up tests or any other type of assessment are not offered, it is a valid reason that a lecturer will decide to grant you an opportunity for a make-up test or assignment. Therefore, make an effort to prepare for assessments by doing all your work and submit within the stipulated timeframe.

If you miss a test, you need to report to the Coordinator Support Services in IDE who would assess if your request is genuine and give you a support letter to use when requesting a make-up test.

**4.2.2 Make-up Tests**

Make-up tests shall only be given at the end of asemester on a date stipulated in the timetable.

**4.3 Academic dishonesty and plagiarism**

All work submitted for assessment, must be your own and not copied from your friends or any other sources. The University Calendar stipulates the penalties for any person involved in academic dishonesty and plagiarism.You are therefore, encouraged to read the relevant section in the calendar on the following issues:

1. **Misconduct in tests and examinations** – strict punitive/disciplinary measures are taken against those of you who are involved in misconduct during tests and examinations.
2. **Plagiarism** – this refers to the copying of all or part of another person’s work, material, publication, report, data, computer files and listings, assignment, results of an experiment, project and/or academic work without due acknowledgement of the source of that information. If you copy someone else’s work without indicating your source then you are guilty of plagiarism and you will be given a zero.
3. **Attendance of face-to-face sessions**

IDE provides a limited number of face-to-face lectures and tutorial or practical sessions. The purpose of lecture sessions is to clarify concepts you might find difficult and provide you with insights and guidance on what is likely to be assessed. They give you information on how to carry out the activities, assignments and general study of the course content. The tutorials assist you with challenging content or difficulties met while studying. It is your duty to raise questions during the tutorial sessions.

**5.1 Purpose**

To cover content and for the lecturer to attend to specific questions regarding the course.

**5.2 Your role**

To attend the sessions and ensure you have read your module. This will help you to identify areas that need to be clarified in the face-to-face sessions.

* 1. **Your Course Instructor’s Role**

The following are the roles of your course instructor:

* To ensure that learning takes for both theory and practicum
* To conduct necessary assessments.
  1. **Face-to-face Contact sections Dates and Venues**

There are five (5) sessions on alternate weekends. The dates shall be communicated in due course.

1. **Online Learning Activities**

Online learning in this University is delivered through the Moodle Learning Management System (LMS), which is the only official learning platform for online learning. You are enrolled on the Moodle LMS for all your registered courses immediately you are registered. You will access Moodle on (https//:learn.uneswa.ac.sz). In case you have challenges accessing Moodle LMS, the Technologist will assist you or you can write to (ictc@uneswa.sz). Always use your Student ID number and your name when communicating with any official for you to be assisted faster.

Please note that you will be taught how to navigate through the Moodle LMS in your Computer Foundations Course and some information is available on Moodle – always read such a Guide. During the Course of the Semester, you need to visit the Moodle LMS site to access course content and participate in online learning activities and assessments. I suggest that you design a timetable for study during the week since you will be attending face-to-face classes on weekends.

**6.1Purpose**

Online learning enablesstudents to teach themselves concepts in a different way than in a classroom.

* 1. **Your role**

The following is your role in online learning;

* + - Learn to navigate Moodle as your platform for learning.
    - Ensure that you regularly check the platform for and learning resources and activities that have been posted by the instructor
    - Carry out assignments and submit on time.
    - Take part in community forums as this earns you a grade
  1. **Your Course Instructor’s Role**

A course instructor’s role includes;

* + - **To coach -** Teaching students the material and guiding them through the learning process
      * To design the curriculum in such a way that enables you as a student to grasp the material and in addition;
        + Being a community builder for your classes. This community enables you to discuss and share ideas about specific topics posted by the instructorTechnical support. Together with ICT technicians the instructor helps to solve some technical issues that you might experience.
        + Every instructor acts in part as a content manager. Every course includes assignments, tests, presentations, and grades that need to be handed out and returned in a timely fashion. Instructors create new content — new handouts, quizzes, or even exams in some cases.

1. **Clinical Practicum**
2. All nursing students are expected to undertake clinical practicum according to their special areas of focus
3. Such practicum shall be communicated by the course instructor and suitable days agreed upon with the student.
4. The student is expected to make suitable arrangement at the workplace for carrying out clinical practicum.
   1. **Field Attachment**
5. A student shall be required to take and pass Field Attachment (FA) as indicated in each programme, before he/she is awarded a degree by the University of Eswatini.
6. Normally field attachment is carried out in the second Semester of each level/year of study.
7. Currently the FA period is 5 weeks each year divided according to the specialisation option.
8. If Field Attachment is interrupted for medical reasons or any other sufficient cause(s), the student shall inform the course instructor to arrange an alternative suitable time. Such an alternative time should be before the semester ends. If this cannot be feasible the student shall write to the office of the Director of the Institute in writing within 7 working days from the time of interruption. Such a letter must be supported with relevant documents for the Institute to make a recommendation to the Senate.
9. **Preparation for Examinations**

Usually, each course will have a final examination. All examinations are coordinated by the academic office and written at the end of each semester. In this regard, a timetable will be circulated a few weeks before the start of the examination period.

* 1. **Examinations Misconduct**

For detailed information on Examinations Misconduct and Penalties, Missed Examinations and Re-sit Examinations, you can see Academic General Regulations (AGR): 12.10 to 12.48 of the University Calendar.

**8.2 Missed Examinations**

If a student fails to sit for an examination, he/she will be graded a zero for that exam paper. If he/she misses an examination due to ill health, an appropriate medical certificate should be submitted to the examinations officer.

**8.3 Results Interpretation**

**Overall Assessment Grade**

The overall performance of a student in a course shall be converted into *Grade Points* on a scale divided as follows:

**Marks (%) Letter Grade - Grade Point**

90 – 100 A+ 6.0

85 – 89 A 5.5

80 – 84 A- 5.0

75 – 79 B+ 4.5

70 – 74 B 4.0

65 – 69 C+ 3.5

60 – 64 C 3.0

55 – 59 D+ 2.5

50 – 54 D 2.0

45 – 49 E+ 1.5

40 – 44 E 1.0

35 – 39 F+ 0.5

00 – 34 F 0.0

**When letter grades are used, they shall represent the following:**

A+ Outstanding

A Excellent

A- Excellent

B+ Very Good

B Very Good

C+ Good

C Good

D+ Satisfactory

D Satisfactory

**8.4 Re-Sit Examinations**

A re-sit will be allowed if a student obtains an E or E+ grade, provided he/she has a GPA of at least 2.00. A student is expected to register for a course which he/she will re-sit.

**9 Student Support Services**

The Student Support Services Unit offers guidance and counselling on a range of issues. The coordinator is **Ms. N. C. Mabuza** ([nomabuza@uniswa.sz](mailto:nomabuza@uniswa.sz)), office number 10 in the IDE building.

**10 Grievance Handling Procedure**

Any grievance relating to academic issues should first be brought to the attention of the coordinator who will then channel it appropriately.

**11 Conclusion**

It is hoped that this information covers any possible concerns you might have as a BNSc student. Programme coordinator details may change according to prevailing circumstances Enjoy your studies.

**Thank you**

**Programme Coordinator’s Details:**

Mrs JV Mdluli

Office C15 Admin Block, Faculty of Health Sciences

Cell number: 76055127

Landline: 25170714