



Studying at SPU
2023

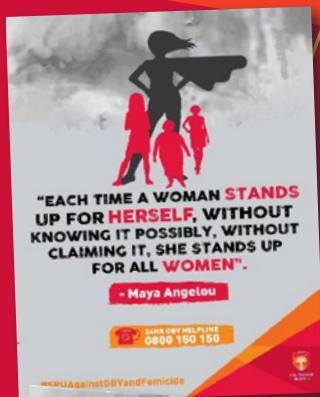
STUDENT

AFFAIRS

HANDBOOK

#MySPU

#SPUSTANDSAGAINSTGBV



Message from the

VICE-CHANCELLOR

AND PRINCIPAL

Welcome to Sol Plaatje University. We are young, ambitious, forward looking, vibrant, and optimistic, just like you.

Sol Plaatje University provides a unique, exciting, and diverse learning experience that offers a variety of opportunities to understand more about yourself and to learn from groups of students who might have very different life experiences and hold different views to yours.

We are committed to your success. I therefore urge you to make full use of the resources that we have placed at your disposal.

I encourage you to pursue excellence in everything that you do here at Sol Plaatje University. Use this time to invest in your own growth and development and hold yourself and others to a high standard in all spheres of your life as a student.

We expect you to become citizens who are competent and capable of realising the aspirations of society and who will lead the way in engaging critically with the key challenges of your generation.

I wish you well for your first year at Sol Plaatje University.



PROFESSOR ANDREW M CROUCH



Message from the

DEAN OF STUDENT AFFAIRS

I welcome you with great pride
and humility to Sol Plaatje
University.



Your presence this year is an accomplishment, as you successfully navigated the ever-changing terrain from high school into the university displaying commitment to excellence, humility, and grit. In extending a warm-hearted congratulations in making it thus far, I want to reassure you that you made the right choice in choosing SPU in furthering your tertiary education.

The Division of Student Affairs (DSA) is well-placed in providing you with extensive co-curricular and psychosocial support program that seeks to contribute richly to a dynamic and vibrant student-life experience underpinned by academic excellence. At SPU, we pride ourselves in being a university that reflects a true South African identity, in welcoming students from different backgrounds in acknowledging that our strength as a people always lies within our diversity.

With the foundational values entrenched in the constitution being equality, dignity and freedom, the university, the university endeavors to provide a nurturing environment with the fundamental philosophy of leading with care at the helm of our student-centric approach. Centered on our ethos of care for fellow human beings, other life forms, the natural environment and self, the very essence of UBUNTU is entrenched the DSA's holistic student support offering.

The Division of Student Affairs will take care of you by providing YOU with an array of extensive student support and developmental programmes which have been deliberately designed to ensure you unlock and reach your full potential. In fostering the ethos of community-building, it is integral to know that community is important at SPU and the DSA

espouses what that is by creating opportunities in centering community engagement as a scholarly activity. Through a collaborative integrated approach, we purposefully work with internal and external stakeholders in creating and ensuring a seamless integration.

Effective academic-life balance is achieved through socially cohesive relationships created with our strong student communities, comprehensive sports offerings, clubs and societies and the Student Representative Council (SRC), in serving the interest of the entire SPU student commitments without partiality, bias or prejudice. Our co-curricular offering is expanded into a variety of key support areas, including career services, peer mentoring, comprehensive health, and wellness services, arts and culture, living and learning communities and student life and development initiatives in contributing to key graduate attributes.

Choosing to study at #MySPU is the best choice for a young driven-individual and the Division of Student Affairs echoes the Spirit of Sol Plaatje University and the beautiful City of Kimberley, here you will find a home away from home and experience the care, protection and support you deserve.

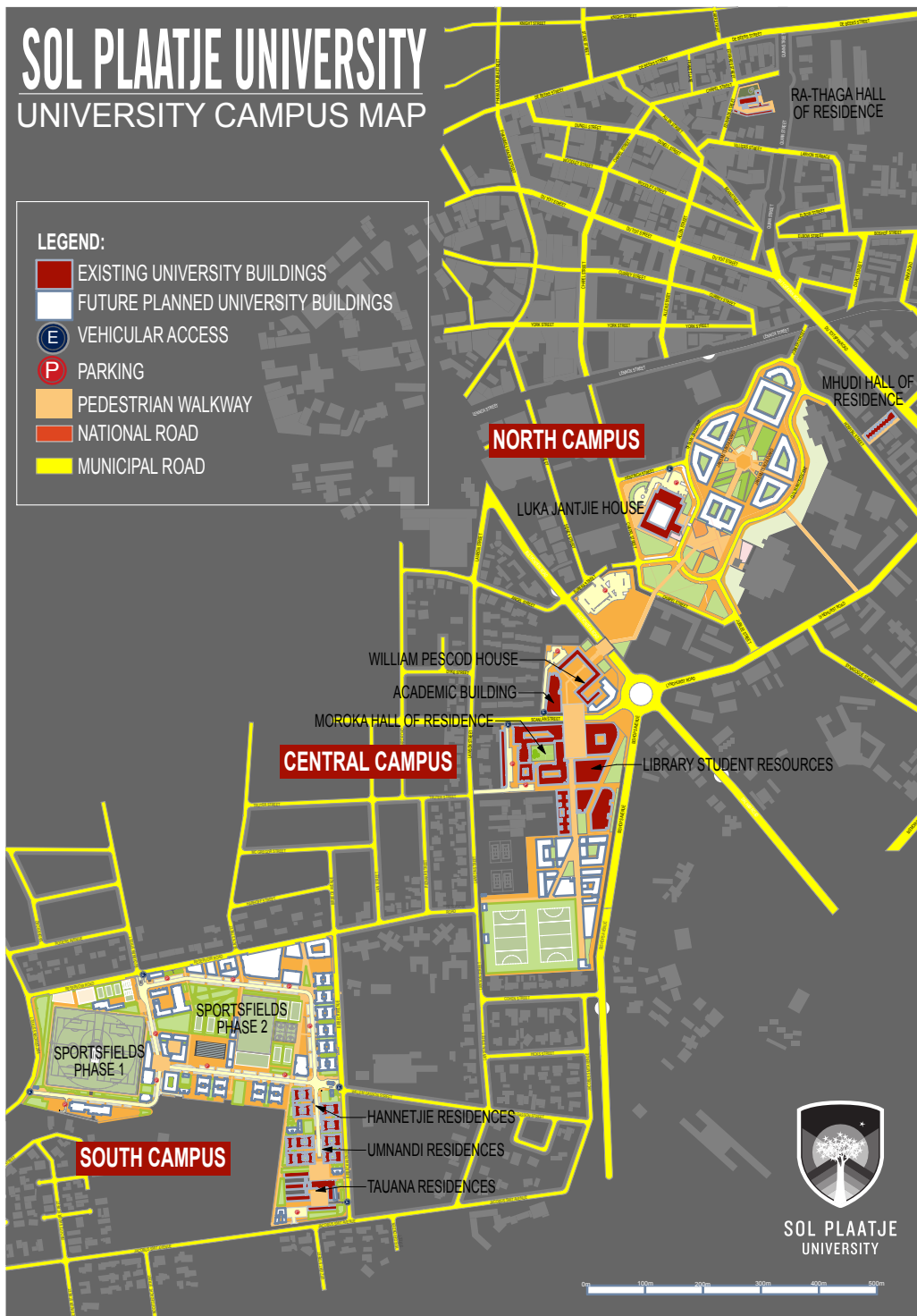
MS NICOLE MORRIS
DEAN OF STUDENT AFFAIRS

SOL PLATJIE UNIVERSITY

UNIVERSITY CAMPUS MAP

LEGEND:

-  EXISTING UNIVERSITY BUILDINGS
-  FUTURE PLANNED UNIVERSITY BUILDINGS
-  VEHICULAR ACCESS
-  PARKING
-  PEDESTRIAN WALKWAY
-  NATIONAL ROAD
-  MUNICIPAL ROAD



SOL PLATJIE
UNIVERSITY

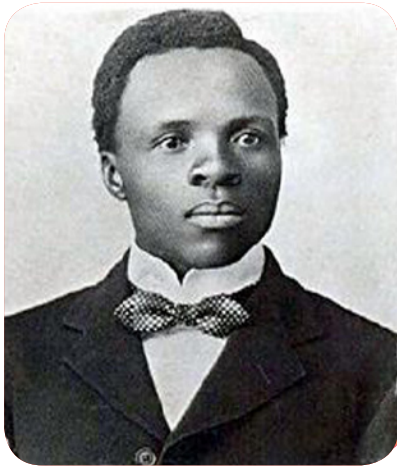
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WHO WAS SOL PLAATJE?



Solomon Tshekisho Plaatje **(9 October 1876 – 19 June 1932)**

Sol Plaatje was a journalist, translator, writer, and politician. He was a founding member of the South African Native Congress (SANNC), which became the African National Congress (ANC) where he served as the SANNC's first General Secretary. Sol Plaatje was fluent in seven languages and served as a court interpreter during the Siege of Mafeking. He is known for having translated the works of William Shakespeare into Setswana. Sol Plaatje was the editor and owner of the *Bechuana Gazette* (*Koranta ea Becoana*) in Mafeking; the *Bechuana Friend* (*Tsala ea Becoana*) and *The Friend of the People* (*Tsala ea Batho*) in Kimberley.

Sol Plaatje was the first black South African to write a novel in English – *Mhudi*. He wrote the novel in 1919 but it was only published in 1930. He also wrote *Native Life in South Africa* (1916).



Sol Plaatje University (SPU) was opened in 2014 and is one of two new universities (together with the University of Mpumalanga) to be established since the dawn of democracy in 1994. SPU currently offers qualifications in Education, Economic and Management Sciences, Humanities and Natural and Applied Sciences.



MISSION, VISION AND VALUES OF SOL PLAATJE UNIVERSITY (SPU)

MISSION

To become an institution of higher learning uniquely positioned to:

- graduate citizens who are competent and capable of realising the aspirations of society.
- produce new knowledge impacting on key challenges of the region.
- engage critically with communities of discourse and communities of people in order to search out pathways to equitable development.

VISION

A university critically engaged in learning, research, and development – and enhancing democratic practice and social justice in society.

VALUES

- Academic freedom.
- Independent intellectual endeavour.
- Depth and breadth of knowledge and critical thinking.
- Academic citizenship.
- National and international comparability of academic quality.
- Community engagement and social responsiveness.
- Intellectual integrity.



GRADUATE ATTRIBUTES

Graduate attributes are the high-level skill-sets, qualities and understandings that an SPU graduate should have in preparation for life after university within the field of work. Graduate attributes are a range of knowledge-sets and abilities which extend beyond the disciplinary content knowledge which are applicable for use in a range of life-contexts and situations. In advancing the development of academic, specialist and technical skills required by the SPU Graduate, the following graduate attributes:

ATTRIBUTE 1: DEEPEN KNOWLEDGE SYSTEMS AND WIDEN STUDENT'S INTELLECTUAL BREADTH

SPU Graduates have developed the necessary knowledge skill-set and understanding of their subject area, with the refined ability to utilise various thought-processes and patterns in the application of their knowledge into practise. This includes the heightened knowledge systems in multi-disciplinary approaches and multi-professional contexts

ATTRIBUTE 2: CRITICAL THINKING AND PROBLEM-SOLVING CAPABILITIES

SPU Graduates have developed the skill-set of being effective problem-solvers who are able to apply critical, inductive, deductive and creative thinking through evidence-based processes in formulating innovative responses to future challenges

ATTRIBUTE 3: LEADERSHIP CAPACITY BUILDING AND PROFESSIONALISM

SPU Graduates will have the capabilities of exhibiting and engaging in professional behaviour. Within this ambit, they would have also developed the necessary knowledge-set in enhancing their entrepreneurial capabilities in taking on varied leadership roles within the chosen occupations, career paths and communities alike.

ATTRIBUTE 4: VOLUNTEERISM AND EMOTIONAL INTELLIGENCE

SPU Graduates are self-aware and reflective in their pursuit towards holistic professional development. They are agile and adaptive in their approach, showcasing characteristics of flexibility and resilience with the heightened ability in giving constructive feedback. By engaging in community work as a scholarly activity, SPU graduates would have developed a profound sense of community building through civic engagement and volunteerism.

ATTRIBUTE 5: DIGITAL CAPABILITIES AND QUALITIES

SPU graduates will have the skills, capabilities and qualities in navigating a digitized society through proactive and heightened digital literacy proficiencies and skill-sets which will allow them to thrive in a digital world.

FUN FACTS ABOUT THE NORTHERN CAPE



It is the 'Diamond Province'

The Northern Cape is known as the Diamond Province, and for good reason. It is home to Kimberley, and in 1867, the first diamond in South Africa was discovered near Hopetown. Since then, almost 95 percent of South Africa's diamonds have originated from the Northern Cape province.

The Big Hole "Die Groot Gat"

The Big Hole in Kimberley is where the diamond mining took place from 1867 and 1914, resulting in the biggest man-made hole in the world. It is 240 metres deep, filled with stunning turquoise water where the mine used to be. There is an interesting open-air museum where you can see the 'Old Town', a replica of what the mining town in Kimberley used to be like.

First diamond found in South Africa

The Eureka Diamond was the first diamond discovered in South Africa. It originally weighed 21.25 carats (4.250 g) and was later cut to a 10.73-carat (2.146 g) cushion-shaped brilliant,

which is currently on display at the Mine Museum in Kimberley.

Biggest Landmass in SA

Northern Cape is equivalent to the size of Germany and takes up nearly a third of South Africa. Ironically, it has one of the smallest populations in the country, with a recorded 1, 1 million people, which is around 2.3 percent of the country's population.

National treasure, literally

Northern Cape borders two African countries, Namibia in Karas and Hardap and Botswana in Kgalagadi. In South Africa, it shares a border with the North West, Free State, Eastern Cape and Western Cape.

The Capital City of Northern Cape – Kimberley is one of the three capital cities of South Africa.

Can you keep a secret?

Augrabies Falls on the Orange River is around 56 metres in height. It is known as one of Northern Cape's best kept secrets.

Population Groups

Racial Group	Percentage
African	50.4%
Coloured	40.3%
White	7.1%
Indian or Asian	1.7%



Languages

Languages	Percentage
Afrikaans	53.8%
Setswana	33.1%
Xhosa	5.1%
English	3.4%



“You can’t sow seeds of discord and expect to harvest different. You will always reap what you have sown and that is the law of the universe.”

KHOISAN PROVERB

4. WHAT IS THE SRC?

The Student Representative Council (SRC) exists in terms of the Higher Education Act, 1997, Act No. 101 of 1997 (as amended). It is the highest decision-making body of student governance. It represents all students and their overall interests and social well-being in the university. It is responsible for contributing effectively to the policy-making discourse of the university to enhance teaching and learning, research, and community engagement. The SRC is a very important stakeholder within Sol Plaatje University, as no decision can be taken without the student's voice, and its role is to be the voice of the students on campus. The SRC represents students on several important university committees, like Council, Senate, and Institutional Forum, and

regularly meets with the Vice-Chancellor (VC) and the Senior Management Team (SMT) to try and resolve student issues and propose ways to resolve these issues.

The SRC runs several projects and programmes, adding significantly to the development of vibrant student life. The SRC approves and oversees the operations of all student clubs and societies.

The SRC is elected annually by the students and consists of 12 members.

The SRC offices are located on the first floor of the Moroka Hall of Residence, Division of Student Affairs. The SRC can be contacted by emailing them at src@spu.ac.za

SRC 2023



Israel X Mulovhedzi
President



Mawethu Yona
Deputy President



Oarabile Mosweu
Secretary General



Letlhothonolo Thinta
Deputy Secretary General



Barry Babe
Treasurer General



Gudani Liswoga
Gender and Safety Officer



Ketshepaone Kegakilwe
Media and Publicity Officer



Masego Motlhabi
Projects Officer



Mpho Motsuenyane
Sports, Arts, Culture &
Recreational Officer



Nonono Quinton Oliphant
Academic Affairs Officer



Ofentse Modimakoana
Community Outreach
Officer



Zintle Xakeka
Clubs and Societies Officer

The **Division of Student Affairs (DSA)**, situated in **Central Campus, Moroka Hall of Residences, Block C003** offers holistic development in inclusive, supportive environments that enable students to flourish.

MEET THE TEAM



Dean of Student Affairs

Ms. Nicole Morris

E-mail: nicole.morris@spu.ac.za

Tel: 053 491 0040



Senior Manager: Student Life and Development

Mr. Buntu Mnyaka

E-mail: buntu.mnyaka@spu.ac.za

Tel: 053 491 0520



Student Affairs Projects Manager

Mr. Simon Phiri

E-mail: simon.phiri@spu.ac.za

Tel: 053 491 0043



Health Services Manager

Ms. Angelique Peters

E-mail: angelique.peters@spu.ac.za

Tel: 053 491 0517



Student Counsellor

Ms. Nthabiseng Afrika

E-mail: Nthabiseng.Afrika@spu.ac.za

Tel: 053 491 0293



Residence Manager

Mr. Adonis Shikwambana

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Tel: 053 491 0062



Residence Manager

Mr. Mbokodo Mbatha

E-mail: Mbokodo.mbatha@spu.ac.za

Tel: 053 491 0050



Student Development Officer (SDO)

Mr. Gobonamang Merahe

E-mail: Gobonamang.Merahe@spu.ac.za

Tel: 053 491 0305



Sports Officer

Ms. Lusinda Bowers

E-mail: Lusinda.Bowers@spu.ac.za

Tel: 053 491 0555



Sports Officer

Mr. Tshepo Masoeu

E-mail: Tshepo.Maseou@spu.ac.za

Tel: 053 491 0217



Primary Health Care Nurse
 Sr. Danelia McCarthy
 E-mail: Danelia.mccarthy@spu.ac.za
 Tel: 053 491 0290



Campus Wellness Clinic Administrator
 Ms. Mpho Setlhabi
 E-mail: Mpho.Setlhabi@spu.ac.za
 Tel: 053 491 0496



Student Affairs Administrator
 Ms. Zipho Msimango
 E-mail: zipho.msimango@spu.ac.za
 Tel: 053 491 0043

Career Services
 Please contact the Student Affairs Administrator
 E-mail: Studentaffairs.enquiries@spu.ac.za
 Tel: 053 491 0043



Residence Administrator
 Ms. Lorato Mayeng
 E-mail: lorato.mayeng@spu.ac.za
 Tel: 053 491 0423



Residence Administrator
 Mr. Bradford Petersen
 Email: Bradford.petersen@gmail.com
 Tel: 053 491 0487



Residence Administrator
 Ms. Mummy Letseleha
 E-mail: Mummy.Letseleha@spu.ac.za
 Tel: 053 491 0242



Executive Secretary to Dean of Student Affairs
 Ms. Yumna Moodaley Du-toit
 E-mail: yumna.mdutoit@spu.ac.za
 Tel: 053 491 0120

DSA INTERNS

Ms. Dimpho Maboe	Intern	Email: dimpho.maboe@spu.ac.za
Ms. Jennifer Mabotsa	Intern	Email: jennifer.mabotsa@spu.ac.za
Mr. Chad Mpisi	Intern	Email: chad.mpisi@spu.ac.za
Ms. Kabelo Tshakela	Intern	Email: kabelo.tshakela@spu.ac.za
Mr. Hillton Madienyane	Intern	Email: hillton.madienyane@spu.ac.za
Ms. Lurdi Maseka	Intern	Email: lurdi.maseka@spu.ac.za
Ms. Pelisa Landu	Intern	Email: pelisa.landu@spu.ac.za

We are active on social media, and you can find us on Facebook @spustudentaffairs where we share key information and insights on a plethora of activities, events, and topics happening on and around campus, including bursary and employment opportunities.



5.1 Student Life and Development

The Student Life and Development (SLD) unit is responsible for student governance, student development, career services and arts and culture. The unit is responsible for student support, development, and co-curricular activities. The unit seeks to provide students with holistic SPU student experience, this is through providing a conducive environment for students to be critical thinkers, innovative, change agents and the promotion of servant leadership. The unit offers ranges from formal leadership development courses, student leadership programmes, seminars and dialogues anchored in leadership development, citizenship development initiatives, volunteer opportunities, amongst others. These development and training programme seeks to enhance and maximise students' leadership potential and to create a vibrant student body.

Student Life and Development works closely with students, and student leaders, on implementing and designing programmes set to prepare them to be in service to the university community and that of the greater society. Empowered and motivated by the motto of the SPU *"Lesedi la Afrika – go Batho"* We believe that each student bring capacity to the development process. That you are able to do things for yourself, and that our role is to guide your development appropriately, and to empower you with information and skills development opportunities on this path. Development is thus a partnership between you and us.



For more information regarding the Student Life and Development Unit of the Division of Student Affairs please email Buntu Mnyaka at buntu.mnyaka@spu.ac.za or studentaffairs.inquiries@spu.ac.za.



5.1.1 Student Governance

Student governance seeks to support the governance framework for student activities. This is to promote ethical governance and servant leadership. This subunit provides full support, guidance, and coaching to the Student Representative Council (SRC) and all substructures of the SRC in executing their leadership responsibilities.

5.1.2 Student Development

In promoting holistic student development within SPU, Student Development is responsible for developing and administering clubs and societies. This is by ensuring that the Clubs and Societies are capacitated and empowered in advancing student vibrancy, and positive leadership enshrined within ethical and servant leadership with training, dialogues, engagements, and workshops that improve their leadership capabilities and promote individual and collective leadership development for all SPU Clubs and Societies.

The Clubs and Societies at SPU reflect a wide range of interests, including academic, religious, cultural, and political activities. Clubs and societies allow students to enjoy activities at the University that are generally not part of the academic curricula. Clubs and Societies enable students to enjoy being part of a community on campus that is stimulating and opens up new challenges and opportunities for them. Students run each club and society, and any registered student may be a member. For more information on SPU Clubs and Societies please email Mr Gobonamang Merahe at Gobonamang.merahe@spu.ac.za.

Students can join the following clubs and societies:

SOCIETY/CLUB NAME		CATEGORY	CONTACT DETAILS
1.	Democratic Alliance Student Organisation (DASO)	Student Organisation	Aotlotlwe Itumeleng 201901259@spu.ac.za Chairperson
2.	Sosbro's Keeper	Development	Zintle Xakeka 202003863@spu.ac.za Chairperson
3.	Economic Freedom Fighter's Student Command (EFFSC)	Student Organisation	Lisenyane Matshidiso 202001010@spu.ac.za
4.	Black Management Forum	Developmental	Emmanuel Ramphabana 20101775@spu.ac.za Chairperson
5.	Action SA	Student Organisation	Sydney Ngobeni 202000085@spu.ac.za
6.	Association Of Catholic Tertiary Students Acts	Religious	Kutlwano Chelechele 201902661@spu.ac.za
7.	Christian Revival Church Student Ministry	Religious	Thulisile Lumeza 201903001@spu.ac.za
8.	Geekulcha Student Society	Academic	Melvin Kisten 201700476@spu.ac.za Chairperson
9.	My Well-Being My Pride	Development	Mbali Skosana 201902545@spu.ac.za Chairperson
10.	Nthute Ke Tshwane Le Wena	Development	Kolobi Lawrence 202001681@spu.ac.za Chairperson
11.	Preaching Through Music	Religious	Sipho Khumalo 201900902@spu.ac.za
12.	SABYA	Developmental	Luthando Deyi 202216372@spu.ac.za Chairperson
13.	Science Dome	Academic	Chelechele Kutlwano 201902661@spu.ac.za Chairperson
14.	Seventh Day Adventist Student Movement	Religious	Katlego Paul 201902173@spu.ac.za Chairperson

SOCIETY/CLUB NAME		CATEGORY	CONTACT DETAILS
15.	Student Bible Fellowship	Religious	Mariam Anozie 202002494@spu.ac.za Chairperson
16.	Zion Christian Church Student Fellowship	Religious	Peter Ramollo 201903130@spu.ac.za
17.	Engineers Without Borders of SPU	Academic	Galaletsang Tlhompho 201902714@spu.ac.za Secretary
18.	SPU Studentpreneur Community of Practice (SCP)	Development	Chad Lucas 201902505@spu.ac.za Chairperson
19.	South Africa Student Congress (SASCO)	Student Organisation	Moepeng Refilwe 201902251@spu.ac.za Deputy Secretary
20.	Let's Eat Together	Developmental	Kaone Maeco Loselo 201902516@spu.ac.za Chairperson

5.1.3 Arts and Culture

Through arts and culture, we seek to champion diversity and inclusivity. As a university that prides itself in embracing diversity and culture, we encourage our students to participate in arts and culture activities to ensure holistic development that enriches their university experience and their outlook on society. The Unit of Student Life and Development consist of numerous clubs and societies as well as programmes that celebrate arts and culture and promote social justice and cohesion. These include structures indicated below:

	Contact Person
SPU Choir	Mogapi Galeboe Mogapi.galeboe@spu.ac.za Choir Conductor
SPU Drama Club	Oratile Mokwa 201723417@spu.ac.za Secretary
Writer's Club	Tsholofelo Khonyane 202003244@spu.ac.za Chairperson
Debate	Christopher Galeitsiwe 202001746@spu.ac.za Chairperson
SPU Book Club	Jack Hermans 201902370@spu.ac.za Chairperson



5.1.4 Student Media

In building a sense of student community that champions and captures the SPU student experience anchored in student centricity that is the aim of the DSA Student Media subunit. The subunit will seek to focus on the lived experience of SPU students beyond the lecture halls creating awareness and instilling an institutional culture amongst the students at the university, to ensure the building of resilience and positivity amongst the students of Sol Plaatje University. This subunit is responsible for the student magazine ***Sol Plaatje Star*** on a quarterly basis, DSA social media, advertising and promoting of Student Representative Council, Clubs and Societies, Sports, Health, Wellness and Residence events, programmes, and initiatives. The first edition of the student magazine will be in mid-year 2023. For more information regarding student media please email Bradford.petersen@spu.ac.za.

5.1.5 Career Services

The Career Services Office promotes and provides support for continuous improvement, so that wherever you are in your career journey, and wherever it may take you, you are set for success. We have the programs, tools, resources, ideas, and experience to assist with the next step of your career.

Our Services include:

- Assistance with CV and Cover Letter Writing
- Interview Preparations
- Personal Branding Workshops
- Motivational Talks
- Access to other Career Service Resources
- Employer Connections (Career Fairs, Company Presentations, etc)
- Financial Planning Sessions
- Alumni Networking

Students are therefore encouraged to:

- Visit the Career Office early
- Gather general information, handouts, and resources from the office
- Participate in workshops and other programmes to clarify career goals
- Enquire about individual and group career planning and development

By participating in these events, you will enhance:

- Your Self-Confidence and Awareness
- Your Image
- Your Employability and Networking Opportunity

These services are **FREE** and available only to SPU students and alumni. For any further information and/or assistance, visit the Career Services Office at Student Affairs (Moroka Hall of Residences, Student Affairs Block), or schedule an appointment via e-mail, studentaffairs.enquiries@spu.ac.za.

Opportunities whisper if you don't listen, they will pass you by
Anonymous

5.2 Student Health and Wellness

The Student Health and Wellness Centre is located on the ground floor of the New Academic Building on Central Campus and offers free services to all registered SPU students. We commit ourselves towards creating and ensuring a conducive, efficient and student friendly environment to enhance holistic student health and wellness.

**Please call 053 491 0496,
email: mpho.setlhabi@spu.ac.za or in-person to
book an appointment with Ms. Mpho Setlhabi.**

5.2.1 Counselling Services

The counselling services are offered by the Student Counsellor, Ms. Nthabiseng Afrika, who is a registered psychologist. Student counselling service aims to help students minimize the impact of their psychological problems on their academic studies. We offer both virtual and face-to-face counselling sessions. The counselling services are also operated from a holistic wellness model that supports students in terms of their physical, academic, social, emotional, and spiritual functioning.

How does counselling work?

• Proactive:	Working closely with academics and other support services to identify problems early. Providing counselling and workshops before problems become acute.
• Reactive:	Dealing with current/ existing problems that the student brings to the counselling service.
• Developmental:	Providing training workshops/dialogues on various topics.

The Student Counsellor offers the following services for registered SPU students at **NO COST**:

- **Individual Counselling:**

The Student Counsellor provides psychological counselling for a variety of personal and academic related problems, e.g., difficulty adjusting to student life, depression, anxiety, grief, trauma,

relationship concerns, issues related to sexuality, self-harming, low self-esteem. A session lasts from 45 minutes to one hour. Follow-up sessions may be needed. Waiting times for appointments vary according to demand. In some cases, referral to other medical specialists (such as general practitioners, psychiatrists, and neurologists) are made. All sessions are confidential unless you are at risks of harming yourself and/others.

- **Group Counselling:**

Various workshops are on offer at the Health and Wellness Centre, e.g., Learning styles, self-discovery, stress management.

- **Resource Room:**

The Resource Room at the Health and Wellness Centre contains up-to-date information on self-help materials. Access to the material is free of charge.

- **Welfare Services:**

The Student Counsellor is dedicated to your welfare needs. In cases of real need, we can provide food vouchers.

- **Academic Support and Advocacy:**

The Student Counsellor works to assist students with disabilities, e.g., extra time concessions.

- **Wellness Development:**

The Student Counsellor conducts a number of wellness dialogues/ activities relating to personal, academic, and leadership development, e.g., Substance abuse, cultural diversity, living a healthy lifestyle, mental health issues and gender-based violence.

- **Psychosocial Wellness Programme:**

Is a programme centred on social and mental wellbeing and aids in addressing the psychosocial challenges faced when bridging the gap between high school and university. The programme is also uniquely packaged to allow for successful transitioning through the different levels of university.

5.2.2. Health Services

The Health Services Unit understands that the transition to university life is both exciting and unsettling. Therefore, we endeavour to provide SPU students with comprehensive and quality



health care to ensure holistic student well-being. Three (3) Core Primary Health care constructs are encompassed into our service delivery, namely, to provide nurturing and caring student support environment and provide a sense of heightened student responsibility. Students are encouraged to take necessary steps to mitigate and minimize risk factors to ensure and sustain a healthy wellbeing.

Qualified Primary Health Care Nursing Professionals are available per appointment to **registered SPU students ONLY**.

Emergencies will receive preference. **Services are available Monday to Friday, between 08h30 and 16h00 excluding lunch hour which is from 13h00-14h00 daily.**

Take note of notices that may be advertised from time to time with regards to any changes in services and or initiatives from the Student Health and Wellness Centre.

Services offered include the following:

- Minor Ailments e.g., flu, earache etc.
- Minor injuries
- Management and treatment of infectious diseases like Chicken pox
- Emergency assessment and possible referral/treatment
- HIV/AIDS management and treatment
- Voluntary HIV counselling and testing
- Screening services e.g., Sexually Transmitted Infections (STI) screening, Tuberculosis (TB) screening

- Family Planning services including pregnancy tests
- Crises Management like Sexual Assault, psychotic episodes
- Referral to services not available on campus like dentist

Referral services

Students will be referred, **if necessary**, to the relevant services/ specialised services not available on campus. These services include dentists, psychiatrists, Thuthuzela Rape centre, CANSA, Robert Sobukwe Hospital, City clinic, West End Hospital, social workers, counsellors, Caritas.

HIV Counselling and Testing

HIV counselling and testing is offered at the Health and Wellness Centre daily as a walk-in service. There is no need to schedule an appointment. This is a voluntary testing service, with pre- and post-counselling. The procedure takes about 30 minutes where a student will receive results immediately. It is free of charge and students can be assured of confidentiality being maintained at all times. Students testing positive for HIV will be referred to PHC nursing Sister to start on Anti-retroviral (ARV's) after extensive counselling is done.

NB: Students will not receive letter for missing classes in the event of HIV counselling and testing OR Pregnancy testing.

- **Peer Educators and Peer Mentors:** Senior students are trained as educators and mentors to help fellow students. These Peer Educators and Peer Mentors can make a difference in a student's living and learning life at the university and are a bridge between staff and students. Peer Educators and Peer Mentors also run a number of outreach activities.



5.3 SPU Sport

SPU Sports contributes to the development and overall wellbeing of students by embracing diversity and providing the students with the necessary opportunities and resources. Our aim is to develop a holistic student, fostering their physical, social, and emotional wellbeing. We provide the desired student experience, by maximizing sport participation both recreationally and competitively.

At SPU we are rooted in our "SPORTS FOR ALL" policy and offer 17 different sporting codes including a gym, which are all inclusive meaning EVERYONE is welcome to join regardless of your gender, religion, sexuality, or level of sports experience.

SPU Sport teams are known as the "Gemmies"

The SPU Sport Office is currently located at Moroka Hall of Residences on Central Campus in the Student Affairs Block.







#1

Student Affairs
Learning - Serving - Pioneering

Student Affairs

Kimberley

SAY NO
GBV

5.4 Campus Housing and Accommodation (CAHAU)

The Campus Housing and Accommodation Unit openly welcomes all students who have been offered accommodation in our on-campus and our accredited off-campus accommodation. At Sol Plaatje University, we are keen in building strong relationships that exists between the way students live together in an environment that is conducive for living and learning. Our residences are spaces that are nurturing, caring and create enabling spaces that builds a residence culture in order to unite all students under the banner of Campus Housing and Accommodation.



Please note that our residences have facilities that enable students to have a feel of being **Home Away from Home**. Our on-campus Facilities include:

- Academic, recreational, and social spaces.
- Unlimited WI-FI
- 24-hour onsite security
- Laundry room
- Dining hall with meal management system
- 24 Hour Ambulance Services

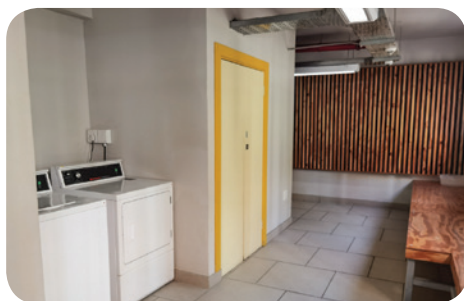
Our Accredited Off-Campus Accommodation facilities include:

- 24-hour security patrol/onsite security services
- Panic buttons for emergencies
- Academic, recreational, and social spaces
- Unlimited WI-FI
- OHSE Service
- 24-hour Ambulance Services



Smoking within all residence and/or accommodation buildings is prohibited; however, there are designated smoking zones.

All resident students are provided with a set of rules and guidelines pertaining to matters of governance and management of SPU Residences. This is known as the **Residence Rules**. The rules are directed by a primary consideration of the welfare of our students and creating a residential environment that is always, conducive to learning and intellectual engagement as well as personal and social development. SPU expects that all who live and work in our residences will use these values to always guide their behaviour. Students who will be residing in a residence will be expected to sign-off on these conditions and will be held liable for transgressions if any.



Residences close during the mid-year and end-of-year vacation periods. Students will be expected to vacate their rooms, 48 hours after their last examination.

Facebook [@SolPlaatjeUniversityResidences](#)

For inquiries regarding on and off-campus accommodation please email residences.inquiries@spu.ac.za/off-campus@spu.ac.za

CAMPUS ACCOMMODATION

ACCOMMODATION ADDRESS	PROVIDER'S DETAILS
5 Welgevonden, New Park	hesnakriek@gmail.com 083 532 0099
1 Cohen Street, New Park	
3 Cohen Street, New Park	
7 Cohen Street, New Park	
80 Lawson Street, New Park	jdelpor@iafrica.com 083 854 1399
92 Lawson Street, New Park	
42 Lawson Street, New Park	hesnakriek@gmail.com 083 532 0099
41 Lawson Street, New Park	hesnakriek@gmail.com 083 532 0099
39 Lawson Street, New Park	hesnakriek@gmail.com 083 532 0099
38 Lawson Street, New Park	hesnakriek@gmail.com 083 532 0099
37 Lawson Street, New Park	hesnakriek@gmail.com 083 532 0099
20 Scanlan Street, New Park	hesnakriek@gmail.com 083 532 0099
17 Scanlan Street, New Park	hesnakriek@gmail.com 083 532 0099
31 Holland Street, New Park	hesnakriek@gmail.com 083 532 0099
102 Waterworks, New Park	hesnakriek@gmail.com 083 532 0099
17 Bishops Road, New Park	Elaine.steenkamp78@gmail.com 0763543994
1 Bishops Road, New Park	hesnakriek@gmail.com 083 532 0099
Scanlan 5,7 & 9, New Park	Elaine.steenkamp78@gmail.com 0763543994
1 Pienaar Street, New Park	Thoneka.Jama@gmail.com 082 304 4215
3 Pienaar Street, New Park	Shudie.sengani@gmail.com 082 462 9503
4 Pienaar Street, New Park	irposs@gmail.com 082 217 9200
5 Pienaar Street, New Park	Bluthando1503@gmail.com 082 702 7926
16 Pienaar Street, New Park	irposs@gmail.com 082 217 9200

ACCOMMODATION ADDRESS	PROVIDER'S DETAILS
35 Law Street, New Park	Geeque.properties@gmail.com 061 493 2361
36 Law Street, New Park	Sebastianmathews804@gmail.com
43 Law Street, New Park	Moselora18@gmail.com 083 958 5255
46 Law Street, New Park	fakaziwamambatha@gmail.com 082 075 8445
48 Law Street, New Park	batsatsing@gmail.com
1 Harhof Street, New Park	Jamesvld10@gmail.com 071 359 3965
54 Black Street, New Park	kbogacwi@icloud.com
54A Black Street, New Park	Jamesvld10@gmail.com 071 359 3965
11 Hunt Street, New Park	Moselora18@gmail.com 083 958 5255
36 Black Street, New Park	Favouredh006@gmail.com 061 405 4269
1 Angel Street, New Park	lerumolarona@gmail.com 061 493 2361
19 Truter Street, New Park	Oschoeman1@gmail.com 082 826 3618
21 Truter Street, New Park	Oschoeman1@gmail.com 082 826 3618
13 Meyer Street, New Park	Oschoeman1@gmail.com 082 826 3618
3 Saga Street, New Park	Rupsi03@icloud.com
27 Waterworks, New Park	Tsedimolatedi@gmail.com 071 492 3413
22 Jan Hofmeyer, Hadison Park	admin@ncbpropertygroup.co.za 083 895 1577
10 Golden Gate, Caters Glen	admin@ncbpropertygroup.co.za 083 895 1577
3 Dalham Road, Memorial Road	Michaelramapaeane@gmail.com 081 255 3334
2 Custom Road, Belgravia	dorothyteenkamp@gmail.com 082 314 5792
803 Mount Curtis Road, Du Toit Span	fakaziwamambatha@gmail.com 082 075 8445
33 Woodley Street, Kimberley North	avanblerk@mhlgroup.co.za 072 914 9282
44 De Beers, Kimberley North	sharifaappels@gmail.com 087 164 4243



PREPARING TO STUDY AT SPU

6.1 Student Discipline

6.1.1 University Protocols and Policies

Please familiarize yourself with the student disciplinary codes. These include the General Rules and Policies, the Conditions for Accommodation, and the various academic rules applicable to your area of study, the SRC Constitution, the Code of Conduct for Student Leaders, and such university policies as may be adopted and published from time to time. These will be available on the student portal, Moodle as well as on the SPU website.

Whilst our approach is developmental, and our aim is for discipline to be educational and corrective, there are instances where the Disciplinary Committee will take serious action against you for serious breaches or for repeat offenses. Please note that ignorance of a rule, will not be regarded as a sufficient excuse for action not to be taken against you.

At SPU we place high value on diversity, and on welcoming people with different lifestyle choices, backgrounds, origins, gender, sex, sexuality, race, language groups, etc. onto our campus. We believe that this diversity contributes significantly to your learning and will assist in preparing you to help us build the kind of South Africa as envisaged in the Bill of Rights. We will as such, not tolerate discrimination against anyone on the basis of their perceived or real difference. Should you feel that you are being discriminated against, you are requested to immediately report this to your Head of School, the University Registrar, or the Dean of Student Affairs.

Please note that the university does not provide legal services for students who stand accused of breaking the law. The university will however assist with informing your family and making sure that you are aware of your basic rights, through the services of the Student Counsellor.




6.1.2 Academic Support

Academic work is challenging, and the standard is often much higher than you might feel capable of. This will probably be a feeling shared by your peers. However, if you are missing deadlines, falling behind in lectures, or getting poor marks. **SEEK HELP!**

- First approach your lecturer(s) and speak to them about your difficulties. Your school will be able to provide you with guidance and academic support.
- If you stay in a university residence, you can approach your residence warden for guidance. SPU has appointed academic wardens to ensure that academic support and guidance are available to you at the residence level. Your warden will thus be able to appropriately refer you.
- Speak to the Student Counsellor in the Student Affairs Department. The Student Counsellor works on an advice and referral service and will be able to ensure that you are guided towards the necessary support needed and or required.

Moodle

- You can log into Moodle at <http://learn.spu.ac.za>
 - o Click on login
 - o Click on OpenID Connect  OPENID CONNECT
 - Username/email: <your student number>@spu.ac.za
 - Password: Spu@<last 4 digits of your student number>
 - You may be requested to provide an OTP pin sent to your cell phone
- Please send all Moodle related enquiries to ctlpd.enquiries@spu.ac.za for assistance, training, and support

6.1.3 Substance Abuse, Alcohol, and Smoking

All SPU buildings are smoke-free zones, and no alcohol is allowed on the SPU campus, including residences. The use, possession, and supply of any substances and/or drugs prohibited in terms of South African law, are prohibited on the SPU campus. The university will take disciplinary action against any student found to be in breach of the SPU disciplinary and the South African code. Penalties might include expulsion from residences or even from the university.

SPU however also acknowledges that in some cases, substance abuse can become a medical problem, or might be a result of a host of psychological and other issues. We take specific note of our context, and as such are committed to providing support to students who may need assistance. For further information and/or support, please consult the Student Counsellor on the ground floor of the New Academic Building, Central Campus.





6.2 Changing courses or cancelling your studies

Please note that should you wish to change your course, that you can only do this up to two weeks after registration. Consult with your respective School Academic Administrator first, so that you can get a sense of the applicable rules and also the impact this change may have on your curriculum. They will then provide you with the necessary forms required.

Please also note that you may also need to discuss this with your funder if you are on a bursary.

There may come a time when given certain circumstances, you wish to cancel your studies at SPU. Often students cancel because of a change in their personal circumstances, or because they have decided to pursue other life goals. Not formally cancelling your studies, and just staying away, will result in you being charged the full fee for the year. **If you are a residence student, then please also formally withdraw from residence. The Residence Administrator and Residence Manager will assist you with this.**



6.3 Managing your Finances

Many of you, will for the first time in your life, have to manage your own finances. This might be managing your bursary or scholarship money, or money given to you by your parents or family for you to buy essentials. This can be a daunting task. Please get into the habit of drawing up a budget. Detail all your expenses, starting with the most important or the essentials, and working your way to hobbies or student life activities you may wish you get involved in. Remember to prioritise expenses towards your academic commitments, like books and study materials, and personal hygiene items.

A few of you will have opted for the self-catering option. Whilst this may sound easy, it requires careful planning to stretch your budget so as to ensure that you have enough food and supplies to last you monthly. Buying food for one person is often more expensive than buying in bulk. Consider partnering with students in your commune or with friends who are also on self-catering, to help stretch your budget. Please remember that you have opted for the self-catering option because you want to manage your own finances and life, be responsible, and take ownership of the choice you made!

Students are often lured into opening accounts with clothing stores, or open cell phone contracts,

which at first seems attractive, but might get you into trouble if you are unable to service the debt. Rather get into the culture of saving money and buying these items in cash. Many stores offer student discounts, always keep your student card on you, and enquire about these student deals. When booking your tickets to go home for the university vacations, enquire about student discounts especially, from bus companies. The key here is to plan, plan, plan!

To supplement your income, you may want to think about part-time jobs. It is common across the world for students to work part-time as waiters, shop assistants, or even to work in call centres. Be on the lookout for student assistant opportunities on campus. The DSA will work close with SPU departments and off-campus partners, to try and secure students' work opportunities. Be on the lookout for these! ***Remember that the SPU rule is for 50% of the money earned through work on campus, to be paid into your fees account. You will only be exempt from this if you have a full bursary or scholarship, or if your fees are already paid in full.*** While we encourage you to find ways of supplementing your income through part-time jobs, please do not allow this to compromise you academically. Your academic success comes first, always!



An important point to remember:

Before planning on using money expected from a bursar/ funder, check what the funding rules applicable to you allow. The Finance Department will not be able to reimburse you any funding left in your student account if your bursar or funder does not allow this.

Student Funding Office:

The student funding office is located at the North Campus in Luka Jantjie House. This is an important service to assist you on your journey to find a bursary or scholarship, or in fully understanding the rules applicable to your particular funding arrangement. Remember, the student funding office merely facilitates this relationship between you and the funder. It remains your responsibility to ensure that you understand the funding rules and that you adhere to the conditions.

The Student Funding Office, offers the following services:

- Provide students with information regarding bursaries, and scholarships.
- Assist students with completing and signing bursary agreements.
- Submit claims to funders.
- Assist with general financial enquiries.

For assistance, please feel free to consult Ms. Chrizelle Mally at chrizelle.mally@spu.ac.za or call 053 491 0102.



FEENIX

FEENIX is an exciting crowd-sourcing initiative for students which was launched in June 2017. This is a platform that enables all South Africans to get involved in solving the tertiary education funding crisis and is a community-assisted fundraising solution. FEENIX provides a unique opportunity for students to take their higher education funding goals into their own hands by raising the funds they require through their immediate networks and communities. It is crucially important to note that funding is not guaranteed however, the more active a student is in promoting and sharing their profile, the more likely they are to receive assistance from their network or community. For more information visit www.feenix.org







UNIVERSITY SERVICES

7.1 Certification of documents

So, every now and again, you may need to certify documents. This might be in support of a bursary or scholarship application, or in support of a student development opportunity. You can have your documents certified at the local police station, the magistrate's court, or the high court. For certifying your documents on campus, you can go to the Office of the Registrar. Please make sure that you note the consulting times for this service.

7.2 ICT Services (laptops, and Wi-Fi)

7.2.1 Connecting to SPU Wi-Fi:

- Look for the wireless icon at the bottom right of your screen 
- Clicking it should bring up a list of available Wi-Fi networks on the right side of your screen
- Connect to the '**SPU-WiFi**' network
- You can now fill in your
 - o **Username:** <your student number>@**spu.ac.za**
 - o **Password:** **Spu**@<last 4 digits of your student number>
- You will then be able to connect (**You may have to do this twice if it does not connect at first**). Your icon should show connected. 

7.2.2 E-Mail

- You can access your email on the **OUTLOOK** desktop application or office365 at <https://outlook.office.com>
 - o Username/email: <your student number>@**spu.ac.za**
 - o Password: **Spu**@<last 4 digits of your student number>
 - o You will be prompted to enter your cell phone number.
 - o You must check you SPU e-mail regularly as it is used for official communication





7.2.3 Laptops

Upon registration, SPU students are issued a laptop. The costs for the laptops will be charged to your fees account. Laptops are provided to ensure that all students are able to access online learning materials and are able to log onto Moodle and other platforms in support of the academic requirements of their programmes. These laptops are issued by the university's Information Communication Technology Department, which also provides software and hardware support for 3 years from the year you received your laptop.

Laptop theft is a reality. Please note that laptops are not insured by the University. You are advised to take out insurance on your laptop (at your own expense). You are also encouraged to make use of web storage to save your data, for example, iCloud, One Drive, Evernote, etc. Be responsible by ensuring that your laptop is safely secured at all times and keep it locked away when not in use. Do not openly display your laptop when walking or traveling off campus.

Remember: You will be responsible for replacing your laptop, should it get stolen or damaged.

The process that will be followed by the student to purchase a laptop:

- The student needs to provide proof (sworn statement and a police case number) in cases where the laptop has been stolen and a request letter from the student indicating what happened to the laptop to the student counsellor.

- The student needs to consult the student counsellor (**Ms. Nthabiseng Afrika**)
- The student Counsellor will collate all the documents and forward them to the University Registrar for Approval
- The Office of the Registrar will communicate with ICT for the request
- ICT will communicate on the availability of the 2nd hand laptops
- ICT will notify with Inventory unit of the 2nd hand laptop request
- The inventory Unit will communicate with Finance about the request for the laptop and the price of the laptop
- Finance Department will communicate with the student about the price of the laptop
- Finance will inform ICT about the payment received so that the asset can be transferred.
- The ICT department will inform the Inventory Unit about the approval and transfer the ownership of the laptop from ICT to the student
- ICT will communicate with the student regarding collection.

If the student has funding and the Funder agrees to pay for the laptop, the process is different. The Finance Department will need communication from the Funder in this regard if applicable.

For assistance, please feel free to consult **Ms. Nthabiseng Afrika** at nthabiseng.afrika@spu.ac.za or call 053 491 0293.

7.3 Facilities and Services

7.3.1 ARCHIBUS

All maintenance requests for the Facilities and Services Department must be logged using this link <https://archibus.spu.ac.za/archibus/schema/ab-products/essential/workplace/index.html?action=servicecatalog> or via the MySPU APP.

To log a call, visit the internet browser on your PC/laptop and type in the above-mentioned link to access the ARCHIBUS system. Use your SPU username (e.g., Mizo. Zwelakhe) and password to log a service by filling in all relevant fields to complete the request.

For any system queries contact zenzile.keswa@spu.ac.za. To follow up on logged calls send an email to roline.thomas@spu.ac.za.

7.3.2 Keeping our Campus Clean

There are colour coded wheelie bins throughout SPU that the SPU community is urged to use accordingly, each **coloured wheelie bin** quickly differentiates between paper, plastic, glass, food, hazardous, or general waste, and your waste is quickly separated and available for recycling. The GCI an SRC-affiliated group assisted with labelling these bins for easy reference. Let us all play our part in ensuring that we do not litter anywhere on and off SPU property as it is our responsibility to keep not only SPU clean, but our city clean as well.



7.3.3 Booking SPU Venues

All students that need to book a venue for any co-curricular and recreational use need to email their request to studentaffairs.enquiries@spu.ac.za. Note no venue can be used without prior authorisation.

7.4 Library Information Services (LIS)

Sol Plaatje University Library and Information Services (SPU LIS) is SPU's information and knowledge resources centre. It supports students and provides access to various 21st Century information resources to support learning and research needs.



7.4.1 Resources

Students can access books (print and electronic), online journals, online newspapers, online magazines, and online reference material. Students can borrow books from the SPU LIS for study and recreational reading. Students need to read, and books can be borrowed according to the SPU LIS Policy. The SPU LIS also subscribes to several leading online databases and electronic journals which can be accessed at:

- [Library Services - Sol Plaatje University \(spu.ac.za\)](http://Library Services - Sol Plaatje University (spu.ac.za))
- [A-Z Databases \(libguides.com\)](http://A-Z Databases (libguides.com))

7.4.2 Training

The SPU LIS offers individual or group training for students on different topics such as assignment support, searching for resources to complete an assignment, how to use sources to support your academic arguments, how to search for newspapers and magazines to read, and how to compile a reference list. Students can visit the SPU LIS Building at Central Campus and see their Information Librarian or alternatively book online on the training calendar on the SPU LIS website. Each School has a dedicated Information Librarian (an information specialist) who can assist students with access to resources and training.

Information librarians responsible for information access and provision are:

- Ms. Constance Ndumela (Economics and Management Sciences)
- Mr. Kgasane Seemela (Education)
- Mr. Kagiso Ledwaba (Humanities)
- Ms. Sinah Molokisi (Natural & Applied Sciences)

7.4.3 Facilities

To access the SPU LIS a student card is required.

The library has a 24-Hour Study Area on the Ground Floor of the SPU LIS Building. Students can access the 24-Hour Study Area throughout the year. The first, second, and third floor also has individual study spaces, group study spaces, collaborative study spaces and a computer training laboratory. In all spaces the following are available:

- WIFI access
- Plug points for laptops
- Comfortable seating
- A library staff member to assist students



7.4.4 Library Hours

During the semester the library operates during the following times:

Monday to Thursday:	08:00 to 21:00
Friday:	08:00 to 16:30
Saturday:	09:00 to 13:00
Sunday (and public holidays):	Closed

For more information, contact the library at:
SPU LIS Building, Central Campus
E-mail: library@spu.ac.za
Tel: 053 491 0033

Social media platforms:
Facebook: [myspu_library](https://www.facebook.com/myspu_library)
Twitter: [@myspu_library](https://twitter.com/myspu_library)
TikTok: [@myspu_library](https://www.tiktok.com/@myspu_library)

Website: <https://www.spu.ac.za/index.php/library-services-all/>

SPU Library and Information Services, Your doorway to academic excellence.



7.5 Photocopying and printing

Photocopying and printing facilities are available for students at the Academic Building, Block C003 on Central Campus, next to the security booth. Times for this service are published on the relevant notice boards. Please make sure that you know where these facilities are, and importantly, the times of operation so that you can plan your printing or photocopying needs accordingly.



7.6 Student Safety and Security

Your safety and security are important to us. It should be to you as well. It is important to remember that SPU is not an island and that we are vulnerable to criminal elements in our society. It is important that you help us secure our campus.

Access

Student cards provide registered students with access to the university facilities. Once registered and paid for your registration fee you can proceed to the SPU – TSS located on Central Campus at Moroka Hall of Residences, Ground Floor, Room 041 to have a student card made for you.

All suspicious behaviour, incidences, accidents including thefts and theft of bicycles must be reported to Campus Security before the matter is reported to SAPS. Please do not try and resolve the matter yourself, or to confront strangers or criminal elements. Ask those without identification to report to campus security.

Please take special note of the following:

- Pay attention to your immediate environment, make sure residence doors are locked and do not let strangers into the residence.
- Remember to sign your visitors in, so that everyone entering your residence, is accounted for.
- Do not confront strangers or take the law into your own hand. If you or a fellow student had been the unfortunate victim of a crime, report it to campus security immediately.
- Do not leave your bags or other valuables unsupervised, whether in lecture theatres, laboratories, the cafeteria, etc.; and if living in

a residence, please ensure that you keep your valuables locked away, far from windows and out of sight.

- Laptop theft is a reality. Be vigilant of your surroundings and do not openly display your valuables when walking in public.
- Try not to walk alone, especially at night. There is safety in numbers. Avoid dark places; and always make sure that your friends' or someone in authority know your movements, especially if you are going out at night.
- The University has deployed Pro-Guard Security at all off-campus residences including safe routes to residences.
- Make sure that you have key emergency numbers on your phone or memorize the number of a close friend or family.

Campus Security has an after-hours escort service available for staff and students on campus. This is useful if you are working late. If you require an escort, dial 053 491 0911 and provide the following information:

- **Your name and staff/student number**
- **Your current location and your intended destination**
- **Call back number in case of delay.**

Alternatively, go to any of our Control rooms, you are encouraged to inform Control Room at least at 30 minutes before actual departing time.

For clarity and/or further information, please contact the Campus Security Client Centre is at

Block C001 on Central Campus or call 053 491 0365 for assistance.

The 24-hour Campus Security Control Room can be reached on 053 491 0911





THRIVING AT UNIVERSITY

Thriving at university, is about more than passing your courses, it is about making the most of your time at university and ensuring that you graduate having taken full advantage of the opportunities available to you. Your time at university is thus precious. Remember, your academic success is your most important priority. Being at university, however, also affords you the opportunity to be exposed to other aspects of life. You may get involved in sport, in a club or society, in the drama group or the choir or by volunteering your time in a community development initiative.

Below, are some tips on how to thrive at university:

- Participate in ALL orientation events
- Get organized by buying an organizer, a big wall calendar, etc. to help you know when assignments are due
- Go to class and don't skip your early morning lectures
- Ensure a balance between social and academic life
- Get involved in campus life
- Participate and engage in the various co-curricular events hosted by the Division of Student Affairs
- Take advantage of the study resources available, ask questions if you do not understand something in class, and form a study group
- Maintain a healthy body, healthy mind

- Keep your eye on the prize, you are obtaining your qualification
- Keep track of your money by creating a budget
- Ask for help!



The following is a list of key contact details, which you may want to keep safe, in case you need to use them. This list is not exhaustive, and you may want to update it periodically for yourself.

9.1 Schools or Academic Departments

- **School of Economic and Management Sciences**

Head of School: Prof Pierre Joubert
 Administrator: Ms Boitumelo Mabija
 E-mail: boitumelo.mabija@spu.ac.za
 Tel: 053 491 0157

- **School of Education**

Head of School: Prof Amasa Ndofirepi
 Administrator: Mr Patrick May
 E-mail: patrick.may@spu.ac.za
 Tel: 053 491 0152

- **School of Humanities**

Acting Head of School: Dr Cobus Rademeyer
 Administrator: Ms Ntshpeng Makoko
 E-mail: ntshpeng.makoko@spu.ac.za
 Tel: 053 491 0030

- **School of Natural and Applied Science**

Head of School: Prof Aifheli Gelebe
 Officer: Administration: Ms. Unathi Mqongwana
 E-mail: unathi.mqongwana@spu.ac.za
 Tel: 053 491 0094

9.2 Students' Representative Council (SRC)

- SRC President: Mr Israel Mulovhedzi, srcpresident@spu.ac.za
- SRC Secretary: Mr Oarabile Mosweu, srcsecretary@spu.ac.za
- SRC General email: src@spu.ac.za





9.3 Residence Wardens

<ul style="list-style-type: none"> Moroka Hall of Residence Mr Mbokodo Mbatha E-mail: Mbokodo.mbatha@spu.ac.za Tel: 053 491 0050 	<ul style="list-style-type: none"> Moroka Hall of Residence Mr Godfrey Rudolph E-mail: Godfrey.rudolph@spu.ac.za Tel: 053 491 0128
<ul style="list-style-type: none"> Ra-Thaga Hall of Residence Mr Adonis Shikwambana E-mail: Adonis.Shikwambana@spu.ac.za Tel: 053 491 0062 	<ul style="list-style-type: none"> Moroka Hall of Residence Dr Patricia Ndamani Email: Patricia.Ndamani@spu.ac.za Tel: 053 491 0330
<ul style="list-style-type: none"> Moroka Hall of Residence Dr Dimpho Mothibi E-mail: Dimpho.Mothibi@spu.ac.za Tel: 053 491 0128 	<ul style="list-style-type: none"> Mhudi Hall of Residence Ms Fezile Matsebula E-mail: Fezile.Matsebula@spu.ac.za Tel: 053 491 0199
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<ul style="list-style-type: none"> Umnandi Residence Nyawo Gumede Email: nyawo.gumede@spu.ac.za Tel: 053 491 0312 	

9.4 Campus Security

- Control Room – 053 491 0911
- Client Service Centre – 053 491 0365

9.5 Student Funding Office

Mrs Chrizelle Mally
E-mail: Chrizelle.mally@spu.ac.za
Tel: 053 491 0102



9.6 Emergency Services

- **ER24** - 086 108 4124
- **SAPS** - 10111 or 053 838 4200 /4342 /4331
- **South African Depression and Anxiety Group (SADAG)** – 0800 567 567 (www.sadag.org)
- **COVID-19 National Crisis Helpline**
0800 029 999
- **GBV (Gender Based Violence) Command Centre** 0800 428 428 / *120*7867# (free from any cell phone) SMS Line: 32312
- **Family Violence, Child Protection and Sexual Offences Helpline** 0800 150 150
- **People Opposing Women Abuse (POWA)**
Tel: 011 642 4345 After hours cell phone: 083 765 1235
- **Child Line** 0800 055 555
- **Lifeline South Africa** 0861 322 322 (free on mobile networks including landlines)
- **FAMSA:** Advice on family relationships - 011 975 7107
- **Human trafficking:** Report cases of human trafficking - hotline operated by the Salvation Army and Be Heard - 08007 37283 (0 8000-rescue)
- **National Human Trafficking Helpline**
0800 222 777
- **Persons with Disabilities** SMS 'help' to 31531
- **AIDS Helpline** 0800 012 322
- **Suicide Helpline** 0800 567 567 or 0800 456 789
- **Stop Gender Violence:** Anonymous, confidential, and accessible telephonic information, counselling, and referrals, in all 11 official languages - 0800 150 150
- **Substance Abuse Helpline** 0800 12 13 14



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Sol Plaatje University Staff and Students

Any queries, comments, suggestions, etc. in relation to the information contained in this booklet, should be directed to the Student Affairs Administrator on 053-491 0043 or studentaffairs.enquiries@spu.ac.za

STUDENT AFFAIRS

#MYSPU







Inclusivity Matters

#MySPU



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