

NELSON MANDELA UNIVERSITY

**POSTGRADUATE FACULTY
CONTACT INFORMATION**

2018

Per faculty in alphabetical order

Faculty of Arts

For more information regarding your admission into a programme or qualification, please contact the **Postgraduate Admissions Office** at **041 504 4120** or email postgraduateadmission@mandela.ac.za

Please contact the Programme Co-ordinator of your programme for timetable and block release information

For more information regarding your specific programme or qualification, please refer to detail below:

Programme (s)	Programme co-ordinator	HOD/Programme Leader
SCHOOL OF GOVERNMENTAL & SOCIAL SCIENCES		
BA Honours Public Administration MPA MPhil Public Administration	Ms Z Maqoko E-mail: Tel: 041 504 2265	Prof Masango E-mail: rsmasango@mandela.ac.za Tel: 041 504 2035
BA Honours Political Science	Ms N Nkayitshana E-mail: Nomandla.Nkayitshana@mandela.ac.za Tel: 041 504 1378	Prof L Snodgrass E-mail: Lyn.Snodgrass@mandela.ac.za Tel: 041 504 2624
MPhil Conflict Transformation & Management	Ms N Nkayitshana E-mail: Nomandla.Nkayitshana@mandela.ac.za Tel: 041 504 1378	Prof L Snodgrass E-mail: Lyn.Snodgrass@mandela.ac.za Tel: 041 504 2624
Research MA & Doctorate Public Administration	Ms Z Maqoko E-mail: Zandile.Maqoko@mandela.ac.za Tel: 041 504 2263	Prof Masango E-mail: rsmasango@mandela.ac.za Tel: 041 504 2035
Research Master's in Political Science and Conflict Transformation & Management	Ms N Nkayitshana E-mail: Nomandla.Nkayitshana@mandela.ac.za Tel: 041 504 1378	Prof L Snodgrass E-mail: Lyn.Snodgrass@mandela.ac.za Tel: 041 504 2624
BA Honours Group Dynamics	Mr D Bogopa E-mail: David.Bogopa@mandela.ac.za Tel: 041 504 2185	Mr D Bogopa E-mail: David.Bogopa@mandela.ac.za Tel: 041 504 2185
BA Honours/ MA & Doctorate Sociology	Mr D Bogopa E-mail: David.Bogopa@mandela.ac.za Tel: 041 504 2185	Mr D Bogopa E-mail: David.Bogopa@mandela.ac.za Tel: 041 504 2185

Programme (s)	Programme co-ordinator	HOD/Programme Leader
BA Honours/ MA/Doctorate Anthropology	Mr D Bogopa E-mail: David.Bogopa@mandela.ac.za Tel: 041 504 2185	Mr D Bogopa E-mail: David.Bogopa@mandela.ac.za Tel: 041 504 2185
BA Honours & MA History	Dr R Herbst E-mail: Robert.Herbst@mandela.ac.za Tel: 041 504 4514	Mr D Bogopa E-mail: David.Bogopa@mandela.ac.za Tel: 041 504 2185
SCHOOL OF LANGUAGE, MEDIA AND COMMUNICATION		
BA Honours Corporate Communication	Ms B Mangolothi E-mail: Brightness.Mangolothi@mandela.ac.za Tel: 041 504 4524	Ms B Mangolothi E-mail: Brightness.Mangolothi@mandela.ac.za Tel: 041 504 4524
BA Honours Media Studies and BA Honours Journalism	Prof A Konik E-mail: Adrian.Konik@mandela.ac.za Tel: 041 504 4066	Prof A Konik E-mail: Adrian.Konik@mandela.ac.za Tel: 041 504 4066
Research Master & Doctorates (Media Studies)	Dr S Moodley E-mail: Subeshini.Moodley@mandela.ac.za Tel: 041 504 2225	Dr S Moodley E-mail: Subeshini.Moodley@mandela.ac.za Tel: 041 504 2225
BA Honours & Masters Philosophy	Prof A Hurst E-mail: Andrea.Hurst@mandela.ac.za Tel: 041 504 4848	Prof A Hurst E-mail: Andrea.Hurst@mandela.ac.za Tel: 041 504 4848
BA Honours, Masters & Doctorate (English)	Dr N Smith E-mail: Neville.Smith@mandela.ac.za Tel: 041 504 2026	Dr Z Made E-mail: Zoliswa.Made@mandela.ac.za Tel: 041 504 4839
BA Honours, Masters & Doctorate (isiXhosa)	Dr Z Made E-mail: Zoliswa.Made@mandela.ac.za Tel: 041 504 4839	Dr Z Made E-mail: Zoliswa.Made@mandela.ac.za Tel: 041 504 4839
BA Honours, Masters & Doctorate (Afrikaans & Dutch)	Prof M Crous E-mail: Marius.Crous@mandela.ac.za Tel: 041 504 2227	Prof M Crous E-mail: Marius.Crous@mandela.ac.za Tel: 041 504 2227
BA Honours, Masters & Doctorate (French)	Dr M Vrancken E-mail: Maria.Vrancken@mandela.ac.za Tel: 041 504 2245	Dr Z Made E-mail: Zoliswa.Made@mandela.ac.za Tel: 041 504 4839
BA Honours, Masters & Doctorate (Applied Languages)	Dr J Lück E-mail: Jacqui.Luck@mandela.ac.za Tel: 041 504 358	Dr J Lück E-mail: Jacqui.Luck@mandela.ac.za Tel: 041 504 358

SCHOOL OF ARCHITECTURE		
M Arch (Professional) Research Masters & D Arch	Mr B Varghese E-mail: Boban.Varghese@mandela.ac.za Tel: 041 504 2719	Mr B Varghese E-mail: Boban.Varghese@mandela.ac.za Tel: 041 504 2719
M Tech Architectural Technology	Ms N Darke E-mail: Nicola.Darke@mandela.ac.za Tel: 041 504 3926	Ms N Darke E-mail: Nicola.Darke@mandela.ac.za Tel: 041 504 3926
SCHOOL OF MUSIC, ART AND DESIGN		
M Tech: Graphic Design Photography Textile Fashion	Mr B Cadle E-mail: Bruce.Cadle@mandela.ac.za Tel: 041 504 3254	Mr M Swanepoel E-mail: Mike.Swanepoel@mandela.ac.za Tel: 041 504 3317
M Tech: Ceramic Design Fine Art	Dr P Binsbergen E-mail: Peter.Binsbergen@mandela.ac.za Tel: 041 504 3647	Dr P Binsbergen E-mail: Peter.Binsbergen@mandela.ac.za Tel: 041 504 3647
Music (All Masters & Doctoral programmes)	Dr R Bower E-mail: Rudi.Bower@mandela.ac.za Tel: 041 504 4521	Prof E Albertyn E-mail: Erik.Albertyn@mandela.ac.za Tel: 041 504 4235

Registration queries:

Faculty Position	Name	Campus	Building / Room number	Telephone
Manager	Drucilla Nzioki	South	Embizweni, room 057	0415043252
Faculty Administrator s	Nadeema Azem	South	Embizweni, room 055	0415042802
	Noluvo Bobi	South	Embizweni, room 056	0415043478
	Noxolo Mngonyama	South	Embizweni, room 054	0415042855
	Nomakhaya Nzuzo	South	Embizweni, room 056	0415044608

Faculty of Business and Economic Sciences

For more information regarding your admission into a programme or qualification, please contact the **Postgraduate Admissions Office** at **041 504 4120** or email postgraduateadmission@mandela.ac.za

Please contact the Programme Co-ordinator of your programme for timetable and block release information

For more information regarding your specific programme or qualification, please refer to detail below:

SECOND AVENUE CAMPUS QUALIFICATIONS

Qualification	Department	Secretary/ co-ordinator	Telephone	Date of first meeting	Venue
M Tech: Business Administration (Research) M Tech & MCom: Entrepreneurship (Research)	Management Practice	Ms S Ngcosini	0415043875 0415043832		
M Tech & MCom: Human Resource Management D Tech & PhD: Human Resource Management	Human Resource Management	Ms E Grobler	0415043703 0415043824		
M Tech & MCom: Logistics Management D Tech & PhD: Logistics Management	Logistics	Ms S Ngcosini	0415043875 0415043817		
M Tech & MCom: Marketing Management D Tech & PhD: Marketing Management	Marketing Management	Ms R Pather	0415043714 0415042202		
MCom, MPhil & PhD: Tourism Management	Tourism	Ms E Moodley Ms B Jansen van Rensburg	0415043759 0415044641		
PDBA / MBA	Graduate School	Ms L van Wyk Ms J Ehlers	0415043736 0415044347		
DBA	Graduate School	Ms J Simango	0415044115		

SOUTH CAMPUS QUALIFICATIONS

Qualification	Department	Secretary/ co-ordinator	Telephone	Date of first meeting	Venue
Business Management Honours	Business Management	Ms N Adams	0415042031	6 Feb 2018 17:30	Umvelani Room South Campus
Business Management Masters/PhD/DCom	Business Management	Ms N Adams	0415042031		

Qualification	Department	Secretary/ co-ordinator	Telephone	Date of first meeting	Venue
Economics Honours	Economics	Ms D Erasmus	0415042205	Not finalised	Not finalised
MCom Economics Coursework/Research/PhD/DCom	Economics	Ms D Erasmus	0415042205	Not finalised	Not finalised
Industrial & Organisational Psychology Honours	I & O Psychology	Mrs J Bowler	0415042362	Not finalised	Not finalised
Industrial & Organisational Psychology Masters/PhD/DCom	I & O Psychology	Ms K Roodt	0415042363	Not finalised	Not finalised
Labour Relations & Human Resources Honours	I & O Psychology	Ms J Bowler	0415042362	Not finalised	Not finalised
Labour Relations & Human Resources Masters/PhD	I & O Psychology	Ms J Bowler Ms K Roodt	0415042362 0415042363	Not finalised	Not finalised
Tourism Honours	Tourism	Mr H Bartis Dr S Van Zyl	0415043766 0415044089	7 Feb 2018 17:30	35 00 13
Postgraduate Diploma in Accountancy	Accounting Sciences	Mr R Loyson	0415042181	23 Jan 2018	35 00 15
Postgraduate Diploma in Accounting	Accounting	Ms B Hayes Prof D Forsyth	0415042904	23 Jan 2018	35 00 22
Postgraduate Diploma in Internal Auditing	Accounting Sciences	Ms A Abrahams Prof H Fourie	0415043929 0415042182	25 Jan 2018 08:00	2 nd Avenue Campus Z 0208
MCom/PhD Accounting	Accounting	Prof H Fourie Prof F E Prinsloo Ms B Hayes	0415042182 0415042904 0415042904	By appointment	On request
MCom Taxation	Accounting	Prof A Brettenny Prof A Singleton Ms A Visser	0415042704 0415042447 0415042903	NO INTAKE 2018	
Postgraduate Diploma in Financial Planning	Business Management	Ms J Palframan Ms N Adams	0415042577 0415042201	8 Feb 2018 17:30	Chancellor's Room, Sport Centre, South Campus
Postgraduate Diploma in Maritime Studies	Development Studies	Dr A van den Berg	0415042848 0415044275	23 Jan 2018 09:00	123 0 02 (L3)
BA Honours in Development Studies	Development Studies	Dr S Leonard Dr A van den Berg	0415044901 0415044275	23 Jan 2018 09:00	Not finalised
Master's Development Studies	Development Studies	Mr A Thuo Dr A van den Berg	0415044900 0415044275	23 Jan 2018 09:00	Not finalised
PhD Development Studies	Development Studies	Dr A van den Berg Prof J Makuwira	0415044275		
MPhil Development Finance	Development Studies	Dr A van den Berg Ms D Tembo	0415044275 0415042861	13 Feb 2018 09:00	Not finalised
PhD Development Finance	Development Studies	Prof J Makuwira	0415042848		

Registration queries:

MTech, MCom, DTech, PhD, PDBA & MBA Programmes

Mr Adanaan Smith

Tel: 041 504 3802 E-mail: Adanaan.Smith@mandela.ac.za

Honours Programmes

Mrs Janet van Zyl

Tel: 041 504 4392 E-mail: Janet.vanZyl@mandela.ac.za

Postgraduate Diploma Programmes

Ms Tammy Bulembu

Tel: 041 504 2248 E-mail: Nomathamsanga.bulembu@mandela.ac.za

MA, MPhil, MCom, DCom, PhD and DPhil Programmes

Tel: 041 504 2120

Faculty of Education

For more information regarding your admission into a programme or qualification, please contact the **Postgraduate Admissions Office** at **041 504 4120** or email

postgraduateadmission@mandela.ac.za

Please contact the Programme Co-ordinator of your programme for timetable and block release information. For more information regarding your specific programme or qualification, please refer to detail below:

The **Programme Administrator, Ms Carol Poisat.**

Tel No: 041 504 4310

E-mail address: carol.poisat@mandela.ac.za

The **Head of the Programme: M Ed, Dr Eileen Scheckle.**

Tel No: 041 504 2828

E-mail address: Eileen.Scheckle@mandela.ac.za

The **Head of the Programme: D Ed / PhD, Dr Mathabo Khau.**

Tel No: 041 504 4861

E-mail address: Mathabo.Khau@mandela.ac.za

Registration queries:

Faculty Position	Name	Campus	Building / Room number	Telephone
Manager Administrator	Ridaa Salie Jackie Hay	South South	Bldg 11, room 6A Bldg 11, room 6B	0415042125 0415044568

Faculty of Engineering, the Built Environment and Information Technology

For more information regarding your admission into a programme or qualification, please contact the **Postgraduate Admissions Office** at **041 504 4120** or email

postgraduateadmission@mandela.ac.za

For more information regarding your specific programme or qualification, please refer to details below.

Department	Head of Department	Secretary	Telephone
Civil Engineering	Mr J van der Merwe Johann.vanderMerwe@mandela.ac.za	Ms Lizelle Pienaar Lizelle.Pienaar@mandela.ac.za	0415043202 0415043297
Electrical Engineering	Mr A Roberts Allan.Roberts@mandela.ac.za	Ms Lizl Blom Lizl.Blom@mandela.ac.za	0415043292 0415043290
Industrial Engineering	Dr A Lourens Ann.Lourens@mandela.ac.za	Mrs Nicole Truter Nicole.truter@mandela.ac.za	0415043645 0415049124
Mechanical Engineering	Mr G Kleyn Gysbert.Kleyn@mandela.ac.za	Ms Madelein Brown Madelein.Brown@mandela.ac.za	0415043285 0415043277
Mechatronics	Prof F Smith Farouk.smith@mandela.ac.za	Ms Zandra Joubert Zandra.joubert@mandela.ac.za	0415043967 0415043103
Building and Human Settlement Development	Mr W Draai Wayne.draai@mandela.ac.za	Mrs Nosipho Sam Nosipho.Sam@mandela.ac.za	0415043295 0415043203
Construction Management	Prof B Botha Brink.Botha@mandela.ac.za	Ms Mariana Botes Mariana.Botes@mandela.ac.za	0415042551 0415042790
Quantity Surveying	Mr R Cumberlege Roy.Cumberlege@mandela.ac.za	Ms Louise Engelbrecht Louise.Engelbrecht@mandela.ac.za	0415042023 0415042669
Applied Informatics	Mrs A du Preez Annelise.dupreez@mandela.ac.za	Ms Farren Foutie Farren.foutie@mandela.ac.za	0415043638 0415043603
Information Technology	Ms K Church Karen.Church@mandela.ac.za	Ms Farren Foutie Farren.foutie@mandela.ac.za	0415043433 0415043603
School	Director of School	Secretary	Telephone
School of Engineering	To be appointed	To be appointed	0415043285 0415043368
School of the Built Environment	Prof W Shakantu Winston.shakantu@mandela.ac.za	Ms Nosipho Sam Nosipho.Sam@mandela.ac.za	0415043201 0415043295
School of Information and Communication Technology	Prof D Pottas Dalenca.Pottas@mandela.ac.za	Ms Gwen Kleinhans Gwen.Kleinhans@mandela.ac.za	0415049100 0415043278

TIMETABLE AND BLOCK RELEASE INFORMATION:

Programme Coordinator: MSc: Built Environment: PM, CM, FM, CHS & PEV	Mr Thomas Quinn Thomas.Quinn@mandela.ac.za	Tel. + 27 (0)41 504 2938 Fax. +27 (0)41 504 2345
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MSc (Built Environment) 2018 Intake Block 3 Programme

	Project Management	Facilities Management	Prop Econ & Valuation	Construction Management	Construction Health and Safety Management
2018 Block 3 program					
½-day Exam	QIT510 Exam				
½-day Exam	QBE510 Exam				
½-day Exam	KHS510 Exam				
½-day Exam	QSM510 Exam				
2-day Lecture	QPV510 – Mr T Collins				
2-day Lecture	QPI510 – Prof B Botha				
2-day Lecture	QHR510 – Dr A Werner				
2-day Lecture	QDM510 – Prof W Shakantu				

23 - 28 January 2018 (Block 3)

Day	PM	FM	PE	CM	CH&S
Monday 22 Jan	Research Colloquium & QCS510 Re-exam and KAF510 Re-exam				
Tuesday 23 Jan	QDM510	QPI510	QPI510		QDM510
Wednesday 24 Jan	QDM510	QPI510	QPI510		QDM510
Thursday 25 Jan	QHR510	QHR510	QPV510	QHR510	QHR510
Friday 26 Jan	QHR510	QHR510	QPV510	QHR510	QHR510
Saturday 27 Jan (EXAMS)	QIT510				
	QBE510 Exam	QSM 510 Exam	QSM510 Exam	KHS510 Exam	QLL510 Exam

Day	Module/Exam Code	Time	Venue
Monday 22 Jan	Research Colloquium	09:00 am	C252 (Faculty seminar room)
	QCS 510, KAF 510 Supplementary exams	09:00am	C110
Tuesday 23 Jan	QDM 510	09:00 am	M141
	QPI 510	09:00am	M125
Wednesday 24 Jan	QDM 510	09:00 am	M141
	QPI 510	09:00 am	M125
Thursday 25 Jan	QHR 510	09:00 am	M141
	QPV 510	09:00 am	M125
Friday 26 Jan	QHR 510	09:00 am	M141
	QPV 510	09:00 am	M125
Saturday 27 Jan	QIT 510	09:00 am	C110
	QBE 510 , QSM 510, and KHS 510	13:00pm	C110

Registration queries:

Faculty Administration	Administrator	Telephone
Faculty Administrator Mechanical and Civil Engineering (Undergraduate and BTech programmes) and School of the Built Environment (Building & BHSD) & BEng Mechatronics (Undergraduate programmes)	Ms Vatiswa Mbola Vatiswa.mbola@mandela.ac.za	0415043995
Faculty Administrator Electrical, Industrial, Operations Management, Quality (Undergraduate & B Tech programmes) BSc in Construction Economics, BSc in Construction Studies (Undergraduate programmes)	Hildegarde Boshoff Hildegarde.boshoff@mandela.ac.za	0415043446
Faculty Administrator School of ICT (Undergraduate & B Tech programmes) Construction Management, Quantity Surveying (BTech and Honours programmes)	Mr Jason Ah Tow Jason.Ahtow@mandela.ac.za	0415043660
Manager: Faculty Administration All M & D programmes	Mr Jonathan Dorothy Jonathan.Dorothy@mandela.ac.za	0415043447

Faculty of Health Sciences

For more information regarding your admission into a programme or qualification, please contact the **Postgraduate Admissions Office** at **041 504 4120** or email postgraduateadmission@mandela.ac.za

Please contact the Programme Co-ordinator of your programme for timetable and block release information

For more information regarding your specific programme or qualification, please refer to details below.

Department	Director or School / Head of Department / Programme Co-ordinator	Programme Co-ordinator OR Departmental Secretary	Secretary 041 504
Nursing Science	Prof Portia Jordan E-mail: Portia.jordan@mandela.ac.za	Ms Candice Williams E-mail: Candice.williams@mandela.ac.za	2122
Nursing Science: Health & Welfare Management programme	Ms Sanet Page E-mail: Sanet.page@mandela.ac.za	Ms Sanet Page E-mail: Sanet.page@mandela.ac.za	3946
Human Movement Science	Prof Cheryl Walter E-mail: Cheryl.walter@mandela.ac.za	Ms Shona Ellis E-mail: Shona.ellis@mandela.ac.za	2628 / 4388
Dietetics	Prof Annelie Gresse E-mail: Annelie.gresse@mandela.ac.za	Ms Jillian Plaatjies E-mail: Jillian.plaatjies@mandela.ac.za	2048 / 4892
Psychology	Prof Louise Stroud E-mail: Louise.stroud@mandela.ac.za OR	Ms Yvonne Smith E-mail: Yvonne.smith@mandela.ac.za	2916

Department	Director or School / Head of Department / Programme Co-ordinator	Programme Co-ordinator OR Departmental Secretary	Secretary 041 504
	Prof Diane Elkonin E-mail: Diane.elkonin@mandela.ac.za		
Environmental Health	Mr Charles Qoto E-mail: Charles.qoto@mandela.ac.za	Ms Thembele Tsewu E-mail: Thembele.tsewu@mandela.ac.za	3523
Social Development Professions			
Master of Arts in Social Work: Clinical	Ms Veonna Goliath E-mail: Veonna.goliath@mandela.ac.za	Ms Joanne Kenyon E-mail: Joanne.kenyon@mandela.ac.za	2353
Masters of Social Work in Social Development and Planning	Ms Zoleka Soji E-mail: Zoleka.soji@mandela.ac.za		2353
Masters of Social Work (Research)	Ms Zoleka Soji E-mail: Zoleka.soji@mandela.ac.za		2353
Doctor of Philosophy: Social Development Professions	Ms Zoleka Soji E-mail: Zoleka.soji@mandela.ac.za		2353
Medical Laboratory Sciences	Ms Leyli Zondie E-mail: Leyli.zondie@mandela.ac.za		3436
Radiography	Mrs Razaana Williams Razaana.williams@mandela.ac.za	Mrs Beverly Connelly Beverly.connelly@mandela.ac.za	3693
Pharmacy	Prof Shirley-Anne Boschmans E-mail: Shirley-anne.boschmans@mandela.ac.za	Ms Susan van Staden E-mail: Susan.vanstaden@mandela.ac.za	2128

Registration queries:

Faculty Position	Name	Campus	Building / Room number	Telephone
Administrator	Ms Marilyn Afrikaner Marilyn.Afrikaner@mandela.ac.za	South	Building 7, Room 0120	0415042956
Administrator	Ms Vanessa Heunis Vanessa.Heunis@mandela.ac.za	South	Building 7, Room 0121	0415042957
Administrator	Ms Heloise Levack Heloise.Levack@mandela.ac.za	South	Building 7, Room 0122	0415042749

Manager	Ms Nouwaal Isaacs (Nee Ahmed) Nouwaal.Isaacs@mandela.ac.za	South	Building 7, Room 0123	0415042121
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Faculty of Law

For more information regarding your admission into a programme or qualification, please contact the **Postgraduate Admissions Office** at **041 504 4120** or email postgraduateadmission@mandela.ac.za

Please contact the Programme Co-ordinator of your programme for timetable and block release information. For more information regarding your specific programme or qualification, please refer to detail below:

Programme	Programme Co-ordinator	Contact	
PG Dip Labour Law Practice	Prof JA van der Walt	Ms C Pieterse	0415044624
		Ms E Strydom	0415042283
LLM Criminal Justice	Prof D Erasmus	Ms R Redcliffe	0415042198
LLM Labour Law	Prof JA van der Walt	Ms C Pieterse	0415044624
		Ms E Strydom	0415042283
LLM General	Dr J Botha	Ms R Redcliffe	0415042198
LLM Taxation	Prof A Brettenny	Ms A Visser	0415042903

CONTACT SESSIONS FOR PG DIP LABOUR LAW PRACTICE: 2018 PORT ELIZABETH:

The compulsory contact sessions during 2018 are:

CONTACT SESSIONS	MODULE CODE			DATE
Module name	Module Code	Semester	Credit	Contact Dates 2018 (09:00 – 17:00)
Substantive Labour Law	JMLL401	1	20	5 – 10 February 2018
Labour Law and Social Justice	JMLL411	1	10	5 – 10 February 2018
Unfair Dismissal and Unfair Labour Practice	JMLL421	1	15	2 – 7 April 2018
Labour Dispute Resolution	JMLL431	1	15	2 – 7 April 2018
Conciliation Practice	JMLL402	2	10	9 – 14 July 2018 16 – 21 July 2018 (repeat)
Arbitration Practice	JMLL412	2	20	9 – 14 July 2018 16 – 21 July 2018 (repeat)
Practice in the Labour Courts	JMLL422	2	15	17 - 22 September 2018
Writing Skills in Labour Dispute Resolution	JMLL432	2	15	17 - 22 September 2018

CONTACT SESSIONS FOR LLM COURSEWORK DEGREES: 2018

The compulsory contact sessions during 2018 are:

COMPULSORY WORKSHOP	MODULE CODE			DATE
Research workshop (Compulsory for all NEW students)	LLMW500/LLMV500			19 – 20 February 2018
CONTACT SESSIONS				
Module name	Module Code	Semester	Credit	Contact Dates 2018 (09:00 – 17:00)
Advanced Criminal Procedure and Evidence 504	JCJ504/JCJV504	1	30	9 – 13 April 2018
Dispute Resolution and Labour Law Advocacy 504	JML504/JMLV504	1	30	12 – 17 February 2018

Sentencing 507	JCJ507/JCJV507	2	30	23 – 27 July 2018
Social Security Law 502	JML502/JMLV502	2	15	30 July – 3 August 2018
Comparative and International Labour Law 506	JML506/JMLV506	2	15	30 July – 3 August 2018

To obtain the contact session information for the LLM Taxation modules, i.e. Taxation 511 (JT511/JTV501) and Taxation 512 (JT512/JTV502) please contact the Taxation Division. Please refer to contact details below.

Registration queries:

Faculty Position	Name	Campus	Building / Room No.	Telephone
Manager Administrator	Nikki Terblanche Dieketso Billie	South South	Embizweni, Room 0104	0415042588
			Embizweni, Room 0104	0415042474

Faculty of Science

For more information regarding your admission into a programme or qualification, please contact the **Postgraduate Admissions Office** at **041 504 4120** or email postgraduateadmission@mandela.ac.za

Please contact the Programme Co-ordinator of your programme for timetable and block release information

For more information regarding your specific programme or qualification, please refer to detail below:

Department	Head of Department	Secretary	Telephone
Agriculture and Game Ranch Management	Mr Retief Celliers E-mail: Retief.celliers@mandela.ac.za	Ms Christa Koen E-mail: Christa.koen@mandela.ac.za	041 504 3527 041 504 3630
Biochemistry and Microbiology	Prof Saartjie Roux E-mail: Saartjie.roux@mandela.ac.za	Ms Ronel Hiles E-mail: Ronel.hiles@mandela.ac.za	041 504 2441 041 504 2435
Botany	Dr Phumelele Gama E-mail: Phumelele.gama@mandela.ac.za	Ms Thembakazi Pakana E-mail: Thembakazi.pakana@mandela.ac.za	041 504 2397 041 504 2329
Chemistry – South Campus	Prof Zeni Tshentu E-mail: Zenixole.tshentu@mandela.ac.za	Ms Zimkitha Dyan E-mail: Zimkitha.dyan@mandela.ac.za	041 504 2286 041 504 4285
Chemistry – North Campus	Dr Gary Dugmore E-mail: Gary.dugmore@mandela.ac.za		041 504 3993 041 504 3281
Computing Sciences	Dr Brenda Scholtz E-mail: Brenda.scholtz@mandela.ac.za	Ms Vuyo Dudumayo E-mail: Vuyo.dudumayo@mandela.ac.za	041 504 2247 041 504 2081

Geosciences	Dr Anton de Wit E-mail: Anton.dewit@mandela.ac.za	Ms Zelna Goldman E-mail: Zelna.goldman@mandela.ac.za	041 504 2325 041 504 4516
Mathematics & Applied Mathematics	Dr Jakes Maritz E-mail: Jacob.maritz@mandela.ac.za	Ms Christa Esterhuizen E-mail: Christa.esterhuizen@mandela.ac.za	041 504 2310 041 504 2830
Physics	Prof Andre Venter E-mail: Andre.venter@mandela.ac.za	Ms Chanie Neveling E-mail: Chanie.neveling@mandela.ac.za	041 504 2579 041 504 2186
Statistics	Prof Gary Sharp E-mail: Gary.sharp@mandela.ac.za	Ms Rae Vincent-Le Roux E-mail: Rae.vincent@mandela.ac.za	041 504 2730 041 504 2288
Textile Science	Prof Lawrence Hunter E-mail: lhunter@csir.co.za		041 508 3260
Zoology	Prof Nadine Strydom E-mail: Nadine.strydom@mandela.ac.za	Ms Michelle Myles E-mail: Michelle.myles@mandela.ac.za	041 504 2690 041 504 2308
School	Director of School	Secretary	Telephone
School of Biomolecular & Chemical Sciences	Prof Gill Dealtry E-mail: Gill.dealtry@mandela.ac.za	Ms Ronel Hiles E-mail: Ronel.hiles@mandela.ac.za	041 504 2286 041 504 2607
School of Computing Sciences, Mathematics, Physics & Statistics	Prof Janet Wesson E-mail: Janet.wesson@mandela.ac.za	Ms Vuyo Dudumayo E-mail: Vuyo.dudumayo@mandela.ac.za	041 504 2310 041 504 1233
School of Environmental Sciences	Dr Derek du Preez E-mail: Derek.dupreez@mandela.ac.za		041 504 2747 041 504 2397
School of Natural Resource Management (George Campus)	Dr Anton Schmidt E-mail: Anton.schmidt@mandela.ac.za		044 801 5019
Faculty Administration: Port Elizabeth Campus			
Manager: Faculty Administration	Ms Lynette Roodt E-mail: Lynette.roodt@mandela.ac.za		041 504 2268
Faculty Administrator (Degrees)	Ms Fiona Heilbron E-mail: Fiona.heilbron@mandela.ac.za		041 504 2679
Faculty Administrator (Diplomas)	Ms Yvonne Tembo E-mail: Yvonne.tembo@mandela.ac.za		041 504 9922
Postgraduate Studies	Ms Tessa Penrith Tessa.penrith@mandela.ac.za		041 504 2249
Faculty Administration: George Campus			
Senior Manager: Faculty Administration	Mr D F Alexander E-mail: David.alexander@mandela.ac.za		044 801 5008
Co-ordinator: Academic Administration	Ms Magda Eybers E-mail: Magda.eybers@mandela.ac.za		044 801 5566

Co-ordinator: Academic Administration	Ms Elise Labuschagne E-mail: Elise.labuschagne@mandela.ac.za	044 801 5048
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Registration queries:

Faculty Position	Name	Campus	Building / Room No.	Telephone
Port Elizabeth Campus				
Manager	Lynette Roodt	South	Bldg 127, room 0008	0415042268
Administrators	Fiona Heilbron Yvonne Tembo	South South	Bldg 127, room 0007 Bldg 127, room 0007	0415042679 0415049922
Postgraduate Administrator	Tessa Penrith	South	Bldg 127, room 0007	0415042249
George Campus				
Senior Manager	David Alexander	George	Administrative Bldg	0448015008
Co-ordinator: Academic Administration	Vacant	George	Mopani Bldg, room 019	0448015566

PROGRESS REPORT: CONTINUING M & D STUDENTS

- All Master's and Doctoral candidates are required to renew their registration annually within the periods designated by the university until completion of their studies.
- The continued registration of a postgraduate candidate is subject to a favourable annual progress report. The postgraduate student is responsible for initiating the report annually by the date published and submitting this for endorsement by the research supervisor.

PROCEDURE:

Date	Action	Information
15 October	FA informs continuing M & D students to complete a Progress Report and informs them of the deadline for submission	Attach Progress Report template
1 November	Reminder sent to continuing M & D students	Attach Progress Report template
1 December	Deadline for submission of Progress reports	
3 December	FA blocks continuing M & D students	Link status code on SREGL Code: MDEP "M&D Progress Report outstanding"
From 3 December daily	FA unblocks continuing M & D students as soon as signed-off Progress Report is received from the relevant DOS OR Student submit requests for exceeding of maximum duration to FPGSC	MDEP status code removed Students informed by e-mail that the block was removed and that he/she may proceed with on-line registration
15 December	Final reminder sent to continuing M & D students who did not submit Progress Report to date	
After each Awarding of	FA Removes MDEP block from graduating students records	

Degrees meeting in Feb/Mar		
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