

CENTRE FOR SOFTWARE ENGINEERING (CENSE)

SCHOOL OF COMPUTING

UNIVERSITY OF SOUTH AFRICA

2018

SHORT LEARNING PROGRAMMES

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PREFACE

There is always a huge demand for education and training in various aspects of Information Technology. There are several reasons for this. In a country where there is serious unemployment even amongst matriculants and people with tertiary qualifications, people are realising more and more that it is essential to have marketable skills. One sector of the job market where it is possible to get employment is in software development. Even when a person is fortunate enough to have a job, promotion opportunities may depend on the Information Technology related skills and the qualifications that he or she has. On the other hand, not everyone can afford to study full time and most students would like to get at least some qualification quite quickly so that their careers can benefit as soon as possible. Furthermore, many employees find themselves in the computer industry without formal qualifications. They typically received in-service training in the “technology of the day”, which becomes obsolete within a short period of time. Enterprises are aware of this, and prefer that employees are educated in the fundamentals of the discipline.

It is also very important that the qualifications are recognised as having been awarded by a reputable institution that is well-known throughout South Africa and beyond our borders. The short courses offered by the Centre for Software Engineering (CENSE) at the University of South Africa cater for these. These courses are all prepared by and presented by well qualified, experienced UNISA lecturers. All of these short courses include practical work requiring the students to work on a computer. In addition students are required to take examinations.

A variety of short learning programmes (SLPs), using various modes of study, are presented. The first mode of study uses the traditional form of distance education that UNISA has so much experience in presenting. It is largely paper-based so that students in remote areas can participate easily. Study material is posted to the students and they send their completed assignments back to UNISA where the lecturers mark them, giving as much guidance in the form of comments as is possible. Additional lecturer support is via e-mail or telephone. Students using this study mode need to make their own arrangements to have access to suitable computers and software in order to complete the practical work.

The second mode of study makes use of the Internet for all aspects of the course. This is known as Web-based study. Once again the student has the convenience of not having to leave home for classes but all the study material is delivered via the Internet, assignments are submitted via the Internet and less formal communication between lecturer and student or between groups of students is done using e-mail. This mode of study is ideal for students who have access to the Internet and want the benefits of fast communication which allows for a feeling of being more in touch with the lecturer and class mates.

The short learning programmes do not require the same entrance qualifications as usual UNISA degree programmes. The minimum requirement is a matric, Standard 10 or Grade 12 certificate. For this reason no SLP course will count as credit towards any formal qualification (e.g. a degree). Modules for short courses (i.e. CENSE modules) and formal offerings cannot be credited across or interchangeably.

It is also necessary to have a certain amount of practical experience using a personal computer in a Windows environment for tasks like word processing.

It is important to note that Short Learning Programmes are by nature short. They are not formal qualifications.

Please note that UNISA is a public higher education institution established in terms of the Higher Education Act (101/1997), and does not have or require a provider registration number at the Department of Education or SAQA.

Short learning programmes at UNISA are approved by the Executive Committee of Senate and offered by virtue of the Institutional Statute of the University of South Africa. UNISA’s short learning programmes are not registered with SAQA. However, in order to place the contents of a short learning programme in perspective, the outcomes are indicated in relation to the equivalency of the number of National Qualifications Framework (NQF) credits and the level of the specific short learning programme in UNISA’s view.

1 SHORT LEARNING PROGRAMMES

1.1 DATABASE DESIGN

Course Code	CSDB1DX (Credits of Module - 12)
Qualification Code	70041
Equivalent to NQF Level	5
Purpose	The goal of this short course is to provide an introduction to conceptual database design. Conceptual databases are designed where basic concepts are introduced and students get the opportunity to apply these concepts.
Target group	The target group for this course people without any prior knowledge of databases, or persons who are end users of databases but have never been involved in designing a database, or lastly, persons who may have used tools to build database applications, but who lack the conceptual background on relational databases and knowledge as to how to optimize the design of relational tables for an application.
Syllabus/ Course Content	Theoretical and practical database design structured as follows: <ul style="list-style-type: none"> • The database environment • Fundamentals of data modelling • Relational model • Normalisation of database tables • Advanced data modelling
Admission Requirements	Senior Certificate or equivalent NQF level 4 qualification. We assume that you have previously passed a computer literacy course or have end-user experience in using computers and the Microsoft Windows environment.
Kind of Assessment	Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies. Formative assessment: Students are expected to complete a total of two assignments. Summative assessment: The theoretical examination can be written at any of the UNISA examination centres.
Course Duration	Semester course.
Tuition Method	Distance learning only: The distance teaching model of UNISA will be used in offering this course.
Course Fees	R4400 (full course fees payable on registration.) The course fees include all the study material. Downloadable tutorial letter and study material. The prescribed textbook is: <i>Database Principles – fundamentals of design, implementation, and management</i> , Coronel, C; Morris, S; Rob, P; & Crockett, K. 2013. 2nd Edition ISBN 978-1-4080-4863-4 Publisher: Cengage Learning EMEA
Course Leader	Prof Ernest Mnkandla

1.2 DATABASE IMPLEMENTATION

Course Codes	CSDB2D3 (Credits of Module – 12)
Qualification Code	7554X
Equivalent to NQF Level	5
Purpose	The purpose of this short course is to provide an introduction to practical aspects of conceptual database design. This covers the implementation of databases in a software package where students learn the skills of creating databases, forms, reports, queries and maintaining databases.
Target Group	The target group for this course people without any prior knowledge of databases, or persons who are end users of databases but have never been involved in designing a database, or lastly, persons who may have used 4GL tools to build database applications, but who lack the conceptual background on relational databases and knowledge as to how to optimize the design of relational tables for an application.
Syllabus/ Course Content	<ul style="list-style-type: none"> Setting up and using relational databases Maintaining and querying databases SQL language Practical work using Microsoft Access Creating a user interface for a database
Admission Requirements	Senior Certificate or an equivalent NQF level 4 qualification. We assume that you have previously passed a computer literacy course or have end-user experience in using computers and the Microsoft Windows environment.
Kind of Assessment	Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies. Formative assessment: Students are expected to complete a total of practical assignments. Summative assessment: The practical examination can be done in Pretoria only, at the UNISA computer laboratory.
Course Duration	Semester course.
Tuition Method	Distance learning only: The distance teaching model of UNISA will be used in offering this course. Students must have access to their own personal computer running Microsoft Windows and the Microsoft Access 2010 package. The practical examination is done ONLY in FLORIDA CAMPUS . NB: Students who cannot travel to Pretoria for the examination would not be able to enroll for the short course.
Course Fees	R4400 (full course fees payable on registration). The course fees include all study material: prescribed book and tutorial letters, but NOT the Microsoft Access 2010 software required for the practical work. The prescribed textbook is: <i>Gary B Shelly, Philip J Pratt, Mary Z Last. Microsoft Access 2010: Comprehensive. International Edition, Course Technology, Cengage Learning. ISBN-13: 9780538748636.</i>
Course leader	Prof Ernest Mnkandla

1.3 INTRODUCTION TO VISUAL BASIC .NET PROGRAMMING

Course Code	CSVB1DG (Semester course); (Credits of Module – 12) CSVB1Y8 (Year course) (Credits of Module – 12)
Qualification Code	70122
Equivalent to NQF Level	5
Purpose	The course has been designed to give learners a practical and theoretical foundation in computer programming for the Windows environment. After completing the course learners will be able to write Visual Basic .NET programs easily, and they will be well prepared to develop their programming skills further, be it in Visual Basic .NET or in any other Windows programming language.
Target group	The course is intended for people who want to learn to program using a modern, visual programming language. Note: that the Delphi and Visual Basic courses are quite similar - having completed the one will enable the person to learn the other one very easily. Persons currently working in the Information Technology sector can base their choice between Visual Basic .NET and Delphi on what language is being used in their environment.
Syllabus/ Course Content	The design, implementation and testing of Visual Basic .NET programs Variables, constants, calculations Visual Basic .NET controls (e.g. text boxes, buttons, list boxes, radio buttons) Event handlers and methods Object-oriented programming concepts Procedures and functions Files manipulations Simple databases Program control structures (decision and repetition) Arrays Menus
Admission Requirements	Senior Certificate or equivalent NQF level 4 qualification. Proficiency in English. Students must have some experience in using the Windows environment, and must be computer literate. No programming experience is required for the year course, but some experience in any programming language is necessary for the semester course. The Visual Basic .NET software requires Windows XP or Vista. Access to email and the Internet.
Kind of Assessment	Note: Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies Formative assessment: Assignments Summative assessment: Examinations The final evaluation will be through a written two-hour examination. A certificate from UNISA will be awarded to students who obtained a final mark of 50% or more.
Course Duration	Students with previous programming experience and fast learners can do the semester course (Course Code: CSVB1DG) commencing in February and July annually. Those students who have never done computer programming can do CSVB1Y8, the year course which commences in February annually.
Tuition method	The language medium of this course is English and we follow the distance teaching model of UNISA. Study material consists of course notes and tutorial letters. Students must have access to a computer with Windows XP. Contact with lecturers will be via mail, e-mail, fax, and personal appointments.

	<p>Assessment during the year will consist of assignments, which will include practical questions that require students to write Visual Basic .NET programs, and questions that deal with the theoretical aspects underlying computer programming. The purpose of this will be to give the student the opportunity to show his/her understanding of the course material, and to give the lecturers the opportunity to give feedback on the student's progress and to give guidance.</p>
Course Fees	<p>R4600 (full course fees payable on registration). Course fees include all study material, the Visual Basic 2008 Express Edition Software, as well as the prescribed book. The prescribed book is: <i>Bradley J C and Millspaugh A C. Programming in Visual Basic 2010. International Edition 2011. ISBN 9780071326766.</i></p>
Course Leader	<p>Mr C Dongmo</p>

1.4 C++ PROGRAMMING

Course Code	CSCP1DB (Year course) (Credits of Module – 24)		
Qualification Code	70181		
Equivalent to NQF Level	5		
Purpose	The course is designed to equip students with practical C++ programming skills. Upon completion of the course, students will be able to develop their own C++ applications. Many scientists and engineers are proficient in a programming language that is either outdated or inappropriate to their application area. They need to learn a modern programming language and often need to update their programming skills. C++ is currently one of the most widely used modern programming languages for scientific and engineering applications.		
Target Group	The course is intended for learners who have already mastered introductory programming in a high-level programming language.		
Syllabus/ Course Content	The following concepts will be covered: Control constructs Functions Classes Lists Dynamic memory allocation Inheritance Templates Polymorphism Object-oriented programming.		
Admission Requirements	<ul style="list-style-type: none"> • Senior Certificate or an equivalent NQF level 4 qualification. • Pre-knowledge on introductory programming in a high-level programming language. • Internet access to the course material, e-mail facility and discussion forum on the course Web site. 		
Kind of Assessment	<p>Note: Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies.</p> <p>Formative assessment: Assignments. The weight of each assignment contributing towards a 10% year mark is as follows:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> • Assignment 1 : 20% • Assignment 2 : 20% • Assignment 3 : 10% • Assignment 4 : 10% </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> • Assignment 5 : 10% • Assignment 6 : 10% • Assignment 7 : 10% • Assignment 8 : 10% </td> </tr> </table> <p>- Summative assessment: A written two-hour examination. The examination contributes 90% towards the final mark. Students need 50% to pass and 75% to get a distinction. A certificate from UNISA will be awarded to candidates after obtaining a final mark of at least 50%.</p>	<ul style="list-style-type: none"> • Assignment 1 : 20% • Assignment 2 : 20% • Assignment 3 : 10% • Assignment 4 : 10% 	<ul style="list-style-type: none"> • Assignment 5 : 10% • Assignment 6 : 10% • Assignment 7 : 10% • Assignment 8 : 10%
<ul style="list-style-type: none"> • Assignment 1 : 20% • Assignment 2 : 20% • Assignment 3 : 10% • Assignment 4 : 10% 	<ul style="list-style-type: none"> • Assignment 5 : 10% • Assignment 6 : 10% • Assignment 7 : 10% • Assignment 8 : 10% 		
Course Duration	Year course.		
Tuition Method	UNISA open distance learning model. With study material consisting of a prescribed book, tutorial letters, software, and access to an interactive web-based teaching tool; students will submit assignments during the year; the assignments give the student the opportunity to practice his or her programming skills, obtain feedback from the web-based teaching tool, and give the course presenters the opportunity to		

	provide feedback and guidance; contact with lecturers can be via e-mail, telephone, or personal consultation.
Course Fees	R4600 (full course fees payable on registration). Course fees include all study material: prescribed book, tutorial letters and software. The prescribed textbook is: <i>Walter Savitch. Problem Solving with C++ bundled with MyProgrammingLab access for one year: International Edition, 8/E. ISBN 9780273760450.</i>
Course Leader	Mrs P le Roux

1.5 INTRODUCTION TO JAVA PROGRAMMING

Course Code	CSJA1DP (Year course) (Credits of Module – 24)
Qualification Code	70602
Equivalent to NQF Level	5
Purpose	To equip student with the theoretical knowledge and practical skills to design and implement Java computer programs for small to medium size applications. First year university courses typically teach introductory programming principles, whereas this course assumes that learners have already mastered these skills. Second Year University courses typically focus on different data structures, and sorting and searching techniques, and include a significant amount of theory. In this course the focus is on the practical programming experience.
Target Group	Students who need to master basic programming skills in an objective-oriented programming language. Many scientists and engineers need to learn a modern objective-oriented programming language and update their programming skills.
Syllabus/ Course Content	<p>Structured programming in Java:</p> <ul style="list-style-type: none"> Basic input and output Control structures Arrays and strings <p>Object oriented programming:</p> <ul style="list-style-type: none"> Basic input and output Control structures Arrays and strings <p>Applications in Java:</p> <ul style="list-style-type: none"> Stand-alone applications (programs) Applets for the Internet Graphical User Interfaces
Admission Requirements	<ul style="list-style-type: none"> • Senior Certificate or an equivalent NQF level 4 qualification. • Internet access to the course material, e-mail facility and discussion forum on the course Web site.
Kind of Assessment	<p><i>Note:</i> Formative assessment and examination admission will comply with UNISA’s formative assessment rules and policies.</p> <p>Formative assessment:</p> <p>Assignments. The weight of each assignment contributing towards a 10% year mark is as follows:</p> <ul style="list-style-type: none"> • Assignment 1 : 20% • Assignment 2 : 20% • Assignment 3 : 10% • Assignment 4 : 10% • Assignment 5 : 10% • Assignment 6 : 10% • Assignment 7 : 10% • Assignment 8 : 10% <p>Summative assessment:</p> <p>A written two-hour examination. The examination contributes 90% towards the final mark. Students need 50% to pass and 75% to get a distinction. A certificate from UNISA will be awarded to candidates after obtaining a final mark of at least 50%.</p>
Course Duration	Year course
Tuition Method	UNISA open distance learning model. With study material consisting of a prescribed book, tutorial letters, software, and access to an interactive web-based teaching tool; students will submit assignments during the year; the assignments give the student the opportunity to practice his or her programming skills, obtain

	feedback from the web-based teaching tool, and give the course presenters the opportunity to provide feedback and guidance; contact with lecturers can be via e-mail, telephone, or personal consultation.
Course Fees	R4600 (full course fees payable on registration). Course fees include all study material: prescribed book, tutorial letters and software. The prescribed textbook is: <i>Walter Savitch. Java: Introduction to Problem Solving and Programming with MyProgrammingLab access valid for one year: International Edition, 6/E. ISBN: 9780273760283 bundled with myProgramming software.</i>
Course Leader	Mrs P le Roux

1.6 DESIGNING & IMPLEMENTING TELECOMMUNICATION NETWORKS

Course Code	CSTC1WW (A web-based course) (Semester course) (Credits of Module – 12) CSTC1DB (A correspondence course) (Semester course) (Credits of Module – 12)
Qualification Code	70157
Equivalent to NQF Level	5
Purpose	Balancing the most technical concepts with practical everyday issues, this course provides thorough coverage of the basic features, operations, and limitations of different types of computer networks, making it the ideal resource for future business managers, computer programmers, system designers, as well as home computer users. Offering a comprehensive introduction to computer networks and data communications, this course includes coverage of the language of computer networks as well as the effects of data communications on business and society. Additionally, this course covers the latest trends, developments, and practices from the field by offering full coverage of wireless technologies, industry convergence, compression techniques, network security, LAN technologies, VoIP, and error detection and correction. This course also discusses near field communications, updated USB interface, lightning interface, IEEE 802.11 ac and ad wireless standards, firewall updates, router security problems, the Internet of Things, cloud computing, zero-client workstations and Internet domain names.
Target Group	This course is intended for people who want to learn about telecommunication as well as those who want to formalise their Computer Network knowledge.
Syllabus/ Course Content	<ul style="list-style-type: none"> -Introduction to Computer Networks and Data Communications -Fundamentals of Data and Signals -Conducted and Wireless Media -Making Connections -Making Connections Efficient: Multiplexing and Compression -Errors, Error Detection, and Error Control -Local Area Networks: Part 1 -Local Area Networks: Part 2 -Introduction to Metropolitan Area Networks and Wide Area Networks -The Internet -Voice and Data Delivery Networks -Network Security -Network Design and Management
Admission Requirements	Senior Certificate or an equivalent NQF qualification
Kind of Assessment	<p><i>Note:</i> Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies.</p> <p><i>Formative assessment:</i> Two assignments throughout the semester.</p> <p><i>Summative assessment:</i> One written examination at the end of the semester.</p>
Course Duration	Semester course
Tuition Method	<p>This course has two modes, namely a web-based mode and a correspondence mode. Students can follow any one of these two modes but cannot interchange between the modes as the semester proceeds.</p> <p>MODE 1: Web-based course</p> <ul style="list-style-type: none"> • This course is presented in a paperless, web-based mode. • Students require a permanent e-mail address as well as a personal Internet connection, which may be at home or from work. An Internet Café solution is not a suitable Internet connection, since most of these types of connections

	<p>do not allow for PDF readable formats, which is the basic format of all electronic notes of this course.</p> <ul style="list-style-type: none"> • Course notes are made available on the web and the download of the material is the responsibility of the student. • Contact with the lecturer will be via mail, e-mail, fax and personal consultation (by appointment.).
	<p>MODE 2: Correspondence course</p> <ul style="list-style-type: none"> • This course is presented in a paper-based format. • Students require a permanent postal address from where students can collect the course notes that will be sent to them. • Having an e-mail address and temporary Internet access through an Internet Café or a friend can be beneficial but is not compulsory. • Contact with the lecturer will be via mail, e-mail, fax and personal consultation (by appointment.)
Course Fees	<p>Web-based course: R3600 (full course fees payable on registration). The course fees include the textbook.</p> <p>Correspondence: R3800 (full course fees payable on registration). The course fees include the textbook as well as the tutorials.</p> <ul style="list-style-type: none"> • The prescribed book is: <i>Curt M White. Data Communications & Computer Networks. ISBN Number: 1-305-11663-1.8th Edition. Year: 2018. Publisher: Cengage Learning.</i>
Course Leader	Ms H Abdullah

1.7 COMPUTER NETWORKS

Course Code	CSNW1W8 and CSNW2WA (A Web-based course) (Year course) (Total Credits 24) CSNW1DJ and CSNW2DL (A Correspondence course) (Year course) (Total Credits 24)
Qualification Code	70025
Equivalent to NQF Level	5
Purpose	The purpose of this course (consisting of two modules) is to introduce the fundamental building blocks that form a modern network, such as protocols, media, topologies and hardware. This course provides an in-depth coverage of the most important concepts in contemporary networking, such as TCP/IP, Ethernet, wireless transmission, virtual networks, security and troubleshooting. This course will equip students to select the best network design, hardware and software for one's environment.
Target Group	This course is suitable for students who are interested in mastering fundamental, vendor-independent networking concepts.
Syllabus/ Course Content	<p>MODULE 1</p> <ul style="list-style-type: none"> • <i>Introduction to Networking</i> • <i>How computers find each other on networks</i> • <i>How data is transported over networks</i> • <i>Structured cabling and networking elements</i> • <i>Network cabling</i> • <i>Wireless networking</i> <p>MODULE 2</p> <ul style="list-style-type: none"> • <i>Cloud computing and remote access</i> • <i>Network risk management</i> • <i>Unified communications and network performance management</i> • <i>Network segmentation and virtualization</i> • <i>Wide area networks</i> • <i>Industrial and enterprise networking</i>
Admission Requirement	<p>1. General</p> <ul style="list-style-type: none"> • Matriculation certificate or equivalent qualification. • Intermediate level experience in using computers and computer networks OR an introductory course in computer or telecommunication networks. <p>2. Web-based course:</p> <ul style="list-style-type: none"> • Permanent e-mail address. • Permanent Internet connection from home or work (NOT at an Internet Café). <p>3. Correspondence course:</p> <ul style="list-style-type: none"> • Postal address. • Access to the Internet is desirable but not compulsory.
Kind of Assessment	<p><i>Note:</i> Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies.</p> <p><i>Formative assessment:</i> Two assignments per module throughout the year.</p> <p><i>Summative assessment:</i> One written examination per module in October/November.</p>
Course Duration	Year course.
Tuition Method	<p>This course has two modes, namely a web-based mode and a correspondence mode. Students can follow any one of these two modes but cannot interchange between the modes as the year proceeds.</p> <p>MODE 1: Web-based course</p>

	<ul style="list-style-type: none"> • This course is presented in a paperless, web-based mode. • Students require a permanent e-mail address as well as a personal Internet connection, which may be at home or from work. An Internet Café solution is not a suitable Internet connection, since most of these types of connections do not allow for PDF readable formats, which is the basic format of all electronic notes of this course. • Course notes are made available on the web and the download of the material is the responsibility of the student. • Contact with the lecturer will be via mail, e-mail, fax and personal consultation (by appointment.)
	<p>MODE 2: Correspondence course</p> <ul style="list-style-type: none"> • This course is presented in a paper-based format. • Students require a permanent postal address from where students can collect the course notes that will be sent to them. • Having an e-mail address and temporary Internet access through an Internet Café or a friend can be beneficial but is not compulsory. • Contact with the lecturer will be via mail, e-mail, fax and personal consultation (by appointment.)
Course Fees	<ul style="list-style-type: none"> • Web-based course: R4400 (full course fees payable on registration). The course fees include the textbook. • Correspondence: R4600 (full course fees payable on registration). The course fees include the textbook and tutorials. • The prescribed book: <i>Jill West, Tamara Dean and Jean Andrews. Network+ Guide to Networks. ISBN Number: 1-305-09094-2. 7th Edition. Year: 2018. Publisher: Cengage Learning.</i>
Course Leader	Ms H Abdullah

1.8 INTERNET AND WEB DESIGN

Course Code	CSIW1DT (A web-based course) (Semester course) (Credits of Module – 12)
Qualification Code	70076
Equivalent to NQF Level	5
Purpose	<p>This course focuses on important client-side and some server-side interaction aspects of the Internet. The aim is to empower the user to interact with the Internet in an effective and efficient manner, and to provide practical training in the design and creation of usable Web pages. At the end of this course, users will understand and be able to explain common terminology associated with the Internet. They will be able to use a variety of tools to help them design and publish Web pages that are both engaging and usable. Even though this is an intermediate level course (you will be expected to do only introductory client-side programming) you will be given meaningful exposure to more advanced topics such as HTML hand-coding, CSS (Cascading Style Sheets), JavaScript programming, designing Web pages and sites with good usability, and graphics file formats, their manipulation and preparation.</p> <p>As a follow-up course, we recommend the Developing web applications with PHP short course. This course will allow you to develop more advanced and dynamic web sites.</p>
Target Group	The relative novice with general Windows skills who wishes to gain the skills to use the Internet as a communications and research medium and publish his/her own Web pages, whether for personal or commercial use.
Syllabus/ Course Content	<p>Introduction to web development How to code, test, and validate a web page How to use HTML to structure a web page How to use CSS to format the elements of a web page How to use CSS for page layout How to work with links, lists, images, tables and forms How to add audio and video to your web site How to use jQuery to enhance your web site How to deploy a web site on a server</p>
Admission Requirements	<p>Senior Certificate or an equivalent NQF level 4 qualification Internet access</p>
Kind of Assessment	<p>Note: Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies</p> <p>Formative assessment: Written assignments and practical exercises</p> <p>Summative assessment: The development of a static web site. This REPLACES a sit-down examination. That is, you submit a working web site which we mark.</p>
Course Duration	Semester course
Tuition Method	<p>The web-based distance teaching model of UNISA is used in offering the course. The Internet (www, e-mail, discussion forum, etc) forms a major part of the teaching and delivery mechanisms of this course.</p> <p>Telephone and e-mail support from lecturers is also available.</p> <p>Study material is available in English only.</p>
Course Fees	R4600 (full course fees payable on registration). The prescribed textbook <i>Murach's HTML5 and CSS3. Zak Ruvalcaba and Anne Boehm. Published December 2011.</i>

	<p><i>ISBN 9781890774660</i> and the study CDROM are included in the course fee. The CD contains all the applications you require to complete this course. You do not have to buy any additional textbooks or programs.</p> <p>Note: This course does not support MAC environments, but some of the software is available for MAC. Ultimately you only require a text editor and a browser</p>
Course Leader	Prof T M van der Merwe

1.9 DEVELOPING WEB APPLICATIONS WITH PHP

Course Code	CSDW1WS (A web-based course) (Semester course) (Credits of Module – 12)
Qualification Code	72095
Equivalent to NQF level	5
Purpose	With the rapid development of the Internet and the World Wide Web there is an increasing demand for developers with the skills to do more advanced manipulation of Web data. Students involved in static Web development environments reach a plateau in manipulating the Web content. At this stage, they seek opportunities to enhance their skill set with regard to dynamic Web development. The aim of the PHP course is to provide the student with tools and techniques to develop more dynamic Web based applications, centered around the manipulation of data stored in online databases.
Target Group	The target group for this course is students who successfully completed introductory courses in Web-design, E-Commerce, or XML with the need to gain from more advance Web development content. The target group furthermore includes entrepreneurs involved in self-start business that has pre-knowledge on the development of static Web based applications.
Syllabus/ Course Content	<p>In line with modern practices, we make use of a variety of carefully-selected open sourced material and a free handbook to present this course. This approach allows us to source the latest material without being reliant on publishers, thereby keeping the cost of this course down. Where possible, we license such material from the authors and offer it to you off-line on a Compact Disk. The course does have a free prescribed book which is meant as a desktop companion in-course and a useful reference post-course.</p> <ul style="list-style-type: none"> - Introduction to PHP - Getting Started With Variables - Conditional Logic - Working with HTML Forms - Programming Loops - Arrays in PHP - String Manipulation - Functions - Security Issues - Working With Files - Date and Time Functions - PHP and MySQL - MySQL Databases - User Authentication
Admission Requirements	Senior Certificate or an equivalent NQF level 4 qualification. Pre-knowledge on the development of static Web based applications (HTML). Internet access to the course material, e-mail facility and discussion forum on the course Web site.
Kind of Assessment	<p>Note: Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies.</p> <p>Formative assessment: Students are graded on their forum collaboration.</p> <p>Summative assessment: A portfolio project. Given the practical flavour of this course, there are no written assignments and/or examinations. Rather, exercises have been designed to guide students towards the development of an advanced web-based application, which, by course-end, will be used to grade progress. Students need 50% to pass and 75% to get a distinction. A certificate from UNISA will be awarded to candidates after obtaining a final mark of at least 50%.</p>

Course Duration	Semester course
Tuition method	A FULL Internet-teaching model will be used in offering the course.
Course Fees	R4200 (the full course fees are payable on registration). <i>Included:</i> Downloadable tutorial letters, study material and all Windows-based software necessary for completing the course, as well as a Microsoft Expression Studio software package to the value R1200, and full access to Microsoft DreamSpark. An electronic version of the book <i>Beginning PHP5, Apache, MySQL Web Development. 2005. Wiley Publishing. ISBN: 0-7645-7966-5.</i>
Lecturers	Prof T M van der Merwe

1.10 APPLIED PROJECT MANAGEMENT IN AN INFORMATION TECHNOLOGY ENVIRONMENT

Course Code	Course Code: CSPM1DR (Semester course) (Credits of Module – 12)
Qualification Code	70467
Equivalent to NQF Level	5
Purpose	<p>This course on software project management is intended for first time project managers and project managers wanting to expand and formalise their knowledge. The course aims to provide students with the basic skills, knowledge and competence to effectively understand and manage information technology projects.</p> <p>There is a need for a project management course focusing specifically on the management of Information Technology (IT) projects. Most similar courses focus less on IT, form part of a curriculum for a formal degree, and are less skills-oriented. Given the growth of the IT industry, a need exists for computer specialists, as well as project managers, to gain a practical and theoretical foundation for managing IT projects, as this area has been grossly neglected over time.</p> <p>There is a definite need for courses which do not require the employee to interrupt their work schedule for an extended period to obtain a formal qualification. This certificate course fills this need as it focuses on sensitising the prospective student on concepts, techniques and strategies available to the IT project manager.</p>
Target Group	<p>This course is intended for the following target market:</p> <ul style="list-style-type: none"> • Project managers working within an Information Technology environment looking for a certified qualification, • General project managers that also want to focus on the management of Information Technology related projects, and • Persons working within an Information Technology related environment and wishing to broaden their career path to include project management of IT projects.
Syllabus Course Content	<p>Each topic below will be approached specifically from an Information Technology perspective.</p> <ul style="list-style-type: none"> • The context of the management of information technology projects: the environment, project management framework, process groups and knowledge areas. • The information technology project management profession: its history, professional organizations such as the Project Management Institute (PMI), certification, ethics. • Information technology project integration management: the strategic planning process, the project charter, the project management plan, as well as project execution, management and monitoring. • Software project scope management, requirements elicitation, the work breakdown structure and change control. • Software project time management: activity scheduling, various tools and techniques, activity duration estimation and schedule management. • Software project cost management: cost management principles, concepts, types of cost estimates and methods. • Software project risk management: qualitative risk analysis, risk management plan, risk monitoring and controlling. • Case studies are used to illustrate software project management techniques and project management software assisting project management tasks are delineated.

Admission Requirements	The following are required: <ul style="list-style-type: none"> • Matriculation certificate qualification. • Experience in an Information Technology environment or exposure to project management practice is recommended.
Kind of Assessment	<i>Note:</i> Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies <i>Formative assessment</i> will be based on two written assignments. <i>Summative assessment</i> includes a two-hour written exam at the end of the period. A UNISA certificate will be awarded to a candidate who obtains a final mark of at least 50%.
Course Duration	Semester course.
Tuition Method	The ODL model of UNISA is applicable. In particular the following will be used: <ul style="list-style-type: none"> • Tutorial letters and additional tutorial material necessary for the module • Telephone, email support and the Internet • Consultations and solutions of material • Study material will be in English only
Course Fees	R4600 (full course fees payable on registration). The course fees include all study material: prescribed book and tutorial letters. The prescribed book is: <i>Kathy Schwalbe. Managing Information Technology Projects. 6th Edition, ISBN: 9780538480703. 2010.</i>
Course Leader	Prof E Kritzinger

1.11 INTRODUCTION TO INFORMATION SECURITY

Course Code	CSIS1DF (Semester course) (Credits of Module – 12)
Qualification Code	70610
Equivalent to NQF Level	5
Purpose	The aim of this course is to equip students with a sound knowledge of the underlying principles of information security and to provide them with the skills needed to analyse and evaluate information security problems.
Target Group	This course provides a sound and proper foundation for people with little or no Information Security background.
Syllabus/ Course Content	This course covers an introduction to the following Information Security issues: <ul style="list-style-type: none"> •Security In General •Information Security •Password Security •Virus Awareness •Data Storage & Backup •Computer Ethics •Office Discipline •Hardware Security •Social Engineering •Security in the Banking Environment •Solicitation •Malicious software •Fraud schemes •Extortion •Illegal activities •Preventative measures •An Overview of Information Security Plan •The 5 pillars of Information Security
Admission Requirements	Senior Certificate or an equivalent NQF level 4 qualification. Students must be computer-literate and familiar with the Microsoft Windows environment, access to the Internet is a necessity.
Kind of Assessment	<i>Note:</i> Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies. <i>Formative assessment:</i> Assignments. <i>Summative assessment:</i> Two-hour written examination.
Course Duration	Semester course.
Tuition Method	UNISA open distance learning with a text book and additional material: students will be expected to cover the work by working through the prescribed text book and additional material; tutorial letters: the lecturers will provide additional tutorial matter necessary to aid understanding of the course content; assignments: students will be required to complete assignments which will form an inherent part of their preparation for the examination; telephone and e-mail support: this will be the preferred means of communication; the internet: it will provide an additional way of communicating to the lecturers and submitting assignments.
Course Fees	R4200 (full course fees payable on registration). The course fees include all study material. <i>Mark Ciampa. Security Awareness - Applying practical security in your world. ISBN: 9781111644208. 4th Edition. Course Technology. Cengage Learning.</i>
Course Leader	Prof E Kritzinger

1.12 APPLIED INFORMATION SECURITY

Course Code	CSIS02D (Semester course) (Credits of Module – 12)
Qualification Code	76809
Equivalent to NQF Level	6
Purpose	The purpose of this unit is to empower students with the necessary skills and knowledge regarding the technical counter measures of addressing cyber security risks and threats within a business environment. These skills and knowledge will assist students within their working environment to contribute to the growth of an Information Security society as well as the enrichment of the overall Information Security Body of Knowledge within the industry, government and education sector.
Target Group	This course is intended for intermediate users who want to increase their understanding of information security and cyber related issues and business processes within industry. The course covers all of the need-to-know information about the technical and managerial countermeasures needed to secure a business environment and how to detect and avoid security attacks.
Syllabus/ Course Content	Specific topic coverage includes: <ul style="list-style-type: none"> • Define information security. Define key terms and critical concepts of information security. • Describe the information security roles of professional within an organization. • Demonstrate that organizations have a business need for information security. • Differentiate between laws and ethics. Define managements' roles in information security. • Explain information security's connection to the business plan.
Admission Requirements	<ul style="list-style-type: none"> • NQF level 5 qualification within the Information Security field or • Successfully completed the Short Course in Information Security (CSIS1DF) at UNISA.
Kind of Assessment	<p><i>Note:</i> Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies.</p> <p><i>Formative assessment:</i> Assignments.</p> <p><i>Summative assessment:</i> Two-hour written examination.</p>
Course Duration	Semester course.
Tuition Method	UNISA open distance learning with a text book and additional material: students will be expected to cover the work by working through the prescribed text book and additional material; tutorial letters: the lecturers will provide additional tutorial matter necessary to aid understanding of the course content; assignments: students will be required to complete assignments which will form an inherent part of their preparation for the examination; telephone and e-mail support: this will be the preferred means of communication; the internet: it will provide an additional way of communicating to the lecturers and submitting assignments.
Course Fees	R4400 (full course fees payable on registration). The course fees include all study material. <i>Michael E. Whitman; Herbert J. Mattord. Principles of Information Security ISBN 978111138233.4th International Edition.</i>
Course Leader	Prof E Kritzinger

1.13 ADVANCED INFORMATION SECURITY

Course Code	CSIS03D (Credits of Module – 12)
Qualification Code	76808
Equivalent to NQF Level	7
Purpose	The purpose of this unit is to empower students with the advance knowledge and skills regarding the body of knowledge of Information Security. The main aim of this course is to ensure enrolled students understand the technical aspects regarding information security within an industry environment.
Target Group	This course is intended for more advanced users who want to improve their understanding of information security issues and practices especially on technical aspects need within industry.
Syllabus/ Course Content	<ul style="list-style-type: none"> • Cryptography • Program Security • Operating Systems • Data mining • Network Security • Administering Security • Cyber Security
Admission Requirements	<ul style="list-style-type: none"> • NQF level 6 qualification within the Information Security field <i>or</i> • Successfully completed the Short Course in Applied Information Security (CSIS02D) at UNISA.
Kind of Assessment	<p><i>Note:</i> Formative assessment and examination admission will comply with UNISA’s formative assessment rules and policies.</p> <p><i>Formative assessment:</i> Assignments.</p> <p><i>Summative assessment:</i> Written examination.</p>
Course Duration	Semester course – to be offered from Semester 2/2018 (July 2018).
Tuition Method	The UNISA open and distance learning method will be followed. Learning material will consist of online readings, work books, tutorial letters, a prescribed book and a range of supporting material from the web. At least one compulsory assignment will need to be completed per module. Feedback will ensure interaction with learners and this may be re-enforced through the use of online discussion sessions and other similar tools.
Course Fees	R4600 (full course fees payable on registration). The course fees include all study material, inclusive of the textbook: <i>Charles P. Pfleeger (Author), Shari Lawrence Pfleeger (Author). Security in Computing, 4th Edition Hardcover. ISBN-13: 978-0132390774.</i>
Course Leader	Prof E Kritzinger

1.14 INTRODUCTION TO INFORMATION TECHNOLOGY BASED SUPPLY CHAIN MANAGEMENT

Course Code	CSSC1DT (Credits of Module – 12)
Qualification Code	75957
Equivalent to NQF level	7
Purpose	This unit standard provides participants with an understanding of how information technology influences the core functions and processes of supply chain management. It will be useful for students interested in examining ways in which their organizations can gain competitive advantage by improving their supply chain performance.
Target Group	Individuals with or without a managerial background who require a detailed understanding of the basic principles and practice of IT-based supply chain management. It is suitable for professionals in an IT-based operations or purchasing position who are not familiar with Supply Chain Management.
Syllabus/ Course Content	<ul style="list-style-type: none"> • Understanding the Information Technology based Supply Chain. Building Blocks, Performance Measures, Decisions in Supply Chain Management (SCM) in the context of Information Technology. • Building Blocks of a Supply Chain Network Performance Measures • Decisions in the Supply Chain World • Models for Supply Chain Decision-Making • Supply Chain Inventory Management in the context of Information Technology • Economic Order Quantity Models • Reorder Point Models • Multi-echelon Inventory Systems • Mathematical Foundations of Supply Chain Solutions in the context of Information Technology. • Use of Stochastic Models and Combinatorial Optimization in: • Supply Chain Planning • Supply Chain Facilities Layout • Capacity Planning • Inventory Optimization • Dynamic Routing and Scheduling Understanding the internals of industry best practice solution Internet Technologies and Electronic Commerce in SCM. • Relation to ERP • E-procurement, e-Logistics, Internet Auctions • E-markets Electronic business process optimization • Business objects in SCM
Admission Requirements	NQF level 6 qualification. If an applicant does not possess the required qualifications for enrolment, the Centre for Software Engineering may consider admission on the basis of seniority and appropriate experience in exceptional cases. A letter of substantiation should accompany such an application.
Kind of Assessment	<p><i>Note:</i> Formative assessment and examination admission will comply with UNISA formative assessment rules and policies.</p> <p><i>Formative assessment:</i> Continuous assessment by means of assignments.</p> <p><i>Summative assessment:</i> Final assessment by means of a written examination.</p>
Course Duration	Semester course
Tuition Method	Electronic/Distance Education

	<ul style="list-style-type: none"> • Prescribed textbook and additional material: Learners will be expected to work through the prescribed textbook as well as additional study material that will be supplied. • Tutorial letters: Learner will be provided with tutorial matters necessary for the understanding of the course contents as well as the completion of required assignments. • Online-material: Additional support material will be made available to students on the course website. Workshops: In certain circumstances practical workshops may be organized whenever necessary. • Telephone and e-mail support: This will be the preferred means of communication. • The Internet: It will be used as an additional communication medium between the lecturer (feedbacks and assignments memorandums) and the learners (assignment submission).
Course Fees	R4600 (full course fees payable on registration). Prescribed textbook: <i>Chopra & Meindl. Supply Chain Management Strategy. 5th Global Edition. ISBN: 9780273765226.</i>
Course Leader	Dr P Mkhize

1.15 STRATEGIC INFORMATION SYSTEMS PLANNING IN PRACTICE

Course Code	CSSP1DH (Credits of Module – 12)
Qualification Code	75566
Equivalent to NQF level	7
Purpose	The module is designed to provide insights into the way in which technical aspects in the modern computing environment in organisations may be used and changed into knowledge for use in key managerial decisions, in order to obtain and sustain a competitive advantage in the new economy. It aims to equip practitioners with the expertise in strategic planning for the IS/IT Departments in general, and of the complexities concerning the implementation of such a plan that it aligns with the organisation's strategic business plan. Within an organisation, such people are able to provide sound business advice, guidance and support at a strategic planning level to a range of people to ensure that such plan is accepted and communicated to all stakeholders.
Target Group	The module is appropriate for practitioners who advise and assist their Informatics Department management to prepare and present a well-planned, coordinated and organized strategic plan.
Syllabus/ Course Content	<ul style="list-style-type: none"> • The information age: Changing the face of the modern business. • Business initiatives: The competitive advantage offered by ICTs. • Databases and data warehouses: The analytics-driven organisation. • Business intelligence, decision support, Artificial intelligence considerations. • E-business and E-commerce. • System development life cycles. • Infrastructure, Cloud computing, metrics, Business continuity planning. • Social media, ethical and legal implications, Industry guidelines for cyber- and information security. • Emerging trends, Technology innovation.
Admission requirements	<p>The following are required:</p> <ul style="list-style-type: none"> • Matriculation certificate qualification. • Prior experience: Although a Matric qualification is required, students will benefit most if they already have some prior industry IT management experience. • Writing skills: The ability to write academic assignments. • Study skills: The ability to study independently through the medium of written tuition material.
Kind of Assessment	<p><i>Note:</i> Formative assessment and examination admission will comply with UNISA formative assessment rules and policies.</p> <p><i>Formative assessment</i> will be based on two written assignments.</p> <p><i>Summative assessment</i> includes a written exam at the end of the period.</p> <p>A UNISA certificate will be awarded to a candidate who obtains a final mark of at least 50%.</p>
Course Duration	Semester course
Tuition Method	<p>The ODL model of UNISA is applicable.</p> <p>In particular the following will be used:</p> <p><i>Prescribed material:</i> The course fee includes all prescribed material - tutorial letters and prescribed book.</p> <p><i>Tutorial letters:</i> Students will be provided with tutorial material necessary for the understanding of the course contents as well as the completion of required assignments.</p> <p><i>IT Management Workshops:</i> Practical workshops may be organized should the need</p>

	<p>arise.</p> <p>Telephone and e-mail support: This will be the preferred means of communication.</p> <p>The Internet: It will be used as an additional communication medium between the lecturers (for feedback on assignments) and the students (assignment submission). Forum and myUnisa support will be used.</p>
Course Fees	<p>R4400 (full course fees payable on registration). The course fee includes all study material, including the textbook: <i>Haag, S & Cummings, M. 2013. Management information systems for the Information Age. 9th edition. McGraw-Hill Irwin. ISBN 9780071314640</i>. All material is in the form of articles that will be studied and an optional, supplementary text book. Additional study material will be provided should the need arise.</p>
Course Leader	Prof J A van der Poll

1.16 RESEARCH IN INFORMATICS IN PRACTICE

Course Code	CSRI1DM (Credits of Module – 12)
Qualification Code	75558
Equivalent to NQF level	7
Purpose	This course is intended for Informatics students and practitioners wishing to embark on research in a specific topic, typically at postgraduate level. It will be useful for students interested in understanding the methodological and conceptual issues involved in conducting Informatics research.
Target Group	Professionals in the Informatics and Computer Science area who are not familiar with research and reporting processes and individuals with an undergraduate background in the field, as well as those moving into postgraduate and normal research areas.
Syllabus/ Course Content	<ul style="list-style-type: none"> • <u>Problem conceptualisation and specification</u>: Introduction; Preparing for the Project experience; Ethics; Research Fraud; Research Processes (Qualitative or Quantitative approach); How projects benefit all; Evaluation of Problems; Ensuring that the problem has the potential to be solved. • <u>Tools for Evaluating the Research</u>: Estimation sheet project; Tools of research; The problem statement; Flow-charting the problem statement; Discussion of research project details; Project Ideas. • <u>Research purposes, objectives and questions</u>: Writing detailed research purposes and objectives; Analyse and evaluate library websites; Writing detailed research questions/hypotheses; Writing definitions; Creating sub-problems; Importance of the study into context; Detailed Limitations of the study; Focus, issues terminology. • <u>Data criteria, and research methodology and Data collection methods</u>: Explaining what data is; Types of data; Data criteria; Integrity; Connecting data and variables; Discuss how data can be collected; Survey; Delphi; Focus groups; Laboratory; Field; Observations; Interviews; Construction of the Instrument. • <u>Population and Sampling</u>: Criteria for population; Calculation of Sample; Evaluation of sample; Sampling methods; Managing the sample; Motivating the sample; Ensuring that the sample is reliable and will supply responsible results. • <u>Review of literature Keywords</u>: Check and confirm; Identify and use tools to be used to search for literature; Ensure reliable information that is used for literature; Identify and apply how to read articles; Apply academic writing; Creation of a Concept matrix; How to conduct a detailed literature review; Ensure that references are in the correct format. • <u>Research Questions and Instrument design</u>: Identification of Research Questions and Acid test; Can the problem be broken down into smaller parts? Subsidiary research questions; Discuss the key components of research data to be used; Draft a letter to go with the instrument. • <u>Research Methodology</u>: Discuss different ways to present the instrument development; The evaluation of data collection and decided upon; Ensuring that the data collected will help answer the research questions/hypotheses; Measure criteria; Bias; Statistical tests.

	<ul style="list-style-type: none"> • <u>Support tools and proposal/report</u>: Project management and the application of project management to research; Time management and the possibility of using aged data; Relationship between time management and project management in research; Layout of the proposal; Use of templates to ensure that it is in the required format; Proposal with detailed problem statement. Mini literature review, objectives, research methodology and research questions; Completed article that meets with Accredited Journal requirements. • <u>Design and Methodology and data discussion</u>: Differences between research methodology and research design; Explanations of where each one fits in; The role of research design; Challenges of differentiating between research design and research methodology; Types of research design; Generation of graphs, tables, statistical tests.
Admission Requirements	An appropriate B Degree or equivalent qualification.
Kind of Assessment	<p><i>Note</i>: Formative assessment and examination admission will comply with UNISA formative assessment rules and policies.</p> <p><i>Formative assessment</i>: Continuous assessment by means of assignments. Students are required to complete assignments such as a proposal that forms an integral part of a portfolio which will be examined.</p> <p><i>Summative assessment</i>: A final Research Proposal that could be further developed, aimed at a research publication.</p>
Course Duration	Semester course
Tuition Method	<p>The ODL model of UNISA is applicable. The following will be used:</p> <p><i>Prescribed material</i>: Course material consists of a study guide, available in English only.</p> <p><i>Tutorial letters</i>: Students will be provided with tutorial material necessary for the understanding of the course contents as well as the completion of required assignments.</p> <p><i>Telephone and e-mail support</i>: This will be the preferred means of communication.</p> <p><i>The Internet</i>: It will be used as an additional communication medium between the lecturers (for feedback on assignments) and the students (assignment submission). Forum and myUnisa support will be used.</p>
Course Fees	R4000 (payable on registration)
Lecturer	Prof J A van der Poll

1.17 INTRODUCTION TO VISUAL C SHARP.NET PROGRAMMING

Course Code	CSCN01D
Qualification Code	76804 (module credits – 12)
Equivalent to NQF level	5
Purpose	This module gives to both experienced programmers and beginners, insight to the relatively new programming language C#. On completion of this module, the student is expected to be familiar with the .Net environment and various object-oriented and event-driven programming techniques. The learner is exposed to the design of real life application in a short period of time (rapid application development).
Target Group	Individuals with or without programming background. Junior developers and professionals not familiar with C#.
Syllabus/ Course Content	The syllabus is a combination of different types of knowledge, (concepts, processes, contexts) skills and values, and includes the following: <ul style="list-style-type: none"> • Using GUI objects and the Visual Studio IDE • Programming Fundamentals: Variables, Procedures and Functions • Decision Making: If then and Case statements • Looping: For Loop and While Loops • Data Structures: Arrays and Strings • Using Classes and Objects • Files • Exception Handling
Admission Requirements	<ul style="list-style-type: none"> • Senior Certificate or Equivalent NQF Level 4 Qualification • Proficiency in English • Students must be computer literate
Kind of Assessment	<p>Note: Formative assessment and examination admission will comply with UNISA’s formative assessment rules and policies.</p> <p>Formative assessment: Learners will be required to complete assignments which will form an inherent part of their preparation for the examination.</p> <p>Summative assessment: Final assessment by means of a 2-hour written examination. A certificate from UNISA will be awarded to candidates after obtaining a final mark of at least 50%.</p>
Course Duration	Semester course
Tuition method	<ul style="list-style-type: none"> • The course is offered using the ODL model of UNISA: • The textbook and additional material: Learners will be expected to work through the prescribed textbook as well as additional study material that may be required. • Tutorial Letters: Learners will be provided with tutorial matters necessary for the understanding of the course contents as well as the completion of required assignments. • Software: Learners will be required to download the required software for completion of practical works. • Online-material: Additional support material will be made available to students on the course website. • Telephone and e-mail support: This will be the preferred means of communication. • The Internet: It will be used as an additional communication tool between the learner (feedbacks and assignments memos) and the students (Assignment Submission). • Study material will be in English only.
Course Fees	R4400. (Full course fees are payable on registration).

	The course fees include all study material: Prescribed book and tutorial letters. The prescribed book is: <i>Douglas Bell and Mike Parr. C# for Students. Revised Edition.2009. ISBN: 9780273728207.</i>
Lecturers	Mr L Aron

1.18 ESSENTIAL COMPUTER LITERACY SKILLS FOR THE BUSINESS PROFESSIONAL

Course Code	CSCL4BP
Qualification Code	76954 (module credits – 12)
Equivalent to NQF level	5
Purpose	The primary objective of the module is to prepare students to become computer literate in essential skills required of a business professional. The module is interactive, online and practical. The student must participate in online discussions; submit assignments, and portfolio as evidence of learning. The student is required to have access to computer and internet
Target Group	Managers, Business Professionals, BCom graduates and matriculants. People who wish to gain computer literate skills that is essential or is required of business professional
Syllabus/ Course Content	Specific topic coverage includes for example: <ul style="list-style-type: none"> • Use open source word processing application software. • Use open source spreadsheet application software. • Use open Source presentation application software. • Use open Source database application software. • How to access, search, share and communicate using the Internet. • Computers and Mobile Devices. • Computer Hardware and having the ability to troubleshoot any computer and mobile device.
Admission Requirements	<ul style="list-style-type: none"> • Senior Certificate or an equivalent NQF level 4 qualification • Applicants are required to have their own computer and internet access • Only students with basic computer literacy skills will be allowed to register • No Unisa modules are required as pre-requisites
Kind of Assessment	<p>Note: Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies</p> <p>Formative assessment: Assignments</p> <p>Summative assessment: will be implemented in the evaluation of a portfolio. A certificate from Unisa will be awarded to candidates after obtaining a final mark of at least 50% Portfolio</p>
Course Duration	Semester course
Tuition method	UNISA open distance learning method for blended learning will be followed: students will be expected to cover the work by working through the prescribed e-book tutorial letters. Students will be required to complete at least two compulsory assignments which will form an inherent part of their preparation for the portfolio; telephone and e-mail support will be available for students to communicate with their lecturers.
Course Fees	R4200. (Full course fees are payable on registration). The study material will be provided according to the model for blended learning.
Lecturers	Mrs Mwim and Mrs Serote

1.19 INFORMATION AND COMMUNICATION TECHNOLOGY IN EDUCATION

Course Code	CSIT1ED (module credits 12)
Qualification Code	76811
Equivalent to NQF level	5
Purpose	<p>The purpose of empowering people to use technology in teaching is decomposed into three objectives:</p> <ul style="list-style-type: none"> • To introduce the educator to a useful variety of technologies in education; • To empower the educator to interact with a selection of representative technologies in an effective and efficient manner; and finally • To foster an appreciation of current and future technologies for their usefulness in a given context.
Target Group	People who wish to gain skills in the use of technology to empower themselves to ride the wave of technological opportunities and challenges in education.
Syllabus/ Course Content	<p>Orientation and awareness of available ICT resources</p> <ul style="list-style-type: none"> • Available ICT resources that can be used to extend the learning beyond the classroom and normal contact hours. • Identify the available ICT technologies that the teacher has access to • Identify the available ICT technologies that the learners have access to <p>Examples: internet, mobile technology, ebooks, etc</p> <p>Exploration of technology teaching resources</p> <p>ICT technologies that can be used to develop resources for use in the classroom. Examples: GoogleApps, www.edna.edu, open sources, arend.co, Cool projects by Microsoft, Discovery school by Discovery channel, Education site of National Geographic, The Shoa History links, Khan academy, iTools as portal to 2nd language learning.</p> <p>Practical implementation in their context of use</p> <ul style="list-style-type: none"> • Develop course material using various ICT available resources, including; <ul style="list-style-type: none"> ○ Working with images – screen capturing tools, editing images, creating videos ○ Working with audio – finding, sharing, creating, subscribing ○ Working with video – finding, sharing, creating, subscribing ○ Multiple choice assessment tools <p>Examples: PPT, MindMap (Freeplane), Screen capturing tools, video (cellphones, digital cameras), podcasts (Audacity / WebQuests), eBooks. Twitter: #edchatsa</p> <ul style="list-style-type: none"> • Uploading and sharing of developed resources <p>Examples: YouTube, Twitter, FaceBook, blogs, wikis, Google docs, slide share sites, Dropbox, Google Apps, WA, mixit, etc)</p> <p>Exploration of the roles and responsibilities of educators in promoting the ethical use of technology</p> <ul style="list-style-type: none"> • Creative commons: Ethical and security aspects (creative commons) regarding the use of ICT technology in the classroom (security, passwords, authoring tools, plagiarism) • Identify issues in their own context of using technology in education

Admission Requirements	Senior Certificate or an equivalent NQF level 4 qualification. Applicants require basic Windows and Internet skills and Internet access. A teaching qualification is recommended but not mandatory.
Kind of Assessment	<i>Formative assessment:</i> will be used in the feedback on assignments. <i>Summative assessment:</i> will be implemented in the evaluation of a portfolio.
Course Duration	Semester course
Tuition method	The UNISA open and distance method for blended learning will be followed. Study material will be provided according to the model for blended learning. At least one compulsory assignment has to be submitted for evaluation and feedback. Feedback will ensure interaction with learners and this may be re-enforced through the use of online discussion sessions and social media technologies.
Course Fees	R4200. (Full course fees are payable on registration). The study material will be provided according to the model for blended learning.
Lecturers	Ms R van der Merwe

1.20 I-SET ROBOTICS COMPONENTS AND PEDAGOGY

Course Code	CSR0B1E (module credits 12)
Qualification Code	76820
Equivalent to NQF level	5
Purpose	<p>Qualifying students (educators and community leaders) will be equipped to coach learners in robotics. Students are equipped to teach the basics of robotics in education (programming, technology and pedagogy) in terms of knowledge, skills and values. These competencies contribute to the development of science, engineering and technology in communities in Southern Africa, Africa and globally. The module is interactive, online and practical. The student must participate in online discussions, connect to the Internet weekly, submit learning-unit tasks, and submit a portfolio as evidence of learning for a venue based examination.</p> <p>The student is required to have access to robotic equipment (MindStorms EV3), a computer and EV3 software.</p> <p>Recommended for new coaches and mentors, no experience but with a team of eager learners to learn in sync with the team coach: I-SET Robotics - Practical Experience of Engineering and Programming (CSISSET1).</p> <p>Recommended next course: I-SET Robotics - Problem Solving, Data and Debugging (CSR0B2E), and I-SET Robotics - Sensors and Programming (available 2018).</p>
Target Group	Educators and community leaders who require the relevant knowledge and skill to present robotics in education. Currently there is no formal module where this knowledge and skill are presented, taught and explored in a comprehensive, coherent and structured format.
Syllabus/ Course Content	<p>The awareness of the educational resources available for the teaching of robotics.</p> <p>The implementation of structures and concepts required for the building of robots, specifically robot chassis, attachments (both passive and powered), gears and sensors.</p> <p>The implementation of the programming and programming concepts required to program a robot, specifically the move and motor, switch, motor and subroutines.</p> <p>The research and application of the pedagogy for the application of robotics in education in the promoting of science, engineering and technology amongst learners, based on the current literature.</p>
Admission Requirements	<p>The credit calculation is based on the assumption that the student who enrolls is competent (on NQF4) terms of the following outcomes or learning areas:</p> <ul style="list-style-type: none"> • The student is in possession of a certified National Senior Certificate, with English as a subject. • Applicants require basic computer literacy skills and internet access. • The student is competent in language, numeracy and communication skills. • The student has the ability to learn from written material in English, which is the language of tuition. • The student has the ability to communicate what has been learnt comprehensibly through a range of media (including digital). • The student takes responsibility to manage learning and the learning environment. • A teaching qualification is recommended, however not mandatory.

Kind of Assessment	<p><i>Note:</i> Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies.</p> <p><i>Formative assessment:</i> Will be used in the submission and evaluation of the assignment for each of the four learning units.</p> <p><i>Summative assessment:</i> Will be implemented in a venue based examination. A certificate from UNISA will be awarded to candidates after obtaining a final mark of at least 50%.</p>
Course Duration	Semester course
Tuition method	The UNISA open and distance method of blended learning will be followed. The study material will be provided according to the blended learning approach. Each learning unit requires a compulsory assignment for evaluation and feedback. This feedback will ensure that interaction between students and course facilitators occurs. This will be re-enforced through a learning environment and social media.
Course Fees	R3500 (the full course fees are payable on registration). The study material will be provided according to the model for blended learning.
Lecturers	Mrs P M Gouws

1.21 I-SET ROBOTICS PROBLEM SOLVING, DATA AND DEBUGGING

Course Code	CSR0B2E (module credits 12)
Qualification Code	76984
Equivalent to NQF level	5
Purpose	<p>Qualifying students (educators and community leaders) will be equipped to coach learners in robotics. Students are equipped to coach and mentor the more advanced robotics concepts. These competencies contribute to the development of science, engineering and technology in communities in Southern Africa, Africa and globally. The module is interactive, online and practical. The student must participate in online discussions, connect to the Internet weekly, submit learning-unit tasks, and submit a portfolio as evidence of learning for a venue based examination.</p> <p>The student is required to have access to robotic equipment (MindStorms EV3), a computer and EV3 software.</p> <p>Recommended pre-cursor: I-SET Robotics - Practical Experience of Engineering and PRogramming (CSISSET1) and I-SET Robotics - Components and Pedagog (CSR0B1E).</p> <p>Recommended next course: I-SET Robotics - Sensors and Programming (available 2018).</p>
Target Group	Educators and community leaders who require the relevant knowledge and skill to present robotics in education. Currently there is no formal module where this knowledge and skill are presented, taught and explored in a comprehensive, coherent and structured format.
Syllabus/ Course Content	<ul style="list-style-type: none"> • The exploration and implementation of problem-solving techniques used in robotics challenges. • The exploration and implementation of advanced programming constructs used in robotics. • The exploration and implementation of advanced engineering and technology ceoncepts used in robotics. • The practical implementation of debugging and fault finding in existing robotics.
Admission Requirements	<p>The credit calculation is based on the assumption that the student who enrolls is competent (on NQF4) terms of the following outcomes or learning areas:</p> <ul style="list-style-type: none"> • The student is in possession of a certified National Senior Certificate, with English as a subject. • Applicants require basic computer literacy skills and internet access. • The student is competent in language, numeracy and communication skills. • The student has the ability to learn from written material in English, which is the language of tuition. • The student has the ability to communicate what has been learnt comprehensibly through a range of media (including digital). • The student takes responsibility to manage learning and the learning environment. • A teaching qualification is recommended, however not mandatory.
Kind of Assessment	<p>Note: Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies.</p> <p>Formative assessment: Will be used in the submission and evaluation of the assignment for each of the four learning units.</p>

	Summative assessment: Will be implemented in a venue based examination. A certificate from UNISA will be awarded to candidates after obtaining a final mark of at least 50%.
Course Duration	Semester course
Tuition method	The UNISA open and distance method of blended learning will be followed. The study material will be provided according to the blended learning approach. Each learning unit requires a compulsory assignment for evaluation and feedback. This feedback will ensure that interaction between students and course facilitators occurs. This will be re-enforced through a learning environment and social media.
Course Fees	R3500 (the full course fees are payable on registration). The study material will be provided according to the model for blended learning.
Lecturers	Mrs P M Gouws

1.22 I-SET ROBOTICS SENSORS AND PROGRAMMING

Course Code	CSR0B3E (module credits 12)
Qualification Code	76985
Equivalent to NQF level	5
Purpose	<p>Qualifying students (educators and community leaders) will be equipped to coach the learners in specialized concepts of robotics. These competencies contribute to the development of science, engineering and technology in communities in Southern Africa, Africa and globally. The module is interactive, online and practical. The student must participate in online discussions, connect to the Internet weekly, submit learning-unit tasks, and submit a portfolio as evidence of learning for a venue based examination. The student is required to have access to robotic equipment (MindStorms EV3), a computer and EV3 software.</p> <p>Recommended pre-requisite courses: I-SET Robotics - Practical Experience of Engineering and Programming (76997) CSISSET1, I-SET Robotics - Components and Pedagogy (76820) CSR0B1E, and I-SET Robotics - Problem Solving, Data and Debugging (76984) CSR0B2E</p>
Target Group	Educators and community leaders who require the relevant knowledge and skill to present robotics in education. Currently there is no formal module where this knowledge and skill are presented, taught and explored in a comprehensive, coherent and structured format.
Syllabus/ Course Content	<ul style="list-style-type: none"> • The awareness of the practical implementation of high-tech sensing in robotics - the use, the engineering structures, the programming and the testing methods. • The implementation for the programming and problem-solving constructs used in robotics – in decision making, repetition and sub-routines. • The research and application of robotics and SET – with specific application to a Science, Engineering or Technology field of specialty. • The awareness of options for the extension of robotics education, e.g. Social Media, virtual environments, based on current literature
Admission Requirements	<ul style="list-style-type: none"> • The credit calculation is based on the assumption that the student who enrolls has the competencies detailed in CSR0B2E

Kind of Assessment	<p>Note: Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies.</p> <p>Formative assessment: Will be used in the submission and evaluation of the assignment for each of the four learning units.</p> <p>Summative assessment: Will be implemented in a venue based examination. A certificate from UNISA will be awarded to candidates after obtaining a final mark of at least 50%.</p>
Course Duration	Semester course
Tuition method	The UNISA open and distance method of blended learning will be followed. The study material will be provided according to the blended learning approach. Each learning unit requires a compulsory assignment for evaluation and feedback. This feedback will ensure that interaction between students and course facilitators occurs.
Course Fees	R3500 (the full course fees are payable on registration). The study material will be provided according to the model for blended learning.
Lecturers	Mrs P M Gouws

1.23 I-SET ROBOTICS PRACTICAL EXPERIENCE OF ENGINEERING AND PROGRAMMING

Course Code	CSISSET1 (module credits – 12)
Qualification Code	76997
Equivalent to NQF Level	5
Purpose	<p>The qualifying students (educators and community leaders) will be equipped to coach and mentor teams of learners in robotics. These competencies contribute to the development of science, engineering and technology in communities in Southern Africa, Africa and globally. This introductory course for a coach or mentor is interactive, online and practical, and includes the coaching of a team of learners in a virtual robotics competition. The student is required to have a team of learners to coach, and should participate in online discussions, connect to the Internet weekly, submit learning-unit tasks, and compile a file as evidence of learning which may be used during a venue-based examination. The student should have access to robotic equipment (LEGO MINDSTORMS EV3), a computer and EV3 software.</p> <p>Recommended next courses: I-SET Robotics - Components and Pedagogy (76820) CSR0B1E, I-SET Robotics - Problem Solving, Data and Pedagogy (76984) CSR0B2E, and I-SET Robotics - Sensors and Programming (76985) CSR0B3E</p>
Target Group	The target for this course includes educators and community leaders who require the relevant knowledge and skill to coach robotics teams. This is a formal module where this knowledge and skill are presented, taught and explored in a comprehensive, coherent and structured format.
Syllabus/Course Content	<ul style="list-style-type: none"> • The implementation of engineering fundamentals and programming principles, including motors and programming, problem solving and navigation, use of sensors (touch, colour and ultra-sonic), use of data acquisition and statistical data analysis, engineering design process, time and project management, calculus-based physics, logic and truth tables, control structures, algorithms and flowcharts, and swarm intelligence. • The presentation of the programming and engineering concepts to a team of learners. • The mentoring of a team of learners in a robotics competition.

	<ul style="list-style-type: none"> The presentation of the evidence of learning as part of sharing and inspiration of community in Science, Engineering and Technology.
Admission Requirements	<p>The credit calculation is based on the assumption that the student who enrolls has basic computer literacy skills and Internet access, and is competent (on NQF 4) in terms of the following:</p> <ul style="list-style-type: none"> The student is competent in language, numeracy and communication skills. The student has the ability to learn from written and visual materials in English, which is the language of tuition. The student has the ability to communicate what has been learnt comprehensibly through a range of media (including digital). The student takes responsibility to manage learning and the learning environment
Kind of Assessment	<p>Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies. Formative assessment: Will be used in the submission and evaluation of the assignment for each of the learning units. Summative assessment: Will be implemented in a venue-based examination, during which a file of evidence of learning may be used as a reference. A certificate from Unisa will be awarded to candidates after obtaining a final mark of at least 50%.</p>
Course Duration	Semester course
Tuition Method	The UNISA open and distance method of blended learning will be followed. The study material will be provided according to the blended learning approach. Each learning unit requires a compulsory assignment for evaluation and feedback. This feedback will ensure that interaction between students and course facilitators occurs.
Course Fees	R3500 (the full course fees are payable on registration). Lecture notes will be provided online
Course Leader	Mrs PM Gouws

1.24 BUSINESS ANALYTICS

Course Code	CSINDPA (Credits of Module – 12)
Qualification Code	77022
Equivalent to NQF level	7
Purpose	The purpose of this short course program is aimed at enabling managers in the organizations to make an informed decision. BA will enable organizations to gather information on the trends in the marketplace and to develop innovative products or services in anticipation of customers' changing demands. The assumption is that such data based decisions will result in improved organizational performance.
Target Group	The target group for this course are business managers, IS/IT executives and decision making leaders
Syllabus/ Course Content	Practical Implementation of Business Analytics Exploration of Analytics Methodologies, EDBMS Overview, Physical Data Architecture and Design Representation
Admission Requirements	Experienced Managers at NQF Level 6 & 7 qualifications. We assume that you have previously passed a computer literacy course or have end-user experience in using computers and the Microsoft Windows environment.
Kind of Assessment	<i>Note: Portfolio. Comply with UNISA's formative assessment rules and policies.</i> <i>Formative assessment: Portfolio</i> <i>Summative assessment: Portfolio</i>
Course Duration	Semester course
Tuition method	Distance learning only: The distance-teaching model of Unisa will be used in offering this course.
Course Fees	R4500.00
Lecturers	Prof F Bankole

1.25 BUSINESS INTELLIGENCE

Course Code	CSINDPI (Credits of Module – 12)
Qualification Code	77019
Equivalent to NQF level	7
Purpose	The goal of this short course is aimed at enabling organizations to make business decision that based on data. This would provide managers with information on the state of the economic market place. The course offers managers with in depth knowledge about the internal operations of the organizations to enhance communication among business units and assist managers to be better informed about actions of the organization
Target Group	The target group for this course are business managers, IS/IT executives and decision making leaders

Syllabus/ Course Content	Practical Implementation of Business Intelligence Data warehousing, Architecture and Methodology
Admission Requirements	Experienced Managers at NQF Level 6 & 7 qualifications. We assume that you have previously passed a computer literacy course or have end-user experience in using computers and the Microsoft Windows environment.
Kind of Assessment	<i>Note: Portfolio. Comply with UNISA's formative assessment rules and policies.</i> <i>Formative assessment: Portfolio</i> <i>Summative assessment: Portfolio</i>
Course Duration	Semester course
Tuition method	Distance learning only: The distance-teaching model of Unisa will be used in offering this course.
Course Fees	R4500.00
Lecturers	Prof F Bankole

1.26 MANAGING ENTERPRISE AGILE SOFTWARE PROJECTS

Course Code	CSMAN01 (Credits of Module – 12)
Qualification Code	77022
Equivalent to NQF level	5
Purpose	<p>The primary objective of the module is to prepare students to become competent in the management of agile software development projects in an enterprise environment by applying contemporary approaches such as DevOps to ensure end-to-end enterprise continuous delivery throughout the software delivery cycle.</p> <p>This is an online interactive module. The students are expected to participate in online discussions; submit assignments, and write an exam as evidence of learning. The students are required to have access to a computer and the Internet.</p>
Target Group	The course is targeted at software development professionals involved in the development and management of agile software projects from project start to operations. Project managers and team members involved in DevOps environments would benefit from this course.
Syllabus/ Course Content	<p>Each topic below will be approached specifically from the perspective of managing agile projects in enterprise environments:</p> <ul style="list-style-type: none"> • Demonstrate an understanding of where the agile movement came from and its context in software development. • Explain what the Agile Manifesto is and how it guides practice. • Describe the agile roadmap to value. • Identify the roles in agile project management. • Describe a range of leading, planning and estimating techniques used in agile projects. • Describe agile projects quality management practices and techniques. • Employ agile development techniques to identify and engage project stakeholders. • Explain agile contracts management. • Perform planning using appropriate agile techniques within a given context of the project. • Practice how to actively engage stakeholders and clients through a clear plan and definition of agile systems and processes.

	<ul style="list-style-type: none"> • Identify planning skills that will help to define systems for enabling agile teams to optimise value delivery through fast feedback and adaptive planning techniques. • Employ visual aids and models to assist teams to understand prioritisation of competing agendas e.g. time, scope, cost and quality. • Employ visual aids to enable teams to collaborate in planning and management of work. • Explain how to use agile techniques to create a Product Backlog, estimate project work and Project Release Plan. • Apply agile project risk management practices to a given project. • Describe the limitations of agile development in the software delivery pipeline. • Explain the DevOps culture and how it enables a continuous flow of work from development to IT operations. • Explain the value of DevOps in providing a holistic approach to software development and release. • Explain how DevOps fosters IT productivity by encouraging development and operations to synchronise fast-paced agile development of production-ready code with operations processes of testing, deployment and management to prevent backlogs. • Apply DevOps to improve effective collaboration and communication between the two departments (development and operations) in a culture that permits optimised release cycles of high-quality final products.
Admission Requirements	<ul style="list-style-type: none"> • Senior certificate or an equivalent NQF level qualification • Applicants are required to have their own computer and Internet access • Only students with basic software development skills will be allowed to register • No Unisa modules are required as pre-requisites.
Kind of Assessment	<p>Note: Formative assessment and examination admission will comply with UNISA's formative assessment rules and policies.</p> <p>Formative assessment: Students are graded on submission of assignments.</p> <p>Summative assessment: Students will write a venue based exam. Students need 50% to pass and at least 75% for a distinction. A certificate from Unisa will be awarded to students who pass the course.</p>
Course Duration	Semester course
Tuition method	A FULL Internet-teaching model is employed. In particular, the course makes use of an online discussion forum to guide and support students.
Course Fees	R4500.00 The course fee includes all study material: tutorial letters and prescribed book. The prescribed book is: Jennifer Davis & Katherine Daniels. Effective DevOps: Building a Culture of Collaboration, Affinity, and Tooling at Scale, 1 st edition, O'Reilly Media, ISBN- 13: 978-1491926307. 2016.
Lecturers	Prof E Mnkandla

2 REGISTRATION FOR SHORT LEARNING PROGRAMMES

Registration can be done:

1. **IN PERSON** at the Centre for Software Engineering, GJ Gerwel Building, 3rd Floor, Room 05, UNISA Science Campus, Corner of Christiaan de Wet and Pioneer Avenue, Florida Park
2. **BY DOWNLOADING AND FAXING THROUGH THE RELEVANT DOCUMENTS:**
DOWNLOAD FORM FROM THE OUR WEBSITE: <http://cs-cert.unisa.ac.za>
 - go to Registration Procedure,
 - download the registration form;
 - complete the form,
 - print the form that is generated
 - Email it through to cense@unisa.ac.za or cense1@unisa.ac.za together with a
 - photocopy of the photo-page of your ID document or Passport
 - and a copy of your Matric, Senior or Higher Education Certificate
3. **USE REGISTRATION FORM PROVIDED IN THIS BROCHURE:** complete the registration form and Email it through to cense@unisa.ac.za or cense1@unisa.ac.za together with a photocopy of the photo-page of your ID document or Passport, as well as a copy of your Matric, Senior or Higher Education Certificate.

PLEASE NOTE:

- ***Do not*** register online on the main UNISA Registration website. It does not allow online registration for short learning programmes. If you do register on this site, your registration will be discarded without informing you.
- ***Do not*** use your degree/diploma student number to register for the short learning programmes.

Important Information: By signing your registration form, you declare, inter alia, that you undertake to comply strictly with the rules and regulations of the Centre for Software Engineering and UNISA specified in this brochure and on the UNISA website.

2.1 GENERAL INFORMATION

DOCUMENTS TO BE SUBMITTED ON REGISTRATION

The following documents must be submitted on registration (**No registration will be processed without the supporting documents.**):

The duly completed and signed Registration Form (Registration Form enclosed in this brochure and available on the web page <http://cs-cert.unisa.ac.za>)

A copy of your photo-page of ID Document or Passport.

A copy of your Matric/Senior/Standard 12 certificate or Higher Education Certificate.

COMPLETING THE REGISTRATION FORM

All the information must be completed on the registration form. **Please print clearly in block letters.**

The information regarding first names, surname, and ID number must be correct.

Your study material will be couriered to a **physical address where there is someone during the day to receive** the study material package.

When completing the form, please use block letters and black ink.

Physical disability: A list with the codes and associated disability is provided in section 5.1.1 of this brochure.

Country of Nationality: A list with the code and associated nationality is provided in section 5.1.2 of this brochure.

Population Group: A list with the codes and associated population is provided in section 5.1.3 of this brochure.

Home Language: A list with the code and associated home language is provided in section 5.1.4 of this brochure.

Occupation: A list with the code and associated occupation is provided in section 5.1.5 of this brochure.

Economic Sector: A list with the code and associated economic sector is provided in section 5.1.6 of this brochure.

Previous Economic Activity: A list with the codes and associated previous economic activities are provided in section 5.1.7 of this brochure.

Examination Centre: A list with the code and associated examination centre is provided in section 5.1.8 of this brochure.

Course and qualification codes: A list of course and qualification codes is provided in section 5.1.9 of this brochure.

STUDENT NUMBERS

Student numbers for certificate courses differ from the student numbers issued for degree courses. It can take up to 10 working days before a student number is issued and registered on the Student System.

STUDY MATERIAL

Study material will be **COURIERED** by the Centre for Software Engineering as soon as registration has been processed, i.e. student number has been issued and proof of payment has been received. Please remember when completing the **COURIER ADDRESS** on the registration form that there must be someone during the day at that address to receive the study material package. You must also give a contact number where the couriers can contact you.

CANCELLATION

Students may cancel their registrations

- until 15 March (for the year, as well as the semester 1 short courses starting in February);
- until 15 August (for the semester 2 short courses starting in July)

The application for cancellation must be in writing and addressed to: The Centre Coordinator, Centre for Software Engineering, UNISA Science Campus, GJ Gerwel Building 3-06, Private Bag X6, Florida, 1710. In such case you will forfeit 50% of the full course fees which was paid on registration in respect of each short course cancelled.

There will be NO REFUND for cancellation

- after 15 March (for all courses commencing in February) and
- after 15 August (for all courses commencing in July).

OTHER GENERAL MATTERS

STUDENT CARDS: Short Learning Programme students are not entitled to a student card.

UNISA LIBRARY: Short course students may make use of the UNISA Library. For enquiries please phone 012 429 3206.

With ALL correspondence / e-mails / faxes you must include your NAME, STUDENT NUMBER, and COURSE CODE in the subject line.

2.2 STEPS TO BE FOLLOWED WHEN REGISTERING FOR THE SHORT COURSES AT THE CENTRE FOR SOFTWARE ENGINEERING

1. Complete the registration form for the Centre for Software Engineering. You will find the registration form on our web page <http://cs-cert.unisa.ac.za> on the "Registration Procedure"-link as well as at the back of this brochure.

Email through the completed registration form, a photocopy of the photo page of your ID document and a copy of your Matric/Senior/Standard 12 certificate or Higher Education certificate to: cense@unisa.ac.za or cense1@unisa.ac.za **NO REGISTRATION WILL BE PROCESSED WITHOUT THE SUPPORTING DOCUMENTS.**

or

Bring the registration form, photocopy of the photo-page of your ID document as well as a copy of your Matric/Senior/Standard 12 certificate or Higher Education certificate in PERSON to the Centre for Software Engineering, , GJ Gerwel Building, 3rd Floor, Room 05, UNISA Science Campus, Cnr Christiaan de Wet and Pioneer Avenue, Florida Park. **NO REGISTRATION WILL BE PROCESSED WITHOUT THE SUPPORTING DOCUMENTS.**

You will receive a student number which is issued specifically for the short courses - the student number starts with a '7'. The student number will be e-mailed and posted to you. The issuing of student numbers can take up to 10 working days.

As soon as you receive your student number, payment can be done into the bank account of UNISA at any STANDARD BANK, banking details on page 47.

Once payment is received your study material will be couriered to you.

PLEASE NOTE:

The following documents must be submitted when registering for a Short Learning Programme:

- Completed and signed registration form
- Copy of ID document / Passport
- Copy of Matric/Senior/ Standard 12 certificate or Higher Education certificate

NO REGISTRATION WILL BE PROCESSED WITHOUT THE SUPPORTING DOCUMENTS AS STATED ABOVE.

2.3 FEES

GENERAL

1. As soon as you have received your student number the full course fees are payable in order to be registered.

Levy on students in foreign countries: A levy is also payable in addition to the full course fees payable on registration for students residing in and/or writing examinations in foreign countries. The levy for foreign students is not transferable and also not refundable. You pay the foreign levy on each course that you are registered for. Students who, after registration, change their postal address to a foreign address or examination centre to a foreign examination centre will be liable to immediately pay the foreign levy.

The foreign levy is as follow:

- CATEGORY A: African countries
 - Semester courses: R1 250.00
 - Year courses: R2 500.00
- CATEGORY B: Rest of the World
 - Semester courses: R2 400.00
 - Year courses: R4 800.00

The course fees include registration, examinations, study material, and also, for most of the courses, the textbook.

The fee for a supplementary, special, Sick and aegrotat examination is NOT included in the course fees (R225.00).

The fee for the remarking of an examination script is NOT included in the course fees (R395.00).

The fee for purchasing examination script (R50.00).

- ***Registration periods:***

For courses starting in February: 1 January until 31 January

For courses starting in July: 1 May until 15 June

- ***The final date for payment of the full course fees for registration will be:***

For courses starting in February: 15 February

For courses starting in July: 15 July

- ***NO late registrations or payments will be accepted***

METHOD OF PAYMENT FOR SHORT COURSES

PLEASE NOTE:

No cash or cheques will be accepted at any of the offices of the University. Cash must be paid into the bank account of UNISA at any STANDARD BANK **or** can be done by an electronic bank transfer. UNISA is a PRE-APPROVED BENEFICIARY (select from your bank's list of pre-approved beneficiaries.)

PAYMENT DETAILS

1. INDIVIDUAL STUDENTS ONLY (UNISA student deposits)

- **CASH/CHEQUE DEPOSITS** – (No cash or cheques will be accepted at the UNISA offices. Cash or cheques can, however, still be paid into the bank account of the University at any Standard Bank branch in South Africa.)

BENEFICIARY	UNISA STUDENT DEPOSITS
BANK	STANDARD BANK
ACCOUNT NR	096R
BRANCH CODE	010645
REFERENCE	Your STUDENTNR (starting with a 7) 3128374764 for example. 7777567 3128374764

NB: Leave one space open between student number (starting with a 7) and allocation

- **ELECTRONIC FUND TRANSFERS**
UNISA is a pre-approved beneficiary (select from your bank's list of pre-approved beneficiaries)

REFERENCE	Your STUDENTNR 3128374764 for example. 7777567 3128374764
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NB: Leave one space open between student number (starting with a 7) and allocation

- **CREDIT CARD PAYMENTS** – (Credit cards are restricted to Visa and MasterCard) The preferred method of payment for national or international students is via the UNISA website. The web payment link is as follows:
<https://registration.unisa.ac.za/info/payment/index.html>

REFERENCE	Your STUDENTNR 3128374764 for example. 7777567 3128374764
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NB: Leave one space open between student number (starting with a 7) and allocation

2. CORPORATE CLIENTS/BULK PAYMENTS

BENEFICIARY	UNISA
BANK	STANDARD BANK
ACCOUNT NR	011554622
BRANCH CODE	010645
REFERENCE	3128374764 COMPANY NAME

NB: A list of students with student numbers and proof of payment should be e-mailed to cense@unisa.ac.za

NB: Leave one space open between allocation and Company Name

3. FOREIGN STUDENTS

BENEFICIARY	UNISA
BANK	STANDARD BANK
ACCOUNT NR	011554622
BRANCH CODE	010645
SWIFT CODE	SBZAJJ
REFERENCE	Your STUDENTNR 3128374764 for example. 7777567 3128374764

NB: Leave one space open between student number (starting with a 7) and allocation

PLEASE NOTE:

Do **not** use the student number that was issued for your degree as part of your reference as your payment will not be correctly allocated and therefore indicated as '**outstanding**' on our records. Please use the allocation number **3128374764** and not any other allocation number as part of the deposit reference.

The short learning programme's student number starts with a 7. When doing the payment, just remember that STUDENT NUMBER refers to **YOUR** student number.

PRESCRIBED FEES FOR 2018

Course name	Course Option	Qualification Code	Course Code	Course Fee
SEMESTER COURSES				
Database Design	Distance learning Semester course	70041	CSDB1DX	R4400.00
Database Implementation	Distance learning Semester course	7554X	CSDB2D3	R4400.00
Introduction to Internet and Web Design	Web-based course Semester course	70076	CSIW1DT	R4600.00
Developing Web Applications with PHP	Web-based course Semester course	72095	CSDW1WS	R4200.00
Designing & Implementing Telecommunication Networks	Web-based course Semester course	70157	CSTC1WW	R3600.00
	Correspondence course Semester course	70157	CSTC1DB	R3800.00
Essential Computer Literacy Skills For The Business Professional	Web-based course Semester course	76954	CSCL4BP	R4200.00
Introduction to Visual Basic .NET Programming	Open distance learning Semester course	70122	CSVB1DG	R4600.00
Applied Project Management in an Information Technology Environment	Open distance learning Semester course	70467	CSPM1DR	R4600.00
Introduction to Information Security	Open distance learning Semester course	70610	CSIS1DF	R4200.00
Applied Information Security	Open distance learning Semester course	76809	CSIS02D	R4400.00
Advanced Information Security	Open distance learning Semester course	76808	CSIS03D	R4600.00
Research in Informatics in Practice	Open distance learning Semester course	75558	CSRI1DM	R4000.00
Strategic Information Systems Planning in Practice	Open distance learning Semester course	75566	CSSP1DH	R4400.00
Introduction to Information Technology Based Supply Chain Management	Electronic distance education Semester course	75957	CSSC1DT	R4600.00
Introduction to Visual C Sharp.NET Programming	Open distance learning Semester course	76804	CSCN01D	R4400.00
Information and Communication Technology in Education	Online course Semester course	76811	CSIT1ED	R4200.00
I-SET Robotics Components and Pedagogy	Open distance blended learning Semester course	76820	CSR0B1E	R3500.00
I-SET Robotics Problem Solving, Data and Debugging	Open distance blended learning Semester course	76984	CSR0B2E	R3500.00
I-SET Robotics Practical Experience of Engineering and Programming	Open distance blended learning Semester course	76997	CSISSET1	R3500.00
Business Intelligence	Electronic distance education Semester course	77019	CSINDPI	R4500.00
Business Analytics	Electronic distance education Semester course	77022	CSINDPA	R4500.00
Managing Enterprise Agile Software Projects	Open distance learning Semester course	76996	CSMAN01	R4500.00

YEAR COURSES				
Introduction to Visual Basic .NET Programming	Open distance learning Year course	70122	CSVBIY8	R4600.00
Introduction to JAVA Programming	Open distance learning Year course	70602	CSJA1DP	R4600.00
C++ Programming	Open distance learning Year course	70181	CSCP1DB	R4600.00
Computer Networks	Web-based course Year course	70025	CSNW1W8 (Module 1); CSNW2WA (Module 2)	R2200.00 R2200.00
	Correspondence course Year course	70025	CSNW1DJ (Module 1); CSNW2DL (Module 2)	R2300.00 R2300.00

Please note the following:

The levy payable by students in foreign countries must be paid on registration in addition to the full course fees payable on registration.

CATEGORY A: African countries

- Semester courses: **R1 250.00**
- Year courses: **R2 500.00**

CATEGORY B: Rest of the World

- Semester courses: **R2 400.00**
- Year courses: **R4 800.00**

Students who, after registration, change their postal address to a foreign address or examination centre will be liable to immediately pay the foreign levy applicable.

The levy for foreign students is not transferable and also not refundable. This rule also applies to the change of address from foreign countries to South Africa.

Bank deposits and electronic transfers can only be done if you already have a student number (student numbers for short learning programmes start with a '7'). This student number differs from the student number for formal qualification.

3 EXAMINATIONS

The pass mark for the examination is 50.

Examinations for the first semester are during May/June with the supplementary examinations being written in October/November.

Examinations for the second semester are during October/November with the supplementary examinations being written in May/June.

Examinations for the year courses are during October/ November with the supplementary examinations being written in January/February of the next year.

Where a student qualifies for a supplementary examination, it should be noted that if the examination date or time clashes with another examination, the supplementary examination will lapse.

There is a prescribed examination fee payable when writing a supplementary examination. If the supplementary fee is not paid the examination marks will not be released. The supplementary examination fees are neither refundable nor transferable (even if the student is absent from all or some of his/her examinations) (**R225.00**).

If a student did not pass the examination and do not qualify for a supplementary examination, the student can register again, but have to pay the full course fee again.

IMPORTANT

A student's study units for each year must be selected in such a manner that the examination dates do not clash.

Examination dates cannot be changed at the request of a student.

A student can register for more than one qualification (short course) at a time, just as long as the examination dates do not clash.

3.1 CONTACT INFORMATION DEPARTMENT OF EXAMINATIONS

E-mail address: exams@unisa.ac.za

AEGROTAT AND SPECIAL EXAMS

An aegrotat or special examination may be granted only in terms of **Rule G9** in the General Information and Rules.

The specific study unit for which an aegrotat examination is requested, must be indicated in the application. Candidates must have obtained examination admission in respect of the relevant study unit.

Aegrotat Examinations

Each application for an aegrotat examination must be accompanied by a satisfactory medical certificate issued by a Medical Practitioner registered with the SA Medical and Dental Council. The medical certificate must specify the nature, the commencing date and the duration of the illness, and declare that for health reasons it was impossible or undesirable for the candidate to sit for the examination on the day(s) concerned

- illness on the day or immediately prior to or during the examination.

You must ensure that the dates on your medical certificate correspond with your examination dates. Your student number must appear on all documents.

Special Examinations

- personal circumstances such as work commitments, serious illness or death of a relative during the examination period.

Your application for an aegrotat / special examinations must be accompanied by a medical certificate or other documentary evidence giving FULL details as to why the candidate was prevented from writing the examination.

The prescribed examination fee must accompany the application. Applications must be submitted WITHIN 10 DAYS of the date on which the examination was written to the following address.

The Registrar (Academic)
PO Box 392
UNISA
0003

Or via e-mail: aegrotats@unisa.ac.za

This application must be submitted not later than 10 days after the date on which you should have written the examination. Late or incomplete applications will not be considered. Supplementary examination fees are not refundable or transferable (even if the student is absent from all or some of his/her examinations). (R225.00)

No alternative dates or times can be arranged in cases where examination dates or times clash.

PROVISIONAL EXAMINATION DATES

You will find the examination dates for 2018 on the myUnisa web page as from beginning of December on the *Examinations* link.

<https://my.unisa.ac.za/tool/1f95735b-9137-4e57-803f-43820fb508b7/default.do> (Control and Click to follow the link.)

4 UNISA OFFICIAL BOOKSELLERS



www.bookexpress.co.za
E-mail: info@bookexpress.co.za
Tel: 011 482 8433



www.kalahari.net
Tel: 021 468 8035



www.proteabookshop.co.za
E-mail: academies@proteaboekhuis.co.za
Tel: 012 362 5663/4



www.vanschaik.com
E-mail: vsbraam@vanschaik.com; vshat@vanschaik.com;
Tel: 011 339 1711; 012 362 5701/5669

5 COMPLETION OF REGISTRATION FORM

5.1 CODES THAT NEEDED TO BE FILLED IN ON THE REGISTRATION FORM

5.1.1 LIST OF PHYSICAL DISABILITIES

Please note that Code 02 and 03 Disabilities cannot register for the short learning programmes offered by the Centre for Software Engineering.

Code	Disability
01	No disability
02	Visually impaired: blind
03	Visually impaired: not blind. Find it difficult to read printed text. CANNOT study through reading. Need help, such as audio cassettes, enlarge print, computer discs for computers with voice synthesizers
04	Visually impaired: not blind. CAN study through reading. Do not need study material on audio cassette
05	Hearing disability: study material on audio cassette should be transcribed
06	Deaf
07	Dyslexia and other similar learning disabilities
08	Communication and speech problems, such as stuttering
09	Cerebral palsied
10	Paraplegic
11	Quadriplegic
12	Epilepsy
13	Muscular/skeletal/joint/limb deficiencies/diseases, such as polio, muscular dystrophy
14	Other neurological diseases, such as multiple sclerosis
15	Cardio-vascular diseases, such as heart diseases, blood pressure
16	Kidney and blood deficiencies
17	Stroke/brain disorders
18	Mental health problems/mental disorders/phobia/chemical imbalance
19	Diabetes
20	Serious chronic diseases
21	Multiple disabilities
22	Disabilities not mentioned
23	Wheelchair

5.1.2 LIST OF COUNTRY OF NATIONALITIES

Select your country of nationality from the under mentioned list and enter the corresponding code on your registration form.

Code	Country of Nationality
1007	Algeria
1015	South Africa
1112	Ivory Coast
1120	Namibia
1139	Botswana
1147	Lesotho
1155	Swaziland
1163	Zambia
1171	Zimbabwe
118X	Malawi
1198	Mauritius
1201	Mozambique
121X	Kenya
1228	Zaire
1236	Tanzania
1244	Madagascar
1252	Seychelles
1260	Reunion
1279	Angola
1287	Uganda
1295	Burundi
1317	Comores
1341	Congo
135X	Gabon
1384	Liberia
1392	Rwanda
1406	Benin
2011	Argentina
202X	Brazil
2038	Bolivia
2046	Chile
2054	Colombia
2062	Dominica
2070	Dominican Republic
2089	Ecuador
2119	Anguilla
2127	Antigua and Barbuda
2135	Aruba
2143	Bahamas
2151	Barbados
216X	Belize
2178	Bermuda
2186	Cayman Islands
2194	Costa Rica
2208	USA
2216	Canada

Code	Country of Nationality
1414	Burkina Faso
1422	Cameroon
1430	Cape Verde
1499	Central African Republic
1457	Chad
1465	Djibouti
1473	Egypt
1481	Equatorial Guinea
149X	Eritrea
1503	Ethiopia
1511	Sudan
152X	Togo
1538	Sierra Leone
1546	Tunisia
1562	Western Sahara
1600	Gambia
1708	Ghana
1805	Guinea
1902	Guinea-Bissau
1929	Libya
1937	Mali
1945	Mauritania
1953	Morocco
1961	Niger
197X	Nigeria
1988	Senegal
2003	Cuba
2542	Netherlands Antilles
2550	Nicaragua
2569	Panama
2577	Paraguay
2585	Peru
2593	Puerto Rico
2607	Saint Lucia
2704	Saint Vincent
2801	St Kitts and Nevis
2909	Suriname
2917	Trinidad and Tobago
2925	Turks and Caicos
2933	Uruguay
2941	Venezuela
295X	Virgin Islands (British)
2968	Virgin Islands (US)
3018	Israel
3026	Armenia
3034	Azerbaijan

Code	Country of Nationality
2232	Guyana
2240	El Salvador
2259	Greenland
2267	Grenada
2275	Guadelope
2283	Guatemala
2291	Haiti
2305	French Guiana
2402	Honduras
250X	Jamaica
2518	Martinique
2526	Mexico
2534	Montserrat
3212	Iraq
3220	Kazakhstan
3239	Jordan
3247	Kuwait
3255	Kyrgyzstan
3263	Laos
3271	Lebanon
328X	Macau
3301	Maldives
3409	Mongolia
3506	Nepal
3514	Oman
3522	Pakistan
3530	Philippines
3549	Qatar
3557	Russia
3565	Saudi Arabia
3573	Singapore
3581	South Korea
359X	Sri Lanka
3603	Syria
3611	Tajikistan
362X	Thailand
3638	Turkmenistan
3646	United Arab Emirates
3654	Uzbekistan
3662	Vietnam
3670	Yemen
4006	Albania
4014	Austria
4022	Belgium
4030	France
4545	Liechtenstein
4553	Lithuania
4561	Luxembourg
457X	Macedonia
4588	Malta
4596	Moldova
460X	Monaco
4707	Norway

Code	Country of Nationality
3042	Bahrain
3050	Georgia
3077	India
3085	Indonesia
3107	Hong Kong
3123	Taiwan
3131	Japan
314X	Malaysia
3158	Bangladesh
3166	Brunei
3174	Cambodia
3182	China
3204	Iran
4049	Greece
4057	Ireland
4065	Italy
4073	Netherlands
4081	Portugal
409X	Spain
4103	Switzerland
4111	United Kingdom
412X	Germany
4138	Cyprus
4146	Andorra
4154	Belarus
4162	Bosnia
4170	Bulgaria
4189	Croatia
4200	San Marino
4219	Slovakia
4227	Czech Republic
4235	Denmark
4243	Estonia
4251	Faroe Islands
426X	Finland
4286	Gibraltar
4294	Guernsey
4340	Vatican City
4359	Yugoslavia
4405	Hungary
4448	Turkey
4456	Ukraine
4502	Iceland
4529	Jersey
4537	Latvia
5231	Western Samoa
5193	Togo
5207	Tuvalu
5215	Vanuatu
5223	Wallis and Futuna
5126	Micronesia
5134	Nauru
5142	New Caledonia

Code	Country of Nationality
4804	Poland
4901	Romania
4995	Slovenia
5010	Australia
5053	Cook Islands
5061	Fiji
507X	French Polynesia
5088	Guam
5096	Kiribati
510X	Mariana Islands
5118	Marshall Islands

Code	Country of Nationality
5150	Norfolk Island
5169	Palau
5177	Papua New Guinea
5029	New Zealand
5185	Solomon Islands
9997	No Information

5.1.3 LIST OF POPULATION GROUPS

Code	Race Group
1007	White / Chinese
2003	Coloured
300X	African
4006	Indian
9008	Other Foreign National

5.1.4 LIST OF HOME LANGUAGES

Code	Language
A	Afrikaans
B	Afrikaans/English
E	English
F	French
D	German
GR	Greek
HE	Hebrew
IT	Italian
NB	Ndebele
ND	Ndonga
NS	Northern Sotho
PO	Portuguese

Code	Language
SH	Shona
SS	Southern Sotho
SP	Spanish
SW	Swati
TS	Tsonga/Shangaan
TW	Tswana
VE	Venda
XH	Xhosa
ZU	Zulu
OA	Other African languages
OF	Other foreign languages

5.1.5 LIST OF OCCUPATIONS

Code	Occupation
01015	Accountant/Auditor
01023	Architect/Quantity Surveyor
01031	Computer Specialist
0104X	Engineer
01058	Farm Management Advisor
01066	Forester/Conservationist
01074	Home Management Advisor
01082	Jurist
01090	Librarian/Archivist
01104	Mathematician
01112	Life/Physical Scientist
01120	Ops Research/Systems Analyst

Code	Occupation
01279	Technical Worker (Other)
02003	Manager/Administrator
0300X	Sales Worker
04006	Clerical or Related Worker
05002	Craftsman or Related Worker
006009	Operator (Except Transport)
07005	Operative (Transport)
08001	Labourer (Except Farm)
09008	Farmer/Farm Manager
10006	Farm Labourer/Farm Foreman
11010	Prison Service Worker
11029	Fireman

Code	Occupation
01139	Personnel Officer
01147	Medical Doctor/Dentist, etc
01155	Nurses, Dieticians, etc
01163	Health Technologist/Technician
01171	Religious Worker
0118X	Social Scientist
01198	Social/Recreation Worker
01201	Lecturer/Professor
0121X	Teacher (Primary/Secondary)
01228	Engineering/Science Tech
01236	Technician (Other)
01244	Vocational Counsellor
01252	Writer/Artist/Musician
01260	Research Worker not classified

Code	Occupation
11037	Police Officer/Detective
11045	Citizen Force Member
11053	Permanent Force Member
11061	National Service Trainee
1107X	Protection Service (Other)
11088	Service Worker (Other)
12009	Housewife
13013	Full-time Student at UNISA
13021	Full-time Student (Elsewhere)
14001	Occupation not classified
15008	Unemployed
16004	Retired
17000	Occupation Unknown

5.1.6 LIST OF ECONOMIC SECTORS

Code	Economic sector
01007	Agriculture, Forestry and Fisheries
08001	Business and Repair Services
0300X	Construction
11215	Primary Education
11223	Secondary Education
11231	Tertiary Education
10006	Entertainment and Recreational
07005	Finance, Insurance and Real Estate
1110X	Hospital and Health Services
04006	Manufacturing
10960	Cultural & Sporting Activity
10758	Post and Telecommunication
01309	Electricity, Gas, Water, Steam
02003	Mining
01236	Other Technicians
10995	Other

Code	Economic sector
09008	Personal Services
11401	Professional and related services
11509	Public Administration, Public Service, Provincial Administration, City Councils, Municipalities
05002	Transportation, Communication and Other Public Utilities
11304	Welfare and non-profit membership organizations
06009	Wholesale and Retail Trade
10871	Research and Development
10006	Entertainment Services
11606	Not Applicable/Unknown

5.1.7 LIST OF PREVIOUS ECONOMIC ACTIVITIES

Code	Economic sector
01	University student
02	Technikon student
03	Higher Education College student
04	Technical College student
98	Other Activity

Code	Economic sector
05	Secondary school student
06	Working in labour force
07	Unemployed
08	Enrolled foreign post-second
99	Unknown activity

5.1.8 LIST OF EXAMINATION CENTRES

(FOR A COMPLETE LIST PLEASE CONSULT THE REGISTRATION PAGES ON THE myUnisa WEBSITE: <https://my.unisa.ac.za/portal/site/!gateway/page/4fdcd53a-023c-46f5-80a2-d28f7829e9f1>)

The student must indicate the nearest examination centre to his/her home, by indicating the code of one of these on the registration form. By signing the application form, the student undertakes, inter alia, to write his/her examinations at this approved venue. Dual examination venues will not be permitted

- (A) Republic of South Africa
- (B) Other countries in Africa
- (C) Overseas countries
- (D) Prisons and detention barracks

The CODE and CENTRE of the examination centre of your choice must be entered on the registration form (Exam centre of preference). The new code and examination centre must also be given if, during the year, you request that your examination centre be changed.

PLEASE NOTE: You can change the examination centre until 31 March for exams written in May/June and until 31 August for exams written in October/November. If you change your examination centre to overseas you will also have to pay the levy for foreign countries.

PLEASE NOTE THAT you may later be requested by the University to write your examination(s) at a centre other than that of your choice, but only if the University should find it necessary for you to do so for specific reasons.

South Africa – Gauteng

Code	Centre
3407X	Alberton
25992	Alberton: West New Redruth
34061	Alberton Helenic Centre
35130	Benoni
34010	Brakpan
38016	Bronkhorstspuit
31119	Carltonville
37125	Cullinan
33537	Daveyton
35114	Germiston
83038	Hammanskraal
33065	Johannesburg (Ormonde)
31011	Krugersdorp (Greek Church)
41904	Krugersdorp (PP Church)
34088	Nigel
35998	Olifantsfontein
36013	Pretoria (Hall C)
27006	Pretoria Heartfelt Arena
3102X	Randfontein
33316	Randburg
33405	Roodepoort (only students residing in Roodepoort)
33502	Soweto
34215	Springs (Hellenic Centre)
32115	Vanderbijlpark

Code	Centre
32581	Vereeniging
32956	Westonaria
30554	Witpoortjie
South Africa – Mpumalanga	
Code	Centre
39012	Amersfoort
38237	Arabie
46019	Balfour
40010	Barberton
46116	Bethal
39217	Carolina
46213	Delmas
40150	Elukwatini
39314	Ermelo
46132	Evander
38210	Groblersdal
38334	Hendrina
40134	Kabokweni
40142	Ka Nyamazane
38245	Kwa Mhlanga
41017	Lydenburg
40053	Malelane
38318	Middelburg
41114	Mkhuhlu
87041	Mlumati

40118	Nelspruit
39411	Piet Rietief
43206	Praktisser (Burgersfort)
41157	Sabie
38229	Siyabuswa
40215	Skukuza
46515	Standerton
43532	Steelpoort
39519	Volkrust
41599	White River
38415	Witbank
South Africa – North West	
Code	Centre
3701X	Brits
44113	Christiana
44318	Delareyville
17248	Fochville
45012	Klerksdorp
37206	Lehurutshe
44512	Lichtenburg
17213	Mafikeng
74829	Mogwase
45055	Orkney
4511X	Potchefstroom
37214	Rustenburg
83070	Saulspoort
4461X	Schweizer Reneke
83062	Soshanguve
17426	Taung College
44717	Ventersdorp
17418	Vryburg
44830	Wolmaranstad
37133	Zeerust
South Africa – Limpopo	
Code	Centre
41181	Acornhoek
43419	Bela Bela
60119	Bopedi-Bapedi
4220X	Ga Kgapane
63010	Giyani
46655	Groothoek Hospital
70130	Hoedspruit
43184	Jane Furse Hospital
43168	Lebowakgomo
42014	Letaba (Tivumbeni)
43222	Limburg
43516	Lephalale (Ellisras)
43311	Makhado (Louis Trichardt)
4301X	Messina (Musina)
43575	Modimolle (Nylstroom)
43265	Modjadji

South Africa – Limpopo	
Code	Centre
43214	Mokopane (Potgietersrus)
43257	Mookgopong (Naboomspruit)
38377	Mpudulle
60232	Penge
42072	Phalaborwa
43117	Polokwane (Pietersburg)
4315X	Senwabarwana (Bochum)
43354	Soekmekaar
37419	Thabazimbi
70114	Thohoyandou
South Africa – Free State	
Code	Centre
52019	Bethlehem
55018	Bloemfontein
49018	Bothaville
47015	Bultfontein
5111X	Ficksburg
50016	Frankfort
50113	Heilbron
52116	Harrismith
55050	Jan Kempdorp
56413	Koffiefontein
50415	Kroonstad
51314	Ladybrand
50512	Lindley
48011	Odendaalsrus
49115	Parys
5030X	Petrus Steyn
50717	Reitz
57010	Sasolburg
50814	Senekal
53031	Springfontein
13110	Steynsburg
55336	Thaba Nchu
4721X	Theunissen
49212	Viljoenskroon
48119	Virginia
5223X	Vrede
48216	Welkom
54011	Wepener
55514	Winburg
58017	Witsieshoek/Qwa-Qwa
54119	Zastron
South Africa – KwaZulu-Natal	
Code	Centre
26514	Balgowan
3021X	Dundee
26239	Durban Chatsworth
07331	Durban Ethekwini
28207	Durban (DLI Hall)

South Africa – KwaZulu-Natal	
Code	Centre
27138	Durban (Hellenic Centre)
27707	Durban Jewish Club
07536	Durban Mount Edgecombe
0748X	Durban North Conference
26484	Durban Natal Tamil
2628X	Durban Ntuzuma Hall B
2595X	Durban Pinetown
26018	Durban (Regional office – disabled students)
2595X	Durban Pinetown Methodist
26352	Durban Telkom Learning Centre
29238	Empangeni
29017	Eshowe
27413	Greytown
26212	Estcourt
26034	Illovo Beach
25119	Ixopo
03116	Kokstad (DR Church)
26417	Ladysmith
75833	Mkuze
07498	Mtubatuba
07501	Nkandla
30414	Newcastle
27316	Pietermaritzburg
39438	Pongola
25216	Port Shepstone
29211	Richards Bay
25313	Richmond
28010	Stanger
24015	Tongaat
75116	Ulundi
25410	Umzinto
26719	Underberg
30449	Utrecht
30813	Vryheid
25518	Wild Coast Sun
South Africa – Eastern Cape	
Code	Centre
09032	Aberdeen
21016	Adelaide
19739	Alexandria
21210	Aliwal North
21318	Barkly East
21113	Burgersdorp
82031	Butterworth
21512	Cathcart
12114	Cradock
22810	Dordrecht
2001X	East London Cambridge Town Hall
07404	East London First City Baptist Church

2161X	Elliot
82112	Engcobo
20079	Fort Beaufort
69604	Goedemoed
12211	Graaff Reinet
18015	Grahamstown
82155	Idutywa
11118	Jansenville
08214	Jeffreys Bay
08311	Joubertina
19011	King Williams Town
09040	Kirkwood
8221X	Lady Frere
54704	Lohatla
82171	Lusikisiki
2211X	Maclear
23035	Matatiele
12513	Middelberg
82333	Mthatha
1821X	Port Alfred
09016	Port Elizabeth
20303	Port Elizabeth (Walmer)
22314	Queenstown
13013	Somerset East
11215	Steytlerville
20087	Ugie
09113	Uitenhage
11312	Willowmore
South Africa – Northern Cape	
Code	Centre
7764X	Alexander Bay
0510X	Brandvlei
10219	Carnarvon
10111	Calvinia
12017	Colesberg
14117	De Aar
16217	Douglas
00957	Garies
1611X	Hartswater
16314	Hopetown
17078	Kakamas
17159	Kathu
16411	Kimberley
01031	Kleinsee
17116	Kuruman
00132	Lime Acres
1513X	Pofadder
00930	Port Nolloth
17310	Postmasburg
15210	Prieska
12912	Richmond
01015	Springbok
10618	Sutherland

17019	Upington
1415X	Victoria West
10154	Williston
South Africa – Western Cape	
Code	Centre
00140	Athlone
10014	Beaufort West
07455	Bellville South Hall
07463	Belhar Sports Centre
05010	Bredasdorp
05118	Caledon
00159	Cape Town Kraaifontein
00256	Cape Town Muizenberg
00507	Cape Town Wynberg
00116	Cape Town (Parow)
04014	Ceres
01937	Citrusdal
01910	Clanwilliam
07013	George
07471	Goodwood Sports Club
00051	Goodwood N1 City
00701	Grassy Park
6985X	Helderstroom
05312	Hermanus
07110	Knysna
06114	Ladismith
10413	Laingsburg
03115	Malmesbury (DR Church)
00108	Milnerton
02208	Moorreesburg
0801X	Mossel Bay
06211	Oudtshoorn
04219	Paarl
03212	Piketberg
01740	Porterville
10510	Prince Albert
0541X	Riversdale
04316	Robertson
0443X	Somerset West
59005	Stellenbosch
02658	Strand
05517	Swellendam
04952	Touwsriver
08419	Uniondale
0331X	Vredenburg
02119	Vredendal
0491X	Worcester

(B) OTHER COUNTRIES IN AFRICA

Code	Centre
ALGERIA	
99740	Algiers

ANGOLA	
8400X	Luanda
BOTSWANA	
88706	Dukwi Refugee Camp, Sowa Town
00906	Francistown
85014	Gaborone
85049	Jwaneng
85030	Lobatsi
99724	Maun
BURUNDI	
99104	Bujumbura
CAMEROON	
91758	Yaounde
DEMOCRATIC REPUBLIC OF THE CONGO	
90905	Kinshasa
EGYPT	
91103	Cairo
ETHIOPIA	
87106	Addis Ababa
EQUATORIAL GUINEA	
89486	Malabo
GABON	
9112X	Libreville
GHANA	
85111	Accra
KENYA	
90921	Nairobi (Kenya College of Accountancy)
89311	Nairobi (Inoorero University)
85189	Egerton University
LESOTHO	
86010	Maseru
MALAWI	
90026	Blantyre
8803X	Lilongwe
MALI	
99309	Bamako
MOZAMBIQUE	
9997X	Maputo
MAROCCO	
90603	Rabat
NAMIBIA	
77119	Gobabis
77313	Karasburg
79219	Katima-Mulilo
77518	Keetmanshoop
8929X	Khorixas
77615	Luderitz
7781X	Mariental
77917	Okahandja
77658	Oranjemund

79014	Oshakati/Ongwediva
78115	Otjiwarongo
78212	Outjo
77674	Rosh Pinah
79111	Rundu
79359	Swakopmund
78514	Tsumeb
78433	Walvisbaai
78719	Windhoek
NIGERIA	
85138	Lagos
RWANDA	
98825	Kigali
SENEGAL	
8512X	Dakar
SIERRA LEONE	
99538	Freetown
SUDAN	
89419	Khartoum
SWAZILAND	
87092	Big Bend
8705X	Matsapha
TANZANIA	
91235	Dar es Salaam
UGANDA	
91480	Kampala
ZAMBIA	
88986	Kitwe
8896X	Livingstone
88951	Lusaka
ZIMBABWE	
84018	Bulawayo
84298	Harare

(C) OVERSEAS

Country	Code	Centre
Arab Emirates (United)	99856	Abu Dhabi
	98760	Dubai
Argentina	90077	Buenos Aires
Australia	91308	Adelaide
	91030	Brisbane
	90158	Canberra
	90441	Melbourne
	9059 X	Perth
	90727	Sydney
Austria	90816	Vienna
Bahrain (Persian Gulf)	99937	Manamah
Belgium	90131	Brussels

Bermuda	98868	Bermuda
Brazil	90115	Brasilia
	98789	Sao Paolo
Bulgaria	91170	Sofia
Canada	90522	Calgary, Alberta
	9256-8	Charlottetown, Prince Edward Island
	9254-1	Fredericton, New Brunswick
	92479	Halifax, Nova Scotia
	93343	Happy Valley, Goose Bay, NL
	99155	Kingston, Jamaica
	9263-0	Montreal, Quebec
	90557	Ottawa
	9268-1	Regina, Saskatchewan
	99767	Saskatoon
	9101-4	Toronto
	90646	Vancouver
	92649	Victoria, British Columbia
	91456	Winnipeg, Manitoba
	94544	Yukon
Cayman Islands	98841	Cayman
Chile	90891	Santiago
China	90700	Beijing
	91367	Shanghai
China-Taiwan	90735	Taipei
Cuba	98957	Havana
Cyprus	90786	Nicosia
Denmark	9031 X	Copenhagen
Finland	90271	Helsinki
France	90573	Paris
Germany	91065	Berlin
	90506	Frankfurt
	90093	Köln
	90492	Munich
Greece	90018	Athens
Hong Kong	90298	Hong Kong
Hungary	90808	Budapest
Iceland	90107	Reykjavik
India	99872	Mumbai
Indonesia	99112	Jakarta
	99910	India
Iran	9076 X	Tehran
Ireland	91448	Dublin
Israel	90778	Tel Aviv

Italy	9045 X	Milan
	90638	Rome
Japan	90794	Tokyo
Jordan	91251	Amman
Kazakhstan	99171	Astana
Korea	90751	Seoul
Kuwait	91464	Kuwait
Madagaskar	91359	Antananarivo
Malaysia	91146	Kuala Lumpur
Mauritius	90654	Reduit
	91162	Rodrigues Island
Mexico	90069	Mexico City
Country	Code	Centre
Netherlands	90190	Rotterdam
New Zealand	90867	Auckland
	91804	Christchurch
	90875	Dunedin
	90859	Wellington
Norway	9014 X	Oslo
	9918 X	Muscat
Pakistan	90344	Islamabad
Peru	92029	Lima
Phillipines	92990	Manila
Poland	9093 X	Warsaw
	90379	Lisbon
Portugal	98698	Doha
Russian Federation	99880	Moscow
Saudi Arabia	99953	Jeddah
	99996	Riyadh
Seychelles	99457	Mahe
Singapore	90085	Singapore
Spain	90417	Madrid
Sweden	90719	Stockholm
Switzerland	90212	Geneva
Thailand	91022	Bangkok
Turkey	89435	Ankara
	91499	Istanbul
Ukraine	99864	Kiev
United Arab Emirates	99856	Abu Dhabi
	98760	Dubai
United Kingdom	90395	London
USA	92444	Anchorage, Alaska
	93149	Atlanta, Georgia
	92525	Bentonville Arkansas
	90174	Chicago
	94552	Daly City, San Francisco
	93211	Delaware, Newark

	93378	Denver City, Colorado
	92509	Fresno, California
	92657	Greenville, Ohio
	93386	Idano, Boise
	92622	Jackson, Mississippi
	92460	Lawton, Oklahoma
	90972	Los Angeles
	92517	Menomonie, Wisconsin
	90530	New York
	92592	Norfolk, Virginia
	92533	Orlando, Florida
	9269 X	Piscataway, New Jersey
	92576	Salt Lake City, Utah
	92495	San Diego, California
9336 X	St Louis, Missouri	
90832	Washington DC	
Venezuela	98930	Caracas
Vietnam	89427	Hanoi

(D) PRISONS & DETENTION BARRACKS

NB: Centres at prisons and detention barracks are ONLY for prisoners, and NOT for the staff of the prison or for other students.

Code	Centre
04006	Allandale (Paarl)
43397	Atteridgeville
4007X	Barberton
36064	Baviaanspoort
46124	Bethal
34053	Boksburg
04979	Brandvlei Maximum
05525	Buffeljags Prison
82406	Butterworth
14125	De Aar
36102	Devon
16373	Douglas
04235	Drakenstein (Medium B)
26050	Durban (Male)
26069	Durban (Female)
43028	Dwarsrivier
20028	East London (Medium C)
42978	Ebongweni C-Maximum (Kokstad)
30430	Ekuseni (Youth Development Centre)
3925X	Ermelo
2905X	Eshowe
43036	Estcourt
23507	Fort Beaufort
85022	Gaborone
42943	George
30252	Glencoe
2127X	Goedemoed
18031	Grahamstown
09121	Goodwood
32131	Groenpunt (Vereeniging)
77224	Grootfontein
55034	Grootvlei
52124	Harrismith
84301	Harare
77828	Hardap (Mariental, Namibia)
46329	Heidelberg
05150	Helderstroom
05142	Helderstroom Maximum
33022	Johannesburg (Project 2) (Female)
33030	Johannesburg (Project 3) (Diepkloof)
33049	Johannesburg (Medium A)
33154	Johannesburg (Medium B)
1642X	Kimberley
19038	King William's Town
45039	Klerksdorp

23000	Kokstad (Medium)
Code	Centre
50474	Kroonstad
31062	Krugersdorp
16993	Kuruman
42935	Kutama-Sinthumule (Lephalale) Max
26441	Ladysmith (KwaZulu-Natal)
3214X	Leeuhof (Vereeniging)
33111	Leeuwkop (Medium A)
3312X	Leeuwkop (Medium B)
33138	Leeuwkop (Medium C)
33146	Leeuwkop Maximum
44520	Lichtenburg
37079	Losperfontein (Brits)
4332X	Louis Trichardt
42951	Lusikisiki
22527	Mafikeng
03158	Malmesbury (New Prison)
55026	Mangaung Maximum
43109	Mauritius
20001	Mdantsane
12556	Middelburg (Eastern Cape)
38296	Middelburg (Mpumalanga)
71625	Middledrift
34037	Modderbee
42986	Mogwase
82244	Mount Fletcher
82260	Mount Frere
82376	Mthatha
3083X	Ncome
40126	Nelspruit
34150	Nigel
43060	Obiqua Prison, Tulbach
42994	Port Elizabeth (Female)
27324	Pietermaritzburg
43125	Polokwane
00310	Pollsmoor
45136	Potchefstroom
36072	Pretoria Local
36048	Pretoria Maximum
36056	Pretoria Central
60097	Pretoria (Female)
89605	Prince Albert
43079	Qalakabusha (Empangeni)
1723X	Rooigrond
37400	Rustenburg
5710X	Sasolburg
43303	Sekhukhuni
5092X	Senekal
2760X	Sevontein
09024	St Albans Maximum
46523	Standerton
78743	Swakopmund

25402	Umzinto
17035	Upington (Male)
PRISONS & DETENTION BARRACKS (continues)	
Code	Centre
01023	Voorberg
29009	Waterval-Utrech
04855	Wellington
78735	Windhoek Central
38423	Witbank
04995	Worcester
38156	Zonderwater B

**5.1.9 COURSE NAME, QUALIFICATION CODE AND COURSE CODES FOR
THE SHORT COURSES OFFERED BY THE CENTRE FOR
SOFTWARE ENGINEERING**

Course name	Course Option	Qualification Code	Course Code	Course Fee
SEMESTER COURSES				
Database Design	Distance learning Semester course	70041	CSDB1DX	R4400.00
Database Implementation	Distance learning Semester course	7554X	CSDB2D3	R4400.00
Introduction to Internet and Web Design	Web-based course Semester course	70076	CSIW1DT	R4600.00
Developing Web Applications with PHP	Web-based course Semester course	72095	CSDW1WS	R4200.00
Designing & Implementing Telecommunication Networks	Web-based course Semester course	70157	CSTC1WW	R3600.00
	Correspondence course Semester course	70157	CSTC1DB	R3800.00
Essential Computer Literacy Skills For The Business Professional	Web-based course Semester course	76954	CSCL4BP	R4200.00
Introduction to Visual Basic .NET Programming	Open distance learning Semester course	70122	CSVB1DG	R4600.00
Applied Project Management in an Information Technology Environment	Open distance learning Semester course	70467	CSPM1DR	R4600.00
Introduction to Information Security	Open distance learning Semester course	70610	CSIS1DF	R4200.00
Applied Information Security	Open distance learning Semester course	76809	CSIS02D	R4400.00
Advanced Information Security	Open distance learning Semester course	76808	CSIS03D	R4600.00
Research in Informatics in Practice	Open distance learning Semester course	75558	CSRI1DM	R4000.00
Strategic Information Systems Planning in Practice	Open distance learning Semester course	75566	CSSP1DH	R4400.00
Introduction to Information Technology Based Supply Chain Management	Electronic distance education Semester course	75957	CSSC1DT	R4600.00
Introduction to Visual C Sharp.NET Programming	Open distance learning Semester course	76804	CSCN01D	R4400.00
Information and Communication Technology in Education	Online course Semester course	76811	CSIT1ED	R4200.00
I-SET Robotics Components and Pedagogy	Open distance blended learning Semester course	76820	CSR0B1E	R3500.00
I-SET Robotics Problem Solving, Data and Debugging	Open distance blended learning Semester course	76984	CSR0B2E	R3500.00
I-SET Robotics Practical Experience of Engineering and Programming	Open distance blended learning Semester course	76997	CSISSET1	R3500.00
Business Intelligence	Electronic distance education Semester course	77019	CSINDPI	R4500.00
Business Analytics	Electronic distance education Semester course	77022	CSINDPA	R4500.00
Managing Enterprise Agile Software Projects	Open distance learning Semester course	76996	CSMAN01	R4500.00

YEAR COURSES				
Introduction to Visual Basic .NET Programming	Open distance learning Year course	70122	CSVB1Y8	R4600.00
Introduction to JAVA Programming	Open distance learning Year course	70602	CSJA1DP	R4600.00
C++ Programming	Open distance learning Year course	70181	CSCP1DB	R4600.00
Computer Networks	Web-based course Year course	70025	CSNW1W8 (Module 1); CSNW2WA (Module 2)	R2200.00 R2200.00
	Correspondence course Year course	70025	CSNW1DJ (Module 1); CSNW2DL (Module 2)	R2300.00 R2300.00

REGISTRATION FORM

Centre for Software Engineering 2018

1. Please complete this form **in block letters**. All the information requested **MUST** be completed.
2. Registration will only be completed once your student number has been issued, and you have paid the full course fees.
3. ***Email*** the completed registration form as well as a photocopy of ID document or passport and a copy of your Matric or Higher Education Certificate to cense@unisa.ac.za / cense1@unisa.ac.za **or** ***BRING*** the documentation to the CENSE Offices, GJ Gerwel Building, Floor 3, Room 05, Cnr Christiaan de Wet and Pioneer Avenue, UNISA Science Campus, Florida.
4. The *Centre* retains the right to refuse any application without giving any reasons.
5. For the relevant codes you will have to refer to **SECTION 5:** of the brochure when completing the registration form.

STUDENT NUMBER (to be issued by CENSE):

Course code :

(See 5.1.9)

Qualification code :

(See 5.1.9)

Surname:

Initials:

Title (Dr, Mr, Mrs):

First Names:

Maiden or Previous Surname:

Date of Birth:

Y	Y	M	M	D	D
---	---	---	---	---	---

Gender

(Mark with X)

Male

Female

Language for Correspondence
(Mark with X)

Afrikaans

English

Identity Number (RSA) / Passport number (Foreigner):

How did you hear about the course:

UNISA Website

CENSE Website

Financial Mail Essentials

Careers Unlimited For Learners

Careers Unlimited For Graduates

If others please specify.....

Physical Disability :

(See 5.1.1)

Cellphone Number:

Fax Number:

Country of Nationality :

(See 5.1.2)

Population Group :

(See 5.1.3)

Home Language :

(See 5.1.4)

Occupation :

(See 5.1.5)

Economic sector :

(See 5.1.6)

Previous Economic Activity :

(See 5.1.7)

Telephone: Code & number

Home:

Work:

E-mail address (please PRINT clearly):		
Exam Centre: (See 5.1.8)	CODE:	NAME:
Postal Address of Student:		Physical address of Student:

COURIER ADDRESS (COMPULSORY): Please note that your study material will be couriered to you. There must be someone during the day at the address to receive the study material. We also need a contact number where the couriers can contact you.

CONTACT NUMBER:
Alternative number:

Declaration and Understanding:

I declare that all the particulars furnished by me on this form are true and correct, and I undertake to comply with the rules, regulations and decisions of the University and the Centre, and any amendments thereto, which may be applicable to in general and to the field of study for which I am registered. I undertake to protect the copyright of the University and under no circumstances to make the study material available for use by any other person. I understand that this signed contract is binding and that I am responsible for the payment of the course fees in full. In the case that my credit card is not honoured by the bank my registration will not be processed.

**Please note that NQF levels will not be printed on certificates anymore.
Registration will be processed within 10working days.**

STUDENT'S SIGNATURE: _____

DATE: _____

IMPORTANT INFORMATION TO NOTE:

UNISA is a public higher education institution established in terms of the Higher Education Act (101/1997), and does not have or require a provider registration number at the Department of Education or SAQA.

Short learning programmes at UNISA are approved by the Executive Committee of Senate and offered by virtue of the Institutional Statute of the University of South Africa. UNISA's short learning programmes are not registered with SAQA. However, in order to place the contents of a short learning programme in perspective, the outcomes are indicated in relation to the equivalency of the number of National Qualifications Framework (NQF) credits and the level of the specific short learning programme in UNISA's view.

The short learning programmes do not require the same entrance qualifications as usual UNISA formal qualification. The minimum requirement is a matric, Standard 10 or Grade 12 certificate. For this reason no SLP course will count as credit towards any formal qualification (e.g. a degree / diploma).

- Registration periods:
For courses starting in February: 1 January until 31 January
For courses starting in July: 1 May until 15 June

The final date for payment of the full course fees for registration will be:

- For courses starting in February: 15 February
- For courses starting in July: 15 July

- ***NO late registrations or late payments will be accepted***
- ***As from 2017, Please note that NQF levels will not be printed on certificates anymore.***

PLEASE do not register online on the main UNISA Registration website. It currently does not allow online registration for short learning programmes. Do not use your formal qualification student number to register for the short courses.

No cash or cheques will be accepted at any of the offices of the University. Cash can, however, still be paid into the bank account of the University at any Standard Bank branch.

By signing your registration form, you declare, inter alia, that you undertake to comply strictly with the rules and regulations of the Centre for Software Engineering and UNISA specified in this brochure and on UNISA'S website.

FINANCIAL AID:

You may contact EDULOAN at 0860 55 55 44 or sms EDU to 32150 or visit www.eduloan.co.za

