



Frequently Asked Questions - Answered

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Dear students. We value the comments, compliments and queries you share with us! Most of your questions are answered below. We hope this clears up some misunderstandings.

Can we have lectures and tutoring for our modules, especially to know more about what happens in the classroom?

SANTS' programmes are offered in the distance mode of programme provisioning. We are not accredited to provide lectures (face to face or technologically mediated), which is typically what one would encounter in a contact university setting.

SANTS used to offer limited voluntary academic support sessions focused on WIL, but these sessions were unfortunately poorly attended and therefore discontinued. You can however access WIL online support and Academic online support through the MySANTS Learning Management System from your mobile or desktop devices. Through this, you can post specific WIL-related and academic queries related to any module for the relevant lecturer to answer.

SANTS' Curriculum and Learning Guides (CLGs) were specially written, prepared and designed to act as the "lecturer" or "tutor" communicating with you, the student. The CLGs are similar to workbooks, explaining concepts in depth and offering numerous activities with which you should engage.

The CLGs for classroom-focused modules (categorised in the front matter of each CLG as Pedagogical Content Knowledge or Phase-Specific modules) emphasise the application of theory to practice in a classroom environment. Many of the questions in the assignments also focus on how the content makes sense in a teaching context.

You have also access to Additional Resources under each module on the dashboard, which focus again on explaining difficult concepts and integrating theoretical and practical components of the learning programme.

Please therefore invest time engaging in your CLGs and its activities, using additional resources offered and asking lecturers for help via the Enquiry platform on MySANTS.

[See Student Orientation Booklet - Mode of Programme Delivery (pg.4); and Distance Learning (pg. 30-35)]

Does SANTS offer bursaries?

SANTS makes 5 bursaries available per semester. Each bursary is to the value of one academic semester and is randomly selected. Please refer to the Terms and Conditions on the SANTS website.

Can I be credited for my teaching experience in a Grade R classroom when I apply to do a Diploma in Grade R Teaching?

The Recognition of Prior Learning (RPL) is applied at SANTS, but only for the BEd degree programmes. Please read the SANTS Prospectus for more information in this regard.

Note also that if you complete the Diploma in Grade R Teaching, you will be credited (Credit Accumulation and Transfer / CAT) for the teaching experience of the first WIL module of the BEd (Foundation Phase Teaching) programme.

What is the value of enrolling for the Diploma in Grade R Teaching programme at SANTS?

The purpose of the Dip (Grade R Teaching) is mainly for upskilling current Grade R practitioners and therefore to develop resourceful, adaptable, pedagogically flexible, knowledgeable, proactive, and reflective teachers, specifically for Grade R teaching and learning within the South African contexts and realities.

The value of enrolling for the Dip (Grade R Teaching) at SANTS is that it provides a pathway for admission and credit recognition to a BEd (Foundation Phase Teaching) degree, which will then enable you to teach from Grade R to Grade 3 and improve your chances of securing a post in the formal education sector.

Can I shorten my study time? E.g. Why must I study another 3 years to complete the BEd degree, after having completed the Diploma in Grade R Teaching at SANTS?

Our programmes have been approved and accredited – as set out in our Prospectus – by the Department of Higher Education and Training (DHET) and Council on Higher Education (CHE) and therefore cannot be shortened in their current form.

The DHET has designated that a BEd degree be a 4-year programme. The Higher Education Qualifications Sub-Framework (SAQA, 2013) indicates that a maximum of 50% of a completed qualification may be transferred to another qualification while the Revised Policy on the Minimum Requirements for Teacher Education Qualifications (DHET, 2015) stipulates that a maximum of 180 credits gained while studying for the Diploma in Grade R Teaching may be recognised towards the BEd (Foundation Phase Teaching) through CAT (Credit Accumulation and Transfer). Apart from this, modules may only be credited if they cover the same content as those from previously passed modules.

SANTS applies CAT in line with the above-mentioned policies as follows:

- Students who enrolled on the Dip (Grade R Teaching) programmes between the years 2013-2018* will receive credit accumulation of 134 credits towards the BEd (Foundation Phase Teaching).
- Students who enrolled on the Dip (Grade R Teaching) from 2020 onwards will receive credit accumulation of between 172 and 185 credits (depending on the language electives taken) towards the BEd (Foundation Phase Teaching).
- Students who enrolled on the Dip (Grade R Teaching) from 2020 onwards will receive credit accumulation of between 86 and 96 credits (depending on the language electives taken) towards the BEd (Intermediate Phase Teaching).

Please note that the Credit Accumulation and Transfer (CAT) process is based on credits and not on years, e.g. not 4-3=1. The maximum allowed for CAT is 180 credits (i.e. the maximum that can be deducted is 180 credits) and the degree is between 498-529 credits in total.

**These programmes mentioned above are informally known as the “old” and/or “revised” programmes.*

WIL-RELATED ENQUIRIES

WHEN do I go on WIL?

You will find the WIL dates on your academic calendar, as well as the date on which you must submit your PoE (WIL 101 students only). All students do WIL every year – students who start their studies in January do WIL between July to October every year, and students who start their studies in June do their WIL between February and June every year. Please study your Guidelines and Requirements book to see exactly how many weeks of WIL you will be required to do every year.

You must keep to the allocated WIL periods as stated above. Please also note that you are only officially on WIL if you have completed and submitted your WIL placement form.

WHERE can I do my WIL? Can it be a private school or ECD centre?

You can do WIL at the school of your choice, provided that the school:

1. Has the grade/class available for the WIL practical period that you need according to your Guidelines and Requirements (GR) book;
2. Is registered through the Department of Education and has an E-MIS number; and
3. Follows and implement the CAPS curriculum.

HOW do I place myself / Where do I get the placement form for my WIL?

WIL placement takes place using the WIL placement form. In the semester BEFORE you are due to do WIL, you will receive a SMS with a link to the placement form that you need to use, as well as a link to which you must submit the completed placement form once it is complete.

The Placement Form can be also found on MySANTS:

Click on My Studies → then Enrolled Modules → then on your specific WIL module (e.g. R-WIL 202, or F-WIL 303, etc.) → then on Guidelines and Requirements. In that folder you will find the placement form.

Please complete the form at your nearest school that follows the official South African curriculum (CAPS curriculum) and that can accommodate you.

Please adhere to the due dates for the submission of this placement form and note that only placement forms submitted via the link will be accepted. No late submissions will be accepted. Students who do not submit a placement form, will not be assessed, and may have to repeat the module in the following year.

WHO is my WIL assessor?

Students are assessed by a SANTS-allocated WIL assessor from the 2nd year of their studies onward. You will be called by your WIL assessor on the contact number that appears in your SANTS profile. He or she will arrange an assessment date for you that falls within the WIL dates that you have chosen. Please remember to have all required Portfolio of Evidence (PoE) documents with you (including the previous year/s PoE) when your WIL assessor visits you. Please also make sure that your contact details on your SANTS profile are up to date.

If you did not submit your placement form on time, assessment may be delayed or not take place at all. The result is that you might then have to repeat that WIL module in the following year.

How many lesson plans must I complete for my WIL?

The number of lesson plans you need to complete for WIL differs from year to year. Please check the Table of Contents and Annexures in your WIL Guidelines and Requirements book to know how many you need to complete for your PoE according to the WIL module for which you are registered.

May I use the lesson plan templates that the school uses instead of the SANTS lesson plan?

No, the lesson plan templates from SANTS are designed to (a) teach students the fine art of lesson planning, and (b) assess every aspect of planning teaching and learning expected from you while completing WIL. We have provided you with the electronic lesson templates in all the SANTS languages as support materials on MySANTS.

Go to your specific WIL module and look for the lesson planning templates in MS Word. Use these templates to either hand write or type your lesson plans and remember to print the lesson plans for your PoE. There are also completed lesson plans as support materials available for you at each specific WIL module on MySANTS.

How do I complete Addendum K from the WIL Guidelines and Requirements (GR) books?

Addendum K is the WEEKLY PLAN – you must sit with your Mentor Teacher and develop a plan for each week that you are in school. This is explained in detail in the Week-by-Week Tasks and Activities table in the Guidelines and Requirements book.

I have already done WIL for the year but was never assessed. What can I do?

You need to submit your School Placement Confirmation Form (*not your school placement form*) plus your completed ATTENDANCE REGISTER via <https://forms.gle/ymb4zyPHUyAWLU3Y6> so that we can arrange assessment for you in your next WIL period.

How is my final WIL mark calculated?

The way in which the final WIL marks are calculated is explained clearly in SECTION 6 of your WIL Guidelines and Requirements book. Please read this section carefully as the PoE and the practical lesson assessment carry different weights depending on the year of WIL.

I did not receive my study material – what must I do without my GR for WIL?

All WIL Guidelines and Requirements (GR) books and Mentor Teacher Guidelines (MTG) have been uploaded for your convenience on MySANTS. Kindly download your copy from this platform under the guidelines and requirements tab. Please also post an enquiry on MySANTS to the Logistics department to inform them that your material has not arrived.

Under what circumstances can I postpone my WIL?

You can apply to postpone WIL only in exceptional circumstances and with relevant proof, for example an official doctor's letter. You will be notified of the outcome of your application to postpone WIL as soon as practically possible.

Note that you can place this enquiry via the MySANTS platform or by phoning SANTS at 0873532504 or 0800872687 and asking to be put through to the WIL Unit.

Also note that if you do not attend the compulsory WIL for each year, you will be marked as absent and therefore will repeat the module in the following year. This will unfortunately result in you having to pay again for the module.

Can I do WIL when I am suspended?

No. If you are suspended from all studies, this includes the WIL modules

The WhatsApp number in the GR book for mentor teachers and the placement tab on MySANTS is not working?

These functions are currently suspended. Kindly hand the Mentor Teacher Guide (MTG) you have received, along with your WIL Guidelines and Requirements (GR) book to your mentor teacher.

FINANCE AND LOGISTICS-RELATED ENQUIRIES

I made payment but nothing reflects. What can I do?

Please visit your student portal for your statement: Log in, select Tuition Fees, then select Statement. You can download your statement only if you are using a computer. On this statement, you will be able to view whether your payments have been received or not. Please allow 24-48 hours (business days) for payments to reflect. The Finance Department does not work on weekends. Payments made on a Friday or Saturday will reflect only in the following week, depending on the bank from which you paid and the time that payment was made.

Should your payment still not reflect, please upload Proof of Payment onto your student portal and we will attend to it as soon as possible. The guide on how to upload payments can be found at <https://bit.ly/3eFMyIq> Make sure that you always use your ID number as the beneficiary reference when making payments.

When should my fees be paid up?

Your fees must be paid up before the end of each semester for that respective semester. Payments must be done per semester and not per year.

Why am I financially suspended?

Your studies have been suspended either due to non-payment or late payment. Please always keep to our due dates for payments that are communicated to you.

When will I receive my CLGs (study material)?

You should receive your CLGs within 14 days of Paxi (courier) collecting them from our SANTS warehouse. Paxi will initially send you an SMS with your tracking number, and then another SMS with your security pin once your parcel is ready at the Pep store you selected for collection. All of this information will also be reflected on your student portal.

Why are my CLGs taking too long to arrive?

Most delays in delivery are due to incorrect information being provided onto the student portal. Please ensure that you provide the correct contact information, Paxi point and Pep store and update this regularly. If any of the information is incorrect, the parcel is returned to SANTS and then dispatched again only after 14 days.

I received the incorrect study material / CLGs. What must I do?

First check on your student portal that you have enrolled for the correct CLGs, particularly regarding your language options so that the correct CLGs can be packed and dispatched.