

MANAGEMENT PLAN FOR DISTANCE EDUCATION

SEMESTER 2 2024 - QUEENSTOWN CAMPUS

Activity	Responsible	Venue	Date/Time
Orientation Compulsory for ALL NEW students only)	Campus Manager; Coordinator; Distance education lecturers and students	Campus Hall	24 July 2024 @17:00
Monday Evenings Session 1 (17:00-18:00) N4 Entrepreneurship N5 Public Finance (1) N6 Public Finance (session 1)	Lecturers and Students	Room 013	29 July 2024 05/12/19/26 August 2024 02/09/16/23/30 September 2024 07/14/21/28 October 2024 04/11 November 2024
Monday Evenings Session 2 (18:00-19:00) N4 Man Communication N5 Municipal Admin N6 Municipal Admin		Room 014 (N5) Room 012 (N6)	013 014 012
Tuesday Evenings Session 1(17:00-18:00) N4 Public Admin	Lecturers and Students	Room 013	30 July 2024 06/13/20/27 August 2024 03/10/17/24 September 2024 01/08/15/22/29 October 2024 05/12 November 2024
Wednesday Evenings Session 1(17:00-18:00) N4 Computer Practice N5 Public Admin N6 Public Admin	Lecturers and Students	4 IR Lab 013 012	24/31 July 2024 07/14/21/28 August 2024 04/11/18/25 September 2024 02/09/16/23/30 October 2024 06//13 November 2024

[Handwritten Signature] 23/07/24

**Wednesday Evenings
Session 2(18:00-19:00)**

N4 Computer Practice

N5 Public Relations

N6 Public Law

4 IR Lab

013

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24/31 July 2024

07/14/21/28 August 2024

04/11/18/25 September 2024

02/09/16/23/30 October 2024

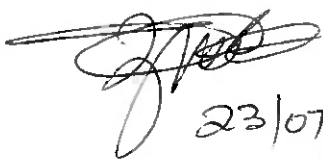
06/13 November 2024

CLASS ATTENDANCE:

- No student will be registered without paying a **MINIMUM** of R2000 to the **COLLEGE ACCOUNT**, available at the campus' administration office.
- **NO** student must attend a class **IF NOT APPEARING ON THE CLASS ATTENDANCE REGISTER.**
- **NO MANUALLY** adding of students on the class register
- Subject lecturers **HAVE A RIGHT** to call students even for dates outside this management plan.

ASSESSMENT TASKS:

- A student must write and submit **ALL** the assessments
- **No late assignments** will be accepted nor marked.
- **No student** will be allowed to absent him/herself from writing a test without a valid reason and such a student must provide legitimate and acceptable evidence, thereof.
- **ALWAYS** sign class attendance registers and for tests written/ assignments submitted.


23/07/24