GENERAL

The School of Health Systems and Public Health is one of the four schools of the Faculty of Health Sciences.

- All courses at the School of Health Systems and Public Health are POSTGRADUATE courses and therefore all applicants must at least have a University Bachelor’s degree and applicable practical (work) experience. The SHSPH reserves the right to request an Academic Quantitative Test (AQL) from applicants.
- All programmes are class-based and students have to attend modules. Modules are mostly one week in duration but some modules are two to three weeks in duration.
- Modules are from Monday to Friday 08H00 to 16H30/17H00.
- All programmes are offered in English.

1. CLOSING DATE FOR 2014 APPLICATIONS:
   - South African Citizens: 31 July 2014
   - International Citizens: 31 July 2014

   PLEASE NOTE: No late applications will be considered.

2. APPLICATION FEES

   The prescribed application fee must accompany the application form. It is important to note that the application fee is a handling fee and is not refundable if the application should be unsuccessful or is withdrawn at a later stage.
3. **APPLICATION FORMS**

**On line:** An application form can be completed and submitted online at: [http://web.up.ac.za/default.asp?ipkCategoryID=34&subid=34&ipklookid=15](http://web.up.ac.za/default.asp?ipkCategoryID=34&subid=34&ipklookid=15)

**Hard copy:** A hard copy application form can be requested from Client Service Centre + 27 (0) 12 420 3111 or from csc@up.ac.za. Applicants are also welcome to download the application form from the website above.

Application forms should be completed in full and correctly. An incomplete application form will delay the processing of the application for admission. All required supporting documents (see below) can be faxed to 012 354 1750 or emailed to reuben.semenya@up.ac.za.

Every page of all documents must be clearly labelled with a student number issued during the application process.

<table>
<thead>
<tr>
<th>CLIENT SERVICE CENTRE</th>
<th>POSTAL ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>TEL: +27 (0) 12 420 3111</td>
<td>Client Service Centre</td>
</tr>
<tr>
<td>FAX: +27 (0) 12 420 4555</td>
<td>University of Pretoria</td>
</tr>
<tr>
<td>E-mail: <a href="mailto:csc@up.ac.za">csc@up.ac.za</a></td>
<td>Lynnwood Road</td>
</tr>
<tr>
<td>Web: <a href="http://www.up.ac.za/csc">www.up.ac.za/csc</a></td>
<td>Pretoria</td>
</tr>
<tr>
<td></td>
<td>South Africa</td>
</tr>
<tr>
<td></td>
<td>0002</td>
</tr>
</tbody>
</table>

**OPERATIONAL HOURS**

| Mondays to Thursdays:               | 08h00 – 16h00 |
| Frisdays:                           | 08h00 – 16h00 |
| Saturdays:                          | 08h00 – 12h00 |

4. **APPLICATION PROCEDURES**

4.1 **Masters Degrees and Postgraduate Diplomas**

**Required Supporting Documentation to be submitted with application forms:**

- Detailed CV and copies of qualifications obtained – including academic records / transcripts and SAQA certificate for international applicants;
- Certificate of English Language Test (TOEFL) for all international applicants;
- Letter of motivation (in the case of MPH applications, please include what would be your most likely area of interest / track);
- Academic Quantitative Test (AQL) results for all RSA students (to complete the test, google AQL);
- Letter of support by employing organisation, if possible; and
- A certified copy of your ID (Passport for foreign students).

4.2 **Doctoral Studies**

Please see section 11 in this document.

5. **SELECTION PROCESSES AND TIMELINE**

- The selections starts in October;
- Candidates can access information on their selection status from Student Services Centre on UP portal (see acknowledgement of receipt of application form for this information);
- Notifications goes out during November and December (by e-mail and post);
- All successful students will receive a letter from SHSPH and the university;
- All unsuccessful candidates will be notified in writing by the university.
6. **REGISTRATION**

All students have to attend the first compulsory module: Learning in Public Health. This module takes place the third week in January for all post-graduate diploma students (PHM 770) and the fourth week for all masters and doctoral students (PHM 870).

Registration will take place during this week. All the details will be enclosed in the letter of acceptance. If you have been accepted into a programme, please ensure that you have received the letter from the School detailing all the arrangements and that you can attend the entire week of the first module. Successful applicants will also receive a letter from the Faculty of Health Sciences.

7. **INTERNATIONAL STUDENTS**

Any enquiries with regard to visas should be directed to the International Students Office via the Client Service Centre: csc@up.ac.za or +27 (0) 12 420 3111. Always quote your surname and student number.

8. **COURSE COSTS**

The Faculty of Health Sciences sends more detailed financial information to successful applicants. Estimated programme costs are listed here below as a general guideline for students.

<table>
<thead>
<tr>
<th>Programme</th>
<th>Estimated total programme cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSc Hons</td>
<td>BSC (Hon) R 30 000.00</td>
</tr>
<tr>
<td>Diploma in Health Systems Management</td>
<td>DHSM R 48 000.00</td>
</tr>
<tr>
<td>Diploma in Occupational Health</td>
<td>DipOH R 48 000.00</td>
</tr>
<tr>
<td>Diploma in Occupational Medicine and Health</td>
<td>DOMH R 48 000.00</td>
</tr>
<tr>
<td>Diploma in Public Health</td>
<td>DPH R 48 000.00</td>
</tr>
<tr>
<td>Diploma in Public Health and Medicine</td>
<td>DipPHM R 48 000.00</td>
</tr>
<tr>
<td>Diploma in Tropical Medicine and Health</td>
<td>DTM&amp;H R 25 000.00</td>
</tr>
<tr>
<td>Magister Scientiae</td>
<td>MSc R 30 000.00</td>
</tr>
<tr>
<td>Masters in Public Health</td>
<td>MPH R 61 000.00</td>
</tr>
<tr>
<td>MMed (Community Health)</td>
<td>MMed R 11 000.00 (per year)</td>
</tr>
<tr>
<td>PhD</td>
<td>PhD R 26 000.00</td>
</tr>
</tbody>
</table>

**NOTE:**
- All international students pay a yearly admin fee
- All non-SADC students pay double tuition

NB: Should a student require a formal quote, contact Mrs Elsa Eksteen at elsa.eksteen@up.ac.za
<table>
<thead>
<tr>
<th>POSTGRADUATE DIPLOMAS IN PUBLIC HEALTH</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIPLOMA IN TROPICAL MEDICINE AND HEALTH (DTM&amp;H)</td>
</tr>
<tr>
<td>DIPLOMA IN PUBLIC HEALTH (DPH)</td>
</tr>
<tr>
<td>DIPLOMA IN HEALTH SYSTEMS MANAGEMENT (DHSM) - Operations</td>
</tr>
<tr>
<td>DIPLOMA IN OCCUPATIONAL MEDICINE AND HEALTH (DOM&amp;H) - Accredited with HPCSA</td>
</tr>
<tr>
<td>DIPLOMA IN OCCUPATIONAL HEALTH (DOH) – Not accredited with South African Nursing Council (SANC)</td>
</tr>
</tbody>
</table>
## HONOURS PROGRAMMES

**THE BACCALAUREUS SCIENTIAE (HONORES) (BScHons) IN BIOSTATISTICS [Public Health]**  
The degree is offered as a one-year full time programme.  
Research component: Dissertation  
Admission requirements: BSc degree.  
Credits: 120 SAQA credits at a NQF level of 8.  
Programme Coordinator: Mrs L Dzikiti  
Contact details: loveness.dzikiti@up.ac.za

**THE BACCALAUREUS SCIENTIAE (HONORES) (BScHons) IN AEROSPACE MEDICINE**  
The degree is offered as a two-year part time programme.  
Research component: Dissertation  
Admission requirements: MBChB degree and registration with the SACAA as an Aviation Medical Examiner.  
Credits: 100 SAQA credits at a NQF level of 7.  
Programme Coordinator: Dr C Blunden  
Contact details: chris.blunden@up.ac.za

## POSTGRADUATE MASTERS DEGREES

**MASTER OF PUBLIC HEALTH (MPH)**  
The degree is offered as a two-year full time or four-year part-time programme.  
Research component: Research Report (PHR 870)  
Admission requirements: A 4-year bachelor’s degree + at least 2 years’ applicable work experience **OR** an honours’ degree **OR** a 3-year bachelor’s degree + at least 5 years’ applicable work experience  
Credits: 200 SAQA credits at a NQF level of 9.

**Areas of specialization (Tracks):**

<table>
<thead>
<tr>
<th>Track</th>
<th>Program Coordinator</th>
<th>Contact details</th>
</tr>
</thead>
</table>
| A. Disease Control & Health Measurement Track  
A1. Sub-track - Monitoring & Evaluation | Programme Coordinator: Prof A Beke  
Contact details: andy.beke@up.ac.za |
| A2. Sub-track - Field Epi & Lab Training Programme (FELTP) | Programme Coordinator: Dr C Reddy  
Contact details: carlr@nicd.ac.za |
| A3. Sub-track – Disease Control | Programme Coordinator: Dr Bernice Harris  
Contact details: Bernice.harris@up.ac.za |
| B. Health Policy and Management Track | Programme Coordinator: Dr JE Wolvaardt  
Contact details: liz.wolvaardt@up.ac.za |
| C. Health Promotion Track | Programme Coordinator: Dr Rendall-Mkosi  
Contact details: kirstie.rendall-mkosi@up.ac.za |
| D. Environmental & Occupational Health Track  
D1. Sub-track - Occupational Hygiene | Programme Coordinator: Dr N Claassen  
Contact details: nico.claassen@up.ac.za |
| D2. Sub-track Aerospace Medicine | Programme Coordinator: Dr Chris Blunden  
Contact details: chrisjb0157@yahoo.com |
### MAGISTER SCIENTIAE (MSC)

The degree is offered as a one-year full-time OR a 2-year part-time programme.

Research component: Dissertation

Admission requirements: A 4-year bachelor’s degree OR an honours’ degree OR a 3-year bachelor’s degree + applicable work experience as prescribed by the University.

Credits: 180 SAQA credits at a NQF level of 9.

<table>
<thead>
<tr>
<th>Programme</th>
<th>Programme Coordinator</th>
<th>Contact details</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. MSc Epidemiology</td>
<td>Mrs E Webb</td>
<td><a href="mailto:elize.webb@up.ac.za">elize.webb@up.ac.za</a></td>
</tr>
<tr>
<td>B. MSc Clinical Epidemiology</td>
<td>Dr B Harris</td>
<td><a href="mailto:bernice.harris@up.ac.za">bernice.harris@up.ac.za</a></td>
</tr>
<tr>
<td>C. MSc Biostatistics [Public Health]</td>
<td>Mrs L Dzikiti</td>
<td><a href="mailto:loveness.dzikiti@up.ac.za">loveness.dzikiti@up.ac.za</a></td>
</tr>
<tr>
<td>D. MSc Community Health</td>
<td>Prof K Voyi</td>
<td><a href="mailto:kvoyi@med.up.ac.za">kvoyi@med.up.ac.za</a></td>
</tr>
<tr>
<td>E. MSc Aerospace Medicine</td>
<td>Dr C Blunden</td>
<td><a href="mailto:chris.blunden@up.ac.za">chris.blunden@up.ac.za</a></td>
</tr>
</tbody>
</table>

### MASTER OF MEDICINE IN PUBLIC HEALTH MEDICINE (MMED)

The degree is offered as a four-year full-time programme. Students must have successfully applied for a registrars post as advertised in the popular press. No external applications can be considered.

Research component: Dissertation

Admission requirements: Medical doctors only

Credits: 1344 SAQA credits at a NQF level of 9.

Programme Coordinator: Dr G Louwagie

Contact details: goedele.louwagie@up.ac.za

### 10. CURRICULAR STRUCTURE & ACADEMIC PLANNING: ALL ACADEMIC PROGRAMMES

The curriculum structures for the different academic programmes can be found in the Handbook for Postgraduate Studies (PG book) which can be downloaded from the SHSPH home page. Should students wish to check when the various modules will be offered, the timetable for 2015 will be available on SHSPH website from November 2014. During the Learning and Public Health modules (PHM 870 & PHM 770), students will be assisted with academic planning.

### TIMETABLE

In order to gain understanding of what the entire timetable contains, please look at the current timetable on our homepage.

The final timetable for the upcoming academic year will be available on the website from November.

Applicants are advised to interpret the timetable together with the curriculum outline contained in the PG Book.
The only compulsory module for all students in their first year of study is the Learning and Public Health module where students will be assisted with timetable planning and registration. All the other remaining modules must be completed within the maximum period of study.

11. **DOCTORAL DEGREES IN PUBLIC HEALTH**

All PhD applicants are requested to download the “Guide to PhD studies at the SHSPH” from the SHSPH homepage and to follow the step-by-step application process.

The degree is offered as a four-year part-time programme.
Number of modules: as prescribed by promotor
Research component: Thesis
Admission requirements: Masters Degree (preference is given to candidates who have published)
Credits: 360 SAQA credits at a NQF level of 10.

PhD degrees offered in:
- Community Health
- Environmental Health
- Epidemiology
- Health Systems
- Public Health

12. **BURSARIES AND LOANS**

Bursary and loan information is available at:
http://web.up.ac.za/default.asp?ipkCategoryID=20666

13. **ACCOMMODATION**

Accommodation for postgraduate students is available at the University residences. Information on accommodation is available at:
http://web.up.ac.za/default.asp?ipkCategoryID=113&subid=113

**Disclaimer:**
Every attempt was made to ensure that the information contained in this information pack is accurate. In the event of discrepancies, the University of Pretoria’s regulations and/or the decision of the Academic Programme Committee is considered as the authoritative source.