

# **Tutorial Letter 101/3/2025**

**Psychology First-level modules**

**PYC1501**

**PYC1502**

**PYC1511**

**PYC1512**

**PYC1513**

**Semesters 1 and 2**

**Department of Psychology**

This tutorial letter contains important information about your module.

BARCODE

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# 1 INTRODUCTION

Dear Student

Unisa is a comprehensive open distance e-learning (CODEL) higher education institution. Our comprehensive curricula encapsulate a range of offerings, from strictly vocational to strictly academic certificates, diplomas, and degrees. Unisa's "openness" and its distance eLearning character result in many students who may not previously have had an opportunity to enrol in higher education registering at the University. Our CODEL character implies that our programmes are carefully planned and structured to ensure success for students, ranging from the under-prepared but with potential to those who are sufficiently prepared.

Teaching and learning in a CODEL context involves multiple modes of delivery, ranging from blended to fully online learning. As a default position, all postgraduate programmes are offered fully online with no printed study materials, while undergraduate programmes are offered using a blended mode of delivery where printed study materials are augmented with online teaching and learning via the learner management system, myUnisa. In some instances, undergraduate programmes are offered fully online as well.

Furthermore, our programmes are aligned with the vision, mission, and values of the University. Unisa's commitment to serving humanity and shaping futures – combined with a clear appreciation of our location on the African continent – means that Unisa's graduates have distinctive graduate qualities, which include:

- being independent, resilient, responsible, and caring citizens able to fulfil and serve in multiple roles in their immediate and future local, national, and global communities
- having a critical understanding of their location on the African continent and taking account of its histories, challenges, and potential in relation to globally diverse contexts
- the ability to critically analyse and evaluate the credibility and usefulness of information and data from multiple sources in a globalised world with ever-increasing information and data flows and competing worldviews
- how to apply their discipline-specific knowledges competently, ethically, and creatively to solve real-life problems
- an awareness of their own learning and developmental needs and future potential

We hope you will enjoy studying these first-year level modules offered in the Department of Psychology and that you will find the information useful. Please do not hesitate to let us know what you like and do not like about the module. We need your input to improve our subject material. When you register, you will receive an inventory letter containing information about your tutorial. More details are contained in the document entitled Study @ Unisa.

During the year, you can download the following study materials for the modules:

- Tutorial Letter 201 (to be available later) - contains feedback on assignment 01
- Tutorial Letter 202 (to be available later) - contains feedback on assignment 02

This tutorial letter deals with the work covered in the First-level modules offered by the Department of Psychology. We urge you to read it carefully and keep it at hand when working through your studies and addressing your enquiries to the lecturers. This tutorial letter also provides all the information you need regarding the study material and how to obtain it.

We have also included certain general and administrative information about this module. Please study the section carefully. Right from the start, we would like to point out that you must read all the tutorial letters you receive during the semester immediately, as they always contain important and sometimes urgent information.

We hope that you will enjoy these modules and wish you every success with your studies!

## 2 PURPOSE AND OUTCOMES

### 2.1 Purpose

**Modules PYC1501 and PYC1502** provide learners the opportunity to demonstrate introductory knowledge on various topics in psychology. The knowledge, skills and values required to successfully complete the modules are fundamental for further studies in psychology.

**Modules PYC1511 and PYC1512** introduce the learner to psychology from an African perspective. This is to help the learner understand how psychology is applied in the African context and its consequences.

**Module PYC1513** offers an introduction to psychological intervention based on historical and multicultural perspectives of the nature of human beings and practices of human interaction.

### 2.2 Outcomes

Information on the course material for the different modules will be posted on myUnisa on each module site.

## 3 CURRICULUM TRANSFORMATION

Unisa has implemented a transformation charter that places curriculum transformation high on the teaching and learning agenda. Curriculum transformation includes student-centred scholarship, the pedagogical renewal of teaching and assessment practices, the scholarship of teaching and learning, and the infusion of African epistemologies and philosophies. All of these are being phased in at both programme and module levels. As a result of this, you will notice a marked change in the teaching and learning strategy implemented by Unisa, together with the way in which the content is conceptualised in your modules. We encourage you to embrace these changes during your studies at Unisa, responsively and within the framework of transformation.

## 4 LECTURERS AND CONTACT DETAILS

### 4.1 Lecturers

Here are the teaching teams for each module:

#### **Basic Psychology (PYC1501)**

- Dr Khuze Skosana (Module leader)
- Ms Nonhlanhla Masinga
- e-mail: [PYC1501@unisa.ac.za](mailto:PYC1501@unisa.ac.za)

#### **Psychology in Society (PYC1502)**

- Ms Gloria Makhuza (Module leader)
- Ms Nonhlanhla Masinga
- e-mail: [PYC1502@unisa.ac.za](mailto:PYC1502@unisa.ac.za)

### Introduction to Psychology (PYC1511)

- Dr Khuze Skosana (Module leader)
- Dr Nkateko Lowane
- e-mail: [PYC1511@unisa.ac.za](mailto:PYC1511@unisa.ac.za)

### Foundations of sub-disciplines in Psychology (PYC1512)

- Ms Nonhlanhla Masinga (Module leader)
- Ms Gloria Makhuza
- e-mail: [PYC1512@unisa.ac.za](mailto:PYC1512@unisa.ac.za)

### Introduction to Psychological Intervention Perspectives (PYC1513)

- Dr Jennifer Sigamoney (Module leader)
- Dr Lindokuhle Ubisi
- e-mail: [PYC1513@unisa.ac.za](mailto:PYC1513@unisa.ac.za)

Please include the student number in all correspondence.

To assist Unisa in safeguarding your personal information, **please ensure that you only use your myLife e-mail account when communicating with the university and the lecturers. We will not respond to any emails sent from private email addresses (such as yahoo, g-mail, etc.).**

By using your myLife e-mail account, the university has a reasonable assurance that we are communicating with you, as your e-mail address contains your student number, and you use your login credentials to access the account. Unisa may only communicate with a student using a private e-mail address under the following circumstances:

- **New applicants** who are **enquiring about information** for the purpose of applying for admission.
- **New applicants** who **do not yet have a myLife e-mail account**, because they have been admitted but not yet registered.
- Where a **student requires assistance in resolving myLife e-mail account access problems**.

Please be aware that any personal information you publish on public platforms, such as social media platforms and WhatsApp groups, is not covered by the provisions of Protection of Personal Information Act 4 of 2013. Any personal information published in the public domain is not considered private and can, therefore, be accessed by external parties with access to such platforms.

## 4.2 Department

You can contact the teaching team by telephone and e-mail. As the different kinds of enquiries are handled in different ways, it is important that you decide before you contact us which category your enquiry belongs to. The categories are:

Three categories of enquiries	Category A: General administrative questions - in other words, any matter addressed in this Tutorial Letter 101 for the module. Category B: Administrative questions about the assignments in the module. Category C: General academic questions about the content of the module.
By telephone	You can phone the department between 08:00 and 16:00 on weekdays. Category A and B enquiries: Ms Thandeka Thwala. Tel: +27 12 429-8216

By e-mail

Category A and B enquiries: Ms Thandeka Thwala: [thwaltn@unisa.ac.za](mailto:thwaltn@unisa.ac.za)  
 Category C enquiries should be sent to the teaching teams at the e-mail addresses stated in section 4.1 above.

### 4.3 University

To contact the university about matters not related to the content of this module, please consult the publication Study @ Unisa that you received with your study material. This booklet contains information such as who you can contact for different queries. Always have your student number at hand when you contact the university.

**Also, please use your myLife account for any communication with the university or the teaching team.**

Contact addresses of the various administrative departments appear on the Unisa website: <http://www.unisa.ac.za/sites/corporate/default/Contact-us/Student-enquiries>

For College-specific queries, please email [chs@unisa.ac.za](mailto:chs@unisa.ac.za)

**Please include your student number in all correspondence.**

## 5 RESOURCES

### 5.1 Prescribed books

There are no prescribed books for first-level modules in the Department of Psychology. The modules have Open Educational Resources (OERs) in the form of study units containing all the relevant information to help you pass the modules. The study units can be downloaded from myUnisa portal on the module sites.

### 5.2 Recommended books

There are no recommended books for first-level modules in the Department of Psychology.

### 5.3 Electronic reserves (e-reserves)

There are no e-reserves for first-level modules in the Department of Psychology.

### 5.4 Library services and resources

The Unisa Library offers a range of information services and resources and has made numerous library guides available at <http://libguides.unisa.ac.za>

**Recommended guides:**

- For brief information on the library, go to <https://www.unisa.ac.za/library/libatqlance>
- For more detailed library information, go to <http://www.unisa.ac.za/sites/corporate/default/Library>

- For Frequently Asked Questions, go to <https://www.unisa.ac.za/sites/corporate/default/Library/Frequently-Asked-Questions>
- For research support and services such as the Personal Librarian service and the Information Search Librarian's Literature Search Request (on your research topic) service, go to <http://www.unisa.ac.za/sites/corporate/default/Library/Library-services/Research-support>
- For library training for undergraduate students, go to <https://www.unisa.ac.za/sites/corporate/default/Library/Library-services/Training>
- For Lending Services, go to <https://www.unisa.ac.za/sites/corporate/default/Library/Library-services/Lending-services>
- For Services for Postgraduate students, go to <https://www.unisa.ac.za/sites/corporate/default/Library/Services-for-Postgraduates>
- For Support and Services for students with disabilities, go to <https://www.unisa.ac.za/sites/corporate/default/Library/Services-for-students-with-special-needs>
- For Library Technology Support, go to <https://libguides.unisa.ac.za/techsupport>
- For information on finding and using library resources and tools, go to [http://libguides.unisa.ac.za/Research\\_skills](http://libguides.unisa.ac.za/Research_skills)
- For an A–Z list of library databases, go to <https://libguides.unisa.ac.za/az.php>

#### **Important contact information:**

- Technical problems encountered in accessing library online services: [Lib-help@unisa.ac.za](mailto:Lib-help@unisa.ac.za)
- General library-related queries: [Library-enquiries@unisa.ac.za](mailto:Library-enquiries@unisa.ac.za)
- Queries related to library fines and payments: [Library-fines@unisa.ac.za](mailto:Library-fines@unisa.ac.za)
- Interlibrary loan service for postgraduate students: [libr-ill@unisa.ac.za](mailto:libr-ill@unisa.ac.za)
- Literature Search Service: [Lib-search@unisa.ac.za](mailto:Lib-search@unisa.ac.za)
- Social media channels: Facebook: UnisaLibrary and X Twitter: @UnisaLibrary

To view the Library orientation video – please click here: [📄 Unisa Library and Information Services Video 1 1 \(2\).mp4](#)

## **6 STUDENT SUPPORT SERVICES**

The Study @ Unisa brochure is available on myUnisa at [www.unisa.ac.za/brochures/studies](http://www.unisa.ac.za/brochures/studies). This brochure contains important information and guidelines for successful studies through Unisa.

If you need assistance concerning the myModules system, you are welcome to use the following contact details:

- Toll-free landline: 0800 00 1870 (Select option 07 for myModules)
- E-mail: [mymodule22@unisa.ac.za](mailto:mymodule22@unisa.ac.za) or [myUnisaHelp@unisa.ac.za](mailto:myUnisaHelp@unisa.ac.za)

You can access and view short videos on topics such as how to view your calendar, how to access module content, how to view announcements for modules, how to submit assessments and how to participate in forum activities by visiting <https://dtls-ga.unisa.ac.za/course/view.php?id=32130>



Registered Unisa students receive a free myLife e-mail account. Important information, notices and updates are sent exclusively to this account.

Please claim your e-mail account immediately after registering at Unisa by following this link: <https://www.unisa.ac.za/static/myunisa/Content/Announcements/Documents/Claim-myUnisa-myLife-Nov-2017.pdf> Note that it can take up to 24 hours for your account to be activated after you have claimed it.

Your myLife account is the **only** e-mail account recognised by Unisa for official correspondence between you and the University and it will remain your official primary e-mail address on record at Unisa.

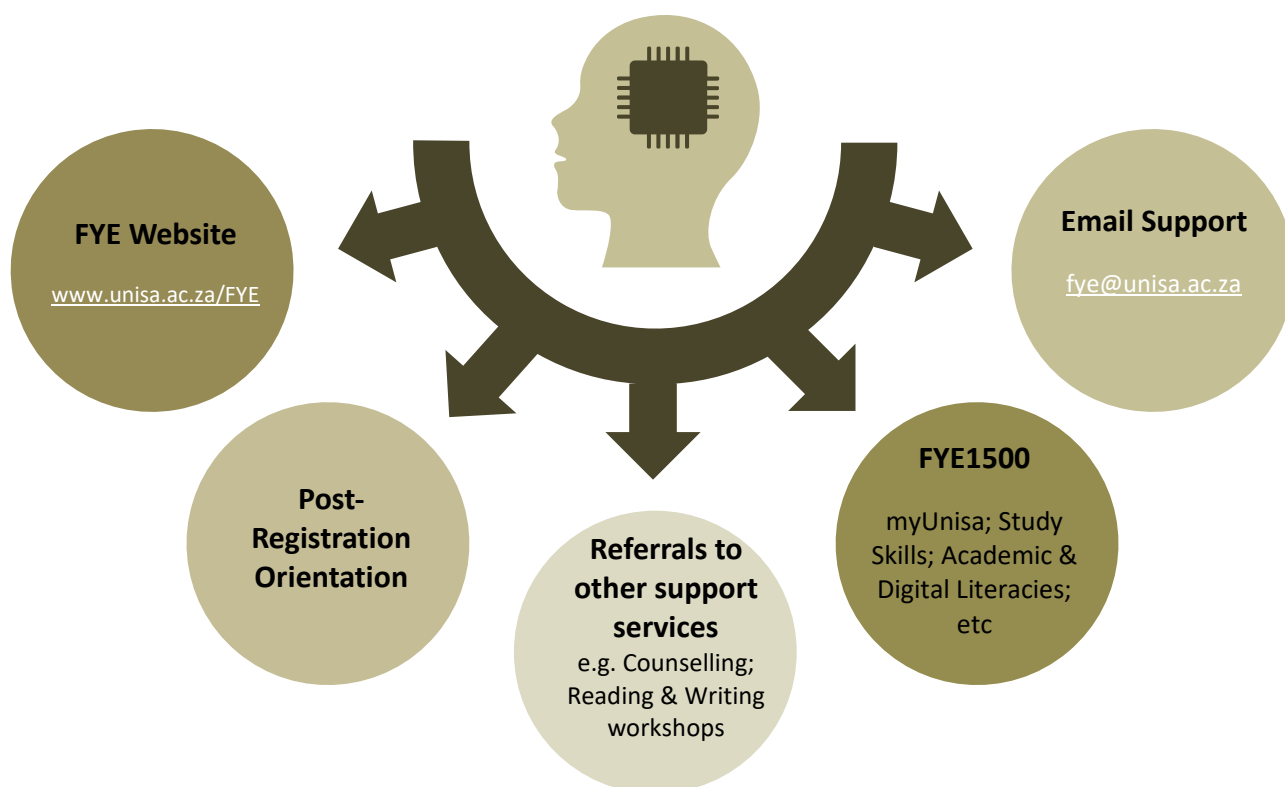
You remain responsible for the management of this e-mail account.

## 6.1 The Unisa First-Year Experience Programme

Many students find the transition from school education to tertiary education stressful and this is often true for students enrolling at Unisa for the first time. Unisa is a dedicated open distance and e-learning institution and is very different from face-to-face/contact institutions. It is a mega university and all its programmes are offered through either blended learning or fully online learning. For these reasons, we offer first-time students additional/extended support to help them navigate the Unisa teaching and learning journey seamlessly and with little difficulty and few barriers.

Unisa's First-Year Experience (FYE) Programme has been specially designed to provide you with prompt and helpful information about the services that the institution offers.

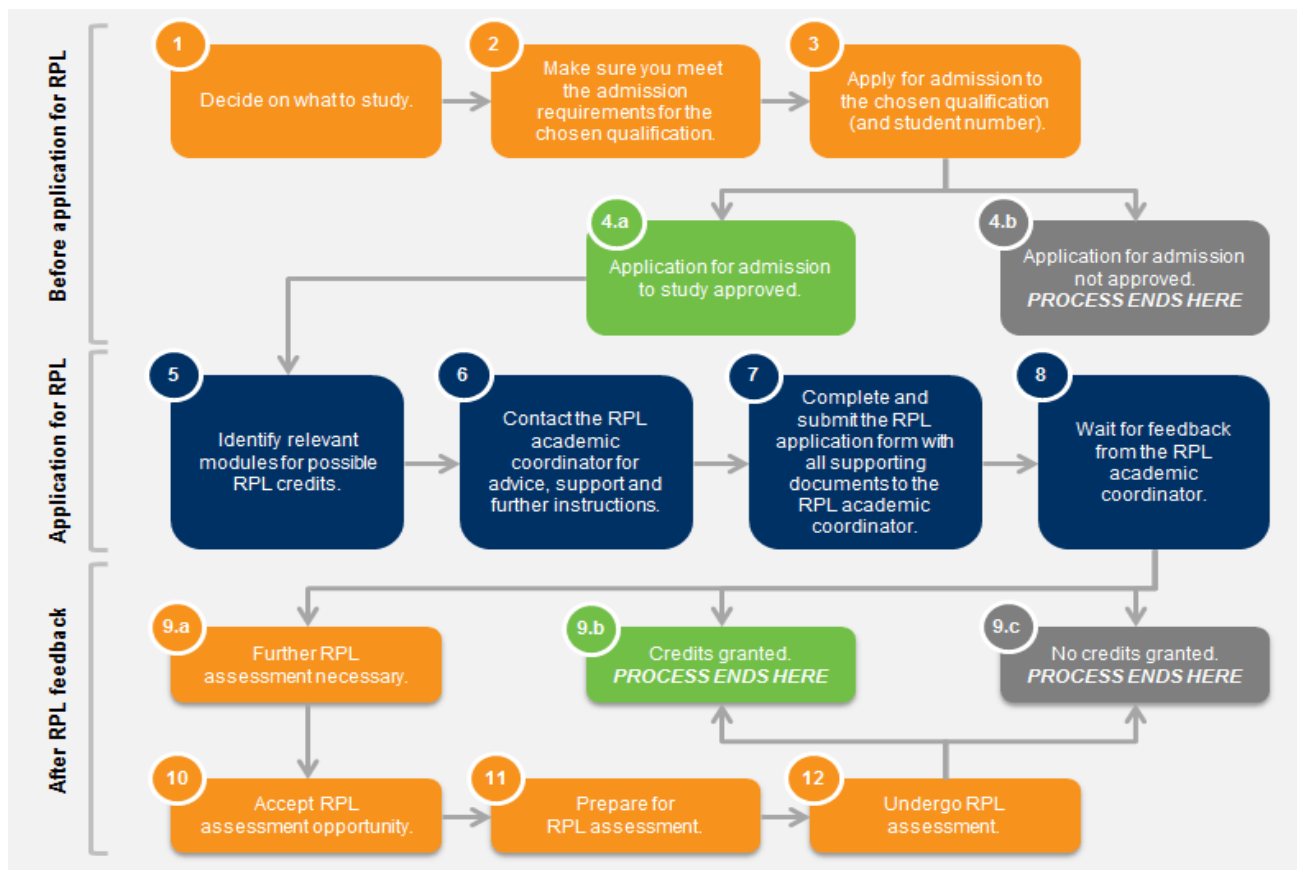
The following FYE services are currently available:



To ensure that you do not miss out on important academic and support communication from the SRU, please check your myLife inbox regularly.

## 6.2 Using Recognition of Prior Learning (RPL) to apply for module credit within a qualification.

Now that you are a registered student, you are advised to familiarise yourself with the learning outcomes of the module or modules you have chosen. If you have been exposed to those learning outcomes for three years or more – either through work experience or other involvement – you can apply to be exempted from completing assignments and writing examinations. As part of your application for this exemption, you will be required to compile a portfolio of evidence substantiating how your experience is equivalent to the learning outcomes. The diagram below shows the steps involved in obtaining recognition of prior learning (RPL) for module credit. For more information on the process, RPL fees, and the contact details of your college RPL coordinator, visit the Unisa website: [www.unisa.ac.za/rpl](http://www.unisa.ac.za/rpl)



## 7 STUDY PLAN

Refer to the Study @ Unisa brochure for general time management and planning skills. A study plan is a chart or schedule that allows you to block out time needed each day for well-defined learning activities, goals, and routine daily tasks. It is especially helpful when trying to make time between your work life, social life, and other responsibilities to do your schoolwork.

The benefits of having a Study Plan

A study plan is an effective tool that shows you how you spend your time. You want to make sure that you are setting aside enough time to study for tests, do your assignments, and complete your projects. With the rise of online learning, study plans are more important than ever. Using them fosters self-discipline and accountability. It prevents procrastination and helps you develop better study habits, which usually translate to better grades.

## 8 PRACTICAL WORK

There are no practicals for first-level modules in the Department of Psychology.

## 9 ASSESSMENT

### 9.1 Assessment criteria

For modules PYC1501, PYC1502, PYC1511 and PYC1512, students will be assessed using two assignments and the examination. Module PYC1513 will follow a continuous assessment modality. For this module, students will be assessed on an ongoing basis throughout the semester, and will not **write an exam**.

### 9.2 Assessment plan

- All information about when and where to submit your assignments will be made available to you via the *myModules* site for your module.
- Due dates for assignments, as well as the actual assignments, will be available on the *myModules* site for this module.
- To gain exam admission, you are required to submit all the assignments because the assignments are designed to help you with your studies.
- The weighting of assignments for the modules: PYC1501, PYC1502, PYC1511 and PYC1512 is 40%.
- You will receive examination information via the *myModules* sites. Please watch out for announcements on how examinations for the modules for which you are registered will be conducted.
- The examination will count 60% towards the final module mark.

### 9.3 Assessment/assignment due dates

- There are no assessment/assignment **due dates** included in this tutorial letter.
- Assessment/assignment due dates will be made available to you on the *myUnisa* landing page for the modules. We envisage that the due dates will be available to you upon registration.
- Please start working on your assessments as soon as you register for the modules.
- Log on to the *myUnisa* site for these modules to obtain more information on the due dates for the submission of the assessments/assignments.

### 9.4 Submission of assessments/assignments

- Unisa, as a comprehensive open distance e-learning institution (**CODEL**), is moving towards becoming an online institution. You will see, therefore, that all your study material, assessments and engagements with your lecturers and fellow students will take place online. To facilitate this, we use *myUnisa* as our virtual campus.
- The *myUnisa* virtual campus offers students access to the **myModules site**, where learning material is available online and where assessments should be completed. Together, *myUnisa* and *myModules* form an online system that is used to administer, document, and deliver educational material to students and support engagement between those students and Unisa's academics.

- The *myUnisa* platform can be accessed via <https://my.unisa.ac.za>. Click on the *myModules* 2025 button to access the online sites for the modules that you are registered for.
- The University undertakes to communicate clearly and as frequently as is necessary to ensure that you obtain the greatest benefit from your use of the *myModules* learning management system. Please access the Announcements on your *myModules* site regularly, as this is where your lecturer will post important information to be shared with you.
- When you access your *myModules* site for the module/s you are registered for, you will see a welcome message posted by your lecturer. Below the welcome message you will see the assessment shells for the assessments that you need to complete. Some assessments may be multiple choice, some may be tests and others may be written assessments/assignments, while some may be forum discussions and so on. All assessments must be completed on the assessment shells available on the respective module platforms.
- To complete quiz assessments, please log on to the module site where you need to complete the assessment. Click on the relevant assessment shell (Assessment 1, Assessment 2, etc.). There will be a date recorded there telling you when the assessment will open for you. When the assessment is open, access the quiz online and complete it within the time available to you. Quiz assessment questions are not included in this tutorial letter (Tutorial Letter 101) and are made available online only. You must therefore access and complete the quiz online where it has been created.
- It is not advisable to use a cellphone to complete quizzes and you should please use a desktop computer, tablet, or laptop for this task. Students who use cellphones find it difficult to navigate the **Online Assessment** tool on the small screen and often struggle to navigate between questions and successfully complete the quizzes. In addition, cellphones are more vulnerable to drop internet connections than other devices. **If possible, please do not use a cellphone for this assessment type.**
- For written assessments/assignments, please note the due date by which your work must be submitted. Ensure that you follow the guidelines given by your lecturer to complete the assessment/assignment. Click on the submission button on the relevant assessment shell on *myModules*. You will then be able to upload your written assessment to the *myModules* site for the modules that you are registered for. Before you finalise the upload, double-check that you have selected the correct file for uploading. Remember, no marks can be allocated for incorrectly submitted assessments/assignments.

#### **9.4.1      *Types of assignments and descriptions***

All assignments are defined as either optional, mandatory, compulsory, or elective.

- **Elective assignments**
  - If not submitted, the student gets no mark for this item.
  - The best of the required submissions will count.
- **Mandatory assignments**
  - If not submitted, the student gets no mark for this item.
- **Optional assignments**
  - You are encouraged, as a student, to do optional assignments in order to benefit your learning.

## I. Elective assignments

- a. The student is given a choice of which assignments within an identified group to submit and only the best result/s, the number of which is specified in advance, will contribute towards the year mark.
- b. Elective assignments must be grouped into an elective group.
- c. For the student to select which assignment to submit, the elective assignments must be grouped together. For such an elective group, relevant information (such as how many of the assignments must be submitted and how many of the assignment marks should be combined into the year mark) will be supplied to you.
- d. The selection criteria define how marks received for assignments in an elective group are to be combined into the year mark. Three different criteria may be used for calculating the year mark:
  - The best mark should be used, or
  - If the student submits fewer than the required number of assignments per group, or no assignment in a group, a mark of 0% will be used.
  - 0% is awarded to all non-submitted or unmarked assessments. The best mark is then calculated from all the qualifying items submitted.

## II. Mandatory assessments/assignments

- a. Mandatory assessments/assignments contribute to the year mark.
- b. If a student fails to submit a mandatory assignment, no mark is awarded, and the year mark is calculated accordingly. The student will, therefore, forfeit the marks attached to such an assignment when the final mark for the module is calculated.

## III. Optional assessments assignments

- You are encouraged, as a student, to do optional assessments/assignments in order to benefit your learning.

### 9.5 The assessments/assignments

As indicated in section 9.2, these modules have assessments/assignments for you to complete. The assignments are NOT included in this tutorial letter. Assignments and due dates will be made available to you on myModules for each module. **9.5.1 Assignment 01** (If relevant. If not, please delete)

### 9.6 Other assessment methods

There are no other assessment methods for these modules.

### 9.7 The examination

Examination information and details on the format of the examination will be made available to you online via the myUnisa site. Look out for information that will be shared with you by your lecturers and e-tutors (where relevant), as well as for communication from the University.

### 9.7.1 *Invigilation/proctoring*

Since 2020, Unisa has conducted all its assessments online. Given the stringent requirements imposed by professional bodies, as well as increased solicitation of Unisa's students by third parties to unlawfully assist them with the completion of assignments and examinations, the University is

obliged to ensure the integrity of its assessment integrity by using various proctoring tools: Turnitin, Moodle Proctoring, the Invigilator App and IRIS. These tools authenticate the student's identity and flag suspicious behaviour to assure the credibility of their responses during assessments. The description below is for your benefit, as you may encounter any or all of these in your registered modules:

**Turnitin** is plagiarism software that facilitates checks for originality in students' submissions against internal and external sources. Turnitin assists in identifying academic fraud and ghostwriting. Students are expected to submit **typed** responses when using the Turnitin software.

The **Moodle Proctoring tool** is facial recognition software that authenticates students' identities during their Quiz assessments. This tool requires access to a student's **mobile or laptop camera**. Students must ensure that their cameras are activated in their browser settings prior to starting their assessments.

**The Invigilator** is a mobile application-based service that verifies the identity of an assessment participant. The Invigilator app detects student dishonesty-by-proxy and ensures that the assessment participant is the student registered for the module concerned. This invigilation tool requires students to download the app from the Google Play Store (Android devices), the Huawei AppGallery (Huawei devices) or the Apple App Store (Apple devices) on their **camera-enabled** mobile devices prior to their assessment.

The **IRIS Invigilation** software verifies the identity of a student during assessment and provides for both manual and automated facial verification. It can record and review a student's assessment session, and it flags suspicious behaviour by the student for review by an academic administrator. The IRIS software requires installation on students' **webcam-enabled laptop devices**.

Students who are identified and flagged for suspicious or dishonest behaviour arising from the invigilation and proctoring reports will be referred to the disciplinary office for formal proceedings.

#### **Please note:**

Students must refer to their module assessment information on their myModule sites to determine which proctoring or invigilation tool will be used for their formative and summative assessments.

## **10 ACADEMIC DISHONESTY**

### **10.1 Plagiarism**

Plagiarism is the act of taking the words, ideas and thoughts of others and presenting them as your own. It is a form of theft. Plagiarism includes the following forms of academic dishonesty:

- Copying and pasting from any source without acknowledging that source.
- Not including references or deliberately inserting incorrect bibliographic information.
- Paraphrasing without acknowledging the source of the information.

**10.2 Cheating**

Cheating includes, but is not limited to, the following:

- Completing assessments on behalf of another student, copying another student's work during an assessment, or allowing another student to copy your work.
- Using social media (e.g. WhatsApp, Telegram) or other platforms to disseminate assessment information.
- Submitting corrupt or irrelevant files. (This matter is addressed in the examination guidelines.)
- Buying completed answers from so-called "tutors" or internet sites (contract cheating).

**10.3** For more information about plagiarism, follow the link below:

<https://www.unisa.ac.za/sites/myunisa/default/Study-@-Unisa/Student-values-and-rules>

**11 STUDENTS LIVING WITH DISABILITIES**

The Advocacy and Resource Centre for Students with Disabilities (ARCSWiD) provides an opportunity for staff to interact with first-time and returning students with disabilities.

If you are a student with a disability and would like additional support, or if you need additional time for assignments/assessments, you are most welcome to get in touch with the teaching team via the module's dedicated email address.

**12 FREQUENTLY ASKED QUESTIONS**

The Study @ Unisa contains an A – Z guide of the most relevant study information. Please refer to this brochure for any other questions.

**13 SOURCES CONSULTED**

The information sources for these modules are available as study units and can be found on the myUnisa portal. Please refer to this.

**14 IN CLOSING**

Tutorial letters contain important information about your studies. It is, therefore, important to read all tutorial letters when they are available and to keep them in a safe place. This first tutorial letter (Tutorial Letter 101) contains valuable general information for all the first-level modules. Keep this tutorial letter at hand – you will have to use it more often. The other tutorial letters contain information about feedback on the assignments.

**15 ADDENDUM**

The following information will help you to have your enquiry attended quickly. Please check the contact list carefully and send an enquiry to one e-mail address only. This will ensure that there is no confusion as to who must respond, thereby preventing unnecessary delays in the response or the email portrayed as spam. Students should only forward enquiries to the Registrar and Deputy Registrar in instances where those enquiries could not be resolved at other levels. For speedy response, please direct your enquiry to the following relevant departments:

TYPE OF QUERY	EMAIL ADDRESS	TELEPHONE NUMBER
<b>ICT</b>		
myUnisa	<a href="mailto:myUnisaHelp@unisa.ac.za">myUnisaHelp@unisa.ac.za</a>	012 429 3111 (Option 2)
myLife	<a href="mailto:myLifeHelp@unisa.ac.za">myLifeHelp@unisa.ac.za</a>	012 429 3111 (Option 2)
<b>STUDENT ADMISSIONS AND REGISTRATIONS</b>		
General applications and registration queries	<a href="mailto:study-info@unisa.ac.za">study-info@unisa.ac.za</a>	
College of Human Sciences	<a href="mailto:chs@unisa.ac.za">chs@unisa.ac.za</a>	
International students	<a href="mailto:international@unisa.ac.za">international@unisa.ac.za</a>	
Exemptions	<a href="mailto:adhoccredits@unisa.ac.za">adhoccredits@unisa.ac.za</a>	
Access and matriculation exemption	<a href="mailto:ame@unisa.ac.za">ame@unisa.ac.za</a>	
Re-admissions	<a href="mailto:study-info@unisa.ac.za">study-info@unisa.ac.za</a>	

<b>STUDENT ASSESSMENT ADMINISTRATION</b>		
Assignment queries	<a href="mailto:assign@unisa.ac.za">assign@unisa.ac.za</a>	
General exam queries	<a href="mailto:exams@unisa.ac.za">exams@unisa.ac.za</a>	012 429 8641
Aegrotat exams	<a href="mailto:aegrotats@unisa.ac.za">aegrotats@unisa.ac.za</a>	012 429 8641
Exam arrangements for students with disabilities	<a href="mailto:examdisabled@unisa.ac.za">examdisabled@unisa.ac.za</a>	012 429 8641
Exam admission	<a href="mailto:examadmission@unisa.ac.za">examadmission@unisa.ac.za</a>	012 429 8641
International students	<a href="mailto:examinternational@unisa.ac.za">examinternational@unisa.ac.za</a>	+ 27 12 429 2268
Remarks	<a href="mailto:remark@unisa.ac.za">remark@unisa.ac.za</a>	012 429 8641
Purchase of an exam script	<a href="mailto:purchasescript@unisa.ac.za">purchasescript@unisa.ac.za</a>	012 429 8641
<b>FINANCE</b>		
Student account enquiries	<a href="mailto:finan@unisa.ac.za">finan@unisa.ac.za</a>	012 429 2441/4299
<b>STUDENT FUNDING</b>		
General student funding enquiries	<a href="mailto:letsomp@unisa.ac.za">letsomp@unisa.ac.za</a>	012 441 5600
<b>STUDY MATERIAL</b>		
Despatch enquiries	<a href="mailto:despatch@unisa.ac.za">despatch@unisa.ac.za</a>	
<b>LIBRARY</b>		