



Gauteng City College

Student Handbook – 2025 Edition

Welcome Message

Welcome to Gauteng City College. This handbook is your guide to academic success, campus life, and student responsibilities. Please read it thoroughly and refer to it throughout the year.

Academic Calendar Highlights

Term	Start Date	End Date	Key Events
Term 1	15 Jan	28 Mar	Orientation, Midterm Exams
Term 2	8 Apr	20 Jun	Career Fair, Final Exams
Term 3	15 Jul	27 Sep	Project Submissions, Workshops
Term 4	7 Oct	29 Nov	Graduation, Final Assessments

Campus Facilities

- **Library & Study Centre** – Open Mon–Fri, 08:00–17:00
 - **Computer Labs** – Access with student card
 - **Student Support Office** – Academic and personal guidance
 - **Cafeteria** – Affordable meals and snacks
 - **Wi-Fi Zones** – Available across campus
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Academic Expectations

- Attend at least 80% of all classes
- Submit assignments on time
- Uphold academic integrity (no plagiarism or cheating)
- Participate in group work and presentations
- Respect deadlines for registration and exam entry

Code of Conduct

- Respect staff, peers, and property
 - Dress appropriately for a learning environment
 - No disruptive behavior or hate speech
 - Follow safety protocols on campus
 - Use college resources responsibly
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Student Services

Service	Contact Info
Registrar's Office	registrar@gautengcitycollege.ac.za
IT Support	support@gautengcitycollege.ac.za
Counseling Services	wellness@gautengcitycollege.ac.za
Finance Office	finance@gautengcitycollege.ac.za

Important Policies

- **Assessment & Reassessment:** Students may apply for reassessment within 7 days of results.
 - **Appeals:** Submit academic appeals via the Registrar's Office.
 - **Graduation Criteria:** Completion of all modules with a minimum pass rate of 50%.
 - **Leave of Absence:** Apply in writing for medical or personal leave exceeding 3 days.
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Emergency Contacts

- Campus Security: 011 123 4567
- Local Police Station: 10111

- Medical Emergency: 082 911