

2 JULY 2020

Dear Students

REVISED ACADEMIC CALENDARS AND ASSESSMENT STRUCTURE FOR 2020 ACADEMIC YEAR

Since the commencement of the nationwide lockdown in March, all on-campus activities were suspended due to the health and safety risks associated with the ongoing COVID-19 pandemic. The impact of the pandemic required alternative plans for students to continue with their studies and Central Technical College responded by directing students to the online learning platform *myClass*, which is accessible through the student portal, as part of Central Technical College's remote teaching and learning, called *Go!Digital*, response as previously communicated to students.

With the partial re-opening and phased-in approach of the return of some students to campus as regulated by the Minister of Higher Education, Science and Technology under lockdown level 3; we are now in a position to provide students with revised provisional academic calendars and associated amendments to the timelines for assignments and assessments.

Since all on-campus activities were suspended, all students have had to adapt to the remote teaching and learning activities, including participating in online virtual classes in MS Teams and accessing additional materials and resources in *myClass*.

It has been a challenging time for students to adjust to the new study arrangements and many students have done this so well. Yet, as some students needed more time adjusting to studying online in *myClass* and some students have gone online at a quite late stage, Central Technical College postponed the submission of assignments and formative assessments for this semester. This will ensure that all students will have a fair opportunity to access the resources needed to complete these tasks.

With the planned return of limited on-campus activities and the phased-in return for certain students permitted by the national Regulations, please find below the amendments to the planned semesters and assessment structure, which will be affected to maintain the integrity of our 2020 Academic Year.

I wish to stress that our virtual classes continue for all students. Where a group of students are permitted to return to campus for limited on-campus classes, the combination of virtual classes in *myClass* and some face-to-face or contact classes on campus will form what is called the 'blended learning' model for the months ahead.

Revised NATED Calendars for 2020

ENGINEERING:

Trimesters	Group of students	Virtual Classes Start	On campus Classes commence	Formative Assessments		Classes end	Summative Assessments
				National Test	National DP Examination		DHET Exam date
2019 Re writes	2019 Re writes N1 - N6		17 June 2020			26 June 2020	02 July - 28 July 2020
Semester 1 2020	N1, N3, N5	11 May 2020	22 June 2020	06 July - 24 July	09 October - 26 October 2020	31 July 2020	09 November - 04 December 2020
Semester 1 2020	Revision Classes N1, N3, N5	11 May 2020	Revision classes will be scheduled by campuses from the 28th of September 2020 for National DP Examination preparation.				
Semester 2 2020	N2, N4, N6	03 August 2020	Classes commence on 03 August 2020 until 25 September 2020. Second semester classes will resume on 12 January 2021 until Mid-March 2021. Students will be writing DHET National Examination in March/April 2021				

MANAGEMENT:

Semester	Group of students	Virtual Classes Start	Classes commence	Formative Assessments		Classes end	Summative Assessments
				National Test	National DP Exam		Exam date
Semester 1 2020	1 N4 - N6	11 May 2020	29 June 2020	27 July - 07 August 2020	11 August - 24 August 2020	31 August 2020	07 September - 23 October 2020
Semester 2 2020	2 N5 - N6	02 November 2020	Second semester virtual classes and F2F classes will commence on 02 November 2020 to 11 December 2020 and continue with these classes on 12 January 2021 to prepare for the DHET National Exams in May/June of 2021.				

ASSESSMENT STRATEGY:

DHET have released their revised Academic calendar, Management Plans for Engineering Studies and Business Studies for 2020. Of necessity, Central Technical College has adapted their assessment strategy and dates to meet the requirements of these Management Plans. DHET have reduced Summative Assessment sessions as follows:

Engineering Studies provides **TWO summative assessments** dates:

- 02 July to 28 July 2020 for re-writes (former March/April) National Examinations
- 09 November 2020 to 04 December 2020

DHET National Timetables will be made available by campuses

Business Studies provides **ONE summative assessment** date:

- 07 September 2020 to 23 October 2020

DHET National Timetables will be made available by campuses

Formative Assessment requirements have not been amended. Therefore, all NATED students will be required to write formative Assessments as set out by the DHET as follows:

ENGINEERING FORMATIVE ASSESSMENT

All NATED students will be required to sit for **TWO** formative assessment:

1. NATIONAL TEST

NATED LEVEL	DATE	DHET WEIGHTINGS
N3	06 July 2020 to 10 July 2020	30%
N5	13 July 2020 to 17 July 2020	30%
N1	20 July 2020 to 24 July 2020	30%

2. NATIONAL DP EXAMS

NATED LEVEL	DATE	DHET WEIGHTINGS
N3	09 October 2020 to 16 October 2020	70%
N5	16 October 2020 to 23 October 2020	70%
N1	19 October 2020 to 26 October 2020	70%

Campuses will communicate the National Test and National DP Exams formative timetables to all students

Content coverage for the formative assessments:

National Test: Weeks 1 to 7 of the pacer issued in February 2020

National DP Examinations: Weeks 1 to 17 of the pacer issued in February 2020 (Student Portal weeks 1 to 14 – for the portal campus breaks and assessment weeks excluded)

It is of vital importance that all students prepare themselves for these important Tests and DP Exams as you are required to obtain a minimum of **40%** term mark for the above assessments. Students who do not achieve the minimum final term mark of **40%** will not be allowed to write the DHET National Examination and will be required to register for the same level during the next semester.

All students must make themselves available for the above dates as Sick/deferred Tests or DP Exams will take place only for extra-ordinary circumstances. Proof of medical emergency or any other emergency must be submitted to your Academic Manager within 24 hours after the date of the assessment.

The format of these assessments will be strictly according to DHET requirements. All rules and regulations as prescribed by the DHET for the administering of the examinations will be adhered to - weighting for each test/exam as set out by the DHET will apply. Please also take note of the new requirement set out by DHET with regards to **no late arrivals** i.e. after the official schedule of the start of the test or examination will be allowed. Students must therefore make adequate arrangements to be on campus at least 45 minutes before the start of each examination.

All students will be required to obtain their student access card from Finance in order to enter the exam venue for the Formative assessments. Please ensure that you bring your ID/passport/driver's license and DHET exam permit in order to gain entrance into the Summative DHET National Examinations sessions.

MANAGEMENT (BUSINESS STUDIES) FORMATIVE ASSESSMENTS

All NATED students will be required to submit **ONE** assignment and sit for **TWO** formative assessment:

1. ASSIGNMENTS TO BE SUBMITTED IN PDF FORMAT ON CAMPUS:

NO LATE ASSIGNMENTS WILL BE ACCEPTED

NATED LEVEL	DATE	DHET WEIGHTINGS
N4, N5 & N6	20 July 2020 to 24 July 2020	20%

2. NATIONAL TEST

NATED LEVEL	DATE	DHET WEIGHTINGS
N4	27 July 2020 to 31 July 2020	30%
N5/N6	03 August 2020 to 07 August 2020	30%

3. NATIONAL DP EXAMS

NATED LEVEL	DATE	DHET WEIGHTINGS
N4	11 August 2020 to 17 August 2020	50%
N5/N6	18 August 2020 to 24 August 2020	50%

Campuses will communicate the National Test and National DP Exams formative timetables to all students

Content coverage for the formative assessments:

National Test: Weeks 1 to 4 of the pacer issued in February 2020

National DP Examinations: Weeks 1 to 10 of pacer issued in February 2020

It is of vital importance that all students prepare themselves for these important Tests and DP Exams as you are required to obtain a minimum of **40%** (with the exception of tourism subjects – 50%, 60% and 70%) term mark for the above assessments - weighting for each test/exam as set out by the DHET will apply. Students who do not achieve the minimum term mark required will not be allowed to write the DHET National Examination and will be required to register for the same level during the next semester.

All students must make themselves available for the above dates as Sick Tests or DP Exams will take place only for extra-ordinary circumstances. Proof of medical emergency or any other emergency must be submitted to your Academic Manager within 24 hours after the date of the assessment.

The format of these assessments will be strictly according to DHET requirements. All rules and regulations as prescribed by the DHET for the administering of the examinations will be adhered to. Please also take note of the new requirement set out by DHET with regards to **no late arrivals** i.e. after the official schedule of the start of the test or examination will be allowed. Students must therefore make adequate arrangements to be on campus at least 45 minutes before the start of each examination.

All students will be required to obtain their student access card from Finance in order to enter the exam venue for the Formative assessments. Please ensure that you bring your ID/passport/driver's license and DHET exam permit in order to gain entrance into the Summative DHET National Examinations sessions.

Central Technical College would like to thank its students and those who support them at home for their dedication and courage to continue their learning during these challenging times. Central Technical College remains committed and resolved to providing all its students with a quality education and service.

The above changes provide students with clarity on the remainder of the 2020 Academic Year, and Central Technical College looks forward to our students doing well as a result of the collective commitment of students and staff.

Please check the Central Technical College website from time to time for any further official communications to students. Should you require assistance to clarify the information provided in this letter, please contact your campus General Manager or Academic Manager.

Yours sincerely,



DR. MARIETJIE PIENAAR
DEAN: ACADEMIC OPERATIONS



JOAN DE BEER
HEAD OF NATED