Tutorial Letter 303/4/2018

Special Communication on changes in Academic Programmes

INKALLE

Department of Information Science
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1 INTRODUCTION

The purpose of this communication is to highlight some of the major changes in the qualifications and modules offered by the Department so that you can plan your studies accordingly. Please take time to study the information given in this Tutorial letter 303/4/2018 for INKALLE so that when you go to register, you are clear about the modules and qualifications. In case you have questions or need further information after reading this communication, do not hesitate to contact the Chair of Department for clarification. The contact details are:

Chair, Department of Information Science
Theo van Wijk Building, 10-188
PO Box 392
Unisa 0003
South Africa
Tel: +27 (0) 429 6070
Fax: +27(0) 429 3792
E-mail: infoscience@unisa.ac.za

We have done our best to ensure that we make reasonable transitional arrangements that will enable you to complete the qualification for which you have initially registered. Please remember that change is part of life and updating curricula is a positive change. Yet, we cannot continue offering abolished qualifications and modules indefinitely. Also, remember that after the university abolishes a qualification, it would no longer be valid or legitimate to award degrees or diplomas of the qualification. We therefore provide you with timeframes and guidelines within which you should plan and complete your studies in order to obtain an accredited qualification.

The following are some of the main changes.

2 CHANGE OF MODULE CODES

The University has embarked on a major change of converting the module codes to align with a new directive from the Council for Higher Education. Thus, you will continuously see changes in module codes. This however, will not necessarily change the name of the module or the contents of the module.

The codes for the modules in the BINF qualification have changed as follows:

<table>
<thead>
<tr>
<th>OLD CODE</th>
<th>NEW CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIS 101 D</td>
<td>AIS 1501</td>
</tr>
<tr>
<td>AIS 103 F</td>
<td>AIS 1502</td>
</tr>
<tr>
<td>AIS 104 G</td>
<td>AIS 1601</td>
</tr>
<tr>
<td>INS 101 U</td>
<td>INS 1501</td>
</tr>
<tr>
<td>INS 102 V</td>
<td>INS1502</td>
</tr>
</tbody>
</table>
The module names stay the same but some of the study guides have been revised to include new developments in the subject. However, some study guides may bear the old codes. Additional information about the changes to modules can be found in my modules brochure.

3   BACHELOR OF INFORMATION SCIENCE

The Bachelor of Information Science (BInf) is a 3-year degree. There are two BInf qualification codes that will be offered concurrently until 2016. The qualification code 97969 is meant for students who were registered in the qualification in/before 2011 while the new qualification code 99310 is meant for students who registered for the BInf for the first time beginning 2012.

3.1   BINF CURRICULUM

The BInf curriculum is a dedicated programme consisting of 30 modules (360 credits) and covers the sub-disciplines of information science and applied information science.

The curriculum for BINF (qualification code 97969) is outline in the table below:

<table>
<thead>
<tr>
<th>1&lt;sup&gt;st&lt;/sup&gt; YEAR LEVEL MODULES</th>
<th>2&lt;sup&gt;nd&lt;/sup&gt; YEAR LEVEL MODULES</th>
<th>3&lt;sup&gt;rd&lt;/sup&gt; YEAR LEVEL MODULES</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. AIS 1501: Introducing Applied Information Science</td>
<td>1. AIS 2601: Bibliographic Control, Basic Cataloguing and Classification</td>
<td>1. AIS 3701: Descriptive Cataloguing</td>
</tr>
<tr>
<td>2. AIS 1503: Introducing Information Records and Sources</td>
<td>2. AIS 2602: Learning how to provide reference services</td>
<td>2. AIS 3702: Subject organisation</td>
</tr>
</tbody>
</table>
3. AIS 1601: Using the Internet as a reference tool  
3. AIS 2603: Describing library user groups and meeting their needs  
3. AIS 3703: Serving the user in library and information practice

4. AIS 1602: Introducing management in library and information centres  
4. AIS 2604: Utilising electronic library systems and services  
4. AIS 3704: Applying research methodology in Information Science

5. INS 1501: Introduction to Information Science  
5. AIS2605: Developing and managing information collections  
5. AIS3705: Practical portfolio

6. INS 1502: Developing Information Skills for Lifelong Learning  
6. INS2601: Exploring information user studies  
6. AIS3717: Information Entrepreneurship

7. ENN 103 F: English for academic purposes OR AFK 1502: Basiese Teksvaardighede  
7. INS2602: Investigating information ethics in the Information era  
7. INS3703: Using information: the role of information behaviour

8. COM 1502: Fundamentals of communication  
8. INS2603: Introducing information management  
8. INS3702: Political Economy of Information

9. EUP 1501: Ethical Information and Communication Technologies for Development Solutions  
9. INS2701: ICTs for Information Science  
9. INS3705: Information and Knowledge Management

10. AFL 1501: Understanding language usage: and African cultural perspective OR AFL 1502: African language and culture in practice OR (for non-SA students) any NQF level 5 language module offered by Unisa  
10. RSC2601: Research in social sciences  
10. INS3707: Information Organisation and Retrieval

The curriculum for the qualification (see table below) will be similar to the above except for an introduction of the AIS 1602 – Introducing management in library and information centres – in the first level of study. This module replaces MNB1501 in the BINF qualification. The other difference is the number of credits that will be offered in each of the NQF levels in the two qualification codes.

### 3.2 TRANSITIONAL ARRANGEMENT FROM OLD BINF TO THE NEW BINF

Students registered on the old BInf curriculum (degree code 02232) and who did not complete the degree in 2010 must transfer to the new curriculum (degree code 99310) with the following credit transfers:

<table>
<thead>
<tr>
<th>Modules passed</th>
<th>Credits exemption/transfer</th>
</tr>
</thead>
</table>

5
The students, who had transferred from 02232 to 97696, need not transfer to the new curriculum (code 99310) as they are advised to complete their studies under 97969. It follows, therefore that students registered on 02232 but had transferred to 97969 will, too, receive credits as stipulated in the table above.

Please be informed that this arrangement of transferring credits from 02232 to 99310 is valid until 2017. After that, students registered on 02232 will have to register for the BINF qualification afresh.

**NB. In the meantime, students must request to be transferred to the new curriculum during registration.**
Students must apply online for the new qualification during the APPLICATION PERIOD at: www.unisa.ac.za – please refer to the myChoice or my Registration @ Unisa Brochure.

4 BACHELOR OF ARTS (CULTURE AND ARTS) WITH SPECIALISATION IN SOCIETAL INFORMATION

The BA (Culture and Arts) with specialisation in Societal Information (degree code 02305-SIF) has been abolished.

4.1 No new students to be registered from 2009. Registered students were given until 2011 to complete the qualification.

4.2 Students who did not complete their degree by the end of 2011 were advised to transfer to the Bachelor of Information Science (BInf) – qualification code 99310 or BA General, majoring in Information Science (BA InfSci). However, such students must comply with admission and curriculum requirements of the BINF or BA-InfSci before they can be awarded the degree.

5 DIPLOMA IN INFORMATION SCIENCE

The Diploma in Information Science (Course code 02526) has been abolished.

5.1 No new students to be registered from 2009. Pipeline students were given until 2013 to complete the qualification.

5.2 Students who did not complete their Diploma by the end of 2013 were advised to transfer to the Bachelor of Information Science (BInf) – qualification code 99310 – provided that they have completed at least 50% towards the Diploma and met the admission requirement to a Bachelor’s degree.

5.3 Students who have completed the Diploma in Information Science may apply for the BInf. A student who completed the Diploma in Information Science may apply for transfer of credits for all the modules, which are valid for the Bachelor’s Degree in Information Science.

6 DIPLOMA IN INFORMATION SERVICES FOR CHILDREN AND YOUTH

The Diploma in Information Services for Children and Youth (Course code 02453) has been abolished.

6.1 No new students to be registered from 2009. Pipeline students were given until 2013 to complete the qualification.

6.2 Students who did not complete their Diploma by the end of 2013 are advised to transfer to the Bachelor of Information Science (BInf) – qualification code 99310 – provided that they have completed at least 50% towards the Diploma and met the admission requirement to a Bachelor’s degree.

6.3 Students who have completed the Diploma in Information Services for Children and Youth may apply for the BInf. A student who completed the Diploma in Information Services for Children and Youth may apply for transfer of credits for all the modules, which are valid for the Bachelor’s Degree in Information Science.
7 NATIONAL DIPLOMA IN LIBRARY AND INFORMATION STUDIES (NDLIS)

The National Diploma in Library and Information Studies (course code NDLIS) has been abolished. Registered students were given until 2012 to complete the NDLIS.

7.1 Students registered for the NDLIS but who did not complete the qualification by 2012 may request to transfer to the new BInf degree – qualification code 99310 – provided that they have completed at least 50% towards the NDLIS and met the admission requirement to a Bachelor's degree. Students have to request the CoD to be advised regarding relevant module exemptions/transfers.

7.2 Students who have completed the NDLIS and would wish to further their studies in information science through Unisa are advised to register for the Bachelor of Information Science (BInf qualification code 99310). Students have to request the CoD to be advised regarding relevant module exemptions/transfers.

NB. Note that the BInf consists of 30 modules.

A student enrolled for the National Diploma in Library and Information Studies with SENIOR certificate only (without admission to a Bachelor’s Degree) may apply for transfer of credits towards the BInf qualification, but note that only a limited amount of credits can be considered.

Please note that this arrangement of allowing students who have completed the NDLIS to register for Bachelor of Information Science and received credits for modules successfully completed in the NDLIS will be valid until 2017, beyond which the students will not receive any credits for modules passed in NDLIS when registering for BInf.

8 BACCALAUREUS TECHNOLOGIAE LIBRARY AND INFORMATION SCIENCE (BTLIS)

The BTLIS qualification has been phased out in 2008. Students registered for the BTLIS and who did not complete their qualification by the end of 2008 but wish to continue to further their studies in information science through Unisa will follow the same steps outlined in section 7 above. The conditions and requirements as well as the timelines spelt out under the National Diploma in Library and Information Science will apply for BTECH students.

9 NATIONAL CERTIFICATE IN ARCHIVES STUDIES (NCARS)

The National Certificate in Archives Studies (Qualification code: NCARS) has been replaced by the Higher Certificate in Archives and Records Management (HCARM) (Qualification code: 98577). The NCARS was offered for the last time in 2011.

The modules ARI161Z, ARS121Q, ART131V and ART171Y were discontinued at the end of 2011. Therefore, students who have not completed these modules of the NCARS by February 2012, will be allowed to, and advised to, transfer to the Higher Certificate in Archives and Records Management, with all the credits they obtained in the affected modules.

Students who have completed the following modules for the NCARS will receive credit exemptions for the following new HCARM modules:
NCARS | HCARM (course code 98577)
--- | ---
ARS121Q Archival Studies I | ARM1501 Introducing archives and records
ATM171Y Archival theory | ARM1502 Managing records
ARI161Z Archival informatics | ARM1503 Managing archives
ART131V Archival techniques | ARM1504 Preserving records and archives

10 NATIONAL DIPLOMA: ARCHIVAL STUDIES (NDARS)

The National Diploma: Archival Studies (NDARS) qualification was discontinued from 2008.

10.1 Students registered for this NDARS were given until the end of 2010 to successfully complete their studies.

10.2 Students who completed the 3-year NDARS and who wish to further their studies in archives and records management through Unisa are advised to contact the Department for advice on how to go about this.

11 CONCLUSION

We, in the Department of Information Science hope that you enjoy studying with us. We wish you success in your studies. Please remember that we are here to help you with the academic aspects of your studies and so you should never hesitate to contact the Chair of Department if you have any further queries.

Regards

CoD
Department of Information Science
Unisa