ARCHITECTURAL TECHNOLOGY

DUT
DURBAN UNIVERSITY OF TECHNOLOGY
INYUVESI YASETHEKWINI YEZOBUCHWEPHESHE

FACULTY OF ENGINEERING & THE BUILT ENVIRONMENT

2024 HANDBOOK

ENVISION2030

transparency • honesty • integrity • respect • accountability
fairness • professionalism • commitment • compassion • excellence

CREATIVE. DISTINCTIVE. IMPACTFUL.

HANDBOOK FOR 2024

FACULTY of ENGINEERING AND THE BUILT ENVIRONMENT

DEPARTMENT of ARCHITECTURE

VISION

Recognised for excellence in Architecture

MISSION

Developing architectural practitioners for a transforming world

VALUES

Resilience

We pursue methods and strategies in all our activities within the department to prepare and allow for students, staff and graduates to respond to change quickly, successfully and to ensure our individual and collective ongoing relevance in academia and the profession.

Application

We foster an integration of both theoretical and practical knowledge with cutting edge technology in the pursuit of our broad professional endeavours. We will consider the multiple physical, societal and technological contexts where we practice to remain current and relevant.

Collaboration

We reinforce the need of different people from different experiences and with different skills contributing towards a better lived environment for all. We also recognise that staff, students and graduates need to contribute meaningfully and consistently towards our part of this end goal by being equally responsible and professional in all our activities.

Shaping where tomorrow lives

NATURE OF THE ARCHITECTURAL PROFESSION

The Architectural Technologist or Senior Architectural Technologist may be self-employed upon registration with the South African Council for the Architectural Profession (SACAP) or may be employed by an architectural practice in which he /she would be involved in the technical aspects of architectural design and documentation. Responsibilities, however, are broader than drawing and technical documentation and include assistance in architectural design, materials, colours, layouts, site analysis, taking levels on site, measuring existing features and buildings, studies on historical buildings for further use, model making and contract administration. Routine office hours are usually maintained although extra effort will be expected if deadlines are to be met.

In order to make a success of the course and a career in this field, prospective candidates should possess an aptitude for innovative design, construction technology and the ability to grasp technical concepts related to construction methods.

Although the greatest numbers of Architectural Technologists are employed by private architectural firms, employment opportunities also exist with the Public Service, Local Authorities and other building drawing offices. Employment in the building industry is always closely related to the economic situation of the country, thus job opportunities vary accordingly.

What is a University of Technology?

A university of technology is characterized by being research - informed rather than research – driven, in which the focus is on strategic and applied research that can be translated into professional practice. Furthermore, research output is commercialized, thus providing a source of income for the institution. Learning programmes, in which the emphasis on technological capability is as important as cognitive skills, are developed around graduate profiles as defined by industry and the professions.

CONTENTS OF THIS HANDBOOK

IMPORTANT NOTICE

The departmental rules in this handbook must be read in conjunction with the Durban University of Technology's General Rules contained in the current General Handbook for Students. Except where otherwise laid down in the rules for the Department for specific instructional programmes, the General Rules for all courses shall apply to all instructional programmes in this department.

PLEASE NOTE THAT SMOKING IS BANNED IN THE BUILDING. IF YOU ARE CAUGHT SMOKING THE UNIVERSITY WILL INSTITUTE DISCIPLINARY PROCEEDINGS.

1. CONTACT DETAILS

All <u>Departmental</u> queries to:

Secretary:	Ms Nomtha Sibisi
Tel No:	(031) 373 2857
Fax No:	(031) 373 2006
e-mail:	nomthandazos@dut.ac.za
Location of Department:	S5 Level 5 - Steve Biko Campus

All <u>Faculty</u> queries to: Faculty of Engineering & The Built Environment.

Faculty officer:	Mrs Neetha Singh
Tel No:	(031) 373 2548 / 2717
Fax No:	(031) 373 2719
e-mail:	singhn@dut.ac.za
Location of Faculty office:	S4 Level 3 – Steve Biko Campus

Executive Dean: Professor Fulufhelo Nemavhola

Tel No:	(031) 373 2762
Fax No:	(031) 373 2724
e-mail:	prenitan@dut.ac.za

Location of Executive Dean's office: Steve Biko Campus Block S7 level 5

Departmental website:
http://www.dut.ac.za/faculty/engineering/architectural_technology/

2. STAFFING

HOD (Acting):   Mr L. Du Plessis, B.A.S, M.Arch (UKZN), SAIA

Lecturers: Dr B Tecle Misghina, M.Arch, PhD (La Sapienza)
Mrs R J McCarthy, NHD. Arch (TN), MTRP (UKZN)
Mr T Olaniran, BAS; MSC (Construction Management)
Mr R Dwamena, PGDip: Architecture; MTRP
Mr N Pillay, N.D Architectural Technology (DUT)
    B.A.S, M.Arch (UKZN)
Ms A Davis, B.A.S, M.Arch (UKZN), SAIA
Mr W Naidoo, N.D Architectural Technology (DUT),
    B.Tech: Architectural Technology (DUT), M.Arch
    (UKZN), MBA
Mr A Ncapai, B.A.S, M.Arch (UKZN)

Secretary: Ms N M Sibisi, N.Dip Office Mngt & Tech,
B.Tech Business Admin (DUT)

Technician: Mr P Balkissoon, ND: Architectural Technology (DUT),
B.Tech: Architectural Technology (DUT)

3. PROGRAMMES OFFERED BY THE DEPARTMENT

Programmes are offered in this Department which, upon successful completion, lead to the award of the following qualifications:

Qualification		SAQA NLRD Number
*National Diploma: Architectural Technology	(NDARC3)	72211
*Bachelor of Technology: Architectural Technology	(BTARC1)	72113
Bachelor of the Built Environment in Architecture	(BBARC1)	101515
Bachelor of the Built Environment Honours in Architecture	(BBEHA1)	117912

NOTE:

The National Diploma: Architectural Technology will not be offered for first time entrants from 2018 onwards and is currently in the process of being phased out. Barring WIL, no modules will be taught from this programme from 2022 onwards.

The Bachelor of Technology: Architectural Technology will not be offered for first time entrants from January 2020 onwards and is subject to phase out from 2020 onwards. No modules will be taught from this programme from 2022 onwards.

a. Purpose of the Bachelor of the Built Environment in Architecture

The Bachelor of the Built Environment in Architecture (BBE(Architecture)) qualification is aimed primarily at professional registration, but is also intended to provide a means by which such basic professional registration can be the starting point for registration as a Professional Architect. The qualification provides students with a sound knowledge base in the discipline of architecture and the ability to apply their knowledge and skills to particular career or professional contexts, while equipping them to undertake more specialised and intensive learning. This learning programme has a strong professional and career focus and holders of this qualification are normally prepared to enter a specific niche in the architectural profession.

Specifically, the purpose of the learning programme is to build the necessary knowledge, understanding, abilities and skills required for further learning towards becoming a competent practicing architectural technologist. This qualification provides:

- Preparation for careers in architecture itself and areas that potentially benefit from architectural skills, for achieving technological proficiency and to contribute to the economy and national development;
- The educational base required for registration as a Candidate Architectural Technologist with the South African Council for the Architectural Profession (SACAP).
- Entry to NQF level 8 programmes e.g. Honours and Masters programmes and

subsequently Doctoral Programmes

b. Duration of the Bachelor of the Built Environment in Architecture

The duration of the programme is 3 years of full-time study. The course is based on semester modules that are assessed either through continuous evaluation or examination. The programme is based on core architecture and general education modules. Students are expected to complete a total of 30 modules for this programme.

c. Purpose of the Bachelor of the Built Environment Honours in Architecture

As with the undergraduate Bachelor of the Built Environment in Architecture (BBE(Architecture)), the Bachelor of the Built Environment Honours in Architecture qualification is aimed primarily at professional registration. It builds upon the necessary knowledge, understanding, abilities and skills obtained in the undergraduate education in architecture and further develops them.

This qualification provides:

- Furthering of the educational requirements for more skilled careers in architecture itself and areas that potentially benefit from architectural skills, for further developing technological proficiency and to contribute to the economy and national development;
- The educational base required for registration as a Candidate Senior Architectural Technologist with the South African Council for the Architectural Profession (SACAP).
- Entry to NQF level 9 programmes e.g. Masters and subsequently Doctoral Programmes

d. Duration of the Bachelor of the Built Environment in Architecture

The duration of the programme is 1 year of full-time study. The course is based on semester modules that are assessed either through continuous evaluation or examination. The programme is based on core architecture and some elective modules. Students are expected to complete a minimum total of 132 SAQA credits for this programme.

4. PROGRAMME INFORMATION AND RULES

a. Entrance Requirements

In addition to the General Rules pertaining to Entrance Requirements, specific requirements apply to instructional programmes offered in this department and these are set out under *Entry requirements and Selection procedure*, below.

b. Working while Studying

Work whilst studying is not supported by the Department for any full-time student.

c. Academic work done during the Semester/ Year
This section is to be read in conjunction with Section 7 – Assessment rules

a)   A year mark shall be determined according to the General Rules and/or as indicated in the syllabi and/or learner guide lines for the particular subject.
b)   Year marks shall be applicable to subjects assessed by examination.
c)   All deadlines for submission of projects shall be adhered to.
d)   Submissions handed in timeously will be eligible for upgrading once marks are issued for that project. This applies to continuous assessment subjects only. Refer to the individual subject / module study guide for further information.
e)   If a submission deadline is not adhered to, the work will not be assessed or be eligible for upgrade or inclusion in the year end portfolio. Refer to the section on penalties for late submissions.
f)   Under no circumstances will first time submissions of projects/academic work be evaluated at the portfolio examinations.
g)   Where circumstances prevail that have prevented timeous submission of work, the matter will be dealt with in terms of the conditions of the Department rule 10 (Section 7 - Special Assessment).

d. Conduct of Students
i. General

a)   It is the obligation of the studio user to know and understand these rules. A user is defined as a student, staff member or any other person making use of the Department's facilities.
b)   Department facilities and equipment, including printers, may only be used for official University purposes. Private or personal work may not be undertaken under any circumstance.
c)   Users may not create a disturbance or interfere with other students/users.
d)   No smoking, eating or drinking and unlawfully explicit and vulgar acts is permitted in department facilities. Smoking is also not permitted anywhere within the building.

e) Students are to respect the equipment as well as the fittings and furniture – damaging or modifying any piece of equipment or furniture not allowed. This particularly applies to the modification/damaging of chairs.
f) Users shall not litter, cause any mess or leave the facilities in an untidy state.
g) Users shall obey all reasonable instructions of Lab Consultants/Technician.
h) Breaking/bypassing of these regulations, will result in such users potentially being barred from using the facilities/infrastructure, and potentially lead to disciplinary procedures. If any part of the regulations is not understood, please approach the Department Technician for clarification.
i) All official correspondence is through student's official DUT e-mail address only. It is the student's responsibility to ensure they check their official e-mail regularly.

ii. Right of use

a) Students/Users shall only gain access to the department facilities by producing a Durban University of technology currently valid student or staff card, or written authorisation to use the facilities from the Head of the Department of Architecture.
b) Students/Users shall produce proof of identity at the request of the Lab Consultant/Technician or any other University official at all times.
c) Students/Users shall not share, distribute or use access identifications or passwords other than those assigned to them.
d) It is the responsibility of the student to logout after using the computer. Any students/users who either purposely or carelessly fails to logout will be held responsible for whatever purpose the computer is used for whilst being left active.

iii. Use of Hardware

a) Students/Users must treat all computer laboratory and other equipment with due care, respect and consideration. Students must report any misuse of equipment to the Department Technician.
b) No equipment/infrastructure may be removed from Department Facilities or be tampered with in any manner for any personal preference, choice or to give ownership to ones dedicated space in the department.

iv. Use of Software and Data

a) Students/Users are not to use any software other than official/legal University software that is pre-loaded on the computers.
b) Students/Users shall not make use of University computers or the University network (including Wi-Fi) to access or copy any computer games, pornography, viruses, movies and music for personal use and/or distribution.
c) Students/Users are to use the university's resources responsibly – this includes not playing computer games or downloading or streaming other entertainment related

content on University computers.

d) Students/Users shall not interfere or tamper with software configurations or any system data files.

e) Students/Users shall respect all copyright and licensing requirements and intellectual property rights. Students/Users shall not copy software or other files from or to the University computer systems.

f) Students/Users are responsible for resources under their control. Any file found on a disk or removable media, in a person`s possession will be assumed to be owned by that person unless the contrary can be proven on a balance of probability and the student will be dealt with under University rules and South African law if the matter arises to be more of a serious case.

g) Students/Users shall not access or in any way modify other user`s files without permission/consent for the user/creator of these file/s.

v. Use of Facilities

a) Students/Users may not attempt to bypass or undermine the computer network system security. The system security must be observed at all times.

b) No software may be loaded, developed or executed on Department computers that attempt to alter the network file servers or other equipment.

c) Students/Users may only access those facilities which they have been specifically authorised/assigned to use. Students/Users shall not access or attempt to access any other studio, laboratory, equipment, systems or data that they are not specifically authorised to.

d) Only material relating to students/users courses and duties at the University may be downloaded from the Internet for educational and directly related further learning use.

e) Students/Users shall not send messages using E-mail facilities/social media platforms to an individual or a large number of users that may be considered undesirable or harassment by some or all off the recipients.

e. Work Integrated Learning (WIL):

The National Diploma: Architectural Technology programme requires the student/candidate to undergo a period of a minimum of an equivalent of one semester of experiential learning as part of the course. All prescribed subjects (instructional offerings) and the prescribed experiential component must be passed in order to obtain sufficient credits to qualify for the qualification. The following applies:

a) A student must register for experiential learning within two (2) weeks of starting a period of experiential learning.

b) Unregistered periods of experiential learning will not be considered for credit purposes.

c) If any of the registered details regarding experiential learning change, the student must advise the department in writing within two (2) working weeks of the new details (e.g. employer, supervisor, address, telephone number).

d) It is the student's responsibility to obtain procedural steps from the departmental secretary, and to comply therewith, regarding such matters as the logbook, reporting progress and submitting of completed documentation.

Logbooks are to be submitted for assessment before the student is allowed to register for his/ her third year.

f.   Important Dates

The university has a number of administrative deadlines that students need to be aware of. These are published in the year calendar contained in the general handbook. It is the student's responsibility to make themselves aware of these dates and comply with them. These apply to issues such as, but not limited to the following:

a.   Registration
b.   De-registration
c.   Application for re-marking of examination scripts
d.   Application for special examinations
e.   Graduation participation
f.   Handing in Senior Certificates

5. PROGRAMME STRUCTURE

a. Bachelor of the Built Environment in Architecture (BBARC1)

The BBE(Architecture) is a three year full-time programme. Its specific purpose is to build the necessary knowledge, understanding, abilities and skills required to register as a candidate architectural technologist with SACAP once graduated. To register with the professional council, an additional period of mentorship and professional practice examinations need to be completed after graduation. The modules in the course are outlined below:

Module Title	HEQSF level	HEQSF Credit	Period of Study	Block Code	Offering type	Compulsory / Elective	Pre-requisite module/s
Year 1 Semester 1							
Architectural Design 1A	5	24	1	21	D1	Compulsory	-
Construction Technology 1A	5	24	1	21	D1	Compulsory	-
Settlement History 101	5	12	1	21	D1	Compulsory	-
Academic Literacy 1A	6	8	1	21	D1	Compulsory	-
Mathematics for the Built Environment 101	5	12	1	21	D1	Compulsory	-
Physics for the Built Environment 1A	5	8	1	21	D1	Compulsory	-
Year 1 Semester 2							
Architectural Design 1B	5	24	2	22	D1	Compulsory	Architectural Design 1A
Construction Technology 1B	5	24	2	22	D1	Compulsory	Construction Technology 1A
History & Theory of Design 1	5	8	2	22	D1	Compulsory	-
Academic Literacy 1B	5	8	2	22	D1	Compulsory	Academic Literacy 1A
Physics for the Built Environment 1B	5	8	2	22	D1	Compulsory	-
Cornerstone 101	5	12	2	22	D1	Compulsory	-

Module Title	HEQSF level	HEQSF Credit	Period of Study	Block Code	Offering type	Compulsory / Elective	Pre-requisite module/s
Year 2 Semester 1							
Architectural Design 2	6	24	3	21	D1	Compulsory	Architectural Design 1B Construction Technology 1B History and Theory 1B
Construction Technology 2	6	24	3	21	D1	Compulsory	Construction Technology 1B
History &Theory of Design 2	6	8	3	21	D1	Compulsory	History & Theory of Design 1B
Landscaping & Site Survey 2	6	8	3	21	D1	Compulsory	-
Urban Settlements 2	6	8	3	21	D1	Compulsory	-
Sociology of Work	5	8	4	21	D1	Compulsory	-
Year 2 Semester 2							
Work Based Project 2B	6	32	4	22	D1	Compulsory	Architectural Design 2A Construction Technology 2A
Project Management	6	8	4	22	D1	Elective	
Principles of Commercial Law 2	6	8	4	22	D1	Compulsory	
Research Methods	6	8	4	22	D1	Compulsory	
Mandarin for Sciences and Technology 1	6	8	2	22	D1	Elective	
French for Sciences and Technology 1	6	8	2	22	D1	Elective	

Module Title	HEQSF level	HEQSF Credit	Period of Study	Block Code	Offering type	Compulsory / Elective	Pre-requisite module/s
Year 3 Semester 1							
Architectural Design 3	7	24	5	21	D1	Compulsory	History and Theory 2A Work based Project 2B
Construction Technology 3	7	24	5	21	D1	Compulsory	Construction Technology 2A
History & Theory of Design 3A	7	8	5	21	D1	Compulsory	History & Theory of Design 2A
Law of Building Contracts 3	7	8	5	21	D1	Compulsory	Principles of Commercial law 2B
Property and Land Economics 3	7	8	5	21	D1	Compulsory	
Mandarin for Sciences and Technology 2	6	8	3	22	D1	Elective	Mandarin for Sciences and Technology 1
French for Sciences and Technology 2	6	8	3	22	D1	Elective	French for Sciences and Technology 1
Year 3 Semester 2							
Major Integrated Project	7	32	6	22	D1	Compulsory	Architectural Design 3A Construction Technology 3A History and Theory 3A
History & Theory of Design 3B	7	8	6	22	D1	Compulsory	History & Theory of Design 3A
Professional Practice 3	7	12	6	22	D1	Compulsory	-

Note the following:

a)   The Bachelor of the Built Environment (Architecture) is structured over three years and is strictly full-time study. Work whilst studying is not supported by the Department. In order to graduate, all six semesters need to be successfully completed with all modules passed. All semesters are full time study.

b)   Though modules are semesterised, they are only offered once per annum. Failing a module will require students to repeat the module in the next academic year.

c)   Students must select one elective in the programme, currently either Project Management, or French for Sciences and Technology, or Mandarin for Sciences and Technology.

d)   Students that select French for Sciences and Technology 1 as an elective must also select and successfully complete French for Sciences and Technology 2 in addition to French for Sciences and Technology 1 in order to qualify to graduate.

e)   Students that select Mandarin for Sciences and Technology 1 as an elective must also select and successfully complete Mandarin for Sciences and Technology 2 in addition to Mandarin for Sciences and Technology 1 in order to qualify to graduate.

B. Bachelor of the Built Environment Honours in Architecture (BBEHA1)

The BBE Hons (Architecture) is a one-year full-time post-graduate programme. Its specific purpose is to build on the necessary knowledge, understanding, abilities and skills acquired in a NQF level 7 undergraduate qualification in architecture so as be fulfil the educational requirements to register as a Candidate Senior Architectural Technologist with SACAP once graduated. To register with the professional council, an additional period of mentorship and professional practice examinations need to be completed after graduation. The modules in the course are outlined below.

Module Title	HEQSF level	HEQSF Credit	Period of Study	Block Code	Offering type	Compulsory / Elective	Pre-requisite module/s	Co-requisite module/s
Year 1 Semester 2								
Architectural Design 401	8	24	1	21	D1	C	-	-
Advanced Architectural Construction	8	12	1	21	D1	C	-	-
Environmental Studies	8	8	1	21	D1	C	-	-
Architectural Precedent Studies	8	12	1	21	D1	C	-	-
Mandarin for Sciences and Technology 3	6	8	1	21	D1	E	-	-
French for Sciences and Technology 3	6	8	1	21	D1	E	-	-
Advanced Architectural Technology Applications	6	12	1	21	D1	E	-	-

Module Title	HEQSF level	HEQSF Credit	Period of Study	Block Code	Offering type	Compulsory / Elective	Pre-requisite module/s	Co-requisite module/s
Year 1 Semester 2								
Architectural Design 402	8	24	1	22	D1	C	Architectural Design 401 Advanced Architectural Construction	Research Project
Urban Studies	8	12	1	22	D1	C	-	-
Applied Office Practice	8	12	1	22	D1	C	-	-
Research Project	8	16	1	22	D1	C	-	-
Mandarin for Sciences and Technology 4	6	8	1	22	D1	E	Mandarin for Sciences and Technology 3	-
French for Sciences and Technology 4	6	8	1	22	D1	E	French for Sciences and Technology 3	-

Note the following:
a) Though modules are semesterised, they are only offered once per annum. Failing a module will require students to repeat the module in the next academic year.
b) Students that select French for Sciences and Technology 3 as an elective must also select and successfully complete French for Sciences and Technology 4 in addition to French for Sciences and Technology 3 in order to qualify to graduate. Due to these courses building on foundational knowledge gained in the undergraduate programme, it is highly recommended that students electing this option should have done French for Sciences and Technology 1 and 2 in the undergraduate course.
c) Students that select Mandarin for Sciences and Technology 3 as an elective must also select and successfully complete Mandarin for Sciences and Technology 4 in addition to Mandarin for Sciences and Technology 3 in order to qualify to graduate. Due to these courses building on foundational knowledge gained in the undergraduate programme, it is highly recommended that students electing this option should have done Mandarin for Sciences and Technology 1 and 2 in

the undergraduate course.

a. National Diploma: Architectural Technology
(NDARC3)

As this programme now has all taught contact components phased out from 2022, the programme structure is omitted from the handbook. Please contact the Department Secretary if information in this regard is required.

b. B. Tech. Architectural Technology
(BTARC1)

As this programme now has all taught contact components phased out from 2022, the programme structure is omitted from the handbook. Please contact the Department Secretary if information in this regard is required.

6. ADMISSION REQUIREMENTS AND SELECTION CRITERIA

a. National Diploma: Architectural Technology

The programme is no longer accepting new applicants.

b. Bachelor of Technology: Architectural Technology

The programme is no longer accepting new applicants.

c. Bachelor of the Built Environment in Architecture

The minimum entry requirement is the National Senior Certificate; the Senior Certificate (offered prior to 2008); or the National Certificate (Vocational) with appropriate subject combinations and levels to achieve an exemption/endorsement for admittance to a Bachelor's degree programme. In addition, the minimum admission requirements, rule G7, is stipulated in the General Rules Handbook.
Further to the above, the following are required for admission into BBE(Architecture):

(a) Entry Requirements

Compulsory Subjects	National Senior Certificate	National Certificate, (Vocational)	Senior Certificate	
	Rating	Mark	HG	SG
Mathematics	4			
English (Home or First additional Language)	4			
English		80 %		
Mathematics		80 %		
English			D	C
Mathematics			D	C

Candidates with any alternative secondary school qualifications to the NSC will be dealt with according to Rule G7(2) as contained in the General Handbook for Students.

Other recommended subjects (not compulsory): Technology, History, Art, Technical Drawing, Geography, Physics.

(b) Ranking of Offers

In addition to the requirements above, the top 300 applicants will be required to undergo a test for selection purposes. The weighted results from this test, in addition to their Trials mathematics marks for those students yet to complete their senior certificate or the mathematics results achieved in their NSC if already awarded will be used to determine offers of places in the programme based on a ranking of these combined results.

Preference will be given to applicants placing Architecture at DUT as their 1st choice. This will also apply to the ranking of offers.

Should suitable numbers of candidates not register, the department reserves the right to conduct a second round of selection.

D. Bachelor of the Built Environment Honours in Architecture

The minimum entry requirement is the Bachelor of the Built Environment (Architecture) or relevant NQF level 7 qualification as per the Government Gazette, Vol 592, No 38116 of 17 October 2014 that is validated by the relevant governing statutory professional body. This is also in line with the DUT General Rules handbook, for registration for a Bachelor Honours Degree (Rule G23C).

Applicants that complete an equivalent NQF level 7 Bachelor's degree in Architecture awarded at another national institution other than DUT that are Accredited Learning Sites with SACAP will be eligible to gain admission to this programme. Applicants that are from other institutions will be assessed on a case by case basis.

Applicants will be ranked according to their performance in the preceding Bachelor's degree. A weighted average mark for all degree subjects with a higher weighting for major subjects will be used for the ranking in addition to an entrance ranking assessment to be written. This is to determine offering of places available. Students with the necessary admission requirement but not generally practically admissible due to ranking with relevant industry experience will also be considered above the standard ranking process, to a maximum of 10% of intake.

7. ASSESSMENT RULES

a. Use of the E-Learning Platform

a) The department makes use of an e-learning platform that makes use of online submissions, distribution of content, making of relevant announcements and the like. Students are required to familiarise themselves with the operation of the platform and regularly log on and check the e-classrooms.

b) Assignments that are indicated as to be submitted via the e-learning platform may not be submitted in any other form. Students are to ensure that they allow for sufficient time for uploading and also to have sufficient access to the system to allow for upload prior to the deadline. The time captured by the system is when the file completes its upload, not when the upload starts.

b. Uploading of Student Assignments

a) Students are required to ensure that correct files are uploaded to the e-learning platform before the deadline and that the file performs properly. Students will not be permitted to upload or submit an additional file after the close of submissions. Students are advised to check their file that was uploaded by downloading it from the e-learning platform after upload.

b) The last uploaded file will be assessed unless specifically indicated as otherwise by the lecturer. Should multiple attempts be made that include before and after the deadline, the last attempt prior to the deadline will be assessed. Should the student elect to have the file assessed that was uploaded after the deadline, the penalties as per late submissions will apply.

c) A maximum size of upload of assignment is 50MB per assignment (if multiple files are uploaded, the total size of all files is to total no more than 50MB). Should this be exceeded, the individual lecturer may deem the submission to be invalid and the student liable to receive a penalty, which may include a zero mark.

c. Penalties for Late Submission

The Department is guided by DUT's General Rules for All Instructional Programmes. The rule G13(3) specifically refers. Practically, this is implemented in the following manner.

a) It is the student's responsibility to ensure that all assignments/projects are submitted timeously and correctly and that they sit for all practicals, tests and exams.

b) Should students miss the deadline for assignments/projects, the following penalties will apply.
   a. Penalty of 10% of the grade for work that is submitted after the deadline but within the day of submission.

      b. Penalty of 20% of the grade for work that is submitted one day after the deadline.

      c. Penalty of 35% of the grade for work that is submitted two days after the deadline.

      d. Penalty of 50% of the grade for work that is submitted three days after the deadline.

      e. Penalty of 65% of the grade for work that is submitted four days after the deadline.

      f. Penalty of 80% of the grade for work that is submitted five days after the deadline.

      g. Work submitted six or more days after the deadline will not be assessed.

c) For Continuous Assessment subjects only, if the original work was submitted late and should students elect to resubmit work that is eligible for upgrading, the penalty initially allocated to the original submission will still apply to the upgraded work.

d) The penalties above do not apply to deadlines for resubmission / upgrading of work already assessed for consideration for final portfolio. No resubmitted / upgraded work will be considered or reassessed if the deadline is missed.

e) No first time submissions of assignments/projects be evaluated at portfolio examinations.

d. Loss of Data

a) The computer systems are set up in a way that data saved onto the specific device will be wiped out should the user log out or the computer power off/restart. Loss of data due to this occurrence will be treated as per the below point.

b) Loss of data / work on university or any other device for whatever reason (corruption of data, 'crashing' or theft of device, etc.) will not be considered as circumstances that allow for condoning of a late submission or for missing any assessment. Students are to ensure that regular back-ups of data occur, particularly in light of the numerous free online storage facilities available to them.

e. Publication of Marks

a) All assessment results will be available via the DUT online mechanisms (Internet, result line, sms line) as soon as they become available. These constitute the officially published results. The onus therefore is on the student to obtain their results via any of these mechanisms. Non-receipt of results will not be accepted as a valid reason for missing deadlines for applications for remarks, scanning, reassessment, etc.

b) Students are expected to check and confirm the accuracy of the marks reflected on the system within 5 days of the release thereof.

f. Entry into Portfolio Examinations

a) An average of 40% must be achieved across all assessment tasks that comprise the portfolio during the semester/year in order to gain access to the portfolio.

g. Special Assessments

Referring to rule G13(3), application for a special assessment must be made within 5 days of the scheduled assessment being conducted. A special assessment may be granted by the Head of Department to a student who has been prevented from taking a test as a result of the following:

a) Illness on the day of the scheduled assessment or immediately before it, provided that he/she submits a valid medical certificate, which has been signed by a registered and recognized health practitioner.
b) By circumstances which, in the opinion of the Head of Department were beyond his/her control at the time of the test, provided satisfactory evidence is provided within 5 days of the scheduled assessment.
c) Any documentation supplied in support of the application, such as doctors notes, have to be original. No scans or copies will be accepted.

Note: Applications for Special Exams are a separate matter and treated by the Faculty Office and not the Department, therefore application is through the Faculty Office. Rule G13(3) still applies.

h. Supplementary Examinations & Re-Write Examinations

Notwithstanding anything contrary to the General Rules, supplementary examinations will only be available in the following examinable (non-continuous assessment) subjects in this department to students that qualify for them. Please note that this may be affected by the COVID related measures where subjects are temporarily converted to *Continuous Assessment* subjects, in which case a supplementary examination / rewrite is not applicable.

i. Bachelor of the Built Environment in Architecture
- Academic Literacy 1A
- Academic Literacy 1B
- Law of Building Contracts 3
- Mathematics for the Built Environment 101
- Physics for the Built Environment 1A
- Physics for the Built Environment 1B
- Principles of Commercial Law 2
- Professional Practice 3

- Project Management
- Property and Land Economics 3
- Settlement History 101
- Sociology of Work
- Urban Settlements 2

ii. Bachelor of the Built Environment Honours in Architecture
- Environmental Studies
- Architectural Precedent Studies

i. Continuous Evaluation / Portfolio Evaluation

a) An average of 40% must be achieved across all assessment tasks that comprise the portfolio. A student may resubmit assignments prior to final portfolio evaluation date for summary reassessment. The lecturer for the subject will publish the deadline for resubmissions. This means that no new work will be assessed at final portfolio evaluation.

b) For Continuous Assessment subjects only, there needs to be a clear, tangible, substantial and significant attempt at achieving all of the actual final assessment requirements for the work to be considered as submitted for purposes of determining if work qualifies for a resubmission. If in the opinion of the lecturer concerned the work does not demonstrate this, the work will not be eligible for resubmission.

c) Resubmissions may be awarded a maximum mark of 50%.

j. Attendance for Lecture / Critique / Studio Sessions

a) Students are required to attend all formal critique sessions.

b) Student are required to attend at least 75% of all lecture, tutorial and studio sessions.

c) Students not achieving the required attendance for each subject individually may be subject to being excluded from attending the examinations / portfolio for that subject.

d) Both submission of work and attendance at portfolio are compulsory, students not complying may be awarded a zero mark for the entire module.

8. EXPECTED GRADUATE AND EXIT LEVEL OUTCOMES

The Graduate Outcomes of the BBE(Architecture) will be achieved by meeting the SACAP Exit Level Outcomes (ELO). Architecture students completing this qualification will need to demonstrate competence in all the following SACAP ELO indicated below.

1: <u>Architectural Design</u> in which the graduate has to demonstrate
- Knowledge of the principles and terminology applicable to architectural design
- Understanding of the fundamentals of the design process
- Ability to do thorough, appropriate planning
- Understanding of problem analysis on a basic level
- Knowledge of social and environmental issues

2. <u>Environmental Relationships</u> in which the graduate has to demonstrate
- Awareness of the issues

3. <u>Construction technology</u> in which the graduate has to demonstrate
- Knowledge of construction methods and uses for materials related to simple low rise building types
- Ability to develop durable, cost effective climatic responsive construction details
- Ability to conduct limited research into construction methods and materials and the appropriate applications

4. <u>Building structures</u> in which the graduate has to demonstrate
- Knowledge of the basic structural concepts pertaining to buildings

5. <u>Contextual and urban relationships</u> in which the graduate has to demonstrate
- Awareness of the issues

6. <u>Architectural history, theory and precedent</u> in which the graduate has to demonstrate
- Knowledge of the basic spatial and aesthetical aspects appropriate to architecture
- Knowledge of architectural history in broad terms

7. <u>Building services and related technologies</u> in which the student has to demonstrate
- Knowledge of the various technological aspects relating to services
- Knowledge of the building regulations pertaining to all building services
Knowledge of the following technological aspects and building services.
- Drainage and water reticulation
- Electrical and electronic services and lighting
- Communications
- Air and gas supply
- Heating and cooling
- Elevators and escalators
- Fire protection and control
- Acoustics and sound systems

8. <u>Contract documentation and administration</u> in which the graduate has to demonstrate
    - Ability to produce a set of working drawings as part of a set of contract documents of a complex building to acceptable practice standards
    - Ability to develop durable, cost – effective, climate responsive construction systems and details sensitive to the contextual language of the design concept
    - Understanding of component and material specification
    - Knowledge of the relevance of appropriate National Building Regulations (NBR) as well as the requirements of the NHBRC
    - Knowledge of local authority approval requirements and procedures
9. <u>Computer applications</u> in which the graduate has to demonstrate
    - Knowledge of computer technology presently in use in architectural practice and
    - Formal / Work Integrated learning with the ability to apply it in the execution of work. Computer software to include web browsers and communication programs, word processing, spreadsheets, architectural drawing, graphic and image editing
10. <u>Office practice, legal aspects and ethics</u> in which the graduate has to demonstrate
    - Knowledge of the terminology and basic concepts and principles of architectural practice
    - Knowledge of the contents of the various building contracts and the SAIA practice manual
    - Formal / Work integrated learning to demonstrate knowledge of the terminology and basic concepts and principles of business practice
    - Knowledge of the administrative and logistical support systems in a practice

9. PROGRESSION RULES

a. Exclusion Rules
See General Rule G17.

a)   Further to General Rule G17, a student is required:
   a. To have passed all first year modules by the end of their second year of registration;
   b. To have passed all second year modules by the end of their third year of registration;
   c. To have passed at least half of the third year modules by the end of their fourth year of registration;
   d. To complete the qualification by the end of five years of registration.

b)   Due to the integrated and scaffolded nature of the qualification and program delivery, students may be required to attend certain minor modules classes informally without working for credits (audit the class) that they may have already passed when completing major modules they have to re-register for. This is to be determined by the HoD at the time of re-registration of a major module.

c)   An average of 40% must be achieved across all assessment tasks / tests for an examination subject.

d)   Failure to achieve a 40% average in year mark will result in the student being excluded from the year end examination.

b. Conferment of Status
See General Rule G10A.
See General Rule G23.

c. Exemptions of Subjects
In accordance with the General Rule G9 candidates may apply for exemptions. Applications for exemptions must be submitted to the HOD: Architecture in writing on the prescribed credit exemption application form before the programme starts. Exemptions will be granted at the sole discretion of the Exemption Committee. Late applications will not be considered.

d. Unsatisfactory Academic Progress
See General Rule G17.

e. Withholding of Assessment Results And Graduation Certificates
Refer to General Rule G13 (1) (m).

f. Scanning/Re-Marking of Examination Scripts
Refer to General Rule G13 (1) (n).

g. Supplementary Examinations
Refer to General Rule G13 (2).

h. Special Examinations
Refer to General Rule G 13 (3).

i. Academic Integrity
Refer to General Rule G 13 (1) (o).

10. FINANCIAL AID

Please consult directly with the DUT Financial Aid Office.

11. APPLICATION PROCEDURE

All first time entrants into the tertiary educational system MUST apply through the Central Applications Office (CAO), and preferably be done online.
Application forms are available from the Central Applications Office (CAO). These forms are also available at the Student Admissions office.

Address letters to: Central Applications Office, Private Bag X06, Dalbridge, 4014
Telephone: (031) 268 4444
Fax: (031) 2684422
Internet: http://www.cao.ac.za

Applications for Higher qualification (e.g. Bachelor of the Built Environment Honours in Architecture; M.BE; PhD) need to be made through the Department Secretariat. For coursework qualifications (i.e. BBE Hons (Architecture)), please ensure applications are submitted in September of the year prior to intended registration.

12. REGISTRATION PROCESS

Registration takes place in January each year. Application forms should be submitted in the year prior to the year the student intends to register. For further information, contact:

Department of Architecture, Durban University of Technology, Steve Biko Campus, P.O. Box 1334, Durban, 4000 - Telephone: (031) 373 2857

a. Unregistered Students
Permission for *accepted* students to attend lectures pending finalization of registration

is granted purely at the discretion of the Head of Department and is strictly not open ended. Students must register before the expiry date of the permission to attend form or the cut-off date set by the faculty for finalization of registration, whichever is the earlier date. The following is to be noted:

a) This authorization is done in writing and must be applied for before lectures commence.

b) This signed form must be presented at each lecture to the relevant lecturer to confirm the eligibility of students to attend and to record their attendance on the form. <u>A record of suitable attendance on this form is vital to complete the late registration process.</u>

c) Being granted this permission to attend does not mean a student is registered, nor does it mean that a successful registration can be completed at a later date. Late registration is strictly in accordance with relevant university rules and procedures.

d) Once the expiry date has been passed, students will no longer be permitted to attend lectures.

e) Lecturers may retain hand-ins for students with permission to attend, but they may not assess any work of students until they are registered.

13. QUALIFICATION ALIGNMENT PROCESS

PLEASE NOTE THE FOLLOWING

In order to align all existing qualifications to the requirements of the Higher Education Qualifications Sub Framework (HEQSF) please be advised that the existing NATED 151 National Diploma will be phased out as from 2018 and all Bachelor of Technology programmes as of 2020. The phase out process will be undertaken as follows: The final 1st time intake for the National Diploma: Architectural Technology will be in January 2017. The final 1st time intake for the Bachelor of Technology: Architectural Technology will be January 2019.

1) From January 2016 all registered students must complete their annual subjects in a maximum of TWO registered consecutive years.

2) The subjects for the National Diploma: Architectural Technology and the Bachelor of Technology: Architectural Technology would be offered for the last time as indicated below. Thereafter only for those students who are repeating and dependant on available student numbers, would it be decided on whether to offer a subject or not.

Subjects offered for the last time January 2018:
Studiowork I, Construction and Detailing I, Presentation I, Applied Building Science I, Communication I, History and Appreciation of Architecture I, Computer Applications I and CAD III Part A.

Subjects offered for the last time January 2019:
Studiowork II, Construction and Detailing II, Practical Building Studies II, History and Appreciation of Architecture II, Theory of Design II, CAD III Part B.

Subjects offered for the last time January 2020:
Studiowork III, Construction and Detailing III, Principles of Applied Design III, History and Appreciation of Architecture III, Theory of Design III, Services III, Survey and Landscaping III, Office Practice III.
Structures IV
No new registration for WIL from January 2020.

Subjects offered for the last time January 2021:
Applied Design IV, Theory of Design IV, Office Practice IV, Housing IV, Principles of Urban Design IV.

From January 2018, no student will be allowed to transfer to the phase out qualification from either within or external to the institution.

14. POST-GRADUATE STUDIES

The Department of Architecture is currently in a position to offer registration in a MASTERS DEGREE BY RESEARCH, the Master of the Built Environment and a Doctoral degree, the Doctor of Philosophy in Architecture

NEITHER degree counts towards professional registration, but as a Masters or Doctoral qualification, can articulate towards an academic career in the profession.

All enquiries must be directed to nomthandazos@dut.ac.za