



Medicine and Health Sciences
Geneeskunde en Gesondheidswetenskappe
EzoNyango nezeeNzululwazi kwezeMpilo

Student Support

Information Booklet

**UNDERGRADUATE STUDENT COMMITMENT
FACULTY OF MEDICINE AND
HEALTH SCIENCES
STELLENBOSCH UNIVERSITY**

As I enter my period of training at Stellenbosch University's Faculty of Medicine and Health Sciences, I commit to the process of growing into a health care professional who respects life; cares for myself; and relates to others with dignity, integrity and compassion.

I shall value who I am and can become, as much as I value others for who they are and can become.

I shall question and resist any ideas and practices which divide, and strive at all times to promote inclusivity, fairness and justice.

In the fast-changing world of health sciences, I shall remain a curious and creative learner; respecting diverse ideologies, ideas, contexts and solutions which matter most to patients and communities.

I shall work with learners from other health professions as equal partners in striving for excellence in health care.

I commit to becoming an agent of change; working with others to positively influence our learning environment, as well as the healthcare experiences and outcomes of those we serve.

Finally, I accept my responsibility to help build a sustainable future for us all while using resources with care, creativity and diligence.

I make this commitment freely and sincerely.



**ONDERNEMING DEUR VOORGRADSE STUDENTE
FAKULTEIT GENEESKUNDE EN GESONDHEIDSWETENSAPPE
UNIVERSITEIT STELLENBOSCH**

By die aanvang van my opleidingstydperk aan die Fakulteit Geneeskunde en Gesondheidswetenskappe van die Universiteit Stellenbosch verbind ek my tot 'n ontwikkelingsproses as professionele gesondheidsorgwerker wat die lewe respekteer; vir myself omgee; en ander met waardigheid, integriteit en deernis behandel.

Ek ag myself na waarde vir wie ek is en kan word, net soos wat ek ander na waarde ag vir wie hulle is en kan word.

Ek onderneem om enige idees en praktyke wat kan verdeel te bevraagteken en teen te staan, en ek sal voortdurend daarna streef om inklusiwiteit, regverdigheid en geregtigheid te bevorder.

In die vinnig veranderende wêreld van die gesondheidswetenskappe sal ek 'n weetgierige en kreatiewe leerder bly; en die uiteenlopende wêreldbeskouings, idees, kontekste en oplossings wat werklik vir pasiënte en gemeenskappe saak maak, eerbiedig.

Ek onderneem om as gelyke vennoot met leerders uit ander gesondheidsprofessies saam te werk deur voortrefflikheid in gesondheidsorg na te streef. Ek verbind my daartoe om 'n agent vir verandering te word; en met ander saam te werk ten einde ons leeromgewing en die gesondheidsorg-belewenisse en -uitkomstes van diegene wat ons dien, positief te beïnvloed.

Laastens aanvaar ek my verantwoordelikheid om aan 'n volhoubare toekoms vir ons almal te help bou – deur hulpbronne omsigtig, kreatief en toegewyd aan te wend.

Ek gaan hierdie verbintenis vryelik en openhartig aan.








MAP: Student Support at the Tygerberg Campus



Need	Support				
<p>Academic needs</p> <p>Notes are unclear or unavailable.</p> <p>Language (in the classroom or of notes) is a problem for me.</p> <p>I experience problems with the lecturer.</p>	<p>Class Representative</p> <p>Tygerberg Academic Affairs Council (TAAC)</p>		<p>Relevant lecturer</p> <p>Relevant module chairperson</p> <p>Phase Chairperson: Theory Modules</p> <p>Phase Chairperson: Clinical Rotations</p> <p>Programme Coordinator</p>		<p>Program Coordinator: Nursing and Midwifery</p> <p>Programme coordinator (Occupational Therapy, Speech-Language and Hearing Therapy I – IV)</p> <p>Academic Advisor/ Programme Coordinator (Physiotherapy I – IV)</p> <p>Dietetics Year Coordinator (Dietetics I – IV)</p> <p>Coordinator: Extended Degree Programme (EDP)</p> <p>(MB,ChB I – VI) Clinical Progress Facilitator</p>
<p>I struggle with specific concepts or module content.</p> <p>I don't understand the work.</p> <p>I don't know how to study for a specific module (subject).</p>	<p>Relevant lecturer</p>	<p>Tutor-Mentor Subject-specific Tutor</p>	<p>Head Mentut: Tutor-mentor Programme</p>	<p>Student Coordinator: Tutor-mentor Programme</p>	<p>Program Coordinator: Nursing and Midwifery</p> <p>Programme coordinator (Occupational Therapy, Speech-Language and Hearing Therapy I – IV)</p> <p>Academic Advisor/ Programme Coordinator (Physiotherapy I – IV)</p> <p>Dietetics Year Coordinator (Dietetics I – IV)</p> <p>Coordinator: Extended Degree Programme (EDP)</p> <p>(MB,ChB I – VI) Clinical Progress Facilitator</p>
<p>I generally struggle with study methods.</p> <p>I generally struggle with time management/prioritising.</p> <p>I am not happy with my academic performance.</p>	<p>Tutor-Mentor/ Subject-specific Tutor</p>	<p>Centre for Student Counseling and Development(CSCD):</p> <p>Courses in group context</p> <p>Individual sessions with educational psychologist</p>		<p>Program Coordinator: Nursing and Midwifery</p> <p>Programme coordinator (Occupational Therapy, Speech-Language and Hearing Therapy I – IV)</p> <p>Academic Advisor/ Programme Coordinator (Physiotherapy I – IV)</p> <p>Dietetics Year Coordinator (Dietetics I – IV)</p> <p>Coordinator: Extended Degree Programme (EDP)</p> <p>(MB,ChB I – VI) Clinical Progress Facilitator</p>	
<p>I am worried about my clinical examination skills/technical skills.</p>	<p>Simulation and Clinical Skills Unit (SCSU)</p>	<p>Relevant consultant/module chairperson</p>	<p>Clinical Progress Facilitator</p>		

- **NB: If you are concerned about anybody with reference to the needs/problems listed above, please contact the appropriate person/division, as indicated.**
- **A description of every function listed above, as well as the relevant contact details, are attached in alphabetical order.**
- **Any enquiries regarding student support at the Tygerberg Campus can be directed to the Manager Student Affairs: Khairoonisa Foflonker (tel: 021 938 9461 | e-mail tyg_studentsupport@sun.ac.za/ khairoonisa@sun.ac.za)**

Psychological/emotional/social needs						
It is after-hours and I am experiencing an emotional crisis. 						
<p>I feel anxious, depressed, stressed, chronically tired and/or listless.</p> <p>I don't recognise myself/act out of character.</p> <p>I cry more than usual.</p> <p>I can't sleep.</p> <p>I can't concentrate.</p> <p>I feel lonely/isolated.</p> <p>I struggle to make friends. </p> <p>My eating habits have changed.</p> <p>I want to talk to someone about something that upset me in the clinical environment (hospital/clinic).</p> <p>I've experienced trauma (e.g. a hijacking or attack)</p>	Residence Mentor (first years)/ Tutor-Mentor	(MB,ChB I – VI) Clinical Progress Facilitator Coordinator: Extended Degree Programme (EDP)/ Dietetics Year Coordinator (Dietetics I – IV)/ Programme coordinator: Occupational Therapy, Speech-Language and Hearing Therapy I – IV) Academic Advisor/ Programme Coordinator: Physiotherapy I – IV Program Coordinator: Nursing and Midwifery	Campus Health Services(CHS)	CSCD (clinical psychologist) 	Psychiatrist (psychologist will refer if necessary)	
			Campus Health Services (CHS)	Equality Unit	CSCD (clinical psychologist/ social worker/educational psychologist) 	Psychiatrist (psychologist will refer if necessary)
			Campus Health Services(CHS)		CSCD (clinical psychologist) 	Psychiatrist (psychologist will refer if necessary)
I have problems at home.			CSCD (social worker)	Bursary Office		
I am being abused physically/psychologically/sexually.						
I am dependent on alcohol or other substances.						
I don't have money for food, toiletries or other necessities.						

ER 24: 010 205 3032
CSCD: 021 938 9590

Consult: Protocol for dealing with students with alleged substance abuse

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Health needs			
I am ill.	CHS (nursing sister/doctor)		
I am ill and will be missing obligatory classes/practicals/clinical rotations.	CHS (doctor)	Office of the Deputy Registrar (Tygerberg Campus)	
I am ill and will be missing tests/exams.	CHS (doctor)	Examination Office	
I need immunisations.	CHS (nursing sister)		
I need contraception/condoms.	Campus Health Services (CHS) (nursing sister/doctor) Alternatively call the Trauma Line: 0861 555 114		
I need contraception urgently (morning after pill).			
I am pregnant.			
I have suffered a needle stick injury/HIV exposure event	Call the Tygerberg Hospital Division for Infectious Diseases: 021 938 4487 (bleeper section, Tygerberg Hospital) and ask for the Infectious Diseases doctor on call		
I (or someone else) have been exposed to poisonous material/ingested poison.	CHS	Poison Information Centre	
Administrative needs			
I don't have money and need financial support.	Bursary Officer		
I need accommodation.	Residence Placement Officer		
I want to register for my programme (academic course) or for a specific module (subject).	Faculty Administrator/Officer		
I want to discontinue my studies.	Coordinator: EDP / Clinical Progress Facilitator/ Programme Coordinator		Faculty Administrator
	Student Support Office (Tygerberg Campus)		
I want to take modules in advance.	Examination Office	Office of the Deputy Registrar (Tygerberg Campus)	Faculty Administrator
I don't understand the promotion stipulations – what happens if I fail a module?	Examination Office	Student Support Office (Tygerberg Campus)	Office of the Deputy Registrar (Tygerberg Campus)

Ambulance: 10177
 Campus Health Services: 021 938 9590
 Tygerberg Hospital: 021 938 4911

Poison Information
 Centre:
 0861 555 777

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I want my examination script to be remarked.	Examination Office			Consult: Stipulations for the re-evaluation of examination scripts	
How are clinical groups allocated?	Programme Coordinator				
I don't understand my timetable.	Programme Coordinator				
I don't understand the test or examination timetable.	Examination Office				
I will be missing one or more days of class/clinical rotations and need to apply for leave of absence.	Office of the Deputy Registrar (Tygerberg Campus)			Consult: Stipulations regarding leave of absence	
I will be missing a test/exam and need to apply for leave of absence.	Examination Office				
I struggle to complete tests/exams in the designated time. / I need extra writing time.	CSCD		Examination Office		
I have been excluded from studies and need to apply for readmission.	Concerns about Failing: Contact academic programme representative	CSCD	Student Affairs Office (Tygerberg Campus)		Office of the Deputy Registrar (Tygerberg Campus)
	Readmissions Application: Contact Deputy Registrar's Office				
How does graduation/Pledge Ceremony work?	Office of the Deputy Registrar (Tygerberg Campus)				
How does the process for internship and community placements work?	HPCSA and SANC Liaison office				
How do I register with the HPCSA and SANC?	HPCSA and SANC Liaison office				
Security needs					
I or my possessions are in danger on campus.	Campus Security			Campus Security emergency number: 021 938 9507 Flying squad: 10111	
I or my possessions are in danger off campus.	Flying squad				
I or somebody I know is in a life-threatening situation.	ER 24 Crisis line : 010 205 3032		Campus Security		
I am concerned about a suspicious person/situation.	Campus Security				

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Alphabetical list of people/services available to students at the Tygerberg Campus



Person/Service	Description	Physical Address	Email	Telephone
Centre for Student Administration (Tygerberg)				
Office of the Deputy Registrar				
<i>Deputy Registrar & Head: Centre for Student Administration</i> <i>Ms Farah Fredericks</i>	Head of the Centre for Student Administration (Tygerberg Campus). Generally responsible for management of academic administration of all programmes in the faculty including the staff and functions of the Examination-, Residence Placement-, Selection and Recruitment-, Instructional Offerings-, the Health Professions Council- and Undergraduate Bursaries office.	Room 1040, 1 st Floor, Clinical Building	farah@sun.ac.za www.sun.ac.za/tygstudentadmin	021 938 9379
<i>Coordinator: Office of the Deputy Registrar</i> <i>Ms Salot Hanekom</i>	Management of Leave of Absence applications for classes and clinical rotations Arranges the Pledge ceremony of the faculty Administers support for foreign accreditation of SU students	Room 1038, 1 st Floor, Clinical Building	salot@sun.ac.za	021 938 9487
Undergraduate Bursaries and Loans Office: Tygerberg Campus				
<i>Coordinator: Ms Noluvuyo Capsana Administrative Officer: Ms Rochelle Sylvester</i>	Advice on financial assistance offered by SU and external funders, processing of bursary and loan applications, allocation and administration of bursary and loan funds.	Room 1043, 1 st Floor, Clinical Building	ncapsana@sun.ac.za	021 938 9458
			sylvester@sun.ac.za	021 938 9129
Examination Office				
<i>Head: Ms Collette Schroeder</i>	Management of all aspects concerning undergraduate exams, tests and clinical rotations. Administration of marks for MB, ChB I and VI. Secretariat of MB,ChB examinations committees.	Room 1050, 1 st Floor, Clinical Building		021 938 9309
<i>Administrative officer: Ms Desiree Petersen</i>	Co-ordination of invigilators Test and examination timetables Management of Leave of Absence applications from tests and examinations	Room 1048, 1 st Floor, Clinical Building	petersen@sun.ac.za	021 938 9142
HPCSA and SANC Liaison Office				
<i>HPCSA and SANC Liaison Office: Ms Estie Geldenhuys</i>	Co-ordinates HPCSA and SANC registrations of under- and postgraduate students Facilitates internship placements	Room 1044, 1 st Floor, Clinical Building	hmg@sun.ac.za	021 938 9284

	Provides administrative support to the Nelson Mandela Fidel Castro Medical Collaboration Programme students at Tygerberg Campus			
Instructional Offerings Office				
<i>Faculty Administrator and Head of Instructional Offerings: Mr Johan Coetzer</i>	Student administration pertaining to the admission, registration and qualification of students. Secretariat of the MB, ChB Programme Committee, Committees for Undergraduate and Postgraduate Teaching, Faculty, Board.	Room 1059, 1 st Floor, Clinical Building	jco@sun.ac.za	021 938 9204
<i>Faculty Officer: Ms Vanessa Joseph</i>	Application of Calendar provisions, policy and procedures related to academic programmes and registered students. Processing of M theses and PhD dissertations, and related matters.	Room 1058, 1 st Floor, Clinical Building	vbj@sun.ac.za	021 938 9235
Residence Placement and Admissions				
<i>Residence Placement and Admissions Officer: Ms Annelie Scholtz</i>	Responsible for residence placements at the Tygerberg Campus	Room 1049, 1 st Floor, Clinical Building	amscholtz@sun.ac.za	021 938 9378
Clinical Training Platforms				
<i>Tygerberg Hospital</i>	Main teaching facility of the Faculty of Medicine and Health Sciences	Francie Van Zijl Dr, Tygerberg Hospital, Cape Town		021 938 4911
<i>SUNLOC Logistics Coordinator Ms Nicole Crow</i>	SUNLOC (Stellenbosch University Logistics: Clinical Training Platform) is a Stellenbosch University, Faculty of Medicine and Health Sciences organisational unit which renders multipronged logistics support to health professions students on the clinical training platform. These services includes accommodation, transport solutions such as shuttles, vehicle fleet or self-drive options and on the road or remote information and communications technology student support for academic purposes.	Room 1046, 1 st Floor, Education Building	ncrow@sun.ac.za	021 938 9108
<i>Simulation and Clinical Skills Unit Head: Dr Elize Archer</i>	State of the art facility provides opportunities for both undergraduate and postgraduate students to acquire clinical skills in simulation.	Room 3008 Education Building 3 rd Floor	elizea@sun.ac.za	021 938 9647/ 021 938 9633
Faculty Support				
<i>Equality Champions</i>	The role of the Equality Champions is to assist in creating 'safe spaces' on campus where students and staff can talk about their concerns, and their experiences of unjust or unfair treatment, whether real or perceived.	Tygerberg Campus	www.sun.ac.za/health > "About" > "Equality Champions"	
<i>Relational Coach Dr Maria Christodoulou</i>	Tasked with helping the faculty create a social learning environment that is inclusive, transformative and culturally	Tygerberg Campus	mchristo@sun.ac.za	083 459 9736

	competent; one that acknowledges our individual and collective humanity and fosters a deep sense of belonging and acceptance for all.			
Health and Wellness				
Campus Health				
<i>Campus Health Services Reception: Ms Laetitia Norval</i>	Medical doctors, nurses and other health practitioners render services to students here.	3 rd floor, Tygerberg Student Centre	lwnorval@sun.ac.za	021 938 9590
<i>Maties Sport – Tygerberg Campus</i>	A recognised, all-inclusive facility where health, wellness and knowledge objectives are met through education, innovation and people excellence.	1 st Floor, Tygerberg Student Centre	yaseeng@sun.ac.za	021 938 9468
<i>Poison Information Centre</i>	The only Poison Information Centre in the country that provides 24/7 service to health care providers and the general public. Research is seen as an important function of the centre. Toxicology lectures and practical training are given to under and postgraduates.	Room 7086 7 th Floor Clinical Building	carinem@sun.ac.za	0861 555 777
<i>Personal Accident Cover FMHS Students Mr Wium van Kerwel</i>	All undergraduate and postgraduate in the Faculty of Medicine and Health Sciences students have Personal Accident Cover. This cover comes at no additional cost to students and the benefits are available to all registered FMHS students.		wvankerwel@sun.ac.za	021 808 2809 0861 555 114
Centre for Student Counselling and Development (CSCD)				
<i>Clinical Psychologists Ms An-Maree Nel Ms Liani Joubert</i>	Individual therapy, confidential and free of charge, concerning psychological, emotional and relational problems as well as personal development.	Centre for Counselling & Development (CSVD) , 3 rd floor, Tygerberg Student Centre,	anmaree@sun.ac.za lianik@sun.ac.za	CSCD during office hours: 021 938 9590. After hours call ER-24: 010 205 3032
<i>Educational Psychologist Ms Lamese Chetty</i>	Individual interventions and workshops regarding academic problems, study-methods and time management. At main campus: Career assessments and –development, CV writing and interviewing skills. Support for students with disabilities and special needs.		lamese@sun.ac.za lwnorval@sun.ac.za	021 938 9590
<i>Social Worker Ms Lizzie Witbooi</i>	Assisting students to function the best they can in their environment, working for change to improve social conditions.	Stellenbosch Campus	lgwitbooi@sun.ac.za	021 808 4511
<i>Equality Unit</i>	The Equality Unit promotes collective action towards social justice and discourse regarding social asymmetries at SU. Our main roles are to: <ul style="list-style-type: none"> • coordinate, educate and raise awareness around sexualities, gender, HIV/Aids, and anti-discrimination; 	39 Victoria street, Stellenbosch Campus <i>*Available at the Tygerberg Campus</i>	unfair@sun.ac.za	021 808 3136

	<ul style="list-style-type: none"> oversee the implementation of SU's policies on Unfair Discrimination, Sexual Harassment and HIV/Aids; centralised one-stop service for students and staff managing complaints of unfair discrimination and various forms of harassment; and provide comprehensive HIV and LGBTQI services. 	<i>twice a month / or on request</i>		
<i>ER 24 Hour Crisis Service</i>	A 24 hour crisis service is available to students in collaboration with CSCD & CHS to support students throughout the year if they are in: Emotional / Psychological/ Medical Crisis 24 hours a day			010 205 3032
Programme Coordinators and Academic Support:				
<i>Class Representative</i>	<ul style="list-style-type: none"> Elected representative of undergraduate class Member of Tygerberg Academic Affairs Council Addresses complaints in the classroom 		<i>Ilana van Niekerk</i> tabrchair@sun.ac.za	021 938 9591
<i>B of Nursing and Midwifery: Programme coordinator Dr Janet Bell</i>	Programme and first year coordinator	2 nd Floor, Education Building, Education Building	jbelle@sun.ac.za	021 939 9298
<i>BSc in Dietetics: Programme Coordinator Dr Evette van Niekerk</i>	Responsible for overarching academic management of the Dietetics programme and all academic matters related to the students within the programme.	Room 3089, 3 rd floor, Clinical Building	evettev@sun.ac.za	021 938 9474
<i>Dietetics Year Coordinator: Dietetics I: Dr Nelene Koen</i>	Track Dietetics students' academic performance. Invite Dietetics students who are perceived to be underperforming to a meeting. Identify causes of underperformance	Room 3091, 3 rd floor, Clinical Building	nelene@sun.ac.za	021 938 9256
<i>Dietetics II: Ms Zarina Ebrahim</i>	Attempt to remediate or advise on remediation processes. If psychosocial causes are identified, then either counsel or refer appropriately	Room 3088, 3 rd Floor, Clinical Building	zarina@sun.ac.za	021 938 9137
<i>Dietetics III: Ms Lynette Daniels</i>	Advise any Dietetics student (not only academic underperformers) academically or psychosocially. Dietetics students are either invited, self-referred, referred by peers or lecturers/staff.	Room 3106, 3 rd floor, Clinical Building	ldaniels@sun.ac.za	021 938 9176
<i>Dietetics IV: Ms Yolande Smit</i>	Management of all aspects concerning undergraduate tests Administration of marks for Dietetics I - IV Test timetables	Room 3094, 3 rd Floor, Clinical Building	yolandes@sun.ac.za	021 938 9264
<i>BSc in Physiotherapy Programme Coordinator: Dr Dawn Ernstzen</i>	Responsible for overarching academic management of the Physiotherapy programme and all academic matters related to the students within the programme.	Room 4101, 4 th floor Educational Building	dd2@sun.ac.za	021 938 9304
<i>1st year Coordinator: Dr Mariane Unger</i>	Responsible for the coordination of academic support opportunities to 1 st year students	Room 4084, 4 th Floor, Education Building	munger@sun.ac.za	021 938 9302

<i>Student Support: Ms Marlette Burger</i>	Responsible for the coordination of academic & social support opportunities to 1 st - 4th year students.	Room 4098, 4 th floor Education Building	mbu@sun.ac.za	021 938 9303
<i>B of Occupational Therapy: Dr Lee-Ann Jacobs-Nzuzi Kuabi</i>	Responsible for overarching academic management of the Occupational Therapy programme and all academic matters related to the students within the programme.	Room 2024, 2 nd floor Education Building	leeann@sun.ac.za	021 938 9307
<i>B of Speech-Language and Hearing Therapy: Ms Faeza Bardien</i>	Responsible for overarching academic management of the Speech-Language and Hearing Therapy programme and all academic matters related to the students within the programme.	Room 4065B, 4 th floor Education Building	faeza@sun.ac.za	021 938 9099
<i>Programme Coordinator & Director: MB,ChB Unit: Prof Ben van Heerden Administrative Officer: Ms Jenny du Plooy</i>	Responsible for overarching academic management of the MB,ChB programme and all academic matters related to the students within the programme. Some of the functions related to these responsibilities are delegated to the Phase Chairpersons. Also the Director of the MB,ChB Unit.	Room 0009, MB,ChB Unit, Basement level, Clinical Building	bbvh@sun.ac.za jennyduplooy@sun.ac.za	021 938 9595 021 938 9937
<i>MB,ChB Clinical Progress Facilitator Dr Aziza Bawoodien</i>	Track students' (MB,ChB I-VI) academic performance. Invite students who are perceived to be underperforming to a meeting. Identify causes of underperformance. Attempt to remediate or advise on remediation processes. If psychosocial causes are identified, then either counsel or refer appropriately. Advise any student (not only academic underperformers) academically or psychosocially. Students are either invited, self-referred, referred by peers or lecturers/staff.	Room 0014, Basement level, Clinical Building	azizab@sun.ac.za	021 938 9642
<i>Inter-professional Phase: Dr Marianne Unger</i>	Head of all the modules presented in the first semester of the first year for MB,ChB, Physiotherapy, and Dietetics and Nursing & Midwifery. Attend to issues which cannot be solved by firstly the appropriate lecturer(s), and then the module chair. Overseeing matters of general nature and which is not specifically connected to a module.	Room 4084, 4 th floor Education Building	munger@sun.ac.za	021 938 9302
<i>Coordinator: Extended Degree Programme (MB,ChB & BSc in Physiotherapy) Dr Alwyn Louw</i>	Responsible for overarching academic management of the EDP programme and all academic matters related to the students within the programme.	Room 6061, 6 th Floor, Clinical Building	ajnlouw@sun.ac.za	021 938 9389
<i>MB,ChB Theory Modules: Prof Hans Strijdom Dr Derick van Vuuren</i>	Responsible for overarching academic management of theory modules of the MB,ChB programme. Facilitates/handles issues pertaining to theory modules	Prof Strijdom: F509, 5 th Floor, Fisan Building Dr Van Vuuren: F512, 5 th Floor, Fisan Building	jgstr@sun.ac.za dvvuuren@sun.ac.za	021 938 9387 021 938 9390

<i>MB,ChB Clinical Rotations: Dr Haynes van der Merwe</i>	Responsible for overarching management of clinical rotations of the MB,ChB programme. Facilitates/handles issues pertaining to clinical rotations	Room 2063, 2 nd Floor, Clinical Building	haynes@sun.ac.za	021 938 9087/ 083 655 9762
<i>MB,ChB Module Chairpersons</i>	Responsible for co-ordinating specific modules in the MB,ChB Programme		<i>See list in MB,ChB booklets</i>	
Security and Facilities				
<i>Campus Security Head: Mr Frans Jacobs</i>	Security Patrols and escorting of students on campus at night. Provision of a 24/7 Operations Centre for security and facilities incidents.	Passage between Tygerberg hospital and the Faculty of Medicine and Health Sciences, Ground floor	jacobsf@sun.ac.za	021 938 9507/ 9500/9433
<i>Facilities Management Ms Charmaine Klein</i>	Support and guidance to faculty and residences with internal occupational safety and security matters. Security services contract management		cpk@sun.ac.za	
Student Governance				
<i>Tygerberg Student Council Administrative Head: Ms Yolanda Myoli</i> <i>Chairperson 2018/19: Mr John Kachoko</i>	The Tygerberg Student Council (TSC) is the representative body for all students of the FMHS. The TSR is the highest decision making body on issues of student governance at Tygerberg Campus. It is the duty of the TSR to ensure that the views, concerns and aspirations are conveyed to various committees by making relevant submissions which address and voice the opinion of all Tygerberg students.	Room 2005, 1st Floor, Tygerberg Student Centre	yolandamyoli@sun.ac.za 19173695@sun.ac.za	021 938 9591/ 021 931 1921
<i>Tygerberg Academic Affairs Council: Chairperson Ms Ilana van Niekerk</i>	The primary responsibility of the TAAC is to represent and protect your academic affairs as student. This includes support related to academic complaints, language issues, test or timetable clashes, plagiarism issues and problems with lecturers, mentors, tutors or tut classes	Room 2005, 1 st Floor, Tygerberg Student Centre	tabrchair@sun.ac.za	021 938 9591
Student Support and affiliated services: Tygerberg Campus				
<i>Manager Student Affairs: Ms Khaironisa Foflonker</i>	Co-ordinates student support and student affairs functions on the Tygerberg Campus. First port of call if uncertainty exists about where to find the appropriate student support function at Tygerberg.	Room 1047 1 st floor Clinical Building.	khaironisa@sun.ac.za	021 938 9461
<i>Student Support Office: Administrator Ms Sandra Josias</i>	Coordinates administrative functions related to student support in the faculty: the tutor-mentor peer academic support programme, subject-specific tutoring in the faculty, management of the work-study programme, management of food security initiatives in the faculty via the provision of food vouchers during examination periods. Refers students to the relevant support centre's or staff on campus as well as administrative support for training of mentors, tutors and student facilitators.	Room 1049 1 st floor Clinical Building.	sjosias@sun.ac.za www.sun.ac.za/tygstudentsupport	021 938 9789

<i>Dr Alwyn Louw</i>	Responsible for student support and development within residence communities on the Tygerberg Campus		ajnlouw@sun.ac.za	021 938 9389
<i>Ms Helta Jordaan</i>	Worcester campus. Responsible for basic health care services and referrals to psychologists.		helta@sun.ac.za	023 346 7803
<i>The Undergraduate Research Office: Tygerberg Campus</i>				
<i>Undergraduate Research Office: Dr Debbie Marias</i>	The Undergraduate Research Office provides support to undergraduate students in all programmes who are doing research, as either a compulsory (Dietetics, Occupational Therapy, Physiotherapy, Speech-Language and Hearing Therapy), Nursing and Midwifery, or elective (MB,ChB) component of their degrees.	<i>Room 5009B 5th floor Education Building</i>	debbiem@sun.ac.za http://www.sun.ac.za/health-undergradresearch	021 938 9181
<i>Post-Graduate Bursaries and Funding</i>				
<i>The Postgraduate Funding and Support</i>	The Postgraduate Funding and Support (PGFS) section of the Postgraduate Office advertises ad hoc funding opportunities on the University's website as these become available. Advertisements are circulated to faculties and are also posted on the University's website as well as on noticeboards on campus. Beyond these, the section advertises and administers two main types of funding for postgraduate students: Bursaries and scholarships that cover the cost of registration/tuition and in some cases; accommodation and books; Travel grants for contributing to the costs for attending and presenting your findings at conferences.	<i>Postgraduate Office RW Wilcocks Building 3rd Floor, Room 3015</i>	postgradfunding@sun.ac.za www.sun.ac.za/pgo/funding	021 808 4208