



SEFAKO MAKGATHO
HEALTH SCIENCES UNIVERSITY

Welcome to SMU:
Your Legacy of Impact Begins Here
Student Orientation Guide 2025



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WELCOME TO SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY: YOUR LEGACY OF IMPACT BEGINS HERE

Dear New Student,

It is with immense pride and excitement that we welcome you to the Sefako Makgatho Health Sciences University (SMU) family, where your journey toward greatness begins. As you step into this vibrant academic community, remember that you are not just enrolling at a university; you are becoming part of a living, breathing legacy—an enduring force in South Africa's healthcare evolution and a beacon of excellence on the African continent.

At SMU, we are committed to providing an education that goes beyond textbooks and classrooms. We believe that every student who walks through our doors has the potential to shape the future. You are joining a university with a rich history rooted in social justice, medical training, and a relentless pursuit of better healthcare outcomes. Over the years, our graduates have become leaders, innovators, and changemakers, tackling some of the most pressing health challenges our country and continent face. You are now a part of that transformative legacy.

This is not just about obtaining a degree. It's about realising your full potential and making an impact, not only in your chosen field but also in the communities you will serve. Whether in clinical settings, research labs, or public health initiatives, the education and experiences you gain here at SMU will empower you to change lives. We are here to help you develop as a professional, a leader, and a compassionate individual ready to leave your mark on the world.

Your time at SMU will be filled with opportunities to grow, learn, and collaborate with a diverse group of students and staff. As you embark on this journey, know that you are supported by a network of mentors, academics, and peers who are committed to your success. Together, we will create solutions, inspire change, and shape the future of healthcare.

You are now part of a dynamic institution where the passion for healthcare, social responsibility, and academic excellence thrive. Welcome to a place where your legacy of impact begins—where you will be equipped to tackle the challenges of tomorrow, today.

We are excited to see how you will contribute to the SMU legacy and to the world at large. Your journey starts now.

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WELCOME MESSAGE FROM THE PRESIDENT OF THE STUDENT REPRESENTATIVE COUNCIL (SRC)

Dear Students,

On behalf of the Student Representative Council (SRC), it is my great honour to welcome you to Sefako Makgatho Health Sciences University (SMU). Whether you are embarking on your first year or continuing your academic journey, your presence enriches the dynamic tapestry of our campus community.

SMU is more than just a place of academic pursuit; it is a nurturing ground for innovation, leadership, and personal growth. As you step into this vibrant environment, you'll find a community that thrives on unity, respect, and the shared pursuit of excellence. Together, we are committed to fostering a culture where every individual feels valued, supported, and inspired to reach their full potential.

Our university prides itself on its diversity, which is one of our greatest strengths. This diversity is about where we come from and the unique ideas, talents, and experiences we bring. At SMU, we celebrate these differences because they allow us to grow collectively and create a community built on mutual respect, understanding, and collaboration.

As the SRC, we are here to represent your interests and ensure your university experience is rewarding and fulfilling. Whether we advocate for your needs, support your initiatives, or address your concerns, know that we are your allies every step of the way.

While university life is an exciting chapter filled with freedom and opportunities, it also requires discipline and focus. Prioritise your studies, set clear goals, and manage your time wisely. Remember, the decisions you make today will shape your future. But amidst the hard work, don't forget to immerse yourself in the vibrant campus life—join societies, participate in events, and build friendships that will last a lifetime.

If challenges arise, know that you are never alone. SMU offers a wealth of resources, from academic advisors to mental health support, and your SRC is always here to listen and assist.



Let's work together to make the 2025 academic year an unforgettable chapter in your journey. Your success is our collective victory, and we are excited to see the incredible contributions you will make to our university and beyond.

Welcome to the SMU family, where your dreams matter, and your potential has no limits.

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Kind regards,

Katlego Moshanyane
SMU SRC President, 2024/2025

SMU CLIMBS UP THE LADDER IN INTERNATIONAL UNIVERSITY RANKINGS

In a groundbreaking achievement coinciding with its 10th anniversary, Sefako Makgatho Health Sciences University (SMU) has solidified its position as one of South Africa's leading higher education institutions by securing the 10th spot in the prestigious Times Higher Education (THE) World University Rankings 2025. This accomplishment marks a new era for SMU, showcasing its rapid ascent within the competitive field of health sciences, signalling its growing influence on the global stage, and cementing the university's status as a health science powerhouse.

SMU's rise in the rankings comes hot on the heels of its impressive performance in the 2024 Webometrics Rankings, where it placed 18th nationally. Now, having cracked the top 10 in the most prestigious and competitive university rankings, SMU is positioned as a dynamic and influential force in higher education. This remarkable achievement is especially notable as SMU competes against long-established institutions, further underscoring the impact the university is making within a relatively short time.

The Times Higher Education World University Rankings 2025 evaluated more than 2,000 institutions from 115 countries, employing a comprehensive methodology that includes 18 finely tuned performance indicators. These criteria assess universities across key areas such as teaching, research quality, industry engagement, and international outlook, making the rankings one of the most respected measures of global academic performance.

Professor Bassy Marvey, SMU's Director of Institutional Planning, attributes this success to the university's strategic focus on raising its local and global visibility and reputation. "This remarkable achievement, coinciding with our 10th anniversary, reflects the collective dedication of our staff and students. Their commitment





has propelled SMU into the ranks of the nation's best universities. We are also grateful for the dedication of our Institutional Researcher, Ben Ntshabele, whose ongoing collaboration with ranking bodies contributes to such accomplishments,” says Marvey.

SMU's success extends beyond the general university rankings, with standout performances in subject-specific rankings. Nationally, SMU ranks 7th in Medicine and Dentistry and other health-related subjects and 8th in Biological Sciences, Chemistry, Computer Science, and Psychology. On the global stage, SMU is placed in the 1201-1500 band, sharing the spotlight with leading institutions such as the University of South Africa and the Durban University of Technology.

The university's rise in the rankings was further celebrated by Dr Nobuhle Nkabane, the Minister of Higher Education, who praised SMU for its exceptional progress during a speech delivered at the 3rd Higher Education Conference, organised by Universities South Africa (USAf). “I am delighted to see two newcomers in the rankings—Sefako Makgatho Health Sciences University, led by Professor Peter Mbatlana, and the University of Fort Hare under Professor Sakhela Buhlungu. Congratulations to both institutions for their remarkable achievements,” said Nkabane.

As SMU continues to grow its reputation in health sciences, this milestone reflects its commitment to pioneering innovation in healthcare education and research. With a student-centred approach and a focus on global excellence, SMU is rapidly carving out its place among the world's most respected universities, a point of pride for its students, staff, and alumni.

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SMU: THE CORNERSTONE OF SOUTH AFRICA'S HEALTHCARE EVOLUTION

Sefako Makgatho Health Sciences University (SMU) celebrated its 10th anniversary in 2024, standing out as an academic institution and a cornerstone of South Africa's healthcare system. The university's role extends far beyond education; it has become an integral force in shaping the future of healthcare in the nation and the wider African continent. The impact of SMU—rooted in a rich history of medical training and social justice—remains an enduring force in tackling some of the most pressing health challenges facing the country.

SMU's journey is deeply entwined with South Africa's history. Founded in 1976 as the Medical University of South Africa (Medunsa), the institution was established at a time when apartheid policies had left many communities in the country without adequate access to healthcare. Medunsa's creation was a direct response to this inequality, focusing on training healthcare professionals who would serve in under-resourced and rural areas where healthcare was most needed. At the time, South Africa's healthcare system was marred by disparities, and Medunsa's role was pivotal in addressing these inequities. It produced generations of doctors, nurses, and other healthcare professionals who were committed to social justice and health equity, giving Medunsa a distinct place in the country's medical history.

The renaming of the university in 2014 to Sefako Makgatho Health Sciences University marked a significant shift in name and purpose. The new name was a tribute to a respected leader of the African National Congress, symbolising a commitment to transformation, inclusivity, and progress. This new chapter emphasised the university's forward-looking vision and the importance of developing healthcare professionals who could respond to the changing needs of a democratic South Africa. With a focus on integrating modern medical research, clinical practice, and public health advocacy, SMU set out to expand its role from merely an academic institution to a global leader in health science education and research.



The university has since built upon the legacy of Medunsa, consistently striving to improve the quality and reach of its educational offerings. Its faculties and schools continue to lead in medical research, focusing on some of the country's most critical health issues, such as HIV/AIDS, tuberculosis, and maternal health. For example, the university has been at the forefront of clinical research, addressing challenges that uniquely affect South Africans and others in the Global South. This research is scientifically significant and aims at practical solutions to real-world problems.

The university's alumni have played a substantial role in transforming the South African healthcare landscape. Many SMU graduates trained under the institution's early commitment to social responsibility now occupy leadership roles in hospitals, clinics, and governmental health agencies across the country. Some have also gained international prominence, working with global organisations to address health crises around the world. These alumni are advocates for reform, pushing for improvements in healthcare delivery, public health policy, and patient care, particularly in underserved communities.

SMU's emphasis on social responsibility remains at the heart of its mission. The university has long supported community-based health initiatives and outreach programmes, which allow students to engage directly with the communities they will serve. These initiatives, often focused on rural and disadvantaged areas, embody the university's deep commitment to improving health and well-being across South Africa. Through its work, SMU has demonstrated the power of academic institutions to serve as catalysts for social change.

Looking forward, SMU's role in shaping South Africa's healthcare system is poised to grow even more influential. With new international partnerships, expanding research opportunities, and a dedication to cutting-edge technologies, the institution is strengthening its position as a global leader in health sciences. The university is attracting talent from across Africa and the world, further solidifying its place as a key player in addressing the world's most complex health challenges.

As South Africa continues to tackle the evolving challenges of healthcare provision in the 21st century, SMU stands at the forefront, committed to developing the next generation of healthcare professionals who will shape the future of the country's health system. With its rich legacy of excellence, social responsibility, and innovation, SMU is a symbol of South Africa's resilience and dedication to providing equitable, quality healthcare for all.

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GET TO KNOW THE SERVICES OFFERED AT SMU

As you step into your first year at Sefako Makgatho Health Sciences University (SMU), we know that it's important for you to feel supported, informed, and ready to make the most of your time here. The next few pages will guide you through the wealth of services and resources available to you as an SMU student.

From academic support and career services to wellness programmes and student activities, SMU is dedicated to ensuring you have everything you need to succeed. Whether it's advice on managing your studies, engaging with your peers, or taking care of your health, you'll find all the information you need right here. We invite you to explore the full range of services designed to enhance your academic journey and personal growth.

So, flip through the following pages and discover the resources waiting for you. Take note of the services that will help you thrive, from personal development and support to making your campus life vibrant and fulfilling. This is just the beginning of a transformative experience – we're excited to see you make your mark at SMU.

ACADEMIC LITERACY & SCIENCE COMMUNICATION

At SMU, we understand that academic success goes beyond just mastering content — it's about effectively communicating ideas and engaging with diverse text genres. The Academic Literacy & Science Communication programme is designed to equip students with the essential skills to thrive in their academic journey. Through targeted support and development in reading, writing, research, and presentation, we aim to empower you with the tools to excel in all forms of academic communication. Whether you're preparing for your first presentation, developing research protocols, or refining your writing, our programme ensures you're prepared for success, enhancing both your academic and professional future.

Services Rendered

- Reading (Variety of text genres) and writing skills (All forms of writing required at SMU).
- Online reading and writing proficiency (Pearson).
- Presentation skills (Group and individual).
- Research and protocol writing.
- Raising students' awareness of academic language and its use.
- Empowering students with Cognitive Academic Language Proficiency (CALP) and Basic Interpersonal Communication Skills (BICS).

Physical Address

BMS, Second Floor
Room No. N216

Student Consultations Hours

Monday – Friday: 13h00 - 14h00

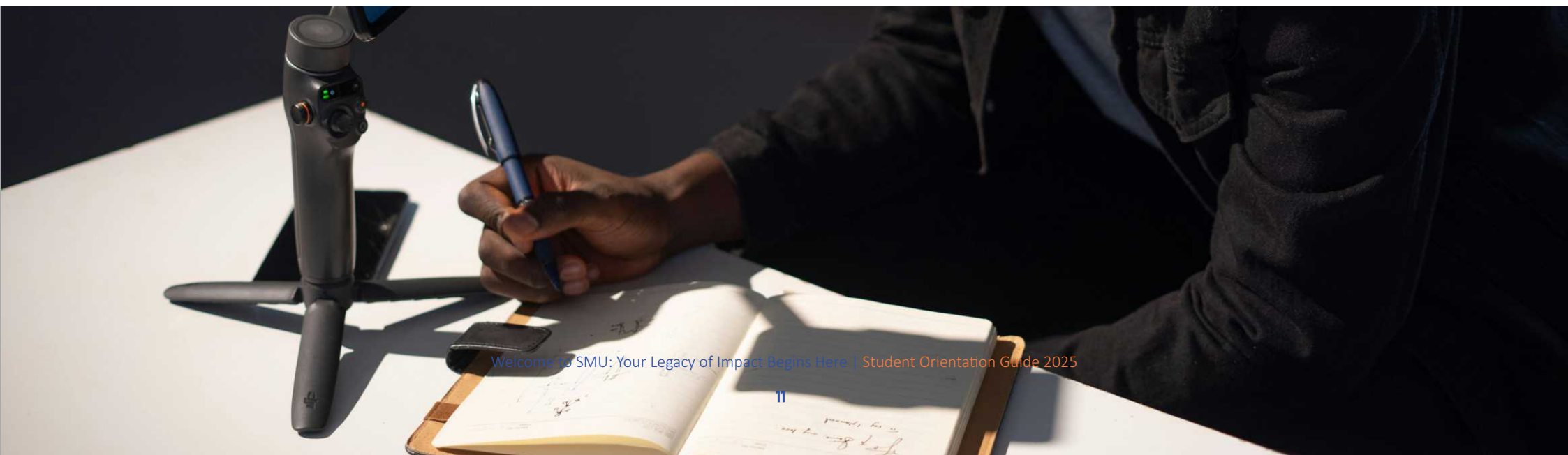
Contact Details

Email: edwin.seleka@smu.ac.za

Email: juliet.ratsoana@smu.ac.za

Staff Members

- Dr M.E. Seleka: Head of Discipline
- Mrs J.R. Ratsoana: Secretary
- Dr P. Nair: Senior Lecturer
- Dr V. Hungwe: Senior Lecturer
- Dr B.G. Marutla: Senior Lecturer
- Mr G. Nkgadima: Lecturer
- Mr J.T.Mamabolo: Lecturer





The Advocacy & Diversity Unit, part of the Student Affairs Directorate, collaborates closely with SMU's Internationalisation Directorate. Diversity on campus plays a pivotal role in enriching students' educational experiences by exposing them to individuals from various backgrounds, cultures, and perspectives. This exposure enhances communication and critical thinking skills, encouraging students to engage with differing beliefs and opinions. At SMU, diversity and advocacy are central to fostering mutual respect and understanding, challenging stereotypes, and addressing biases. These efforts ultimately equip students with the global competence and cultural awareness necessary to thrive in diverse workplaces.

Services Rendered

In conjunction with the Internationalisation Directorate:

- Provide information about SMU and about studying in South Africa to prospective and current international students.
- Advise and assist international students with applying for study visas and renewing existing study visas.
- Provide information about South African-approved medical aid service providers.
- Participate in the general orientation of new local and international students in the university.
- Initiate and assist in organising cultural celebrations of international students and related functions.
- Develop the International Students' Handbook, which provides information and services to international students.
- Provide information to foreign embassies and consulates.
- Serve as a liaison within the university community and beyond on behalf of SMU international students.
- Serve as a liaison between international students and the Department of Home Affairs.
- Advise on and facilitate social interactions amongst international and local students.

Other

- To support students with disabilities.
- To advocate for minority groups in various areas such as:
 - Religious formation.
 - Sexual orientation.
 - Cultural diversity.

Student-Related Activities/Committees

A. Student Related Activities

- Advocacy and Diversity Orientation
- SMU Africa Day
- Excursions for International Students
- SMU Heritage Day
- Student Representative Council and International Student Organisation elections

B. Committees

- Sefako Makgatho Health Sciences University International Student Organisation (SMUIISO)
- Lesbian, gay, bisexual, transgender, queer/questioning, intersex, asexual and many other genders and sexual identities (LGBTQIA+)
- All other student structures, i.e. political and non-political structures registered with the SRC, are also recognised by the office.

Additional Information

The office officially houses the LGBTQIA+ structure on campus. Students who want to join can contact the office.

Physical Address

Old Information Centre behind Residence 1C

Student Consultation Hours:

Monday - Friday: 08h00 – 16h00

Contact Details

Ms Eunice Modiba

Email: eunice.modiba@smu.ca.za

Tel: 012 521 5834

Cell: 071 711 2921 | Short Number: 6001

For International Student and Internationalisation Matters

Dr Carlien Jooste (Director: Internationalisation)

Email: carlien.jooste@smu.ac.za

Mr Gift Lebethe (Administrative Officer)

Email: gift.lebethe@smu.ac.za

LIBRARY AND INFORMATION SERVICES



Library and Information Services advances academic success and supports research and community engagement by providing access to quality health sciences information resources and services, technology, learning spaces and staff expertise. We offer undergraduates, postgraduates and staff access to information resources in different formats along with services and facilities to optimise access and use of these resources.

The library building is equipped with Wi-Fi to enable you to access a range of other services like the Internet and email. Our library staff offers expertise in answering your library-related queries and information skills training for individuals and groups. Library and Information Services has put in place programmes, services and collections geared towards supporting learning and research needs.

After the orientation week, students will receive additional practical training on using the online library catalogue to search for resources, and how to access & use information resources for assignments and study projects.

Services Rendered:

- Information Desk: A service desk for general inquiries.
- Circulation services
- Inter library loans
- Library training (Undergraduate /Postgraduate/Staff)
- Research support
- Referencing and Endnote support
- Printing/Photocopying
- Database literature searches
- LibAnswers: A facility for online help on any Library-related query.
- Remote access to online information resources.
- LibApp: A mobile tool that enables library clients to access all resources.

Collections

- Books: Print and electronic collections
- Reserve Collection: high-demand material available on a short basis
- Journals Print and electronic
- Electronic Databases
- Theses and Dissertations: print and electronic
- Institutional Repository
- Audiovisual collection
- Artefact (Bone clones)
- Electronic past exam papers

Facilities

- 24-hour study facility (at the basement of the BMS building)
- Air-conditioned study space
- Study Cubicles
- Computer Lab
- WIFI
- Discussion rooms
- Photocopying and printing facilities
- Training room
- Staff & Postgraduate Lab.

Library Hours

Term Time

Monday – Thursday: 07h30 – 22h00

Friday: 07h30 – 16h00

Saturday: 09h00 – 17h00

Vacation Time

Monday – Friday: 07h30 – 16h00

Saturday: Closed

Examination Periods

Monday - Friday: 07h30 - 00h00

Saturday - Sunday: 09h00 - 17h00

Physical Address: Library building

Contact Details

Director's Office: (012) 521 4151

Circulation Desk: (012) 521 5706

Information Desk: (012) 521 3084

Photocopying: (012) 521 4497

Library IT: (012) 521 3753

Security: (012) 521 5701

Library Website: <http://www.smu.ac.za/library>

Virtual Orientation Video: <https://www.youtube.com/watch?v=4toTlodrVSQ/>
<https://smu-za.libguides.com/>

ASSESSMENT AND CERTIFICATION OFFICE

The Assessment and Certification Office plays a pivotal role in ensuring that the academic progress of students is accurately evaluated and recorded. As the central hub for all examination-related processes, this office is dedicated to maintaining the integrity and efficiency of assessments at SMU. From the meticulous planning and organisation of examination timetables to the secure handling and distribution of question papers, the office ensures that every step in the assessment process is executed seamlessly. With a focus on data accuracy and student success, this department supports the university's commitment to excellence in academic performance and certification.

Services Rendered

Assessment

- Drawing up and publication of final assessment timetable.
- Receiving, safekeeping and duplication of question papers.
- Delivery of examination question papers and stationery to and from examination venues.
- Data processing of annual result codes on the system.

Publication of Results

- Publication of students' final assessment results on iEnabler and SMS line.
- Ensuring that progress reports and academic records are available on iEnbler.

Certification

- Extracting and verification of graduation lists from the system.
- Compiling graduation programmes.
- Printing and safekeeping of degree/diploma certificates.
- Sending out graduation invitations to eligible candidates.
- Conducting graduation ceremonies.
- Issuing of graduation certificates.

Administration of Postgraduate Dissertations/Theses

- Receiving and sending out theses and dissertations to external assessors.
- Receiving and safekeeping of completed dissertations/theses.
- Preparation of Agenda for PGC and ECS, and implementation of decisions taken
- University working hours.

Working Hours

Monday – Friday: 07h30 - 16h00

Physical Address

Clinical Pathology Building
Ground Floor
Room N07

Contact Details

Lehlohonolo Seeletse

Tel.: 012 521 3287 | Email: lehlohonolo.seeletse@smu.ac.za

Sarah Mogale (Administration of Postgraduate Dissertations/Theses)

Tel.: 012 521 4674 | Email: sarah.mogale@smu.ac.za

Rose van Wyk

Tel.: 012 521 4556 | Email: rose.vanwyk@smu.ac.za

David Matsemela Masola

Tel.: 012 521 5845 | Email: matsemela.masola@smu.ac.za

Penelope Mankge

Tel.: 012 521 5353 | Email: penelope.mankge@smu.ac.za

Elizabeth Khoza

Tel.: 012 521 4674 | Email: elizabth.khoza@smu.ac.za

CENTRE FOR UNIVERSITY TEACHING AND LEARNING (CUTL) STUDENT SUPPORT SERVICES

The Centre for University Teaching and Learning (CUTL) encompasses the Student Support Unit, the E-Learning Unit, and the Medical Illustration and Audio-Visual Services (MIAAVS) Unit, all of which provide essential support to SMU students.

1. Student Support Services

The Student Support Unit, a division of CUTL, is dedicated to providing both academic and personal assistance to help students successfully complete their university studies. This support is delivered through initiatives such as the first-year mentorship programme, supplemental instruction, tutoring, student advising, life skills workshops, academic development sessions, and various other student development and support programmes.

1.1. Student Support Unit Contact Details

You can contact the CUTL Student Support Unit via the email addresses provided below, specific to your respective schools:

- ***Student success monitoring for all schools***
Mr Stanley Lekata (Student Tracking and Monitoring Specialist)
Email: stanley.lekata@smu.ac.za
- ***Student Academic Development and Support for All Schools***
Ms Thabile Mtsweni (Student Academic Development and Support Officer)
Email: thabile.mtsweni@smu.ac.za
- ***Tutorship and Supplemental Instruction support for all schools***
student.tutorship@smu.ac.za
- ***School of Science Technology (SST) student advising and other support***
Ms Bonolo Kau (Student Advisor)
Email: bonolo.kau@smu.ac.za

SST Student Academic Advisor
Email: sst.studentadvisor@smu.ac.za



- **School of Medicine (SOM) student advising and other support**

Ms Dikeledi Thipe (Student Advisor)

Email: dikeledi.thipe@smu.ac.za

SOM Student Academic Advisor

Email: som.studentadvisor@smu.ac.za

- **School of Oral Health Sciences (SOHS) student advising and other support**

Ms Dikeledi Thipe (Student Advisor)

Email: dikeledi.thipe@smu.ac.za

SOHS Student Academic Advisor

Email: sohs.studentadvisor@smu.ac.za

- **School of Pharmacy (SOP) student advising and other support**

Ms Bonolo Kau (Student Advisor)

Email: bonolo.kau@smu.ac.za

- **School of Health Care Sciences (SHCS) student advising and other support**

Ms Bonolo Kau (Student Advisor)

Email: bonolo.kau@smu.ac.za

SHCS Student Academic Advisor

Email: shcs.studentadvisor@smu.ac.za

2. E-Learning Support Services

SMU utilises a blended learning approach, offering students the opportunity to engage with learning materials through the online Blackboard Learning Management System (LMS). The E-Learning Unit within CUTL provides training and support to help students navigate the Blackboard LMS tools, Turnitin Plagiarism Detection software, and Hornlock Proctoring System. Support is delivered through various methods, including online and in-person workshops, ongoing email assistance, face-to-face consultations, and telephonic guidance.

2.1. E-Learning Unit Contact Details

You can contact the CUTL Student Support Unit via the email addresses provided below, specific to your respective schools:

Student Support Service Contact Details*E-learning student support for all schools*

Ms Thandokazi Ikedinobi (E-learning Specialist)

Tel.: 012 521 3896

Email: thandokazi.ikedinobi@smu.ac.za

Student Support Helpdesk

Tel.: 012 521 3982

Email: students.elearningsupport@swave.smu.ac.za

3. Medical Illustration and Audio-Visual Services (MIAAVS)

MIAAVS serves as the University's multimedia and multidisciplinary support centre, offering services to students across both academic and non-academic activities. The centre is staffed by professionals who assist students in accurately documenting their clinical, laboratory, research, teaching, learning, and general campus life projects. This support includes photography, videography, audio-visual technology, as well as art and graphic design services.

3.1. Medical Illustration and Audio-Visual Services (MIAAVS) Contact Details

You may contact MIAAVS through:

Ms Nicolette Jordaan (Manager)

Tel.: 012 521 5642

Email: nicolette.jordaan@smu.ac.za

M₃ E₁ N₁ T₁ A₁ L₁

H₄ E₁ A₁ L₁ T₁ H₄

M₃ A₁ T₁ T₁ E₁ R₁ S₁

The Educational Psychology Unit is dedicated to enhancing student development and academic success by providing specialised psychological services aimed at optimising human functioning in educational contexts. The unit offers a holistic approach to student well-being, focusing on both academic and personal growth. With a team of skilled professionals, the unit assesses and addresses various psychological needs, ensuring students receive the support necessary to overcome barriers and thrive in their educational journey. By offering tailored interventions, counselling, and crisis support, the Educational Psychology Unit plays a crucial role in fostering resilience and emotional well-being among students.

Scope of Practice/ Services Rendered

- Brief and psychoeducational counselling.
- Psychotherapy (e.g. The ability to apply various evidence-based psychotherapeutic modalities appropriate to the case formulation).
- Career counselling.
- Learning support.
- Prevention programmes to assist learners who have mild or transitory problems that interfere with academic and learning performance, such as poor peer relationships, learning or behaviour problems in the classroom, and family problems such as adjustment to adoption, death, or divorce.
- Crisis intervention services that support students following traumatic incidents such as violence, abuse, death, or suicide by a student.
- Enhancing resilience, emotional well-being, and emotional literacy.
- Working to support difficulties with attachment (styles) and bereavement.
- Supporting (vulnerable and/or at-risk) students with transitions.

Physical Address

Pharmacovigilance Building (*before the clinic*)

Student Consultation Hours

Monday-Friday: 08h00-16h00

Contact Details

Mrs Sibusisiwe Komane (Educational Psychologist)

Tel: (012) 521 5711 | Email: sibusisiwe.komane@smu.ac.za

CLINICAL PSYCHOLOGY UNIT

The Clinical Psychology Unit offers vital mental health support to students, providing professional psychotherapy and assessments to help them navigate various personal and emotional challenges. The unit is dedicated to promoting mental well-being, offering a safe and confidential space where students can receive tailored support for their psychological needs. Through compassionate care and expert guidance, the Clinical Psychology Unit plays a key role in ensuring students' emotional resilience and overall well-being during their academic journey.

Services Rendered

Psychotherapy and assessment for students (individuals, couples, families and groups) presenting with some of the following difficulties:

- Adjustment problem
- Trauma and crisis intervention
- Relationship and interpersonal difficulties
- Psychosocial & family problems
- Stress
- Mood disorders (depressive & bipolar)
- Anxiety disorders
- Suicide

- Personality problems
- Abuse and assault
- Grief and bereavement
- Anger management
- Eating disorders
- Self-esteem issue
- Personal growth and development

Student Consultation Hours:

Monday- Friday: 08h00-16h00

Contact Details:

Mrs Molebogeng Moholo (Clinical Psychologist)

Email: molebogeng.moholo@smu.ac.za

Tel: 012 521 3806

Physical address:

Office Number: 08

Pharmacovigilance Building (next to Campus Health)





The Campus Health and Wellness Centre is a vital resource dedicated to supporting the physical, mental, and emotional well-being of students. Committed to fostering a healthy and productive campus environment, the centre provides a range of comprehensive health services designed to meet the diverse needs of the SMU community. From medical consultations to counselling and wellness programmes, the centre serves as a hub for promoting holistic health and equipping students with the tools to thrive academically and personally. Accessible and student-focused, the Campus Health and Wellness Centre is a cornerstone of support throughout the university journey.

Services Rendered

- Minor ailment treatment.
- Women's health (contraceptive services).
- Emergency care/ first aid.
- HIV counselling, testing and referral for management.
- Hepatitis B vaccination.
- Health promotion through a peer education programme.
- Student counselling and guidance services.

Student-Related Activities/Committees

- Peer education training and mentoring.
- Health Promotion Campaigns like:
 - First Things First.
 - Health Awareness Dialogues.
 - Women's Health.
 - Men's Health.
 - Substance and Alcohol Abuse Awareness.
 - GBV awareness.
 - Candlelight World Aids Day.
 - Group discussions and many more.

Additional Information

- All services are free of charge.

Staff Members

Clinic-Based

Dr M.P Mathebula: Clinic Doctor/Deputy Director Campus Health and Counselling

S.J Mokono: Assistant Manager Campus Health

E Modise: Senior Professional Nurse

A.M. Mokoeloe: Senior Professional Nurse

Ms A Kgatle: Receptionist

Mr J Diale: Principal Lab Assistant/HIV/AIDS Counsellor

Ms N.S Leballo: HIV/AIDS Officer

Ms K.A Nonkwelo: Health Promoter

Paramedics

Mr E Sephoka

Mrs M Maake

Mr A Masikwa

Mrs T Mangwani

Mr G Satege

Ms L Magana

Mr R Mabogo

Mr F Mulovhedzi

Ms K Maubane

Ms M Mashego

NB: The university has partnered with ER 24 for additional Emergency Services, and all emergency services are activated through control.

Location

Next to the Security office at the Main Gate/ between the Safety and Security Services Office and the Pharmacovigilance Office

Student Consultation Hours

Monday–Friday: 08h00–16h00

After Hours, Weekends, and Emergency

Contact campus control at 082 793 1367

Clinic Contact details: 012 521 5735

Counselling social services

Campus Health also offers student counselling services, located in the Pharmacovigilance Building. These services address issues such as tension, stress management, learning disruptions, depression, and personal or social challenges for which students may require support. If a student is uncertain about what they are experiencing, it is important to consult the psychosocial team for guidance.

Staff members

Molebogeng Moholo (Clinical Psychologist)

Sibusisiwe Komane (Educational psychologist)

Corlia Du Preez (counsellor/life coach)

Lesego Tsimma (Social worker)

Kelly Mahasha (Social worker)

Noting the need and convenience for students to access counselling services even after hours, the university has partnered with SYKED. This online counselling service will serve to strengthen the availability of the counselling service. Students can download the Syked app from the Play Store.

DENTAL CLINIC



The Dental Clinic provides comprehensive oral health care services, offering both basic and specialised dental treatments to students, staff, and the wider community. With a focus on quality care, the clinic operates as a specialised dental hospital equipped with advanced facilities and a team of expert professionals. In addition to routine dental services, the clinic also offers specialised treatments and has established community outreach programmes to extend dental care to underserved areas. With flexible hours of service and affordable consultation fees, the Dental Clinic is committed to promoting oral health and providing accessible care to all patients.

Patient Admin Department

Level of Care: Specialised Hospital (Dental Hospital)

Services

- Dental production laboratory

Clinical Service Offered

- Basic primary health care dentistry
- Diagnostics and careline (emergency care)
- Operative dentistry
- Maxillo facial and oral radiology services

Specialised Dentistry Services

- Maxillo facial and oral surgery
- Prosthodontics
- Maxillo facial and oral pathology
- Orthodontics
- Community dentistry
- Oral medicine and periodontology
- Theatre services for surgical disciplines

Community Outreach Programmes

- Winterveldt - Sisters of Mercy Clinic
- Salvokop
- Phelophepa

Hours of Service

Monday - Friday: 07h00 - 16h00

Saturday: 07h00 - 13h00

Additional Information

- The patient may come to the hospital for consultation with or without referral letters.
- Consultation starts from R75 to R118 depending on the classification.
- Foreign Patients pay R391 for consultation only.
- Foreign patients who are pregnant, lactating women and children under the age of 6 are eligible for free services.
- Those who are on medical aid use their medical aid for consultation.
- Free services are provided for pregnant women, children under the age of 6 and pensioners/SASSA.
- The patient should bring along their ID copies, Proof of residence, Salary advice, and SASSA letters or cards.
-

Physical Address

Dental Building

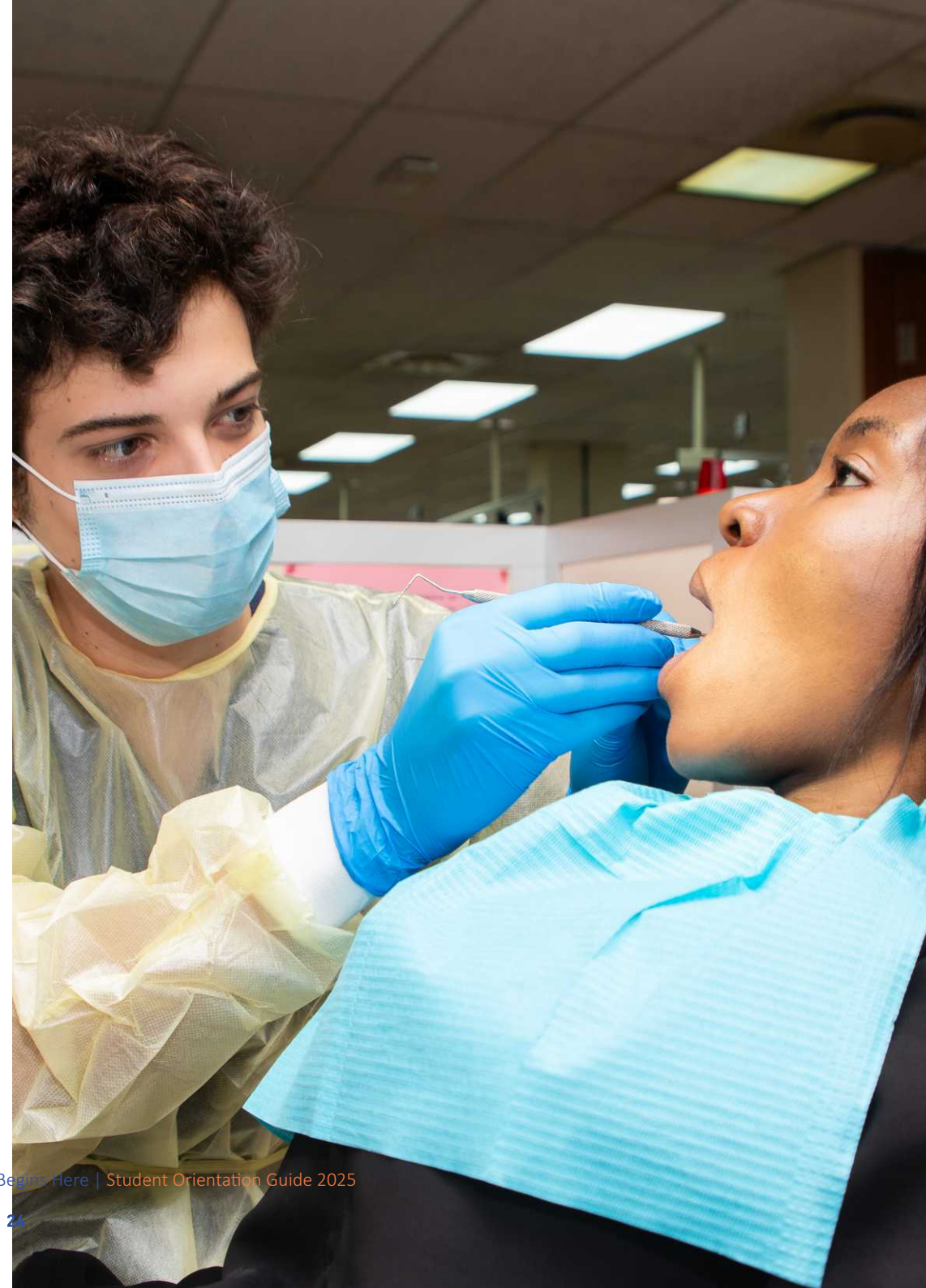
Contact Details

Ms Tshepiso Appolus

Tel: 012 521 5787 / 5761

Ms Lerato Sebolai

Tel: 012 521 5761



SOCIAL WORK SERVICES

The Social Work Services unit is dedicated to fostering a supportive and nurturing environment for the university community. Through a compassionate and professional approach, the unit addresses a range of personal, social, and emotional challenges faced by students and staff alike. Guided by principles of empathy and empowerment, Social Work Services aims to enhance well-being, build resilience, and provide tailored support that enables individuals to navigate life's complexities with confidence and hope.

Services Rendered

- Counselling and development of coping mechanisms
- Stress management support
- Social relief and assistance programs
- Crisis intervention and management
- Direct therapeutic services
- Conducting psychosocial assessments
- Debriefing (individuals and groups)
- Facilitating group work/ support group sessions
- Court preparation support
- Substance abuse counselling
- Grief counselling
- Suicidal ideation support and intervention
- Advocacy and referral services

Student-Related Activities

- Wellness and self-care workshops
- Sexual health education
- Mental health awareness initiatives
- Gender-based violence dialogues and campaigns

Physical Address

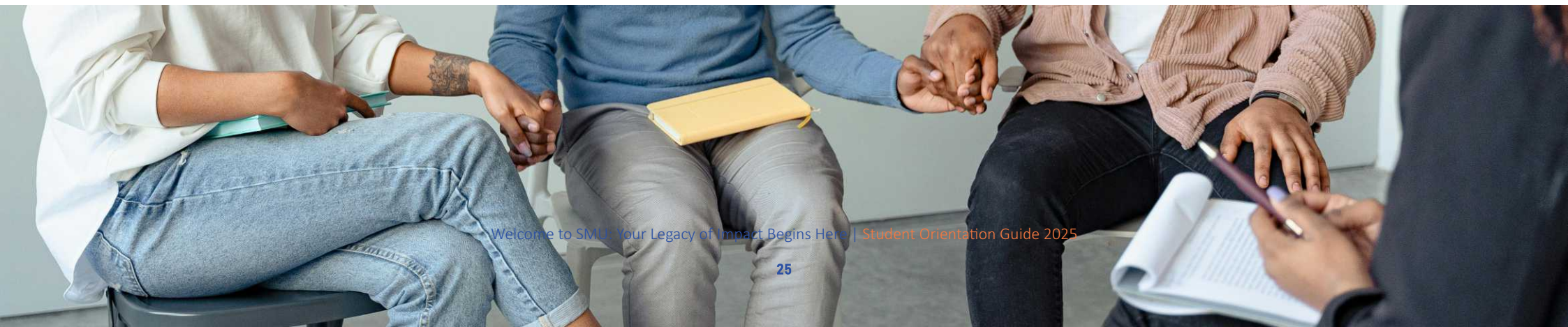
Pharmacovigilance Building.

Student Consultation Hours

Monday- Friday: 08h30 – 15h30

Contact Details

- Ms Lesego Tsimah
Email: lesego.tsimah@smu.ac.za
Tel: 012 521 4579
Office number: 04
- Mr Kelly Mahasha
Email: kelly.mahasha@smu.ac.za
Tel: 012 521 3309
Office number: 07



FINANCIAL AID OFFICE

The Financial Aid Office plays a pivotal role in supporting students by providing access to various funding opportunities that make higher education more affordable. Through its range of services, including merit awards, bursaries, scholarships, and loans, the office works to ensure that financial barriers do not prevent students from pursuing their academic goals. The office maintains strong relationships with sponsors and assists students in applying for external funding from various sources, including the National Student Financial Aid Scheme (NSFAS) and Fundi. With a commitment to delivering efficient and friendly service, the Financial Aid Office is dedicated to helping students secure the financial assistance they need to succeed at university.

Services Rendered

Merit Award

First-year students who are pursuing their first degree following Grade 12 may be eligible for a Merit Award. To qualify, students must achieve an average mark of 80% or higher in their Grade 12 final examinations. Those who meet the criteria will receive a 50% tuition fee waiver.

Calculation of the Average:

- For the Old Curriculum (Matriculation Certificate): Add the percentages of the six best final exam results and divide by six.
- For the New Curriculum (Senior Certificate): Add the percentages of all subjects (excluding Life Orientation) and divide by the total number of subjects.

Bursaries/Scholarships

The main responsibility of the office is to maintain and strengthen relationships and communication with sponsors, as well as to provide any necessary information on behalf of students. Students are encouraged to apply for external bursaries offered by various companies, government departments, and municipalities. Relevant information and contact details can be found at www.zabursaries.co.za, www.studentroom.co.za, and at the [Financial Aid Office](#).

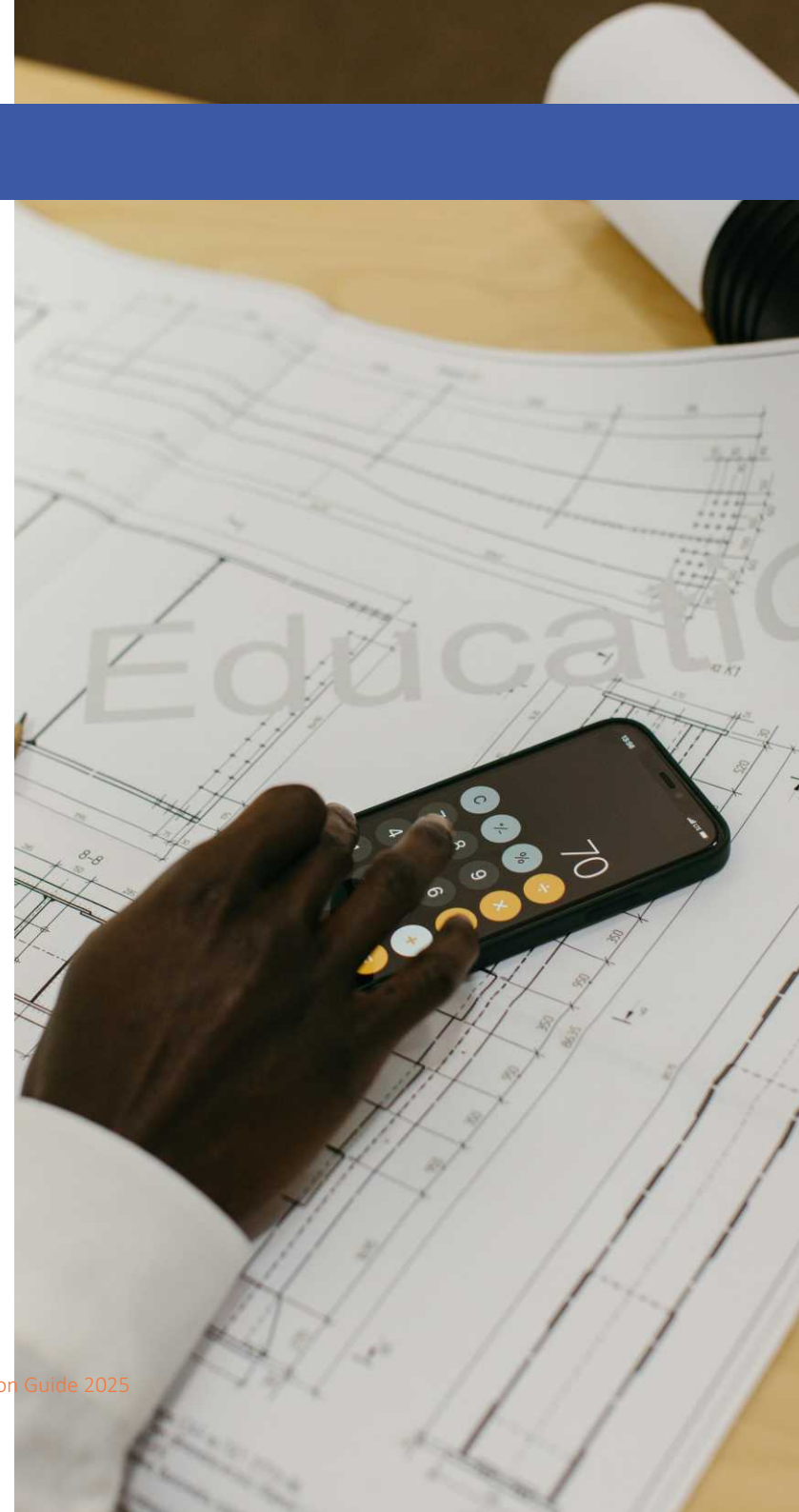
National Student Financial Aid Scheme (NSFAS)

All applications for NSFAS funding have to be made online on the NSFAS website www.nsfas.org.za. Please take note of the annual NSFAS closing date.

Available Computer Labs for Application and Details Update

You can complete your applications and update your details at the following campus computer labs:

- BMS 301



- BMS Study Hall
- NSB CBE
- NSB E-Learning Centre
- Residence 2B

Scanning Facilities

For uploading your supporting documents, scanning facilities are available at:

- The Library
- Financial Aid Office
- One-Stop Student Centre
- Basement Clinical Pathology Building

For enquiries and more information on the above, please visit the Financial Aid Office or visit the NSFAS website [at www.nsfas.org.za](http://www.nsfas.org.za).

Fundi

Formerly known as Eduloan, Fundi is South Africa's leading education finance and bursary/leadership fund management solution specialist. Over the past twenty-five years, Fundi has evolved from humble beginnings as a leading provider of lending solutions in the education sector to a fully-fledged one-stop shop for all things education.

Fundi is South Africa's leading education finance and education fund management solution specialist and the only credit provider solely focused on providing funds for education. Since its inception in 1996, we have advanced over 920 000 loans to the value of R6, 5 billion. In 2000, we pioneered South Africa's first fund administration smart card solution (FundiCard) and have since administered more than R24 billion in bursary funds.

Fundi offers the finance you need for every step of your educational journey and provides funding for tuition and registration fees for undergraduate and postgraduate qualifications as well as outstanding balances, textbooks, accommodation, laptops, tablets, and other study tools.

If your allowances are managed through Fundi, depending on the rules set by SMU, you will receive cash in your bank account or funding in certain pockets on your FundiCard.

Please visit our Fundi Office at the One-Stop Student Centre or contact us on 012-521 5964; 0860 555 555 44, www.fundi.co.za or [download our FundiSA app](#).

Additional Information

The Financial Aid Office (FAO) is committed to providing excellent, efficient, professional, and friendly service to students. Financial aid offers students the opportunity to access tertiary education; however, not all students qualify for assistance. Financial aid is awarded based on specific financial and academic criteria. Students are encouraged to visit the FAO for further information and personalised assistance.

Physical Address

Financial Aid Office, One-Stop Student Centre, Basement, Clinical Pathology Building.

Student Consultation Hours

Monday – Friday: 09h00 - 16h00

Contact Details

Vacant

Assistant Director and HOD

Tel.: 012 521 4622

Mr Father Moloto (Financial Aid Officer: NSFAS)

Email: father.moloto@smu.ac.za

Tel.: 012 521 4031

Mr Onke Klaas (Financial Aid Officer)

Email: Onke.klaas@smu.ac.za

Tel.: 012 521 5314

Mrs Patricia Motsepe (Financial Aid Officer: Private Bursaries)

Email: patricia.motsepe@smu.ac.za

Tel.: 012 521 4486

Mrs Nonia Kgubudi (Data Capturer)

Email: nonia.kgubudi@smu.ac.za

Tel.: 012 521 5961

ENROLMENT MANAGEMENT OFFICE

The Enrolment Management Office plays a key role in supporting students as they navigate their academic journey at the university. Focused on streamlining processes and providing essential administrative support, the office ensures that students' enrolment experiences are efficient and seamless. By offering guidance and assistance at every stage, the office helps students successfully transition into university life and manage their academic records throughout their studies.

Services Rendered

- Applications
- Admissions
- Registrations
- Student Records

Physical address

Molotlegi Street
Clinical Pathology Building,
Basement, Room N011

Office Hours

Monday- Friday: 07h30- 16h00

Contact Details

Ms ML Hlatshwayo (Head of Department)
Email: mmule.hlatshwayo@smu.ac.za
Tel.: 012 521 4979

Ms SM Mogale-Kabini (Head: Postgraduate Matters)
Email: sarah.mogale@smu.ac.za
Tel.: 012 521 5886

Mr AS Mabuse (Online Applications)
Email: alfred.mabuse@smu.ac.za
Tel.: 012 521 4204



Ms AT Mkhize (Undergraduates Matters)
Email: angel.mkhize@smu.ac.za
Tel.: 012 521 4135

Mr TE Matlala (Undergraduate Matters)
Email: thabiso.matlala@smu.ac.za
Tel.: 012 521 4135

INFORMATION COMMUNICATION TECHNOLOGY

The Information Communication Technology (ICT) Office provides comprehensive support to ensure that staff and students have reliable access to the technological resources needed for academic and administrative success. With a focus on maintaining smooth network connectivity and securing ICT infrastructure, the office plays a key role in enhancing the overall digital experience at the university. Through a range of services, ICT works to ensure that users have the necessary tools and assistance to navigate and effectively use technology in their day-to-day activities.

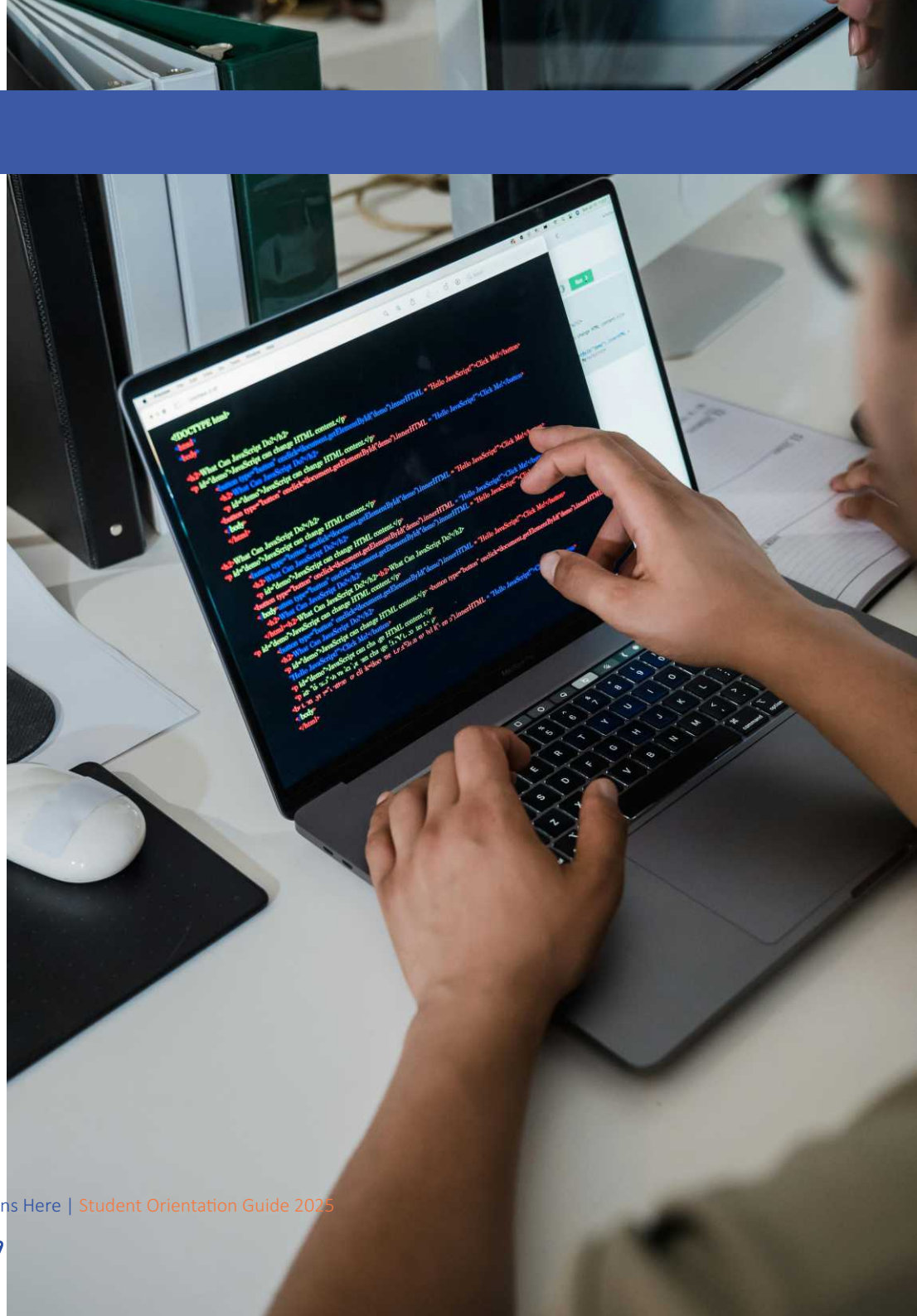
Services rendered

- Network Support.
- Internet Support.
- Information Communication Technology (ICT) Security Support.
- Service Support.
- Student Technical Support.
- Basic Computer Literacy Training.
- Business Systems Support.

The ICT department has nineteen computer labs on campus and two computer labs off-campus at South Point Residences available for use by all students for different functions as per the access schedules for the labs. Student assistants employed in the department assist in the labs. These computer labs listed herein are manned by the ICT department and are located as follows:

General-purpose and specialized computer Labs and operating hours

- Study Hall, Basic Medical Sciences Building: 24/7
- BMS S301, Basic Medical Sciences Building: 07h30 - 18h00
- BMS S303, Basic Medical Sciences Building: 07h30 - 18h00
- Pharmacy S519, Basic Medical Sciences Building: Open as per schedule
- Physiology S308, Basic Medical Sciences Building: Specialized
- Residence 2B: 24/7
- Glass Cabinet, Dental Building: 07h30 - 18h00
- Library Main Hall: 07h30 - 24h00



- Library Postgraduate: 07h30 - 24h00
- Library Multimedia Center: 07h30 - 24h00
- CBE, Natural Sciences Building: 07h30 - 18h00
- E-Learning Centre, Natural Sciences Building: 07h30 - 20h00
- E-Learning Centre Small Lab, Natural Sciences Building: 07h30 - 20h00
- Computer Science, Natural Sciences Building: Open as per schedule
- English, Natural Sciences Building: Open as per schedule
- Chemistry, Natural Sciences Building: Specialised
- Physics, Natural Sciences Building: Specialised
- Statistics Lab: Specialised
- Clinical Pathology-CP Ground Floor: 07h30 - 18h00

You are welcome to use any of the available labs of your choice, except the specialised labs. We have student assistants to help you in these labs, should there be a need. Please feel free to approach them at any time.

General rules for all computer labs

- Neither food nor drinks are to be brought into the lab.
- Students shall not make noise or cause disturbances, use cellular phones, hold meetings or demonstrations inside the lab, or behave in such a manner that would interfere with or impact negatively on the study and research activities of other lab students.
- Students are responsible for their email accounts and passwords, which must be kept secret, and secure, and they are responsible for any action that takes place from a computer logged in with their account.
- Students must log out before leaving the computer lab.
- Students shall not give other people access to their accounts.
- No student may make use of an unauthorised account other than what has been issued to him or her personally by the University.
- Student accounts are not transferable.
- Student passwords must be alphanumeric and be changed regularly for security.
- No student is allowed to send a broadcast message(s) in the university community.
- Tampering with the computer lab facilities is not permitted.
- A student may not tamper with computer lab hardware, Complementary

Metal-Oxide- Semiconductor (CMOS) settings, software settings, the network, and University data, and the list is endless.

- A student may not attempt to open computers, access their components, or remove any part of a computer from the lab, including a keyboard and/or mouse.
- Use of the computer facilities by a student for financial gain, whether directly or indirectly is prohibited.
- Should a student contravene the above-mentioned rules, the Student Assistant or his/her nominee must report immediately to the supervisor responsible for all student assistants. Upon reporting the university student, a disciplinary process shall be followed.
- A student may appeal in writing against the decision of the university through available channels in university policy.

Additional information

ICT department, we are here to make your study life easier by providing the tools and platforms you need during your study period at SMU. We do this by providing you with access to computer laboratories, Wi-Fi, student email, Microsoft 365, and various software at no additional cost to students.

The ICT department has general student assistants and student technical assistants (STAS) to support students in the use of computer labs and also further support student personal computers to enhance their studying and use the university resources appropriated to the student domain.

1. Wi-Fi access @ residences of SMU

Wi-Fi connections are available in student residences and on-campus designated areas. For security reasons, access is managed and authorised only for registered SMU students. Student Assistants will assist in configuring Wi-Fi connectivity and provide the necessary credentials from the Student Technical Support Services office in the basement of the NSB next to the Van Schaik bookstore.

2. Student email account @ SMU

All registered students are provided with a free email for online communication purposes. The email credentials may be acquired from the Student Technical Assistant office in the basement NSB next to the Van Schaik bookstore.

Note that the email provided could be kept or used for life. This is done to maintain communication with SMU students well after they have left the institution. Students must use the email within prescripts of the law and university policies, which are found on the university intranet page.

Below are the steps on how students can access the student email account:

Step 1: Type the URL: www.google.co.za.

Step 2: Click Sign in.

Step 3: Type the email address studentnumber@swave.smu.ac.za

Step 4: Type the password.

Step 5: Click the link Mail.

3. Student-approved software @ SMU

Students may not use copied, illegal or pirated software in the university computers or personal computers and may not connect them to the university ICT infrastructure thereafter.

A standard suite of software is installed in all general-purpose labs.

Students are encouraged to use the Microsoft 365 suite and also to visit the ICT Student Technical Support portal using the URL: <https://www.smu.ac.za/en/explore-smu/departments/information-communication-technology/student-ict-technical-support/ to access the software/applications guidelines for ease of use>.

Students should acquire their software when purchasing their computers in the event of additional requirements which are not provided by the university.

4. Request for support

To request support students should use the following link:

<https://tinyurl.com/Devices-Service-Request-Form>

Students should use the following minimum requirements when purchasing computers.

Minimum Hardware and Software specifications for Laptops.

- Processor: i5 or Ryzen 5 (Gen 8)
- RAM: At Least 8GB – (Recommended 16GB)
- Drive: 512GB Nvme or SSD
- Wi-Fi 5 or Wi-Fi 6 Radio (2.4 and 5G Wi-Fi 802.11n/ac/ax)
- Windows 10 or Windows 11 – (Genuine License Windows Product. Recommended Windows Pro Edition)
- Cable Lock for Laptops
- Backpack for Laptops
- 3 Year Next day Warranty

OR

Minimum Hardware and Software specifications for Laptops.

- (i7 or Ryzen 7 (Gen 10 or Gen 11)
- (16GB to 64Gb)
- Drive: 1TB to 2TB Nvme or SSD
- Wi-Fi 6 Radio (2.4 and 5G Wi-Fi 802.11n/ac/ax)
- Windows 10 PRO or Windows 11 PRO – (Genuine License Windows Product)
- Cable Lock for Laptops
- Backpack for Laptops
- 3 to 5-Year Next day Warranty (On-Site)

Minimum Hardware and Software specifications for Android Mobile and Tablet.

- CPU Speed Quad-Core 1.2GHz
- RAM (GB) 3 GB
- Internal 32 GB storage
- Wi-Fi 5 or Wi-Fi 6 Radio (2.4 and 5G Wi-Fi 802.11n/ac/ax)
- Android 10
- 2-Year Warranty

OR

Minimum Hardware and Software specifications for Android Mobile and Tablet.

- CPU Speed Octa-core 2.4GHz
- RAM (GB) 12 GB
- Internal 256 GB storage
- Wi-Fi 6 Radio (2.4 and 5G Wi-Fi 802.11n/ac/ax)
- Android 11
- 2 to 3-Year Warranty

Minimum Hardware and Software specifications for iOS Mobile and Tablet – (iPhone, iPad, or iPod touch).

- CPU Speed Hexa-core 3. GHz
- RAM (GB) 6 to 64 GB
- Internal 128 GB storage
- Wi-Fi 5 of Wi-Fi 6 Radio (2.4 and 5G Wi-Fi 802.11n/ac/ax)
- iOS 14.1
- 2-Year Warranty

OR

Please see below the recommended specifications for iOS Mobile and Tablet – (iPhone, iPad, or iPod touch).

- CPU Speed Hexa-core 3. GHz
- RAM (GB) 6 to 64 GB
- Internal 256 GB storage
- Wi-Fi 6 Radio (2.4 and 5G Wi-Fi 802.11n/ac/ax)
- iOS 15
- 2 to 3-Year Warranty

4. Anti-viruses' requirements @SMU

Students should make sure their personal computers always have updated antivirus software running before using university ICT Network Infrastructure. All computers in the labs are configured to run Microsoft Defender antivirus updates daily.

5. Online Learning Management System (blackboard) @ SMU

Blackboard is a teaching and learning management system providing online courses, assessments, group discussions, tests, assignments, and quizzes and allows interaction between lectures and students and students amongst themselves using educational technology at Sefako Makgatho Health Sciences University. Such solutions include access to online course content via web-based or mobile access.

Below are the steps on how students can access Blackboard:

Step 1: Type the URL: <https://ithute.smu.ac.za>

Step 2: type username: student number

Step 3: type password.

(Default password 'changeme')

ICT management wishes all first entering students a fruitful and beneficial academic year ahead of their studies.

Physical Address

ICT Building (Production Unit)

Contact Details

Mr Ignatius Makgoka (Director)

Tel: 012 521 4103

Ms Monica Tau (Secretary)

Tel: 012 521 3376

Service Desk

Email: ictservicedesk@smu.ac.za

Tel: 012 521 5050

ICT Student Technical Support Services Office

Student Technical Assistants Team

Email: ictstudent_support@swave.smu.ac.za

Tel: 012 521 5768

MEDICAL ILLUSTRATION AND AUDIO-VISUAL SERVICES (MIAAVS)

The Department of Learning Technology, Medical Illustration, and Audio-Visual Services (MIAAVS) is a dynamic and integral part of the Centre for University Teaching and Learning (CUTL). Located on the basement level of the Library building, MIAAVS plays a pivotal role in supporting the university's academic and research endeavours. By working in close partnership with academic schools, administrative departments, and students, the department provides a comprehensive array of services designed to elevate the quality of teaching, learning, and student engagement. Through its innovative use of learning technology, expert medical illustration, and advanced audio-visual resources, MIAAVS contributes to the enhancement of the university's academic environment and helps shape a more interactive, engaging, and resource-rich educational experience.

Services Rendered

- Medical illustration, art and design.
- Clinical, scientific and general photography.
- Scientific photography- A broad spectrum of scientific photography is available, including microscopic, macro, gel and research photography. In addition, the unit is equipped for scientific documentation in-house or on-location.
- Medical television/media – training videos, recordings of various medical conditions, live streaming and hybrid events, corporate and promotional material.
- Audio-visual and technical services to lecturing staff and students.
- Academic and administrative support.

Student-Related Activities

- MIAAVS assists students with events by providing Public Address (PA) systems and technical assistance whenever possible and as needed. These events are

normally arranged through the Student Affairs/Governance and SRC offices.

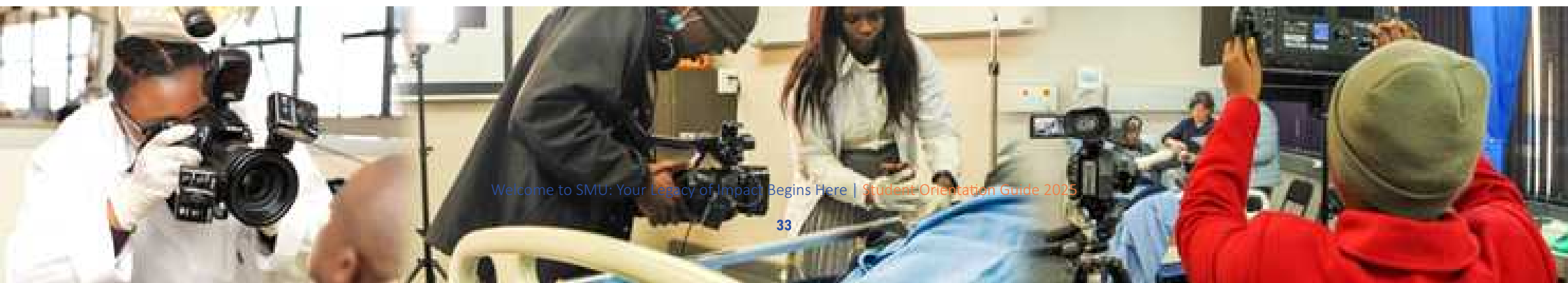
- All printing and event requests from recognized student structures and church groups must be accompanied by a letter from the Student Governance office and this is usually issued by Mr Albert Masetla.
- The department also assists students with study material by offering a colour printing/copying and lamination service at a nominal fee – printing is only done in A4 and A3 sizes. All black and white (monochrome) printing should be done in the library. Please enquire at the department for the correct price list – payment is per page/side. All payments must be made at the cashier in the Clinical Pathology building. NO cash will be handled by the MIAAVS staff.

VERY IMPORTANT: NO CASH may be handled by MIAAVS staff.

After-Hours Bookings of Venues

MIAAVS assists Ms Tsholo Tau in booking venues for use by student structures (e.g., church groups/societies) and departments after hours. Venues are selected/issued according to the intended use and the number of participants. All bookings for annual use must be submitted at the beginning of the year, and the university reserves the right to cancel any approved requests at any time. Illegal occupation of venues may result in occupants being asked to vacate the venue by Safety and Security.

- All after-hours bookings of venues are handled by the department, and student structures can book venues by submitting written requests to the Manager's office for approval. Venues are booked on a first come first served basis and availability.
- Long-term booking requests must be submitted to MIAAVS early in the year to prevent disappointment.



- **All SMU official and academic events will get preference** when it comes to allocating venues and equipment. Structures may have to be allocated an alternate venue to accommodate an official university event.
- Please complete the booking form at MIAAVS and carefully read the rules at the back. If a student group or structure is found to be guilty of not following the rules, they may be fined or banned from their venue and any other venue for a set period, depending on the severity of the transgression.

Additional Information

- The Audio-Visual and Technical Services maintain AV equipment and systems in lecture theatres/auditoriums, classrooms, seminar rooms, etc. All equipment taken on the loan must be signed for on the prescribed form and returned signed by a member of MIAAVS. No equipment may be removed from campus without permission and the necessary documentation, as well as a campus Control/Asset form and stamp (Forms obtainable from MIAAVS reception). No equipment, including data projectors and projection screens, may be used without MIAAVS' permission. Please contact the department should a motorised screen be lifted or brought down for any reason or if the use of a data projector is required by a student group or organisation.
- All lecture theatre equipment **MUST** be signed out from the reception and returned immediately after class. All equipment must be returned as quickly as possible to avoid the next class starting late. It is recommended that each class elect two students responsible for collecting and returning equipment to and from MIAAVS. Any loss of equipment, whether due to negligence, theft or accident, must be reported in writing and telephonically immediately.
- MIAAVS supports all teaching, learning and research. MIAAVS offers training workshops on poster making and MS PowerPoint presentations and assists clinical skills and facilitators. MIAAVS supports laboratory-based classes and assists in the production of multimedia teaching materials and courseware. Students are invited to visit the department to familiarise themselves with the procedures, fee structure and rules that may be applicable.

Office Hours

Mondays – Friday: 07h30 – 16h00

Saturday/Sunday/Public & University Holidays: Closed

Student Consultation Times

IMPORTANT: Depending on what material is requested, a waiting period may occur. We **DO NOT** offer express printing services. All printing/laminating bigger than A3 must be arranged ahead of time, as this has a minimum 24-hour waiting period. All payments must be made at the cashier in the CP Building, and receipts must be presented when collecting printed material. No material will be allowed to leave the department without a receipt.

Times for ID Photos and Colour Printing/Copies:

Mondays to Fridays: 09h00–15h00

Physical and Postal Address

Library Building, Basement Level | Postal Address: PO Box 214, PO Medunsa, 0204

Departmental E-mail Address & Main Telephone Number:

Tel. : 012 521 4541/5634

E-mail: miaavs@smu.ac.za

Contact Details

Manager	: Ms Nicolette Jordaan	Ext: 5642
Administrative Officer	: Ms. Gertrude Ramabu	Ext: 4541/5634
Assistant Administrative Officer	: Ms Tiny Mokwape	Ext: 4541/5634
Medical Photographer	: Ms Edinah Ndlovu	Ext: 4541/3733
Medical Photographer	: Mr Jaco Janse van Rensburg	Ext: 4541/3733
Medical Illustration/Graphic Designer:	Ms Marinda Pretorius	Ext: 5611
Media and Television Specialist	: Mr Mfundo Busani	Ext: 4541/5704
Audio-Visual Technician	: Mr Andrew Leso	Ext: 4541/5634/5702
Audio-Visual Technician	: Mr Kenny Sibiyi	Ext: 4541/5634/5702

PLEASE NOTE:

- All requests must be submitted to MIAAVS through the Front Office administrative staff, with no exceptions. The staff will then direct your request to the relevant person or unit within MIAAVS.
- **ALL** correspondence/requests must be directed to the Manager MIAAVS by using the [miaavs@smu.ac.za email](mailto:miaavs@smu.ac.za) or by mailing the manager [nicolette.jordaan@smu.ac.za directly](mailto:nicolette.jordaan@smu.ac.za).

INTERNATIONALISATION DIRECTORATE

Sefako Makgatho Health Sciences University (SMU) is a unique higher education institution specialising in health sciences. As such, SMU's approach to internationalisation is designed to broaden the global scope of this niche university while nurturing the development of globally-minded graduates. Internationalisation at SMU encompasses a variety of strategies and activities aimed at incorporating global perspectives both locally and internationally. This includes initiatives such as Internationalisation at Home, which brings global elements into the classroom, community, and campus, as well as Comprehensive Internationalisation, which focuses on strategic partnerships, collaborative research, and knowledge exchange across borders.

The Directorate works closely with the Advocacy & Diversity Unit within the Student Affairs Directorate to ensure the effective delivery of student services and support.

Services Rendered:

- Student and staff mobility (outgoing and incoming students).
- Student and staff assistance (visa guidance, assistance to international students on campus, prospective international students and local students and staff travelling or wanting to study abroad).
- Student activities which promote internationalisation and multiculturalism on campus (Africa Day).
- Create awareness of international scholarships and other opportunities for students and staff.
- Assist with internationalising of the academic project.
- International perception management.
- Internationalisation of higher education thought leaders (research on the topic).
- Support office for writing funding proposals, collaborations, international MOU's and embassies.
- Monitoring SMU's legal compliance with the internationalisation framework of South Africa.

- Assist with the recruitment of international students.
- Student-Related Activities/Committees
- Activities take place in conjunction with the Student Affairs Directorate.

Committees

- Sefako Makgatho Health Sciences University International Student Organisation (SMUIISO).
- SMU SASUF Student Network.

Working Hours/Consultation Hours

Working Hours: Monday – Friday, 08:00 – 16:00

Consultation Hours: Tuesday – Thursday, 10:00 – 15:00

Contact Details

Mr Gift Lebethe

Administrative Assistant

Email: gift.lebethe@smu.ac.za

Dr Carlien Jooste

Director: Internationalisation

Email: carlien.jooste@smu.ac.za

RESEARCH AND INNOVATION DIRECTORATE

The Research and Innovation Directorate at Sefako Makgatho Health Sciences University is dedicated to fostering a culture of scholarly excellence and innovation. By driving strategic objectives that focus on enhancing research output, building capacity, and fostering impactful collaborations, the directorate empowers postgraduate students and researchers to excel in their academic and professional pursuits. Through a variety of targeted initiatives, the directorate not only advances the university's research agenda but also positions it as a leader in innovation and entrepreneurship within the health sciences field.

The Research and Innovation Directorate has five key strategic objectives, which are:

- Improve research output and impact.
- Increase postgraduate students' scholarly engagements.
- Increase research collaboration and partnerships.
- Increase research capacity.
- Increase commercialisation/entrepreneurship.

The Directorate Provides the Following Services to SMU Postgraduate Students:

Research Capacity Development

- Research Methodology Course (REME)
- Postgraduate induction
- Proposal development workshops
- Thesis writing workshops
- Publication workshops
- Statistical data analysis workshops
- Online biostatistics short course
- Qualitative data analysis



- Scientific writing workshops
- Writing retreats

Biostatistics

The directorate facilitates the services of a biostatistician to assist postgraduates with statistics and data analysis for their research projects.

Editing

Postgraduate students may also contact the directorate for editing their thesis/dissertation. The directorate will facilitate the process by linking them with an Editor.

Research protocol review

- Scientific review of protocol (Masters and Doctoral degrees) by the School Research Committee (SRC).
- Ethical review of research proposal for postgraduate students by the SMU Research Ethics Committee (SMUREC).

Funding Opportunities

In partnership with the NRF, MRC, HWSETA, etc., the directorate facilitates funding opportunities for postgraduate students at the honours, master's and doctoral levels.

Research Collaboration

Facilitation of collaboration with other institutions by linking postgraduate students with partners with relevant equipment and expertise about their research project on and off-campus.

Innovation and Entrepreneurship Ecosystem

The directorate provides administrative support and facilitates financial support for innovation and Entrepreneurship through the following offices.

Technology Transfer Office (TTO)

- Promoting innovative research with entrepreneurial potential.
- Create awareness and provide information on innovation and IP.
- Identify and protect IP (Patent) emanating from research projects with appropriate legal rights.
- Assist in commercialising and licensing of the IP.

Centre for Entrepreneurship Rapid Incubation (CfERI)

- Incubate entrepreneurs with innovative business ideas.
- Provide training on various business functional areas.
- Facilitate registration of companies and development of business plans.
- Organises investor sessions for entrepreneurs to pitch their business ideas to potential investors.

Postgraduate Enrolment support

Providing prospective postgraduate applicants and continuing postgraduate students with enrolment support, including postgraduate supervision memorandum of agreement (MOA) and Research Code of Conduct.

Postgraduate Facility: Library

The Directorate, in collaboration with the library, facilitates subscription to resourceful databases and referencing and editing software to support postgraduate students' studies with relevant information. A dedicated area in the library has been made available for postgraduate students for easy and convenient use of the facility.

Physical Address

Clinical Pathology Building, 5th Floor (South)

Contact Details

Prof Mapaseka Seheri (Director: Research and Innovation)

Tel: 012 521 3360 | mapaseka.seheri@smu.ac.za

Office No: S521

Mr Mohlatlego Sebola (Technology Transfer Office)

Tel: 012 521 4612 | mohlatlego.sebola@smu.ac.za

Office No: S520

Mr Dev Mamabolo (Project Coordinator- Technology Transfer Office)

Tel: 012 521 4612 | Dev.mamabolo@smu.ac.za

Office No: S520

Mr Pontsho Mampuru (Liaison Officer- Technology Transfer Office)
Tel: 012 521 4612 | Pontsho.mampuru@smu.ac.za
Office No: S520

Ms Lorato Phiri (Research Ethics)
Tel: 012 521 5617 | lorato.phiri@smu.ac.za
Office No: S524

Ms Jadah Matentji (Postgraduate Funding)
Tel: 012 521 3956 | jadah.matentji@smu.ac.za
Office No: S524

Ms Elsie Mfete (Research Outputs)
Tel: 012 521 3698 | elsie.mfete@smu.ac.za
Office No: S519
Ms Fulufhelo Malamatshe (Research Capacity Development)
Tel: 012 521 5171 | fulufhelo.malamatshe@smu.ac.za
Office No: S519

Ms Winnie Motsatsi (Coordinator-Research Grants and Strategic Partnerships)
Tel: 012 521 3233 | winnie.motsatsi@smu.ac.za
Office No: S519

Ms Mexo Sithole (Administrative Assistant)
Tel: 012 521 3965 | mexo.sithole@smu.ac.za
Office No: S521



REGISTRAR'S OFFICE

The Registrar's Office is a cornerstone of administrative excellence and governance at the university, ensuring the smooth operation of its academic and regulatory functions. With a core focus on compliance and governance, the office plays a critical role in upholding the integrity of university policies, academic regulations, and the Higher Education Act. As the central hub for administrative support to key university structures, including the Council, Senate, and various committees, the Registrar's Office facilitates the efficient management of student applications, admissions, examinations, graduations, and records. Its diligent work ensures that the university's academic processes align with institutional standards and legal requirements, contributing to the overall success and growth of the academic community.

Services Rendered

- Compliance Officer of the university.
- Electoral Officer of the university.
- Secretary to Council and Senate, the Council and the Senate committees, and the institutional forum.
- Provides administrative support to governance structures of the university.
- Compliance with the Higher Education Act and various university academic policies, principles, rules, and regulations in the administration of student applications, admissions, registrations, examinations, graduations, and student records.

Physical Address

Clinical Pathology Building, 5th Floor, office S517.

Contact Details

Dr JM Mabelebele

Registrar

Email: jeffrey.mabelebele@smu.ac.za

Tel: 012 521 3358

Ms VO Mokgoko

Secretary

Email: vuyiswa.mokgoko@smu.ac.za

Tel: 012 521 3357

The Office of the Deputy Registrar: Academic Administration

Services Rendered:

- Compliance with the Higher Education Act and various university academic policies, principles, rules, and regulations in the administration of student applications, admissions, registrations, examinations, graduations, and student records.

Contact Details:

Mr Baatile Poo

Deputy Registrar: Academic Administration

Email: baatile.poo@smu.ac.za

Tel: 012 521 4203

REGISTRY DEPARTMENT

The Registry Department plays a vital role in ensuring seamless and efficient movement of documents and parcels within the university and beyond. Through its commitment to reliable and timely service, the department supports the institution's operational needs by managing essential postage and courier services. By maintaining accuracy and efficiency, the Registry Department helps to connect the university with its stakeholders.

Services Rendered

- Postage
- Courier services

Physical Address

Clinical Pathology Building
Ground Floor
Room no. Cs003

Working Hours

Monday – Friday: 07h30 to 16h00

Contact Details:

Sophie Baby Masebe

Email: sophie.masebe@smu.ac.za

Tel: 012 521 5880

Joel Micheal Sekgotha

Email: joel.sekgotha@smu.ac.za



STUDENT DEBTORS

Managing tuition fees is a crucial part of a successful academic journey, and the Student Debtors Cashier Office is here to make the process seamless and efficient. With a commitment to providing reliable and student-centred service, the office ensures that payment transactions are handled promptly, helping students focus on their academic goals. A simple step towards financial organisation starts here—don't forget to bring your student card for all payment processes.

Cashier Office

Service Rendered

- Collections of tuition fees from students and issuing of receipts

NB: To process any payment, students must bring along their student cards.

Additional Information

All students are requested to produce their student cards at the Cashier Office.

Physical Address

Clinical Pathology Building, Basement, One Stop Student Centre.

Student Consultation Hours

Monday – Friday: 09h00 – 12h00 and 13h00 – 15h00.

Contact Details

Phala Sepeng: Treasurer

Email: phala.sepeng@smu.ac.za

Tel: 012 521 3024

Relebogile Ntlatleng: Cashier

Email: relebogile.ntlatleng@smu.ac.za

Tel: 012 521 4957

Barbara Dooka: Invoice Clerk

Email: barbara.dooka@smu.ac.za

Tel: 012 521 4154

Student Debtors Office

Services Rendered

- Administering student fee accounts
- Issuing of the statement of account
- Collection of outstanding fees

Additional Information

All students are requested to produce their student cards at the student debtors' office.

Physical Address

Clinical Pathology Building, Basement, One Stop Student Centre.

Contact Details

Tebogo Shole: Assistant Director Student Fees

Email: tebogo.shole@smu.ac.za

Tel: 012 521 4614

Emily Msiza: Assistant Accountant

Email: emily.msiza@smu.ac.za

Tel: 012 521 4735

Mothibedi Motsepe: Principal Accountant

Email: mothibedi.motsepe@smu.ac.za

Tel: 012 521 4500

Frans Teffo: Principal Accountant

Email: frans.teffo@smu.ac.za

Tel: 012 521 4713

SECURITY SERVICES

The Security Services Department plays a vital role in fostering a safe and supportive environment where the University's core pursuits—teaching, learning, and community engagement—can thrive. With a steadfast commitment to safeguarding the physical assets of Sefako Makgatho Health Sciences University (SMU) and ensuring the well-being of students, staff, and visitors, the department provides robust systems and measures designed to create a secure and conducive campus for academic excellence and collaboration.

Services Rendered to SMU Community

- Operational control room monitoring CCTV (1700 cameras on and off-campus monitored live) and a UAV/ DRONE on a 24h/7 basis.
- Access card management
- Incident management
- Reaction vehicle with SMU Tactical Response Team (TRT) 24 hours/day.
- Crime prevention through visible security patrols
- Green route (walkway) escorts for on and off-campus residences
- Locksmith services
- Incident, misconduct, GBV and crime investigation
- Medical assistance: SMU Ambulance Service (Dispatch only).
- Special events management on campus

Incident Reporting

Control Room Operator

- Receive complaint
- Record in the electronic occurrences book
- Dispatch required personnel.

Crime Awareness and Campus Safety

Your safety is our top priority, and staying vigilant on and off campus is essential. Always remain aware of your surroundings and take proactive steps to protect yourself and your belongings. Secure your room at all times and avoid lending personal devices like mobile phones to strangers. Remember to switch off appliances when not in use and keep valuables away from open windows.

For your safety, avoid isolated areas, particularly after dark, and never ask for or accept lifts from strangers within or outside the campus. If you notice suspicious individuals, report them immediately to the Control Room. When accessing university facilities, use your access card responsibly and never allow unauthorised entry to others.

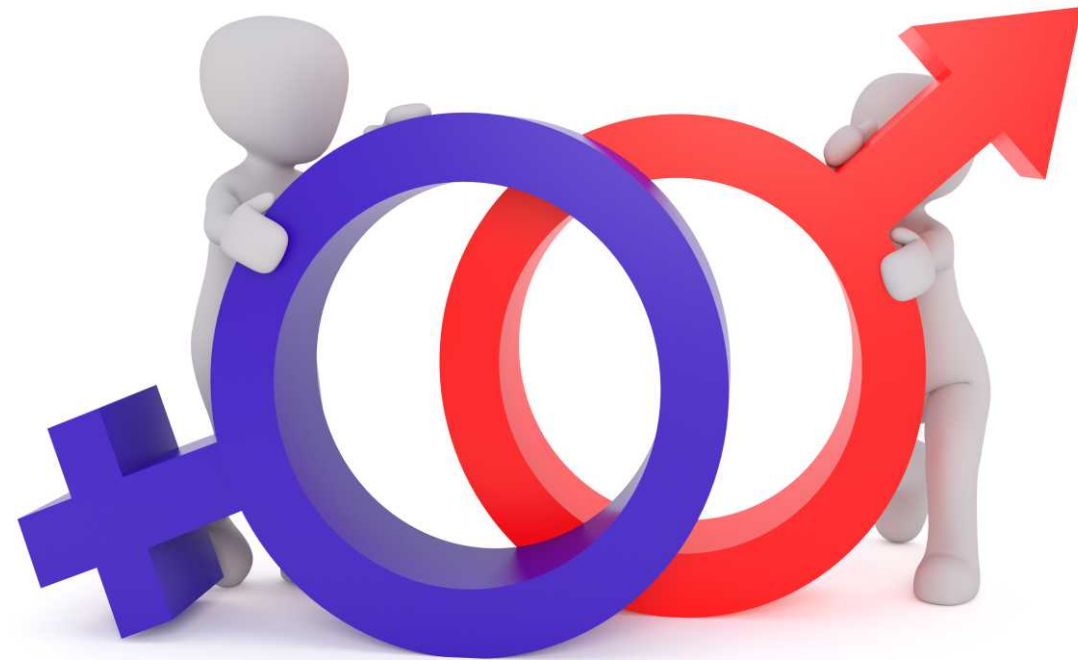
Security Services Location

The Security Services department is conveniently located next to the University's Main Entrance, ready to assist with all safety concerns.

Emergency Contacts

- 24-Hour Control Room: 012 521 4139 / 3705
- Toll-Free Number: 080 016 0874
- 24-Hour Supervisor: 082 793 1367 / Short Number 6004 (internal use only)

At the Security Services Department, we encourage you to lead a balanced university life while keeping your safety and academic goals in mind. Adhering to university policies and regulations will contribute to a secure and supportive environment for everyone.



The Gender-Based Violence (GBV) Office at the university is dedicated to supporting both staff and students by providing a safe and confidential space for addressing and managing cases of gender-based violence. The office plays a vital role in ensuring that individuals affected by GBV receive guidance, support, and appropriate interventions. Through advocacy and educational initiatives, the office works to raise awareness and promote a culture of respect and safety across the university community.

Services Rendered

- The Gender-Based Violence (GBV) Office offers its services to all university staff and students.
- Provides a safe and confidential space for reporting cases of GBV.
- Confidentially advises complainants and victims of GBV of their options.
- Coordinate support for the complainant, such as psychosocial support, alternative accommodation, a no-contact order, or any other that the complainant may require.
- Inform the respondent/s of the complaint filed against them.
- Manages GBV-related complaints and cases on behalf of complainants.
- Engages actively in advocacy around GBV.
- Conducts training sessions and workshops on GBV-related topics.

Working Hours

Monday – Friday from 08h00 to 16h30.

Contact Details

Acting Manager: GBV- Ms Busi Mbanjwa

Telephone number: 012 521 3085.

Email address: gbvoffice@smu.ac.za

Office Details

HR Department, Clinical Pathology Building, 5th Floor, Office No S531.

STUDENT SUPPORT AND REFERRAL UNIT

At the Student Support and Referral Unit, we are committed to empowering students to navigate challenges and unlock their full potential. Our holistic approach ensures that every student receives tailored support, beginning with a thorough understanding of their unique circumstances. Whether it's guidance, life coaching, or connecting with specialised services, our team is here to foster resilience, personal growth, and academic success. Your journey at university is as much about self-discovery as it is about achievement, and we are here to walk alongside you, offering unwavering care, confidentiality, and encouragement. Let us help you turn challenges into opportunities for growth.

Our Services at a Glance

- Problem Identification & Screening: Every student begins here, where we help you reflect to identify challenges.
- Guidance & Referral: Based on the screening, students may receive Life Coaching sessions or be directed to relevant service providers.

Life Coaching

Life coaching is a versatile service designed to help students thrive. While the support provided includes:

- Modifying behaviour patterns
- Instilling discipline and a positive mindset
- Establishing constructive habits
- Setting and achieving goals
- Personal development
- Overcoming obstacles and setting action plans for change

It's important to note that our coaching isn't limited to these areas. We cater our sessions to the unique needs and aspirations of each student.

Referrals

For certain challenges, we may suggest connecting with specialised service providers, such as:

- Educational Psychologist
- Clinical Psychologist
- Social Worker
- Centre of University Teaching and Learning (Academic Support)
- Financial Aid
- Campus Health

Who Can Access Our Services?

Any registered student facing academic difficulties or personal challenges is welcome. We assure you of complete respect, care, and confidentiality in all matters.

Welcome to our community, and remember, we're here to support you every step of the way.

Physical Address

Clinical Pathology Building, Ground Floor, Lecture Hall 3, Room No. 3L003

Student Consultation Hours

Monday – Friday: 07h30 – 16h00

Contact

Mrs C Du Preez

Email: corlia.dupreez@smu.ac.za / studentsupport@smu.ac.za

Tel: 012 521 3805

WhatsApp Only: 072 687 1898

STUDENT LIFE AND GOVERNANCE

Student Governance and Development is dedicated to fostering the holistic growth of all students, shaping future leaders, and creating vibrant campus life. Central to our mission is the training and development of student leaders, student life and events coordination, and support for governance structures such as the SRC, Student Housing Committees, Faculty Representatives, Sports Council, and Student Societies.

Our strategic focus lies in ensuring a quality learning experience by providing comprehensive academic and non-academic support and empowering students to reach their full potential. We are committed to creating an optimal campus life experience while enhancing student employability.

Whether you're seeking guidance on joining societies, understanding membership fees, or accessing general information, our supportive staff at the Student Centres are always ready to assist. Let us help you connect with the right resources and navigate your student journey with ease.

Vision

- Student leadership development.
- To uphold best practices in student governance.
- To foster meaningful community development.

Mission

- To empower and enhance the student community through capacity-building initiatives, promoting excellence in governance, leadership, and co-curricular activities.

Goals and Objectives

- To provide leadership training for all student governance structures.
 - To provide leadership training opportunities to students with leadership potential.
 - To create opportunities for students to have meaningful and relevant growth experiences as they participate in co-curricular activities (clubs and societies).
 - To build capacity in elected student leaders regarding their representation, planning and management of student affairs.
 - To be continuously involved in professional development activities to promote self-development and the development of expertise in the field of student leadership, governance and co-curricular activities
- **Core Competencies**
 - Leadership training and development.
 - Student life and events.
 - SRC activities
 - Societies.



Political Structures

- African National Congress Youth League (ANCYL)
- Economic Freedom Fighters Students Command (EFFsc)
- Pan African Student Movement of Azania (PASMA)
- Progressive African Socialist Students Organisation (PASSO)
- South African Students Congress (SASCO)
- Student Christian Fellowship (SCF)
- Student Union for Christian Action (SUCA)
- Young Communist League of South Africa (YCLSA)

Social Clubs/Academic Structures

- Amabutho Akwazulu
- Book Club
- BMF Student Chapter
- Community Audiology
- Computer Science Society
- Debate Society
- Denzhe Student Society
- Disabled Student's Origination
- DL Central Lions
- Empower Her SMU
- Enactus
- GetFit
- Hippocrates Apprentices
- International Federation of Medical Students (IFMSA)
- Lemonade
- Let The Young Man Live
- Mathematics & Statics Society
- Nca Nation
- South African Higher Education Queer Alliance (SAHEQA)
- South African Student Dental Association (SASDA)
- Science & Technology Student Federation
- South African Sisterhood Society
- SMU Arts Society
- SMU Friends of MSF (Médecins Sans Frontières)- Doctors Without Borders
- SMU Medics On Motion
- SMU Mental Health Advocacy Group

- SMU Promath Alumni
- SMU Rainbow Alliance
- SMU Research Club
- SMU Surgical Society
- SMU Speak-Up
- SMU Association for Pharmacy Students (SMUAPS)
- SMU International Students Organisation (SMUIISO)
- United Nations Association of South Africa (UNASA)
- Wrap-It Up
- Young Consolidation Vision

Religious Structures

- Association of Catholic Tertiary Students (ACTS)
- Believers Love World (BLW)
- His House Church Student Chapter
- International Pentecostal Holiness Church (IPHC) Student Structure
- International Pentecostal Holiness Church (IPHC) Silo Student Structure
- The Twelve Apostolic Church in Christ
- Methodist Student Society
- Nazareth Tertiary Student's Association (NATESA)
- Seventh-day Adventist Student Movement (SDASM)
- The Last Days Evangelism Ministries
- United Apostolic Church
- Zion Christian Church (ZCC) Student Fellowship
- St Engenas Zion Christian Church (ZCC)

Contact Persons

Mr. A.L Masetla
Student Development Practitioner
SRC Offices at the Natural Sciences Building (NSB)
(012) 521 5836 | Albert.masetla@smu.ac.za

Ms. R.G Mogase
SRC Administrator
(012) 521 5835
Goitseman.mogase@smu.ac.za

STUDENT RESIDENCES

Services Rendered

- Issuance of proof of residence for students.
- Access to washing machines and tumble dryers for laundry needs.
- Availability of kitchen facilities, including microwaves and stoves.
- Cleaning services to maintain a hygienic living environment.
- Maintenance support, including renovations and replacement of damaged items, in collaboration with the technical services team.
- Entertainment amenities such as TV rooms equipped with DSTv.
- Dedicated security officers assigned to each residence for enhanced safety.
- Addressing student concerns and providing support for various issues.
- Oversight and enforcement of student discipline to ensure a harmonious living environment.

Student-Related Activities/Committees

A. Activities

- SMU, I belong
- Residence Orientation
- Ubuntu games in collaboration with All Sports Council and the General Treasurer of SRC
- Bon fire
- Green campus in collaboration with garden services
- SMU conversation / Pillow Talk
- Ongoing orientation
- Residence games

B. Committees

- House Committee

Additional Information

Residence Policy Available on SMU Intranet

Important residence rules

- No alcohol or substance abuse
- No tampering with fire fighting equipment
- No illegal squatting in the residences
- No noise and parties
- No vandalism
- No trading
- No weapons allowed in residence

General Information

- Proof of residence can be obtained from your Coordinator: Residences.
- Your postal address; your name, residence name, room number, P O Box 154 Medunsa 0204
- All junior students share rooms.
- If you need help, contact your Coordinator: Residences.
- Report repairs and maintenance of your room to the Coordinator: Residences.



Safety at Residences

- Report the loss of your key to your Coordinator: Residences/ it can be replaced at a cost.
- Secure your valuables in a safe place.
- Report any suspicious persons to the Coordinator: Residences and security.
- Keep your door closed and locked, especially when you are sleeping or alone in the room.
- Switch off appliances when not in use.

Physical address

Clinical Pathology Building Office S530

Student Consultation Hours

Monday – Friday: 08h00 – 16h00

Contact Details

Designation	Individual's details	Email	Contact Number
Director: Student Affairs	Mr. Tulani Nkuntse	tulani.nkuntse@smu.ac.za	012 521 3099
Deputy Director: Student Life	Mr. Themba Khumalo	themba.khumalo@smu.ac.za	012 521 3730
Deputy Director: Campus Health	Dr. Matsontso Mathebula	matsontso.mathebula@smu.ac.za	012 521 5714
Acting Head of Department: Student Housing	Mr. Mohale Machete	mohale.mohale@smu.ac.za	012 521 4308
Coordinator: Residences: Res 1A	Ms. Violet Thosago	violet.thosago@smu.ac.za	012 521 4013
Coordinator: Residences: Res 1B	Mr. Joseph Mnisi	joseph.mnisi@smu.ac.za	012 521 3996
Coordinator: Residences: Res 1C	Mr. Joseph Mnisi	joseph.mnisi@smu.ac.za	012 521 3996
Coordinator: Residences: Res 1D	Ms. Marry Motau	marry.motau@smu.ac.za	012 521 5772
Coordinator: Residences: Res 2A	Mr. Khathutshelo Mulaudzi	khathutshelo.mulaudzi@smu.ac.za	012 521 4308
Coordinator: Residences: Res 2B	Ms. Martha Vuma	martha.vuma@smu.ac.za	012 521 4694
Coordinator: Residences: Res 4B	Mr. Bonile Peter	bonile.peter@smu.ac.za	012 521 4359
Coordinator: Residences: Res 5A	Mr. Lethabo Kudumane	lethabo.kudumane@smu.ac.za	012 521 4776
Coordinator: Residences: Res 5B	Mr. Mzolisi Ngcamango	mzolisi.ngcamango@smu.ac.za	012 521 4096
Coordinator: Residences: Res Nurses Home	Mr. Tumiso Motalaota	tumiso.motalaota@smu.ac.za	015 521 4225
Residence Central Office/ Queries on Residence Admission	Central Office	studenthousing@smu.ac.za	012 521 4308 / 3742

TRANSPORT DEPARTMENT

The Transport Department plays a vital role in ensuring the seamless mobility of our university community. With a dedicated team of skilled drivers and supportive administrative staff, the department provides reliable and efficient transport services that underpin the academic, social, and operational needs of students and staff alike. Through our services, we aim to foster connection, accessibility, and a sense of community across all areas of campus life. The department consists of thirty-four drivers and five administrative staff.

Services rendered:

- Provide student transport for various outreach programmes.
- Offer transport for students to off-campus residences.
- Facilitate transport for students and staff to sports and spiritual activities.
- Supply transport for other departments' operational requirements.

Additional information

- No vehicle may be driven without prior authorisation.
- All student transport requests should be submitted to the transport department at least four (04) working days before the trip.
- No driver with a license that has active endorsement will be allowed to drive fleet vehicles.
- No student or staff member may drive official SMU vehicles while under the influence of alcohol or any drug that could affect their judgement.
- No vehicle may be taken home overnight without permission and/or prior authorisation.

- Private use of the vehicle shall lead to the withdrawal of the privilege and possible disciplinary action.
- Each driver will be held responsible for any traffic fines incurred while driving the vehicle, as the university does not allocate funds for the payment of fines.

Physical Address

Transport Building
Situated next to the small gate

Student Consultation Hours

Monday – Friday: 07h30- 16h00

Email address: transport@smu.ac.za

Ms Evelina Mahlangu
Acting Head of Department
Tel: 012 521 4917

Ms Gaobuse Mojaki
Transport Officer
Tel: 012 521 3719

Ms Jemina Motsie
Admin Assistant
Tel: 012 521 4634

Mr Edwin Manabalala
Transport Officer
Tel: 012 521 5009

Ms Katlego Maseka
Admin Assistant
Tel: 012 521 4634

Ms Maluleke Rose
Admin Assistant
Tel: 012 521 4634



SPORT AND RECREATION



Sport and recreation are integral to fostering a vibrant and well-rounded university experience. At the heart of campus life, the Sport and Recreation Department offers opportunities for students, staff, and alumni to engage in a variety of physical activities that promote health, wellness, and community spirit. Whether you're looking to compete, stay fit, or unwind, the department provides a welcoming space to explore your passions, build lasting connections, and embrace an active lifestyle.

Services rendered

- Administration of all registered sporting codes on campus.
- Training and development of athletes.
- Multi-purpose gymnasium.
- Provide students, staff, and alumni with the opportunity to participate in a range of indoor and outdoor sports activities, such as Football, Rugby, Tennis, Bodybuilding, Aerobics, etc., and promote a healthy and physical wellness lifestyle.
- Coordinate internal and external sports activities.

Student-Related Activities/Committees

There are 18 active sporting codes on campus: Aerobics, Athletics, Basketball, Boxing, Bodybuilding, Chess, Cricket, Dance Sports, Football, Karate, Netball, Supa Pool, Rugby, Squash, Swimming, Table Tennis, Tennis, and Volleyball. As a new student at the university, you are encouraged to join one or more of our sports and recreational clubs so you can enjoy your stay.

University Sport South Africa (USSA)

Our clubs annually participate in the University Sport South Africa (USSA) Winter, Autumn, and Summer tournaments. The winter tournaments' sports codes are Dance Sport, Netball, Body Building, Karate, Supa Pool and Volleyball, held on the first week of the winter recess. Some of the summer tournaments' sporting codes are Aerobics, Chess, Cricket, Athletics, Football, Karate, Pool, Football, Swimming, Table Tennis and Tennis. The Summer tournaments are held on the first week of the Summer holidays. Participation in the national USSA tournaments offers one an opportunity to participate internationally.

Community Leagues

Clubs also play in the community leagues around Gauteng. All clubs have internal and external fixtures played on different weekdays and weekends at various venues in and around Gauteng province.

Facilities

General Gym

All students are free to use the gymnasium. To do so, one simply produces one's current student card at reception. Various training equipment is available in the centre.

Indoor Facilities

- General Gym
- Karate Hall
- Squash Court x 6
- Bodybuilding Gymnasium
- Dance Hall
- Table Tennis Hall
- Basketball Court x 2
- Volleyball Court x 2
- Badminton Court x 6

Outdoor Facilities

- Football Stadium
- Football field x 2
- Rugby Field
- Tennis Court x 4
- Netball Court x 2
- Basketball Court
- Swimming Pool – Under construction

Additional Information

The Department takes pride in having cultivated some of the nation's finest sportsmen and women across the following disciplines:

Athletics – Moderfontein 10Km (Athletics Gauteng)

- Avela Snyman – Junior Category Champion (Sub 35minutes)

Body Building – IFBB (SA Championships)

- Taelo Maloka – 1st Place (Men's Physique under 178cm category)

Body Building – USSA (SA Championships)

- Bonno Mohlala – 1st Place (Ladies Wellness under 166cm) and overall winner

Dance Sport – Rumba in The Jungle (International Competition)

- Lehlohonolo Mbongeni – Solo Winner

Dance Sport - World Dance Sport Federation (WDSF) World Under 21 Latin Championships

- Reagile Pine and Thomo Thlabane

Dance Sport – WADF All African Artistic Championships (Continental Competition)

- Lesedi Mokhwibitjane and Bokamoso Mapela – Youth Category Champions

Dance Sport – FEDANSA (SA Championships)

- Lehlohonolo Mbongeni – Adult Solo Winner
- Siamisang Tswidi – Youth Solo Latin Winner
- Lindiwe Maseko and Otlotleng Hlaetha (Junior Level 2 Winner)

Karate – Best of the Best Karate Tournament – SA Champs

- Oratilwe Sethabela – 1st position (Senior Women U60kg)
- Ester Msiza – 3rd position (Senior Women U60kg)
- Mogau Matshitsho – 3rd position (Men's 80kg Light Heavyweight)

Provincial Call-ups

- Avela Mncwabeni – Athletics
- Sikelela Notununu – Athletics
- Paballo Kobe – Karate and Athletics
- Isaac Mafolo – Aerobics
- Boitumelo Makofane – Aerobics
- Ignituous Molefe – Aerobics
- Taelo Maloka - Bodybuilding
- Tshepang Mochechana – Male Netball
- Relebogile Makgalemele – Netball
- Sinesipho Mpofana – Netball
- Nokwanda Zwane – Netball

National Call-ups

- Bonno Mohlala – Body Building
- Johannes Mabusela – Chess
- Boitshepo Motlhala – Deaf Rugby
- Thabiso Mohubedu– Supa Pool
- Lethabo MMapheto- Volleyball

Matthews Mpete Cup – 2x Winners (Women's Football)

Inter-Varsity Volleyball Tournament (Winners – women)

GALFA Development League –

- Under11: Position 2
- Under13: Position 3
- Under15: League Champs
- Under17: Position 6
- Under 19: Position 3

GALFA Promotional League – Winners (Football Senior Men)

10th Annual Matlosana Cup 2022 Championships – Paballo Kobe (2nd place)

Blue Bulls Rugby Union Women's League – Runner's Up (2021 & 2022)

Blue Bulls Rugby Union – Reserve League Winners (Men 2021)

USSA Men's Volleyball National Championships – Plate Winners - 2021

Karate All African Games, Shinkyokushinkai World Championships 2017 participation

- 2018: Innocent Zikhali represented the RSA
- 2018: Amogelang Bunu: represented RSA

Bodybuilding International Participation Student 2016

Soccer Referees Course 2nd level, 5 students

SASAFA (Aerobics) 2016 Austria, Athletics

Pool (Blackball Pool games) National Champions

Finals of Blue Bulls Rugby Union 2015, Dance Sports National Championships and Badminton Northern Gauteng Champions and U.S.S.A

USSA C Netball Champions, Champions of B Division- Promoted to Section A in 2018

Our coaches are certified First Aiders after completing First Aid Levels 1& 2

Physical Address:

Sports Complex

Email: sports@smu.ac.za

Social Media Platforms

- Facebook – SMU SPORT
- Instagram- @smusports_sa

Working Hours: Monday– Friday: 07h30- 16h00

After- Working Hour Meetings on Request: Monday– Friday: 16h00- 18h00

Service Catalogue

Mr JK Semono (Head of Department)

jeff.semono@smu.ac.za

- Strategy development and execution
- Sport management
- Policy and procedure development
- Quality assurance and risk management
- Safety, health and environmental management
- Resource Management: Human Resource
- Resource management: Budget and Finance
- Monitoring, Evaluation and reporting
- Staff sport management
- Managing sport facilities

- Management of sports clubs
- Sports Affiliations (USSA and federations)
- Processing of overtime claims and coach payments
- Leave arrangements

Miss BV Sijora (Sport Officer)

E-mail: buiswe.sijora@smu.ac.za /sports@smu.ac.za

- Chess
- Dance Sport
- Handball
- Karate
- Football
- Rugby
- Squash
- Swimming
- Communications and Marketing
- Community Engagement
- Risk assessment and management
- Travel arrangements

Mr EO Lekgabe (Sport Officer)

E-mail: edwin.lekgabe@smu.ac.za

- Aerobics
- Athletics
- Boxing - recreational
- Basketball - recreational
- Body Building
- Volleyball
- Gymnasiums and SIRU
- Grounds men
- Infrastructure maintenance

Ms A Zwelibanzi (Sport Officer)

E-mail: andiswa.zwelibanzi@smu.ac.za

- Netball
- E-Sport – launch in 2025
- Cricket
- Supa pool
- Table tennis
- Tennis
- Grant & Sponsorship
- Staff & student Engagement & Recreational

Mr M Mavuso (Intern)

- Tests/Examinations Booking arrangements
- Venue booking for events
- Requisitions
- Asset Management

ALUMNI RELATIONS OFFICE

The primary objective of the Alumni Relations Office is to establish and maintain lifelong connections between the university and its graduates. The office is dedicated to fostering continuous communication with alumni by developing an Alumni Database. It allows Alumni Association members to network and reconnect via alumni chapters and events such as Golf Days and Class Reunions. Additionally, the office is vital in supporting students from previously disadvantaged backgrounds through donations and sponsorships.

The objectives of SMU Alumni include building a comprehensive database of graduates to support academic and research initiatives, leveraging alumni influence to generate third-stream income, and raising awareness among schools and academic departments about the importance of engaging with alumni, the community, and private organisations.

Services Rendered

- Circulate communicate through the university communication channels, such as the website, publications, social media and SMU FM.
- Planning, organising and implementing Alumni events, according to their programme, including purely social gatherings.
- Be present on open days, orientation weeks, and other university events.
- The organisation of institutional alumni events such as reunions
- Audit and update database
- Conducts alumni surveys
- Distribution of university Alumni publication
- Organising EXCO meetings and Alumni Annual General Meetings (AGM)
- The implementation of an alumni giving campaign, including online giving facilities
- Establishment of regional chapters and sectors
- Mobilising alumni to appoint or elect their representative who will serve on SMU Council.
- Community development, and
- Regular communication with Alumni and Convocation using electronic newsletter, emails, SMS and social media.

Working Hours

Monday – Friday: 07h30 to 16h00

Physical Address

Marketing and Communication Department
Clinical Pathology Building 5th Floor, Office S523

Contact Details

Ms Winnie Marishane

Email: alumni@smu.ac.za | winnie.marishane@smu.ac.za

Tel: 012 521 4563



SMU FM 97.1

The Heartbeat of Our Campus – Tune In and Be Part of the Vibe

Sefako Makgatho Health Sciences University (SMU) is not just a place of learning – it's a thriving, vibrant community where students, staff, and alumni come together to shape the future of healthcare. Central to this dynamic environment is SMU FM, your very own campus radio station that has quickly become the heartbeat of our university, offering a platform for expression, creativity, and connection.

Since its inception, SMU FM has stood as a voice for the students, by the students. Broadcast to the entire campus and beyond, it provides a space for students to share their stories, showcase their talents, and keep the SMU community connected through music, news, and lively discussions. Whether you're tuning in for the latest updates on campus events, a fresh playlist of trending tunes, or thought-provoking talk shows, SMU FM offers something for everyone.

What sets SMU FM apart is its deep-rooted connection with the university's ethos. As an institution committed to excellence in health sciences, the station has seamlessly integrated education, entertainment, and social issues into its programming. From health tips to career advice, interviews with community members and experts, to student-led discussions on relevant societal topics, SMU FM is an essential part of the university's effort to inform, inspire, and entertain.

For those who are part of the SMU community, tuning into SMU FM is more than just listening to music – it's a way to stay informed, stay connected, and be inspired. It's a place to get a feel for the pulse of the campus, with regular updates on university events, student initiatives, and news that impacts us all. SMU FM is also a creative outlet where students can showcase their skills behind the mic as radio hosts, producers, or sound engineers. The station offers invaluable experience, equipping students with practical skills that complement their academic journey.

If you're a new student, there's no better way to immerse yourself in the university's culture than by becoming a part of SMU FM. Whether you choose to tune in as a listener or get involved behind the scenes, you'll quickly realise that this station is more than just entertainment – it's a platform for self-expression, a tool for learning, and a vital part of what makes SMU a vibrant and progressive institution.

So, tune in to SMU FM today and be part of the conversation. Whether you're in the library, the gym, or on your way to class, let SMU FM be your soundtrack – connecting you to the stories, the music, and the people who make our campus truly special.

#YourSoundYourVoiceYourStation #SMUFM

[f](#) [x](#) [@](#) [v](#) [m](#) | www.smufm.co.za



10 REASONS WHY SMU STANDS OUT AS A LEADING HEALTH SCIENCES UNIVERSITY



1

High-Calibre Academic Staff

SMU boasts an accomplished team of academic professionals who bring a wealth of expertise and dedication to teaching, research, and service. Their commitment to fostering the next generation of health leaders is evident in both their professional achievements and unwavering support for students.

3

Student Success and Recognition

SMU students are frequently recognised for their leadership, innovation, and academic achievements. From excelling in national competitions to engaging in social advocacy, our students exemplify the values and aspirations of SMU.

2

Innovative Research Initiatives

The university is at the forefront of research in health sciences, focusing on areas that address pressing healthcare needs in South Africa and beyond. Research led by SMU faculty and students is creating meaningful impact, particularly in community health and healthcare access.

4

Strong Alumni Network

The university's alumni are making strides in the healthcare sector, both locally and internationally. Their accomplishments and contributions to the field serve as an inspiration to current students and a testament to the quality of education at SMU.

5

Comprehensive Health Sciences Programmes

SMU offers a wide range of programmes that cater to the diverse needs of the health sector. From medicine and nursing to public health and biomedical sciences, our curriculum is designed to equip students with the skills and knowledge required for success in today's healthcare environment.

6

Commitment to Community Health

One of SMU's core values is service to the community. The university encourages students and staff to participate in outreach initiatives that provide essential healthcare services to under-resourced communities, fostering a culture of compassion and responsibility.

7

Cutting-Edge Facilities and Resources

SMU's state-of-the-art facilities include advanced laboratories, simulation centres, and a medical library, offering students access to the resources they need to excel in their studies. These facilities support a hands-on learning approach, preparing students for real-world challenges.

8

Focus on Diversity and Inclusion

The university takes pride in fostering a diverse and inclusive environment, welcoming students from a variety of backgrounds. This commitment enriches the learning experience and prepares students to work effectively in diverse healthcare settings.

9

Strategic Industry Partnerships

SMU has cultivated partnerships with leading healthcare providers, research institutions, and industry players. These collaborations provide students with valuable exposure to the healthcare industry through internships, research opportunities, and hands-on experiences.

10

Global Recognition and Rankings

SMU continues to achieve recognition in national and international rankings, reflecting the institution's commitment to quality education and research. The university's focus on excellence ensures that graduates are well-respected within the healthcare community. With these attributes and achievements, SMU remains a distinguished institution, providing students with an education that is not only rigorous but also socially relevant. The university's forward-thinking approach equips graduates to make meaningful contributions to the healthcare sector, shaping a healthier future for all.



Welcome to SMU.

You are now part of a university that's shaping the future of healthcare and transforming communities. At SMU, you're not just studying — you're contributing to a legacy of impact and excellence. From your first day, you'll be surrounded by brilliant minds inspired to make a difference. Our students and graduates aren't just the healthcare professionals of tomorrow — they are the leaders who will drive change today.

Now it's your turn.

This is more than education. It is a movement, a journey, and you are now an essential part of it. Shape the future. Make your mark. Welcome to SMU.

#SMUImpact #SMU #SMUShapingHealthSA #WeAreSMU



Physical Address:

Molotlegi Street | Ga-Rankuwa | Pretoria

Postal Address:

Registry | P.O.Box 60 | Medunsa | 0204 | South Africa

Vision: *Transforming health services through excellence and innovation.*

Follow us:       | www.smu.ac.za