

SUPPLEMENTARY EXAM POLICY

1. The supplementary exam only supplements the final exam, therefore, only students who have passed their continuous assessments (CA) are eligible to write a supplementary exam.
2. Students need to apply for the supplementary examinations.
3. Supplementary examinations can only be written for a maximum of two courses per quarter.
4. Supplementary exams can only be written in the consecutive quarter.
5. A student, who obtains up to two (2) D grades in a quarter, qualifies to sit for supplementary examinations during online registration week, at the beginning of the next quarter or at time designated by the examinations office.
6. The student shall pay for the supplementary examination as per university payment policy or at half the amount of a credit.
7. A student who passes a supplementary examination shall earn a maximum of C grade (2.00 GPA points). The passed course shall bear a symbol that indicates a successful supplementary attempt on the student's record.
8. A student who fails a supplementary examination will be required to repeat the course.
9. A student is only permitted to repeat a course once after failing a supplementary examination. Should a student fail again they will be discontinued from the programme and referred to the Dean of the relevant school.
10. A student will register for a supplementary exam at the same time they register for accommodation.
11. Block release students writing supplementary exams will do so in the last week of the full time quarter.
12. Full time students will write supplementary examinations in the first week of registration after they have registered for the courses the week between block and full time.
13. Lecturers marking supplementary exams to be paid 30% of a credit fee per student.