

Teaching practice placement information

All professional teaching qualifications have teaching practice as a compulsory component of the curriculum. All students are required to submit their DSAR25/27 forms to the Teaching Practice Office in order for their placement to be processed and finalised.

No registration for any professional teaching qualification will be accepted for students unless the DSAR25/27 forms are included with the registration form. Whether a student is registering at a UNISA Regional Office or at home online, a student must have the filled in DSAR25/27 forms since they will need the information in order to populate the registration form.

After registering, please email or fax the school stamped DSAR25/27 to the relevant placement office (Refer to <http://www.unisa.ac.za/Default.asp?Cmd=ViewContent&ContentID=95421> for contact details).

The teaching practice period starts from February to September (this may differ according to your Portfolios/Assignments submission due dates).

All students living outside the Republic of South Africa are also allowed to do their teaching practice in South Africa (submit the DSAR25 form to teachsi@unisa.ac.za).

Depending on the qualification for which you want to enrol, the duration of teaching practice may differ from between 5 and 10 consecutive weeks. Each module has its own specified number of weeks and no two modules can be done concurrently. Teaching practice must be done within the phase (e.g. Foundation Phase, Senior Phase) of the qualification for which you are registered (consult teaching practice guidelines).

If you are enrolled for a BEd in Early Childhood Education or the Foundation Phase, your teaching practice is to be divided between a Pre-Primary School and the Foundation Phase of a Primary School. The practical component in fulfilment of the pre-primary qualification requirement must be done in the first and second years of your professional studies and in the second component in the Foundation Phase during the third and fourth year.

Teaching Practice modules must be done either together with or after you have completed the subject didactic module and not before (Senior Phase/FET).

The university may appoint supervisors to assess your teaching practice, or it may liaise with the relevant school to carry out your assessment during these compulsory teaching practice sessions.

Should the students have any problem with their selected school of choice; teaching practice office must be contacted for alternative placement.

Students who have appropriate experience of teaching within the relevant phase, may apply to be exempted from the teaching practical module by applying for Recognition of Prior Learning (RPL). Students who wish to apply for RPL should do so well in advance. They will need to supply sufficient evidence of relevant experience. Such applications should be referred to morokvt@unisa.ac.za

Guidelines for teaching practice modules

Please ensure that you read and understand the guidelines applicable for teaching practice module. When selecting a school, please ensure that the school of your choice offers your registered Teaching Practice subject/s in the relevant phase/s.

Module	Duration	Guidelines
PGCE Foundation Phase		
PCF410X	10 weeks	If you register for this module you are required to do 10 weeks (50 days) of teaching practice. These may run consecutively or in two periods on either one or two schools which has Grade R-3. For these modules you are required to complete 3 weeks (15 days) of observation at an ECD Centre and 7 weeks (35 days) at a primary school that has Grade 1-3. You will be required to complete both Section A and B if your teaching practice will be done in two different schools on the reverse form.
PGCE Intermediate		
PFC104T	10 weeks	If you register for this module you are required to do 10 weeks (50 days) of teaching practice. These may run consecutively or in two periods on either one or two schools which has Grade 4-9. You will be required to complete both Section A and B if your teaching practice will be done in two different schools on the reverse form.
PGCE Senior Phase and FET		
PTEAC1X	5 weeks	For this module you are required to complete 5 weeks (25 days) of teaching practice either in FET College or school that has Grade 10-12.
PTEAC2Y	5 weeks	For this module you are required to complete 5 weeks (25 days) of teaching practice at a school that has Grade 7-9.
BEd Foundation Phase		
PRS1045	5 weeks	For these modules you are required to complete 2 weeks (10 days) of observation at an ECD Centre and 3 weeks (15 days) at a primary school that has Grade R-3. Please note that you will need to arrange for your own observation at an ECD Centre. You will be required to complete both Section A and B if your teaching practice will be done in two different schools on the reverse form.
PRS2049	5 weeks	
PRS304C	5 weeks	For these modules you are required to complete 5 weeks (25 days) of teaching practice at a school that has Grade 1-3.
PRS403E	5 weeks	
BEd Intermediate Phase		
PST104F	5 weeks	For these modules you are required to complete 5 weeks (25 days) of teaching practice at a school that has Grade 4-9.
PST204J	5 weeks	
PST304M	5 weeks	
PST402N	5 weeks	
BEd Senior Phase and FET		
TPR100C	5 weeks	For this module you are required to complete 5 weeks (25 days) of teaching practice at a school that has Grade 10-12.
TPR200F	5 weeks	For this module you are required to complete 5 weeks (25 days) of teaching practice at a school that has Grade 7-9.

Note:

- Each module has its own specified number of weeks and no two modules can be done concurrently.
- Teaching Practice modules must be done either together with or after you have completed the subject didactic module and not before (Senior Phase/FET).

Teaching practical placement form for International Students (Outside RSA)

Student Number

--	--	--	--	--	--	--	--

Students are required to complete this form in full for their successful placement. Kindly note that an incorrectly completed form will delay the placement process. Please mark with X on the appropriate block.

Section A For which modules are you registering? Mark with a cross.	PCF410X	PFC104T	PTEAC1X	PTEAC2Y	PRS1045			
	PRS2049	PRS304C	PRS403E	PST104F	PST204J			
	PST304M	PST402N	TPR100C	TPR200F				
Country								
Name of School where you intend to do practical					Are you employed by the school?			
City/Town					Yes No			
Contact Details of School	Tel.....Email.....Fax.....							
Mentor Teacher Details	Please tick your Teaching Practice month and write date below				School stamp if school confirms that they can accommodate you			
Title & Initials.....	Feb	Mar	Apr	May		Jun	Aug	Sep
Surname.....	Please write specific date							
Contact (Cell).....	From..... to.....							
Email.....								

Complete Section B if you require a second school for placement

Section B For which modules are you registering? Mark with a cross.	PCF410X	PFC104T	PTEAC1X	PTEAC2Y	PRS1045			
	PRS2049	PRS304C	PRS403E	PST104F	PST204J			
	PST304M	PST402N	TPR100C	TPR200F				
Country								
Name of School where you intend to do practical					Are you employed by the school?			
City/Town					Yes No			
Contact Details of School	Tel.....Email.....Fax.....							
Mentor Teacher Details	Please tick your Teaching Practice month and write date below				School stamp if school confirms that they can accommodate you			
Title & Initials.....	Feb	Mar	Apr	May		Jun	Aug	Sep
Surname.....	Please write specific date							
Contact (Cell).....	From..... to.....							
Email.....								

School Principal's Signature **Date**

This form must be faxed to 086 619 2181 or Emailed to Teachsi@unisa.ac.za

I declare that all the particulars furnished by me on this form are true and correct. I undertake to comply with all the rules, regulations and decisions of the university and any amendments thereto, and I have taken note of advice that may be applicable to students in general. I, as a student registered with Unisa or an applicant intending to study with Unisa, hereby consent that Unisa may collect, use, distribute, process and communicate my personal information for all required academic processes pertaining to my application/registration to study with Unisa, which may include, but is not limited to, internal administrative processing, institutional and scholarly research, funding submissions, processing by the Matriculation Board and Admissions Committees, Higher Education South Africa, the Department of Higher Education and Training, the Council on Higher Education, the South African Qualifications Authority, other public higher education institutions and Qualification Verification Agencies. I confirm that I have read the notice and understand the contents thereof.